

APPENDIX 1

Land West of Rillington Manor, Sands Lane, Rillington 07.03.06

Context Listing

Context	Description
1001	Deposit Mid grey/brown; silty loam, topsoil
1002	Deposit Mid orange/brown; fine sand, subsoil
1003	Cut Modern field drain
1004	Deposit Mid orange-blue/grey; sandy gravel, natural
1005	Deposit Modern graded hardcore; fill of Cut 1003

APPENDIX 2

Finds Catalogue

Context	Type	Total	Description	Weight (g)	Spot date
Plot 4					
1001	Pottery	27	7 rim sherds 15 body sherds 4 base sherds 1 handle	425	Modern Modern
	Animal Bone	1	fragment - tooth (cow)	29	
	CBM	24	tile fragments	874	
	Clay pipe	1	1 stem fragment	1	
	Slag	1	piece	32	
	Stone	1	sandstone	127	
	Metal	1	iron object	22	
		1	cu alloy perforated top	2	Modern

APPENDIX 3

Drawing Archive Listing

Drawing	Scale	Type	Description
1	1:200	Plan	Plan of excavated area, part 1
2	1:200	Plan	Plan of excavated area, part 2

APPENDIX 4

Photographic Archive Listing

Digital Camera

Frame	Description	Scale	Facing
DCP01930	General view of site	N/A	South-west
DCP01931	General view of site	N/A	West
DCP01932	Topsoil strip- working shot	N/A	East
DCP01933	Topsoil strip-view of southern section	N/A	South
DCP01934	Topsoil strip	N/A	South-west
DCP01935	Topsoil strip- working shot	N/A	East
DCP01936	Topsoil strip	N/A	North-east
DCP01937	Topsoil strip	N/A	North-west
DCP01938	Working shot with snowstorm	N/A	East
DCP01939	Topsoil strip	N/A	North-east
DCP01940	Topsoil strip	N/A	East
DCP01941	Field drain 1003	N/A	East
DCP01942	Field drain 1003	N/A	West
DCP01943	Field drain 1003	N/A	West
DCP01944	Building footprint after topsoil strip	N/A	West
DCP01945	Soakaway 1. Excavation working shot	N/A	South
DCP01946	Soakaway 1. Excavation working shot	N/A	North
DCP01947	Soakaway 1. Excavation working shot	N/A	North
DCP01948	Soakaway 1. South-facing section	N/A	North
DCP01949	Soakaway 1. South-facing section	N/A	North
DCP01950	Soakaway 1. North-facing section	N/A	South
DCP01951	Soakaway 1. General view	N/A	West
DCP01952	Soakaway 1. General view	N/A	West
DCP01953	Stanchion excavations. Working shot	N/A	North
DCP01954	Stanchion 1 showing Drain Fill 1005	N/A	South-west
DCP01955	Stanchion excavation. General view	N/A	North-west
DCP01956	Stanchion excavation. General view	N/A	South-west
DCP01957	Stanchion 3. General view	N/A	South
DCP01958	Stanchions and beam trench	N/A	North-east
DCP01959	Stanchions and beam trench	N/A	North-west
DCP01960	Stanchion 22. General view	N/A	North
DCP01961	Stanchions and beam trench	N/A	North-east
DCP01962	Stanchions and beam trench	N/A	South-west
DCP01963	General view of excavation area	N/A	South
DCP01964	General view of excavation area	N/A	South-east
DCP01965	General view of excavation area	N/A	South-west
DCP01966	General view of excavation area	N/A	North-west
DCP01967	General view of excavation area	N/A	West
DCP01968	General view of excavation area	N/A	North
DCP01969	Stanchion 1, showing drain cut	N/A	South
DCP01970	Stanchion 3, showing drain cut	N/A	South

Film 101: Colour Print

Frame	Description	Scale	Facing
1	General view of access road topsoil strip	N/A	South-east
2	General view of access road topsoil strip	N/A	East
3	View of backfilled foundations	N/A	West
4	View of backfilled foundations	N/A	West
5	General view of access road topsoil strip	N/A	South
6	plastic water pipe	1 x 1m	West
7	General view of access road topsoil strip	1 x 1m	North-west

APPENDIX 5

Project Team Details

Fieldwork

Nigel Cavanagh

Geoff Wilson

Post-excavation

Nigel Cavanagh *report*

Dave Knight *CAD and illustrations*

Mark Stephens *Editorial*

APPENDIX 6

Land West of Rillington Manor, Sands Lane, Rillington, North 07.03.06

Written Scheme of Investigation for Archaeological Recording



North

Yorkshire County Council

**WRITTEN SCHEME OF INVESTIGATION FOR
ARCHAEOLOGICAL RECORDING**

**LAND WEST OF RILLINGTON MANOR,
SANDS LANE, RILLINGTON, NORTH YORKSHIRE**

NGR SE 85426 74977

**Prepared for Mr Derek Roe
on behalf of Mr & Mrs F Newitt**

by

**North Yorkshire County Council
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01 February 2006

LAND WEST OF RILLINGTON MANOR, SANDS LANE, RILLINGTON, NORTH YORKSHIRE

WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL RECORDING

1. Summary

- 1.1 The erection of a new agricultural building and formation of an associated access track and drainage are proposed on land at Rillington Manor, Sands Lane, Rillington, North Yorkshire. This development is proposed to the west of existing farm buildings on the site, in an area of field to the north of an area of woodland plantation. The proposed development lies in an area of archaeological sensitivity identified in the Ryedale Local Plan (March 2002). In the fields to the north and west of Rillington Manor, aerial photography has recorded the presence of below-ground features relating to Iron Age/Romano-British 'ladder settlement', associated trackways, enclosures and burials, aligned on a north-south axis. The projected alignment of this settlement passes close to the application site and there are likely to be associated features which may extend into the area of proposed development.
- 1.2 In response to a full planning application for the proposed development (Ryedale District Council ref 05/01350/MFUL), a programme of archaeological evaluation of the site was advised by the Senior Archaeologist, North Yorkshire County Council, to comprise a geophysical survey. This survey was undertaken by the Landscape Research Centre Ltd in December 2005 (LRC 2005) and revealed a number of anomalies of potential archaeological origin. On the basis of the results, a controlled programme of archaeological recording following the initial topsoil strip and in advance of the construction of the agricultural building has been advised, to be secured by the attachment of a Grampian condition to planning permission. This written scheme of investigation has, therefore, been prepared to define the scope of the archaeological recording at the request of Mr Derek Roe, on behalf of the applicants, Mr & Mrs F Newitt.

2. Purpose

- 2.1 This written scheme of investigation represents a summary of the broad archaeological requirements to mitigate the impact of development proposals upon the archaeological resource. This is in accordance with Policy C13 of the Ryedale Local Plan (2002) and the guidance of Planning Policy Guidance note 16 on *Archaeology and Planning*, 1990. The scheme does not comprise a full specification or Bill of Quantities, and the County Council makes no warranty that the works are fully or exactly described. No work on site should commence until the implementation of the scheme is the subject of a standard ICE Conditions of Contract for Archaeological Investigation (ICE *et al* 2004) or similar agreement between the Client and the selected archaeological contractor.

3. Location and Description (centred at NGR SE 85426 74977)

- 3.1 The village of Rillington lies on the A64 road, to the east of Malton in the Ryedale District of North Yorkshire. The site of proposed development is located to the north of the village, north of Sands Lane and west of Rillington Manor, north of the A64 road (see Figure 1).
- 3.2 A major full planning application was submitted by Mr and Mrs F Newitt to Ryedale District Council in November 2005, application ref. 05/01350/MFUL. The development proposals entail the erection of a new agricultural building and formation of a new access road and drainage (see drawings prepared by Mr John Exley: 'Site Layout Plan', drawing no. C/26/01/30B, scale 1:1250 @ A3, Revision B dated 05/01/06 and 'Foundation Proposals', drawing no. C/26/01/32C, scale 1:200 @ A3, Revision C dated 05/01/06). These drawings are accompanied by a written schedule of works, also dated 05/01/06, describing the proposed groundworks associated with the development.

- 3.3 The schedule identifies that the new building will be of portal frame construction, based upon concrete pad foundations 1200mm square and 600mm deep, at 1050mm below existing ground level. These pads will be sited at c. 6m centres around the perimeter of the building, which measures 42m east to west and 26m north to south, with entrance doors at the east and west ends. Concrete strip footings will be dug between the main pad foundations to carry a perimeter block wall. These will be 600mm wide and 225mm thick and 675mm to the underside from existing ground level. The interior of the building will be excavated to a depth of 450mm, and backfilled with consolidated hardcore and fines. Around the perimeter of the building, there will also be a trench to facilitate soakaway drainage, measuring 300mm wide by 450mm deep.
- 3.4 A new access road from the existing farm buildings to the east will be excavated to a width of 3.6m and to a depth of 450mm, and backfilled with consolidated hardcore and fines. The overall length of this road is c. 35m. Electrical and water services will be brought to the new building from the existing buildings to the east in a narrow trench 450mm deep along the southern boundary of the field to the south of the proposed roadway and building. In addition, rainwater pipes at each corner of the building will channel water into a system of soakaway drains and pits that are to be created in the surrounding field to the north, in trenches between 450mm and 600mm deep. Mr Exley has indicated that the precise locations of these trenches can be sited so as to avoid archaeological features, as required.

4. Historical and Archaeological Background

- 4.1 The proposed development site lies within the area of land bounded by the A64 and the railway line between Malton and Seamer which is identified in the Ryedale Local Plan (March 2002) in Chapter 9.5.7 (i) as an area of particular archaeological sensitivity.
- 4.2 In the fields to the north and west of Rillington Manor, aerial photography has recorded the presence of below-ground features relating to an Iron Age/Romano-British 'ladder settlement', with associated trackways, enclosures and burials, aligned on a north-south axis. The projected alignment of this settlement passes close to the application site and it was felt to be likely that there would be associated buried features in this area that had not previously been identified. In a wider context, a research programme, undertaken by the Landscape Research Centre Ltd, Yedingham, has revealed evidence for a palimpsest of nationally important archaeological remains dating from the Neolithic through to medieval periods in the area to the east of Rillington, towards East Heslerton and Sherburn. Of particular importance is an east-west aligned linear 'ladder settlement' originating in the late Bronze Age and continuing into the Romano-British period running east-west along the edge of the wetland Vale of Pickering at the foot of the Yorkshire Wolds (Powlesland 2003). The remains at Rillington are likely to be associated with this wider area of settlement and activity. Ground disturbance associated with the development proposals, could, therefore, encounter remains associated with prehistoric and Romano-British settlement and burial activity.
- 4.3 Accordingly, as a pre-determination evaluation of the site, an archaeological geophysical survey was carried out over a one hectare area on and around the site of the proposed new building. This survey was undertaken by the Landscape Research Centre Ltd in December 2005 (LRC 2005). The survey identified a number of magnetic anomalies within the area of the proposed new agricultural building. Without more detailed investigation, the exact cause of these anomalies is unknown. However, professional interpretation in the context of wider knowledge about the archaeology of this area suggests that they arise from a number of buried archaeological features, including a linear ditch, or part of an earlier division of the field. A slightly curving linear anomaly could be part of an enclosure ditch. Potentially the most interesting feature is a small circular anomaly roughly five metres in diameter which could be a later Iron Age burial site, known as a 'barrowlet', a type of burial that usually occurs in groups, suggesting that there may be additional such features in this area (LRC 2005). Comparison of the geophysical survey results with the location of the proposed new building and associated works indicates that the site of the 'barrowlet' is located within the footprint of the new building at its eastern end, but not directly on the line of the pad or trench foundations. The linear ditch passes through the western half of the footprint of the building.
- 4.4 Archaeological information for the area is held by the North Yorkshire Historic Environment Record (HER). The HER can be consulted by prior appointment by contacting the HER

5. Objectives

5.1 The objectives of the archaeological work within the proposed development area are:

- .1 to locate, sample, record and interpret any archaeological deposits exposed during topsoil stripping and excavations associated with the proposed development,
- .2 to locate, recover, identify and conserve (as appropriate) any archaeological artefacts exposed,
- .3 where appropriate, to undertake a post-excavation assessment after completion of fieldwork and site archive to assess the potential for further analysis and publication, and to undertake such analysis, reporting and publication as appropriate,
- .4 to prepare and submit a suitable archive to the appropriate museum.

6. Tenders

6.1 Archaeological contractors should submit their estimates or quotations to the commissioning body with reference to the County Council's *Guidance for Developers – Archaeological Work*.

7. Variations to Work

7.1 An allowance of time, or a contingent sum for bad weather, should be agreed as part of any contract. Variations to work arising from the presence of structures or archaeological remains not anticipated by the written scheme of investigation or the archaeological contractor should be subject to consultation with the Senior Archaeologist, NYCC and the commissioning body, and put into effect as appropriate with the written agreement of the parties involved.

8. Access, Safety and Monitoring

8.1 Access to the site should be arranged through the commissioning body.

8.2 It is the archaeological contractor's responsibility to ensure that Health and Safety requirements are fulfilled.

8.3 The project will be monitored by the Senior Archaeologist, North Yorkshire County Council, to whom written documentation should be sent before the start of the work confirming:

- a) the date of commencement,
- b) the names of all finds and archaeological science specialists likely to be used in the evaluation, and an outline strategy of sampling for scientific dating, geoarchaeology and soil science, biological analysis, artefact conservation and analysis, and analysis of technological residues, ceramics and stone, and
- c) notification to the proposed archive repository of the nature of the works and opportunity to monitor the works.

8.4 Where appropriate, the advice of the English Heritage Regional Advisor for Archaeological Science, Mr Ian Panter, Yorkshire Region may be called upon to monitor the archaeological science components of the project. Archaeological contractors may wish to contact him to discuss the science components of the project before submission of tenders.

8.5 It is the archaeological contractor's responsibility to ensure that monitoring takes place by arranging appropriate monitoring points as follows:

- .1 a preliminary meeting or discussion prior to the commencement of the work.

- .2 progress meeting(s) during the fieldwork phase at appropriate points in the work schedule, to be agreed.
 - .3 a meeting during the post-fieldwork phase to discuss the draft report and archive before completion.
- 8.6 It is the responsibility of the archaeological contractor to ensure that any significant results are brought to the attention of the Senior Archaeologist, North Yorkshire County Council and the commissioning body as soon as is practically possible. This is particularly important where there is any likelihood of the contingency arrangements being required.
- 9. Brief**
- 9.1 Archaeological work within the area of the proposed development should include:
- a) Supervision of the initial removal of topsoil over the site of the proposed new agricultural building and associated new access road to the east (see sections 3.2 to 3.4 above) down to the top of archaeological deposits, or the depth to be affected by development, whichever appears first.
 - b) A controlled programme of archaeological excavation and recording over the area thus exposed.
 - c) A watching brief during the excavation of service and drainage trenches.
- 9.2 The archaeological contractor should be informed of the correct timing and schedule of site preparation and excavation works associated with the development proposal. A specified timetable should be agreed within which the archaeological excavation recording (see 9.1b above) may be carried out prior to further construction commencing. The project should be undertaken in a manner consistent with the guidance of MAP2 (English Heritage, 1991) and professional standards and guidance (IFA, 2001a & b).
- 9.3 Mechanical excavation equipment may be used for the excavation of topsoil and demonstrably disturbed or recent deposits, using a back-acting 360° excavator or mini-digger fitted with a toothless or ditching bucket only. Bulldozers or wheeled scraper buckets should not be used to remove overburden above archaeological deposits. Heavy plant or excavators should not be operated in the near vicinity of archaeological remains until the remains have been recorded and the archaeological contractor has allowed operations to recommence at that location.
- 9.4 Once overburden/topsoil has been removed over the area of the new building footprint and access road, any further machine or hand excavation should be halted to allow the archaeological contractor to observe, clean and assess any archaeological remains on the site. Using the information and artefacts collected to this stage, all features and deposits should be assessed as to their origin or function, probable date, and importance for further recording. Features and layers identified as having potential for further recording should be excavated by hand, sampled, and recorded. This is in order to fulfil Objectives 5.1.1 and 5.1.2 above and in order to understand the full stratigraphic sequence down to natural deposits, or to the depth to be affected by the development, whichever is the higher. In case of query as to the extent of investigation, a site meeting shall be convened with the Senior Archaeologist, NYCC.
- 9.5 The character, information content and stratigraphic relationships of features and deposits should be determined and a running section along the excavation area, from highest to lowest point, should be recorded to show the vertical distribution of layers. All linear features, such as ditches, should have their shape, character, and depth determined by hand excavation of sections. A minimum sample of 20% of each linear feature of less than 5m in length and a minimum sample of 10% of each linear feature greater than 5m in length (each section will be not less than 1m wide) should be excavated. All junctions of linear features should have their stratigraphic relationships determined, if necessary using box sections. A 100% sample of all stake-holes should be excavated, and all pits, post-holes and other discrete features should be half-sectioned by hand to record a minimum of 50% of their fills,

and their shape. Any other unknown or enigmatic features should be investigated similarly. Large pits, post-holes or deposits of over 1.5m diameter should be excavated sufficiently to define their extent and to achieve the objectives of the investigation, but should not be less than 25%. All intersections should be investigated to determine the relationship(s) between features.

- 9.6 Scientific investigations should be undertaken in a manner consistent with the English Heritage best-practice guidelines (2003). An outline strategy of sampling for scientific dating, geoarchaeology and soil science, biological analysis, artefact conservation and analysis, and analysis of technological residues, ceramics, and stone should be agreed with the Local Authority, in consultation with the English Heritage Regional Advisor for Archaeological Science (RA) before commencement of site work (see 8.3b above). This strategy should be based on the results of previous archaeological work in the area, and should be agreed in writing prior to the commencement of fieldwork. The strategy will be subject to variation as appears necessary during the excavation, following consultation with the Local Authority and the RA.
- 9.7 All specialists in Archaeological Science, (both those employed in-house by the archaeological contractor or those sub-contracted), should be named in project documents. Agreement of specialists must always be obtained before their names are listed. Their competence to undertake proposed investigations, and the availability of adequate laboratory facilities and reference collections should be demonstrated. There should be agreement in writing on timetables and deadlines for all stages of work.
- 9.8 All deposits should be fully recorded on standard context sheets, photographs and conventionally-scaled plans and sections. Each excavation area should be recorded to show the horizontal and vertical distribution of contexts. The elevation of the underlying natural subsoil where encountered should be recorded. The limits of excavation should be shown in all plans and sections, including where these limits are coterminous with context boundaries.
- 9.9 Any significant unstratified artefacts or small finds should be collected. Spoil from machine clearance and archaeological excavation should be subject to the detection and collection of metal objects. All hand cleaned surfaces, features and archaeological layers should be scanned for metal object signals, and excavation priorities assessed taking these signals into account. Metal objects should be recovered from the surface of *in situ* deposits before the end of each day, subject to archaeological supervision such that finds are properly recorded and conserved. Where feasible, local detectorists should be contacted to discuss their involvement in this work. All metal detection should be carried out following the Treasure Act 1996 Code of Practice. Metal detecting, including the scanning of topsoil and spoil heaps, should only be permitted subject to archaeological supervision and recording so that metal finds are properly located, identified, and conserved.
- 9.10 All artefacts and ecofacts visible during excavation should be collected and processed, unless variations in this principle are agreed with the Senior Archaeologist, NYCC. In some cases, sampling may be most appropriate. Finds should be appropriately packaged and stored under optimum conditions, as detailed in *First Aid for Finds* (Watkinson & Neal, 1998).
- 9.11 Where there is evidence for industrial activity, macroscopic technological residues (or a sample of them) should be collected by hand. Separate samples (c. 10ml) should be collected for micro-slugs hammer-scale and spherical droplets). In these instances, the guidance of English Heritage (2001) should be followed.
- 9.12 Samples should be collected for scientific dating (radiocarbon, dendrochronology, luminescence dating, archaeomagnetism and/or other techniques as appropriate), following an outline strategy presented to the Senior Archaeologist, NYCC. For this excavation, tenders should allow provision for a minimum of one date using scientific techniques.
- 9.13 Where appropriate, buried soils and sediment sequences should be inspected and recorded on site by a recognised geoarchaeologist. Samples may be collected for analysis of chemistry, magnetic susceptibility, particle size, micromorphology and/or other techniques as appropriate, following an outline strategy presented to the Senior Archaeologist, NYCC, and

in consultation with the ge archaeologist. The guidance of Canti (1996) and English Heritage (2002) should be followed.

- 9.14 Deposits should be sampled for retrieval and analysis of all biological remains following the outline strategy presented (see 8.3b above). The sampling strategy should include a reasoned justification for selection of deposits for sampling, and should be developed in collaboration with a recognised bioarchaeologist. Sampling methods should follow the guidance of the Association for Environmental Archaeology (1995) and English Heritage (2002). Flotation samples and samples taken for coarse-mesh sieving from dry deposits should be processed at the time of the fieldwork wherever possible, partly to permit variation of sampling strategies if necessary, but also because processing at a later stage could cause delays.
- 9.15 Samples should be collected from primary and secondary contexts, where applicable, from a range of representative features, including pit and ditch fills, postholes, floor deposits, ring gullies and other negative features. Positive features should also be sampled. Sampling should also be considered for those features where dating by other methods (for example pottery and artefacts) is uncertain. Animal bones should be hand collected, and bulk samples collected from contexts containing a high density of bones. Spot finds of other material should be recovered where applicable.
- 9.16 In accordance with the English Heritage Guidelines (2002), bulk samples should be between 30 and 40 litres in size, although this will be dependent upon the volume of the context. Entire contexts should be sampled if the volume is low, and specialist samples, such as for General Biological Analysis (GBA) should be of the order of 10 litres. Allowance should be made for a site visit from the contractor's environmental specialists/consultants and for this excavation, tenders should allow provision for a minimum of 4 bulk samples to be taken.
- 9.17 In the event that any human remains are encountered, they must be treated at all stages with care and respect. Excavators must be aware of, and comply with, the relevant legislation and any Home Office and local environmental health concerns. Burials should be recorded *in situ* and subsequently lifted, washed in water (without additives), marked and packed to standards compatible with McKinley and Roberts (1993). Site inspection by a recognised specialist is desirable in the case of isolated burials, and necessary for cemeteries. Proposals for the final placing of human remains following study and analysis will be required in the Project Design. Further guidance is provided by English Heritage (2004), Mays *et al* (2004) and Brickley and McKinley (2004).

Post-Excavation Assessment

- 9.18 Upon completion of archaeological fieldwork, where appropriate, a post-excavation assessment should be undertaken and an assessment report produced in accordance with the guidance of MAP2 (English Heritage 1991). The assessment report should summarise the evidence recovered and should consider its potential for further analysis, review the programme of archaeological science, update the project design as necessary and provide costings for the post-excavation analysis stage of work, with proposals for the production of a final report and/or publication. The site assessment report should include reports on all aspects of Archaeological Science investigated, and include assessment of their suitability for analysis, so as to inform the updated project design.
- 9.19 Assessment of artefacts should include x-radiography of all iron objects, (after initial screening to separate obviously modern debris), and a selection of non-ferrous artefacts (including all coins and a sample of any industrial debris relating to metallurgy). An assessment of all excavated material should be undertaken by conservators and finds researchers in collaboration. Where necessary, active stabilisation/consolidation will be carried out, to ensure long term survival of the material, but with due consideration to possible future investigations. Once assessed, all material should be packed and stored in optimum conditions, as described in Watkinson and Neal (1998).
- 9.20 Assessment of any technological residues should be undertaken. Processing of all samples collected for biological assessment, or sub-samples of them, should be completed. Assessment will include recording the preservation state, density and significance of material

retrieved, to inform up-dated project designs. Methods presented in English Heritage (2002) should be followed. Unprocessed sub-samples should be stored in conditions specified by the appropriate specialists.

- 9.21 Samples collected for geoarchaeological assessment should be processed as deemed necessary by the specialist, particularly where storage of unprocessed samples is thought likely to result in deterioration. Appropriate assessment should be undertaken (see Canti 1996, English Heritage 2002). Animal bone assemblages, or sub-samples of them, should be assessed by a recognised specialist (English Heritage 2002). Assessment of human remains should be undertaken by a recognised specialist (English Heritage 2004).

Analysis

- 9.22 Within a time agreed with the Senior Archaeologist, NYCC, a timetable for post-excavation work should be produced, following consultation, (including team meetings for larger-scale sites), with all specialists involved in the project. Agreement of timetables should be made in writing with external specialists.
- 9.23 Where appropriate, a detailed and cost-effective strategy for scientific dating should be prepared, in consultation with appropriate specialists. Samples for dating should be submitted to promptly, and prior agreement should be made with the laboratory on turn-around time and report production.
- 9.24 All artefacts should be conserved and stored in accordance with Watkinson and Neal (1998). Investigative conservation should be undertaken on those objects selected during the assessment phase, with the aim of maximising information whilst minimising intervention. Where necessary, active stabilisation/consolidation will be carried out, to ensure long-term survival of the material, but with due consideration to possible future investigations. Proposals for ultimate storage should follow Walker (1990).
- 9.25 Appropriate analysis of technological residues should be undertaken, as outlined in English Heritage (2001). Samples or sub-samples collected for all types of biological and geoarchaeological analysis should be processed, and material retrieved analysed by recognised specialists. Any unprocessed sub-samples should be stored in conditions specified by the specialists, or a reasoned discard policy should be developed (English Heritage 2002).
- 9.26 Analysis of animal bones should be undertaken by a recognised specialist, as specified in the updated project design (see also English Heritage 2002). Analysis of human remains should be undertaken by a recognised specialist, as specified in the updated project design.

10. Archive

- 10.1 The archaeological contractor should liaise with an appropriate museum to establish the detailed requirements of the museum and discuss archive transfer in advance of fieldwork commencing. In this instance, the Malton Museum is suggested. The relevant museum curator should be afforded access to visit the site and discuss the project results.
- 10.2 Preparation and deposition of the site archive should be undertaken with reference to the appropriate repository guidelines and standards, to Walker (1990), the Society of Museum Archaeologists (1993) and the County Council's *Guidelines on the Transfer and Deposition of Archaeological Archives*. A field archive should be compiled consisting of all primary written documents, plans, sections and photographs. Catalogues of contexts, finds, soil samples, plans, sections and photographs should be produced and cross-referenced.

11. Copyright

- 11.1 Copyright in the documentation prepared by the archaeological contractor and specialist sub-contractors should be the subject of an additional licence in favour of the museum accepting the archive and North Yorkshire County Council to use such documentation for their statutory educational and museum service functions, and to provide copies to third parties as an incidental to such functions.

11.2 Under the Environmental Information Regulations 2005 (EIR), information submitted to the HER becomes publicly accessible, except where disclosure might lead to environmental damage, and reports cannot be embargoed as 'confidential' or 'commercially sensitive'. Requests for sensitive information are subject to a public interest test, and if this is met, then the information has to be disclosed. The archaeological contractor should inform the client of EIR requirements, and ensure that any information disclosure issues are resolved before completion of the work. Intellectual property rights are not affected by the EIR.

12. Report

12.1 A report should be prepared following County Council's guidance on reporting: *Reporting Check-List*. The report should set out the aims of the work and the results as achieved. Diagrams should be included to illustrate the location and depth of archaeological deposits in relation to existing ground levels. The report should also include a listing of contexts, finds, plans and sections, and photographs.

12.2 All excavated areas should be accurately mapped with respect to nearby buildings and roads.

12.3 At least six copies of the report should be produced and submitted to the commissioning body, the local planning authority, the museum accepting the archive, the English Heritage Regional Advisor for Archaeological Science and, under separate cover, North Yorkshire County Council Heritage Section.

12.4 If the archaeological fieldwork produces results of sufficient significance to merit publication in their own right, allowance should be made for the preparation and publication of a summary in a local journal, such as the *Yorkshire Archaeological Journal*. This should comprise, as a minimum, a brief note on the results and a summary of the material held within the site archive, and its location.

12.5 Upon completion of the work, the archaeological contractor should make their work accessible to the wider research community by submitting digital data and copies of reports online to OASIS (<http://ads.ahds.ac.uk/project/oasis/>). Submission of data to OASIS does not discharge the planning requirements for the archaeological contractor to notify the Senior Archaeologist, NYCC of the details of the work and to provide the Historic Environment Record (HER) with a report on the work.

13. Further Information

13.1 Further information or clarification of any aspects of this brief may be obtained from:

Gail Falkingham, MIFA
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Heritage Section
Countryside Services
County Hall
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North Yorkshire
DL7 8AH

e: gail.falkingham@northyorks.gov.uk
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13.2 This written scheme of investigation is valid for a period of six months from the date of issue. After that time it may need to be revised to take into account new discoveries, changes in policy or the introduction of new working practices or techniques.

13.3 References

Association for Environmental Archaeology 1995 Environmental Archaeology and Archaeological Evaluations, Recommendations Concerning the Environmental Archaeology Component of Archaeological Evaluations in England. *Working Papers of the Association for Environmental Archaeology, Number 2.*

- Brickley, M & McKinley, J 2004 Guidelines to the Standards for Recording Human Remains. *IFA Paper no 7*.
<http://www.archaeologists.net/modules/icontent/inPages/docs/pubs/humanremains.pdf>
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**Rillington Manor
 Archaeological WSI**
Site Location
 Scale 1:2854
 Compiled by GF on 1 February 2006

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