

2017

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Northumberland

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Archaeological  
Monitoring



16 Hexham Road  
Heddon-on-the-Wall  
Northumberland  
NGR 413110 567008  
Archaeological Monitoring  
Project 190-17-HS | October 2017

for  
Mr. Christopher Smith  
on behalf of  
Mr. Harry Ferry

**VINDOMORA SOLUTIONS LTD**  
Archaeological Practice

2ND FLOOR PROSPECT HOUSE  
PROSPECT BUSINESS PARK, VALLEY VIEW, LEADGATE  
CONSETT, COUNTY DURHAM DH8 7PW

☎ 01207 390010

✉ [INFO@VINDOMORA.INFO](mailto:INFO@VINDOMORA.INFO)

🌐 [VINDOMORASOLUTIONS.CO.UK](http://VINDOMORASOLUTIONS.CO.UK)



Archaeological Monitoring

16 Hexham Road

Heddon-on-the-Wall  
Northumberland

October 2017



**VINDOMORA SOLUTIONS LTD**  
Archaeological Practice

Registered in England & Wales | Company Registration No. 9505415  
Registered office: 2<sup>nd</sup> Floor Prospect House, Prospect Business Park,  
Valley View, Leadgate, Consett, County Durham DH8 7PW

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## SUMMARY

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Name of location:	16 Hexham Road
Address of location:	Heddon-on-the-Wall, Northumberland NE15 0EY
NGR:	413110 567008
Client:	Christopher Smith
Project Type:	Archaeological Monitoring
Project Code:	HRH-17
Planning Reference:	17/01718/FUL, Condition 3
County Council:	Northumberland County Council
County Council Archaeology Officer:	Karen Derham (tel. 01670 622655)
Report Author:	Tony Liddell
Report Date:	Friday, October 6, 2017
Document datestamp:	Wednesday, October 18, 2017
OASIS ID:	vindomor1-298556
Ordnance Survey Licence Ref:	100053142

## CONCISE SUMMARY OF REPORT

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In August 2017, Vindomora Solutions Ltd were commissioned by Mr. Christopher Smith on behalf of his client Mr. Harry Ferry to undertake archaeological monitoring in order to fulfil Condition 3 of Planning Application reference number 17/01718/FUL. The application was for the erection of a single storey side and rear extension to the existing bungalow and for the demolition of an existing temporary garage.

Two foundation trenches were monitored during the scheme. No archaeological structures, deposits or artefacts were encountered during the project. The observed ground suggested that the levels had been artificially raised to the north of the house during construction to provide a path and small patio area, and the land to the east of the house had been levelled and stepped accordingly with concrete steps set in place. It is likely that due to the sheer angle of the slope the Vallum will run at the base of the garden terracing rather than on the side or top. No background Roman material was observed during the project.

**Due to the lack of evidence for archaeological remains within the outline of the bungalow, no further work is recommended for the scheme.**

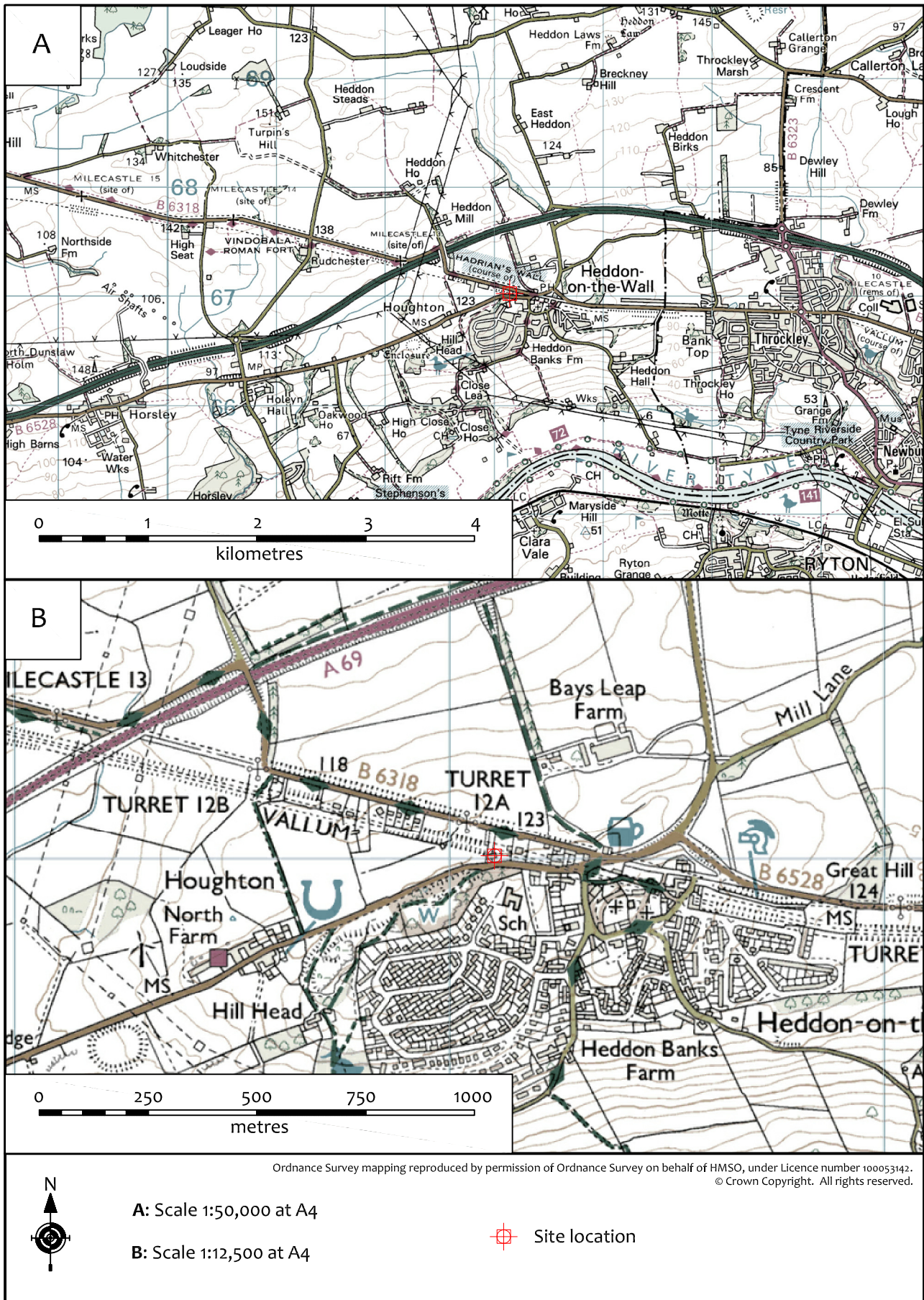


Figure 1. The site location, regionally



## 1. SCOPE OF PROJECT



Plate 1. April 2015 aerial view of the site, with the monitored areas highlighted in red. Image courtesy of Google Earth Pro, 2017.

### 1.1 Location

1.1.1 The site is located on the north side of Hexham Road (B6528), Heddon-on-the-Wall, Northumberland (centred at National Grid Reference 413110 567008). To the north lies the B6318, with open fields to the west and residential housing to the east. The postcode for the site is NE15 0EY.

1.1.2 The proposed development area is located on the east and north sides of No. 16 Hexham Road, a semi-detached bungalow with No. 18 to the west. The steeply terraced garden lies directly to the north, with a shallow gradient running south up the east side of the house to Hexham Road.

1.1.3 **Geology:** The site is located over the Pennine Lower Coal Measures Formation, comprising interbedded grey sandstone, siltstone and mudstone with common coal seams. Over the bedrock lies Devensian Till, comprising gravels, silts, sands and clays (British Geological Survey, 2017).

1.1.4 The site lies at 130m OD (Height above sea level).

### 1.2 Circumstances of the project

1.2.1 In July 2017, Vindomora Solutions Ltd were approached by Mr. Christopher Smith on behalf of his client Mr. Harry Ferry to undertake archaeological monitoring in order to fulfil Condition 3 of Planning Application reference number 17/01718/FUL. The application is for the erection of a single storey side and rear extension to the existing bungalow and for the demolition of an existing

temporary garage. This scheme is consistent with the objectives of paragraphs 141, 176 and 203-206 of the *National Planning Policy Framework* (NPPF) as well as and Policy C43 of the Castle Morpeth Local Plan. Vindomora Solutions were commissioned to undertake the work on the 6<sup>th</sup> August 2017.

- 1.2.2 Archaeological and historical research objectives are now built into developer funded archaeological schemes of work. This is the 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 *Frontiers of Knowledge: A Research Framework for Hadrian's Wall* (Symonds and Mason, 2009) and *Shared Visions: North East Regional Research Framework for the Historic Environment* (2006), in particular:

- Roman: Riii. The Roman Military Presence  
Rv. Roman material culture

### 1.3 Written Scheme of Investigation

- 1.3.1 A Written Scheme of Investigation (WSI) was produced by Vindomora Solutions Ltd. It was approved by Karen Derham, Assistant County Archaeologist for Northumberland County Council on the 4<sup>th</sup> September 2017. The WSI was based upon requirements set forth in a project specification produced by Karen Derham on the 21<sup>st</sup> June 2017.

### 1.4 Timetable of works

- 1.4.1 The monitoring took place on site between the 4<sup>th</sup>-6<sup>th</sup> September 2017.
- 1.4.2 The results of the monitoring scheme were compiled into this report during the week commencing the 2<sup>nd</sup> October 2017.

### 1.5 Professional standards

- 1.5.1 All work undertaken was in accordance with the Chartered Institute for Archaeologists' *Code of Conduct* (2014) and their *Standard and Guidance for an archaeological watching brief* (2014). Standards were also in accordance with the British Archaeologists' and Developers' Liaison Group's *Code of Practice* (1988).

### 1.6 Health and safety

- 1.6.1 Standard PPE was utilised for health and safety purposes throughout the fieldwork.

### 1.7 Archive

- 1.7.1 A full archive has been compiled in line with the specification and current UKIC and English Heritage Guidelines. The project code is **HRH-17 (Hexham Road Heddon-on-the-Wall 2017)**. 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 **vindomori-298556**.

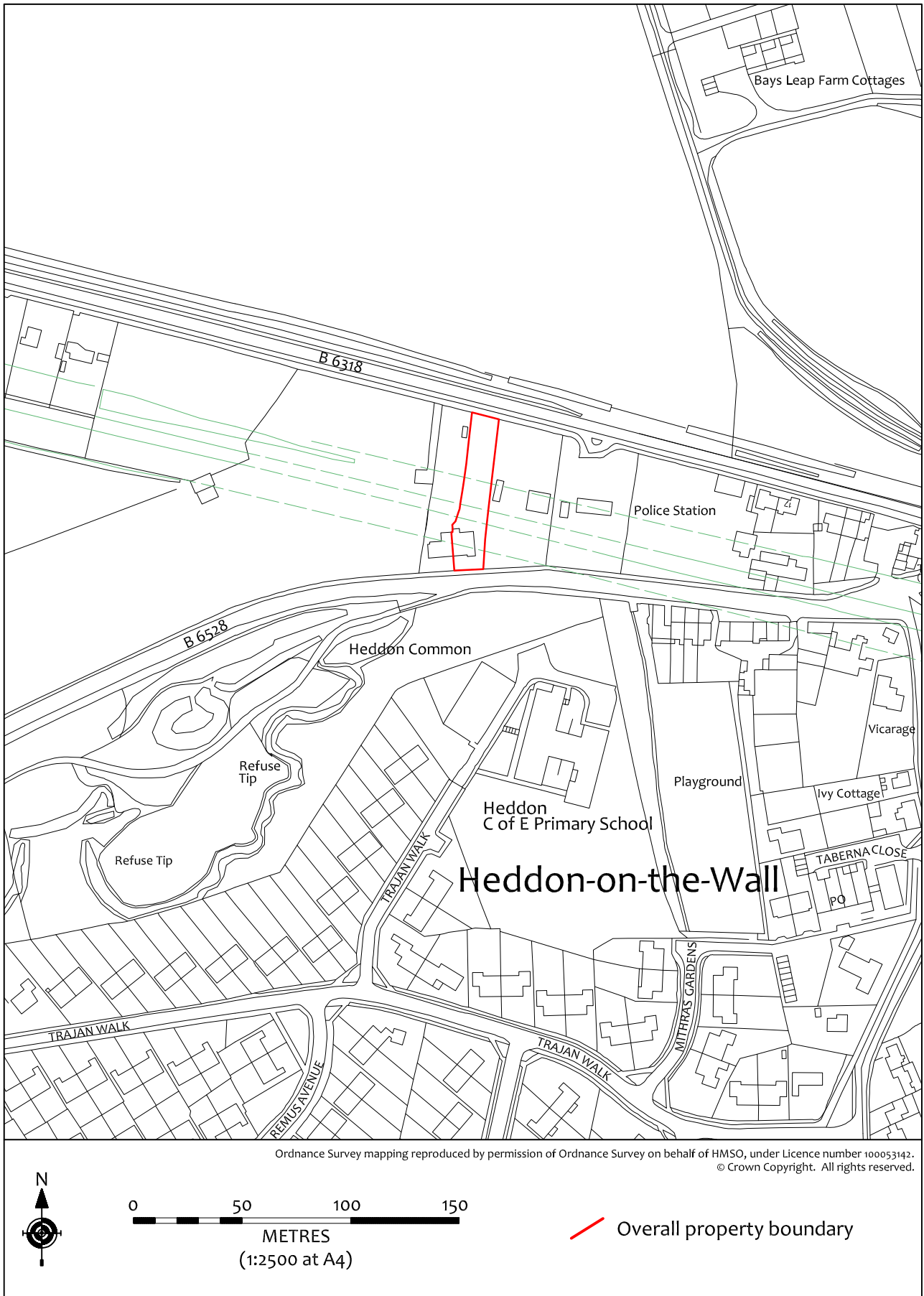


Figure 2. The location of the site within Heddon-on-the-Wall

## 2. BACKGROUND SUMMARY



Plate 2. Aerial image of the site, December 2002, courtesy of Google Earth Pro 2017. The monitoring areas are marked in red and the line of the Vallum in yellow.

### 2.1 Introduction

2.1.1 The historical/archaeological background is based primarily upon data from the Northumberland County Council Historic Environment Record as well as primary and secondary sources.

### 2.2 The Roman period

2.2.1 The primary archaeological concern relating to the proposed development was the site's proximity to the Roman **Vallum** ditch. The Vallum demarcated the southern boundary of the military zone south of Hadrian's Wall and is marked on the Ordnance Survey as running on a northwest-southeast alignment only 3m north of the groundworks (at its closest point). However, study of aerial imagery from December 2002 showed the Vallum running further south than mapped by the Ordnance Survey, meaning that the rear extension especially may impact directly on the south side of the Vallum ditch potentially in the footprint's entirety, with the eastern extension's northern end also impacting on the feature.

2.2.2 Of direct relevance to the site within the Historic Environment Record, identifier 14753 (Event) records that an archaeological watching brief was undertaken in 2011 15.65m northeast of the current project's monitoring area. The watching brief was undertaken by Archaeological Research Services Ltd and covered a 24m<sup>2</sup> area. No archaeological remains were uncovered.

2.2.3 HER 12992 (Event) was another watching brief this time undertaken in 1996 by the Archaeological Practice and investigated Hexham Road directly south of the development and running east across the mapped line of the Vallum, again finding nothing.

### 2.3 The medieval period

2.3.1 HER 23609 details the findings of an archaeological evaluation undertaken in 2005 by Archaeological Services Durham University 100m east of the development area at 4-6 Hexham Road. The northern edge of the Vallum was identified but was found to have been used as a rubbish dump in the 11-13<sup>th</sup> centuries. Subsequent watching briefs in 2007 and 2008 again uncovered the Vallum which was found to have been used to dump vitrified fuel waste and fire waste.

## 2.4 The post-medieval and modern periods

- 2.4.1 The 1859 Ordnance Survey mapping shows the site as open fields. By 1897 the fields have changed little, though the Vallum earthwork is still evident at this time. According to the historic maps, construction of the bungalows themselves took place between 1921 and 1951 with the Vallum landscaped into gardens at the same time north of the houses.

### 3. RESULTS OF THE MONITORING SCHEME



Plate 3. Trench 1 looking southeast

#### 3.1 Introduction

3.1.1 Two foundation trenches were excavated for the extension (see Figure 3), one on the north side of the house and one on the east side.

3.1.2 The trenches were excavated by a mechanical mini-digger under constant archaeological supervision. The trenches were then cleaned by eye and recorded.

3.1.3 *For ease of interpretation a single context system was used to record the site. Archaeological features are identified in red with the prefix 'F' and are set within square brackets within the text below, eg [F1] for archaeological feature #1. Contexts (each context represents a different element or event) are identified in blue, with rounded brackets for deposits and fills, eg (#) for context identifier #1, and in squared brackets for cuts, example [#]. Geological contexts are identified in green with rounded brackets, to differentiate from archaeological contexts, eg (x).*

#### 3.2 Trench 1

3.2.1 Trench 1 measured 7.6m long and initially 0.6m wide. The trench was located at the north side of the bungalow, and formed the foundation cut for the north and east walls of the extension at that point.

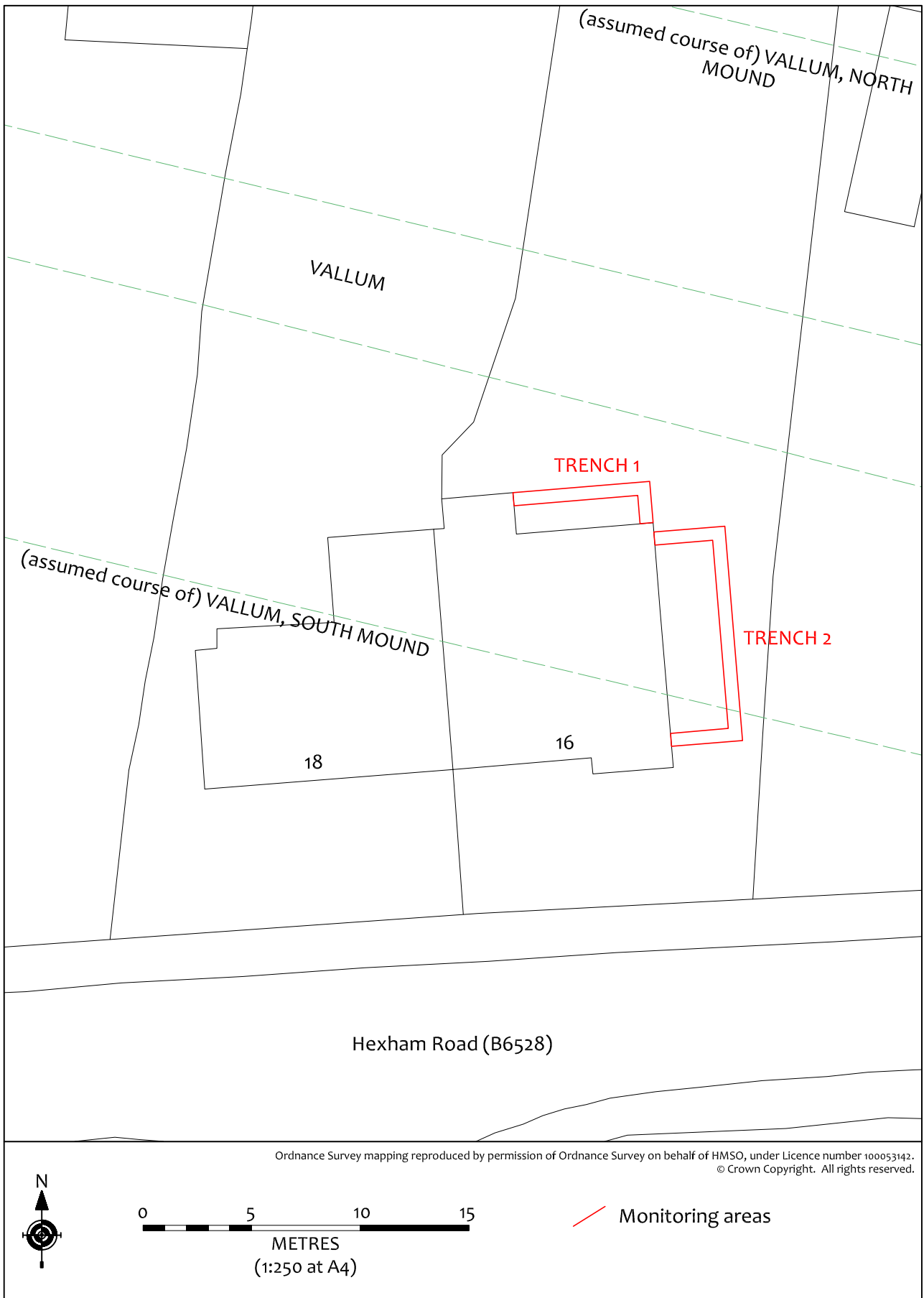


Figure 3. The location of the archaeological monitoring



Plate 4. The northeast corner of Trench 2, looking northeast

3.2.2 Once the modern flagging and sub-base (1) was removed, it was found that there was a loose mixed deposit (2) of soil, clay, gravel, sand and bricks beneath, creating unstable trench sides resulting in a trench collapse at its western extent, widening the cut to 1.2m. Natural gritty clay (5) was observed at 0.85m below the modern ground surface, angled with the slope of the bankside.

3.2.3 No archaeological remains were observed within Trench 1.

### 3.3 Trench 2

3.3.1 Trench 2 measured 0.60m wide and 15.35m long, forming the foundation cut for the north, east and south walls of the extension. Beneath the modern flagging and sub-base (3) was the equivalent deposit (4) to the made ground observed in Trench 1. The deposit measured 0.75m deep at the north end of the trench, decreasing in depth as the trench moved south up the slope to a depth of 0.35m. Below this was natural clay (5) beneath which was bedrock (6). Concrete steps, likely 1960s-70s in date were also encountered during the excavation of the trench, which were removed within this line of the excavation.

3.3.2 No archaeological remains were observed within Trench 2.

### 3.4 Observations on the archaeology

3.4.1 Due to the angle of the slope north of the house, it seems likely that the Vallum would be running at the base of the terracing, rather than on the slope edge. No archaeological remains were observed during the monitoring process, and no artefacts retained with only modern detritus forming the finds assemblage. The ground north of the house was likely built up during the



construction of the bungalows, with ground levels to the east of the house stepped and levelled accordingly.

Context (#)	Type	Interpretation
1	Deposit	Modern flagging and sub-base
2	Deposit	Made-ground, comprising soil, clay, gravel, sand and bricks
3	Deposit	Modern flagging and sub-base
4	Deposit	Made-ground, comprising soil, clay, gravel, sand and bricks
5	Geology	Sandy gritty yellow-brown clay
6	Geology	Laminated sandstone

Table 1. Context summary

## 4. OBSERVATIONS AND RECOMMENDATIONS

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### 4.1 Observations

- 4.1.1 No archaeological structures, deposits or artefacts were encountered during the monitoring scheme. The observed ground suggested that the levels had been artificially raised to the north of the house during construction to provide a path and small patio area, and the land to the east of the house had been levelled and stepped accordingly with concrete steps set in place.
- 4.1.2 It is likely that due to the sheer angle of the slope the Vallum will run at the base of the garden terracing rather than on the side or top. No background Roman material was observed during the project.

### 4.2 Recommendations

- 4.2.1 Due to the lack of evidence for archaeological remains within the outline of the bungalow, no further work is recommended for the scheme.

## 5. REPOSITORIES AND SOURCES

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### 5.1 Repositories

- Beamish Museum People's Collection.** Online at <http://collections.beamish.org.uk/>
- Britain from Above Project.** Online at <http://www.britainfromabove.org.uk/>
- British Library.** Online at <http://www.bl.uk/>
- British Geological Survey.** Online at <http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html>
- Durham Record Office.** County Hall, Durham DH1 5UL
- Historic England Archive.** Online at <http://archive.historicengland.org.uk>
- Keys to the Past.** Online at <http://www.keystothepast.info>
- Newcastle City Library.** Local studies section, Princess Square, Newcastle upon Tyne, NE99 1DX
- PastScape Project.** Online at <http://www.pastscape.org.uk/default.aspx>
- Portable Antiquities Scheme.** Online at <https://finds.org.uk/>
- Tyne and Wear Archives.** Blandford House, Blandford Square, Newcastle upon Tyne NE1 4JA
- ViewFinder Project.** Online at <http://viewfinder.english-heritage.org.uk/>
- Vindomora Solutions Ltd Archive.** Office 13, Consett Innovation Centre, Genesis Way, Consett, DH85XP

### 5.2 Sources

- ClfA (2010) *Code of Conduct*. Institute for Archaeologists
- ClfA (2014) *Standard and guidance for archaeological watching briefs*. Chartered Institute for Archaeologists.
- ClfA (2014) *Standard and guidance for the collection, documentation, conservation and research of archaeological materials*. Institute for Archaeologists
- ClfA (2014) *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives*. Institute for Archaeologists
- Department for Communities and Local Government (2012) *Communities and Local Government: National Planning Policy Framework*
- Derham, K. (2017) *Land at 16 Hexham Road, Heddon-on-the-Wall, Northumberland. Brief for an archaeological watching brief*. Northumberland County Council
- English Heritage (2008) *Conservation Principles - Policies and Guidance*
- English Heritage (1991) *Managing Archaeological Projects*. Second edition
- Google Earth Pro
- Historic England (2015) *Management of Research Projects in the Historic Environment - The MoRPHE Project Managers' Guide*
- Liddell, T. (2017) *Land at 16 Hexham Road, Heddon-on-the-Wall, Northumberland*. Written Scheme of Investigation

Ordnance Survey mapping: 1859, 1897, 1920, 1921, 1951 and 2017 editions

Petts, D. & Gerrard, C. (2006) *Shared Visions: The North-East Regional Research Framework for the Historic Environment*. Durham

## APPENDIX 1: PROJECT SPECIFICATION

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## **LAND AT 16 HEXHAM ROAD, HEDDON-ON-THE-WALL, NORTHUMBERLAND**

### **Brief for an Archaeological Watching Brief**

#### **1. Introduction**

- 1.1. A planning application has been submitted for the demolition of an existing temporary garage structure and erection of a single storey side and rear extension to existing semi-detached bungalow at 16 Hexham Road, Heddon-on-the-Wall (Fig 1).

#### **1.2. Archaeological background**

- 1.3. The site is located in a very archaeologically sensitive location on the line of the bank of the vallum to the south of Hadrian's Wall. The line of the vallum ditch runs across the garden to the north of the house and the line of Hadrian's Wall is located to the north of the property boundary.
- 1.4. The land to the north of the property boundary and to the west of 18 Hexham Road is designated as a scheduled monument due to its national significance and also forms part of the Hadrian's Wall World Heritage site. It is the usual practice to exclude properties and their curtilages from scheduling and as a result the land on this site and the adjacent properties is not scheduled, despite the line of the ditch and bank of the vallum and other associated remains running across this area.
- 1.5. Within the site, the landform slopes down to the north and it was apparent during the site visit on 13/6/17 that the ground has been built-up to produce a level surface to the north and east of the existing building.
- 1.6. It is likely that the groundwork required for the construction of the existing level surface, garage and building may have impacted on archaeological remains, particularly upstanding remains associated with the bank of the vallum, however, as the area was largely built-up, these remains may not have been completely removed. As the foundations for the proposed extensions will need to be excavated down to the natural ground level, the proposals therefore have the potential to impact on any surviving remains which have the potential to be of national importance.

#### **1.7. National Policy Background**

- 1.8. 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*. The Framework identifies that the planning system should perform 'an environmental role', contributing to and protecting the built and historic environment<sup>1</sup> and that the pursuit of 'sustainable development' includes seeking improvements to the built, natural and historic environment.<sup>2</sup>
- 1.9. 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

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<sup>1</sup> NPPF Paragraph 7

<sup>2</sup> NPPF Paragraph 9

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.<sup>3</sup>

1.10. **Archaeological mitigation of development impact**

1.11. Having assessed the potential impact of the development on the archaeological resource, Northumberland Conservation has advised Northumberland County Council (NCC) Development Management Team that should permission be granted, a condition should be attached to the permission requiring a programme of archaeological mitigation consistent with the objectives of paragraphs 141; 176; 203-206 of the *National Planning Policy Framework*.

1.12. **Northumberland Conservation Charging policy**

1.13. Northumberland Conservation operates a charging policy for the preparation of certain briefs and the approval of WSIs/project designs. 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. A copy of the current charging policy can be viewed via the NCC website.<sup>4</sup>

1.14. This is an application for a Householder development. **Fees as set out in Table 2 of the charging document will apply.**

1.15. **Purpose of the Brief**

1.16. 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'.**

1.17. 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. **The mitigation brief is tied directly into the planning condition and as a result there will be no charge for the production of a mitigation brief. The prior approval of Written Scheme of Investigation for archaeological work and excavation reports are chargeable services.**

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<sup>3</sup> NPPF Paragraph 141 and footnote 30

<sup>4</sup>

<http://www.northumberland.gov.uk/NorthumberlandCountyCouncil/media/Planning-and-Building/Conservation/Archaeology/Charging-Policy.pdf> Charging Policy document

1.18. **Purpose of the Written Scheme of Investigation (WSI)**

1.19. 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.

1.20. The WSI 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 (HER). *Contractors should therefore ensure that they have made provision to consult the HER as part of any required tender submissions or project costings. The submitted WSI should include a summary archaeological background informed by the results of the HER search.*

1.21. 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**.

1.22. The archaeological contractor will need to confirm if they intend to use digital or slide and print photography. Contact should be made with the relevant Archives (see sections 2.8, 2.12 and 5.18) to discuss their requirements **prior to the production of the WSI. Details of these requirements should be included in the WSI for approval.** *Contractors should therefore ensure that they have made provision for any associated fees as part of any required tender submissions or project costings.*

1.23. 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 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 householder application (Table 2).<sup>5</sup>

2. **Method of Work**

2.1. The purpose of this work is to ensure that regionally/ nationally important archaeological remains are not destroyed without first being adequately recorded.

2.2. The proposed development has the potential to disturb unrecorded archaeological remains. It is considered that in this case a watching brief is the appropriate archaeological response. **Following the removal of the existing surfaces, hardstanding and garage which does not require an archaeological presence on site**, the watching brief should cover the following groundworks for the development:

- Excavations for foundations and ground reduction
- Any excavations for areas of hardstanding, patios etc
- Groundworks associated with site clearance and landscaping activities below concrete or patio surfaces
- Groundworks associated with any service connections

2.3. **Should the groundworks not exceed modern disturbance or equally should they exceed the depth at which archaeological remains are present, Northumberland Conservation should be contacted in order to establish whether the watching brief need continue in these specific areas.**

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<sup>5</sup> <http://www.northumberland.gov.uk/default.aspx?page=1627> Charging Policy document



## 2.4. General Standards

- 2.5. All work will be carried out in compliance with the codes of conduct of the Chartered Institute for Archaeologists (CifA) <sup>6</sup> and will follow the CifA Standard and Guidance for Watching Briefs<sup>7</sup> and in line with the Regional Statement of Good Practice<sup>8</sup>.
- 2.6. The archaeological contractor must be able to prove that they have appropriate and current insurance to undertake fieldwork.
- 2.7. All staff must be suitably qualified and experienced for their project roles. Curricula vitae will be supplied to Northumberland Conservation for approval

## 2.8. 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) Contractors should ensure that they have made provision 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.
- iii) 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 Don O'Meara, the Historic England Scientific Advisor for North East England, Historic England Offices, Bessie Surtees' House, 41-44 Sandhill, Newcastle upon Tyne NE1 3JF (Tel. 0191 269 1250 or Mobile: 07824 529245). **The sampling strategy should be included in the specification and submitted to Northumberland Conservation for approval.**
- iv) **The Great North Museum, Newcastle-upon-Tyne and ADS (if digital photography is being used) should be contacted to discuss archiving prior to work commencing.**
- v) 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 project's aims and methodologies.

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<sup>6</sup> Chartered Institute for Archaeologists, 2014. *By-Laws: Code of Conduct*  
<http://www.archaeologists.net/codes/ifa>

<sup>7</sup> Chartered Institute for Archaeologists, 2014, *Standard and Guidance for an archaeological watching brief*  
<http://www.archaeologists.net/codes/ifa>

<sup>8</sup> Yorkshire, The Humber and the North-East: A Regional Statement of Good Practice for Archaeology in the Development Process (25 November 2009)

- 2.9. **Site briefing/Toolbox talk**
- 2.10. Provision should be made for the archaeological contractor to host a short project briefing or 'toolbox talk' prior to the any development work on site commencing. The briefing should include a summary of the requirements of the brief and the objectives of the mitigation exercise. Where appropriate reference should be made to the types of archaeological feature / deposits / finds potentially present.
- 2.11. The objective of the briefing is to ensure that all site operatives understand the scope of the archaeological [mitigation] work and the obligations it conveys on the developer and subcontractors. Provision should be made to brief new subcontractors before they commence work on site (or as soon as reasonably possible after they start) and to provide summary updates on the progress of the archaeological work to all site staff at appropriate intervals or following significant discoveries on site.
- 2.12. **Fieldwork**
- i) This observation shall involve the systematic examination and accurate recording of all archaeological features, horizons and artefacts identified
  - ii) **If archaeological remains are uncovered, the archaeologist should be given the opportunity of excavating and recording the remains before they are destroyed.**
  - iii) 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
  - iv) The area watched by the archaeologist should be accurately tied into the National Grid and located on a 1:2500 or 1:1250 map of the area
  - v) All archaeological deposits and features and the top and base of all groundworks must be recorded with an **above Ordnance Datum (aOD)** level
  - vi) 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. **If the archaeological contractor would prefer to use digital photography as standard, the digital photographs will need to be submitted to the Archaeological Data Service (ADS) for long-term archive storage. ADS will need to be approached prior to the production of the Written Scheme of Investigation (see section 1.20) and the digital archiving details included in that document. Contact details can be provided by Northumberland Conservation on request.**
  - vii) In the event of human burials being discovered, they should be left *in situ*, and covered. If removal is essential, a license will be obtained from the Ministry of Justice and work will be carried out under appropriate environmental health regulations.
  - viii) **Where any part of a human burial is disturbed, the whole burial must be archaeologically excavated**
  - ix) 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
  - x) During and after the excavation, all recovered artefacts and environmental samples 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)
- xi) Where stratified deposits are encountered, a 'Harris' matrix should be compiled

### **3. Contingency**

- 3.1. In the event of the discovery of archaeological remains which are of a greater number, extent or significance than anticipated, work will cease and the Assistant County Archaeologist and a representative of the developer will be notified. An assessment will be made of the importance of the remains and any provision for their recording or preservation in situ as appropriate. **The contingency shall only be implemented with the agreement of the Assistant County Archaeologist.**
- 3.2. The contingency for this project has been set at **up to 40** person-days.
- 3.3. In the event that hearths, kilns or ovens (of whatever period, date or function) are identified during the excavation, 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 dwelling 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, the Conservation Team should be contacted to discuss the appropriate response. This specific aspect of the sampling strategy should also be discussed in advance with Historic England as per 'General Standards'

### **4. Monitoring**

- 4.1. The Assistant County Archaeologist must be informed on the start date and timetable for **each** stage of archaeological work **in advance** of work commencing.
- 4.2. Reasonable access to the site for the purposes of monitoring the archaeological scheme will be afforded to the Assistant County Archaeologist, Historic England's Inspector of Ancient Monuments (Hadrian's' Wall) or his/her nominee at all times.
- 4.3. Regular communication between the archaeological contractor, the Assistant County Archaeologist, Historic England's Inspector of Ancient Monuments (Hadrian's' Wall) and other interested parties must be maintained to ensure the project aims and objectives are achieved.
- 4.4. Northumberland Conservation has identified that **up to 2 site visits** may be required.
- 4.5. There will be no charge for the first site visit but any additional visits will be charged at the standard hourly rate plus mileage. Any additional visits requested by the developer will be charged for at the rate stated in the charging document. Visits estimated that do not occur, will not be charged for. Site visits will be charged on the basis of return mileage from County Hall to the site.

## 5. **Post excavation work, report production and archive**

### 5.1. **Finds**

- 5.2. All finds processing, conservation work and storage of finds must be carried out in compliance with the CiFA Guidelines for Finds Work <sup>9</sup> and those set by UKIC.
- 5.3. 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.
- 5.4. All retained artefacts must be cleaned and packaged in accordance with the requirements of the recipient museum.

### 5.5. **Report**

- 5.6. The archaeological consultant or contractor must submit a copy of the report to their client and Northumberland Conservation within 2 months of completion of the work.
- 5.7. Northumberland Conservation requires one bound paper copy and one digital copy (in Word or PDF format) of the report.
- 5.8. Northumberland Conservation will need to approve the report before discharging the condition on the planning permission.
- 5.9. Each page and paragraph should be numbered within the report and illustrations cross-referenced within the text.
- 5.10. The report should include as a minimum the following:
- i) Planning application number, Northumberland Conservation reference, OASIS reference number and an 8 figure grid reference
  - ii) A summary statement of the results
  - iii) A copy of this brief
  - iv) A table summarising the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds
  - v) Above Ordnance Datum levels and levels below current ground level in the text
  - vi) A location plan of the site at an appropriate scale of at least 1:10 000
  - vii) A location plan of the extent of the watching brief 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
  - viii) Plans and sections of archaeology located at a recognisable planning scale (1:10, 1:20, 1:50 or 1:100, as appropriate)
  - ix) Above Ordnance Datum (aOD) levels included on plans and sections
  - x) Both aOD levels and depth below current ground level to be included within the text
  - xi) **Any variation to the above requirements should be approved by the planning authority prior to work being submitted**

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<sup>9</sup> Chartered Institute for Archaeologists, 2014. *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials*  
<http://www.archaeologists.net/codes/ifa>

5.11. **Publication**

5.12. 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 publication work is completed.

5.13. A short report of the work should also be submitted to a local journal if appropriate and agreed with Northumberland Conservation. **If publication is a requirement, the publication report will need to be approved by Northumberland Conservation before discharging the condition on the planning permission.** Greater levels of publication and publicity, where appropriate, will be at the developer's discretion.

5.14. **Site Archive**

5.15. Paragraph 141 of the *National Planning Policy Framework* clarifies that Local Planning Authorities should make evidence gathered as part of archaeological mitigation exercises, including any archive, publically accessible. Copies of the primary report should be deposited with the Historic Environment Record and the archive deposited with an agreed local museum

5.16. Archiving work must be carried out in compliance with the CiFA Guidelines for Archiving<sup>10</sup> and must be submitted in line with Historic England's Management of Research Projects in the Historic Environment<sup>11</sup>.

5.17. The site archive and the finds and the research archive must be deposited in the appropriate museum or archive, within **6 months** of completion of the post-excavation work.

5.18. Before the commencement of fieldwork, contact should be made with the landowners and with the appropriate local museum and *ADS (if a digital archive has been produced)* 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.

5.19. **Northumberland County Council will require confirmation that the archive had been submitted in a satisfactory form to the relevant museum or archive before recommending to the local planning authority that the condition should be fully discharged.**

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<sup>10</sup> Chartered Institute for Archaeologists, 2014. *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives*

<http://www.archaeologists.net/codes/ifa>

<sup>11</sup> Historic England, 2015. Management of Research Projects in the Historic Environment (MoRPHE)

## 6. OASIS

- 6.1. 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.
- 6.2. 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.**

## 7. Further Guidance

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

Karen Derham  
Assistant County Archaeologist  
Northumberland County Council  
County Hall  
Morpeth  
Northumberland  
NE61 2EF

Tel: 01670 622655  
Fax: 01670 533409  
e-mail: [karen.derham@northumberland.gov.uk](mailto:karen.derham@northumberland.gov.uk)

21/06/2017

**FOR COPYRIGHT REASONS, ALL MAPS SUPPLIED BY NORTHUMBERLAND COUNTY COUNCIL MUST BE RETURNED TO THEM ON COMPLETION OF THE PROJECT**



Fig 1: Application boundary (shaded in purple) showing the scheduled area shaded in red and visible earthworks (outlined in green and blue)