

**Longacre
The Green
Sheriff Hutton
North Yorkshire**

**SE 65354 66251
Archaeological Strip and Record**

Authorised by

Date:.....

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July 2009

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**SE 65354 66251
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Non-Technical Summary

An Archaeological Excavation and associated Recording Brief were undertaken by MAP Archaeological Consultancy Ltd. at land to the south of Longacre, The Green, Sheriff Hutton North Yorkshire, on July 13th 2009. The work was undertaken in order to fulfil a condition attached to a Planning Application Consent (Ref No: 08/00723/FUL) and was designed to mitigate the archaeological impact of the proposed redevelopment of the site.

No Archaeological Finds or Features were located during the Archaeological Strip and Record.

1. Introduction

- 1.1 An Archaeological Strip and Record was undertaken by MAP Archaeological Consultancy Ltd, at Longacre, The Green. Sheriff Hutton, North Yorkshire n the 13th of July 2009. The work was undertaken in order to fulfil a condition attached to Planning Application Consent (Ref No: 08/00723/FUL) for the erection of a double garage, designed to mitigate the archaeological impact of the proposed redevelopment of the site.
- 1.2 This work followed an earlier Archaeological Excavation, Recording Brief and Watching brief carried out in May 2007, (MAP 2007) Planning Application Consent (Ref No: 07/00555/FUL). At that time the site was named Land to the South of Stile.

- 1.3 All work was undertaken in compliance with a *Project Design for Archaeological Strip and Record* that was prepared by MAP Archaeological Consultancy Ltd.
- 1.4 All work was funded by Honeybourne Homes.
- 1.5 All maps within this report have been produced from the Ordnance Survey with the permission of the Controller of Her Majesty's Stationery Office, Crown Copyright, Licence No. AL 50453A.

2. Site Description

- 2.1 The site is located within the village of Sheriff Hutton, to the east of Sheriff Hutton Castle, at SE 65354 66251 (Figs. 1 and 2). The site consists of former gardens that are situated to the south of Stile House. It is bounded to the north and east by residential properties, to the south by farmland and to the west by pasture associated with Castle Farm. The standing remains of Sheriff Hutton castle lie approximately 120m to the west of the site, whilst earthwork features associated with the castle have been mapped in the field immediately adjacent to the western boundary of the site. The castle is a Scheduled Ancient Monument (National Monument No. 32704: Grid Reference SE 6520 6630), the western boundary of the current development site coinciding with the eastern limit of the scheduled area.
- 2.2 The location of the proposed new garage lies towards the southern end of the garden and driveway of the newly built house, Longacre, with the ground level sloping steeply from north to south across the site.
- 2.3 At the time of Strip and Record work the development plot was located at the end of the driveway to the rear of the house on land that had previously occupied by flowerbeds and garden features.

- 2.4 The site lies on soils of the Wickham 2 Association, fine loamy over clayey, fine silty over clayey and clayey soils, forming drift over Jurassic and Cretaceous clay or mudstone (Mackney *et al.*)

3. Archaeological and Historical Background

- 3.1 The morphological development of Sheriff Hutton has been suggested by Denison, who identified four phases (Denison, 1998).
- 3.2 The first phase comprised a ringwork at the east end of the village adjacent to the church. In the second phase, a planned village was laid out to the north and west of the ringwork, possibly in the early-mid 12th century. The planned village consisted of two rows of tofts and crofts on both sides of a triangular green, and the ringwork was modified.
- 3.3 In the third phase, the village expanded to the west with a wide central street and parallel back lanes and another triangular green at the east end of the main street. This phase is thought to date to the late 13th – early 14th century.
- 3.4 The final phase in the village's development saw the construction of the stone castle in the southwest part of the village by John de Nevill in the late 14th century. At the same time, the central village green was extended to form a new market place.
- 3.5 The site lies immediately to the southwest of the market place, and close to the former back lane identified as an earthwork by Denison (Denison, 1998, Fig. 2 – feature 'i').
- 3.6 During the archaeological work during 2007 (MAP 2007) several features of 14th century date were identified, including a small gully, a refuse pit and two large probable cultivation beds. A substantial quantity of 15/16th century pottery sherds, plus residual material, was recovered from the fills of these features.

4. Methodology

- 4.1 The foundation trenches for the garage and Tack Store were excavated by a back-acting mechanical excavator, under direct archaeological supervision.
- 4.2 A photographic record was made during the work and of all deposits encountered.

5. Results

- 5.1 This work was undertaken during the excavation of footings for an adjoining double garage and tack store that was located at the bottom of the driveway to the south of the new dwelling, now called Longacre (Pl. 1).
- 5.2 The foundation trenches measured 0.7m wide by 0.9m deep and no archaeological features, deposits or finds were encountered. The only deposit recorded was a natural clay up to 0.9m in depth. (Pl. 2).

6. Conclusions

- 6.1 The Strip and record exercise did not locate any archaeological features, deposits or finds on the garage plot, the only deposit identified was a natural clay.

7. References

- Mackney, D *et al* 1983 Soils of England and Wales. Northern England. Sheet 1.
Soil Survey of England and Wales.
- MAP 2007 Land South of Stile House, The Green, Sheriff Hutton,
North Yorkshire, Archaeological Excavation and
Recording Brief. MAP Archaeological Consultancy
Ltd.

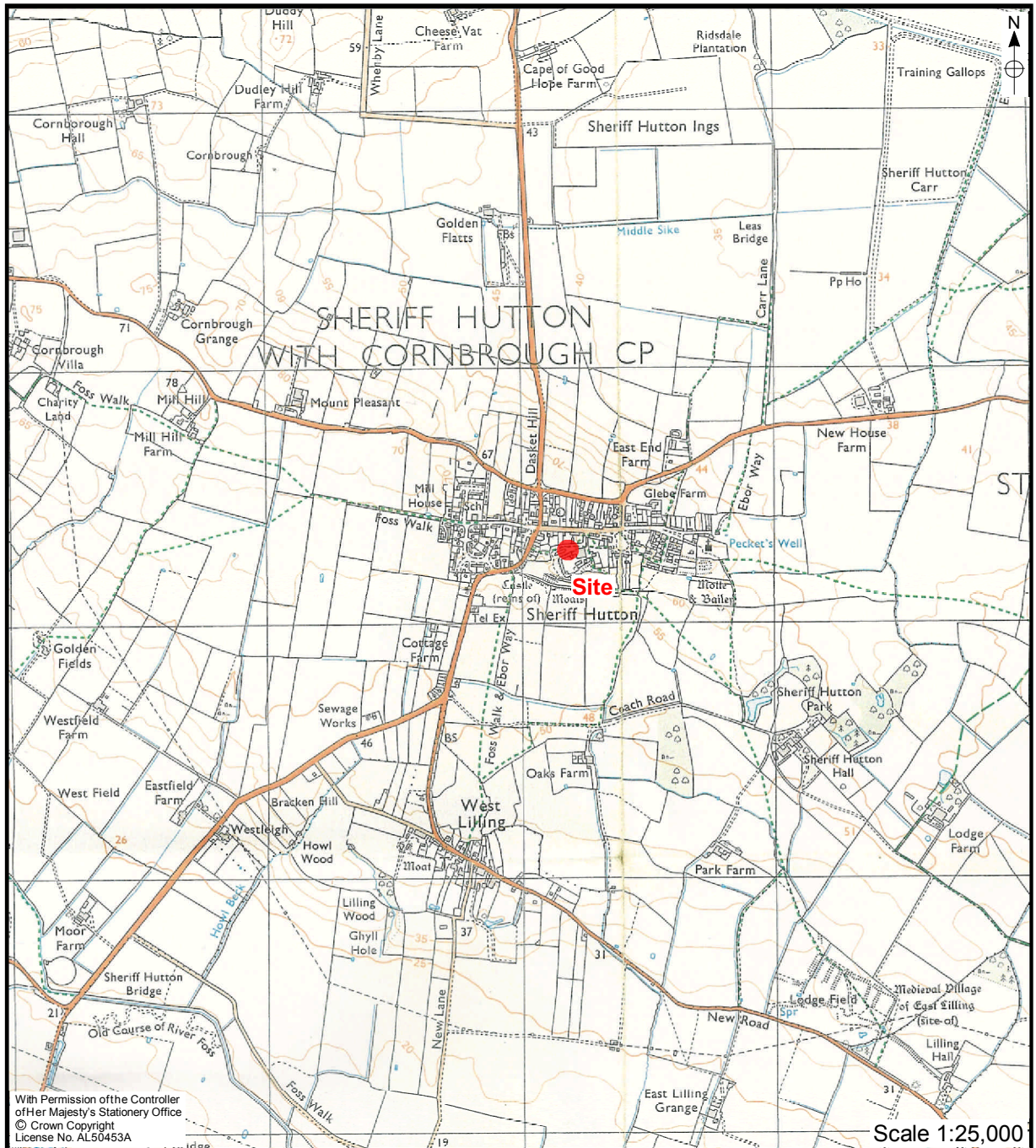


Figure 1. Site Location.

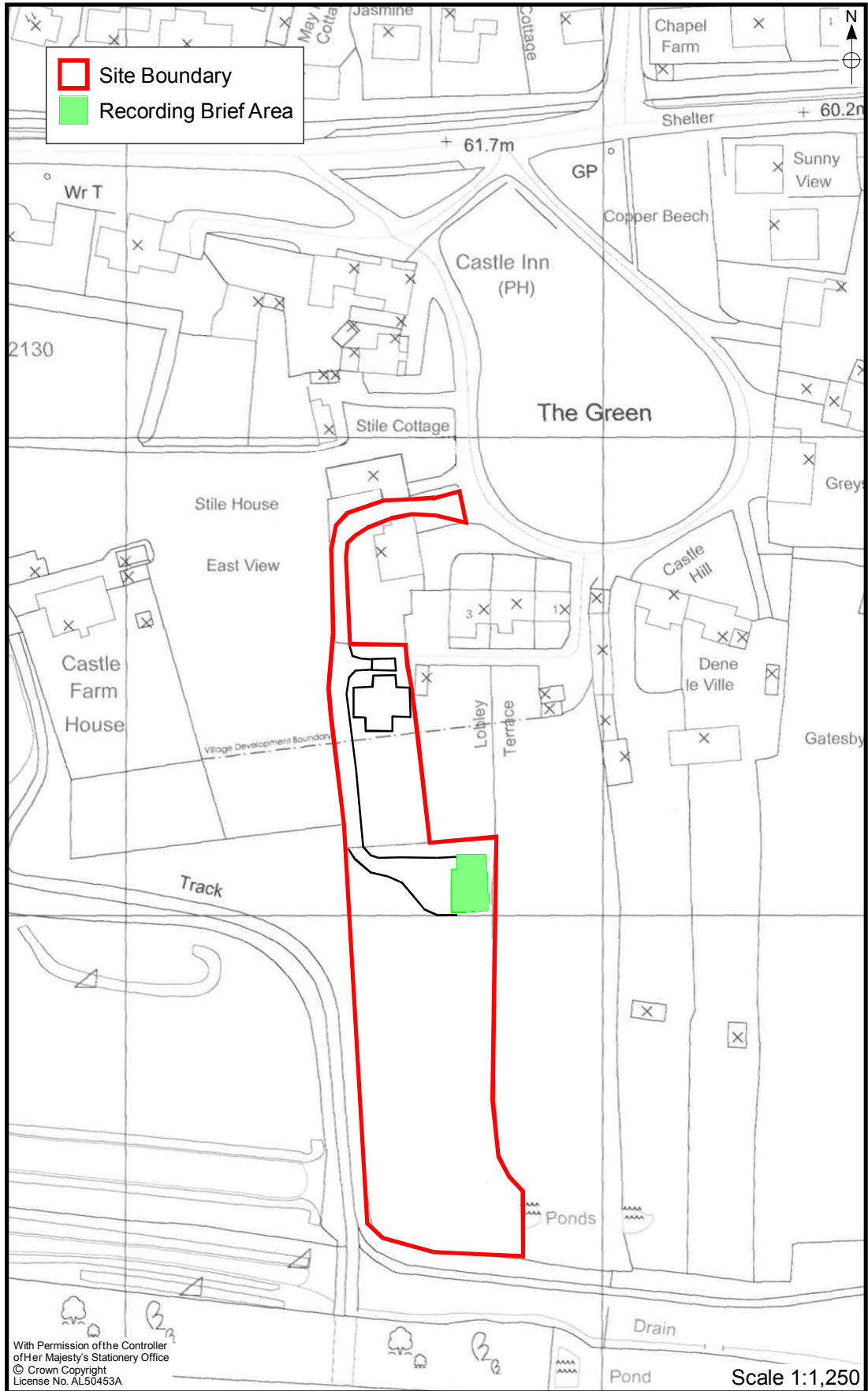


Figure 2. Area of Archaeological Strip and Record.



Plate 1. Overall shot of Garage Plot. Facing North



Plate 2. Foundation Trench. Facing East

APPENDIX 1

Photographic Archive Listing

Digital Photography

Frame	Description	Scale	Facing
1	Garage plot	N/A	North
2	Foundation trench	1x1m	East
3	Foundation trench	1x1m	North
4	Overall shot	N/A	East
5	Stripped area and service pipe	N/A	South
6	Stripped area	N/A	South-east
7	Stripped area and service pipe	N/A	South-west
8	Foundation trench	1x1m	East
9	Overall shot	N/A	North

APPENDIX 2

Project Team Details

Fieldwork

Charlie Morris

Post-excavation

Charlie Morris Report

**WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL STRIP
AND RECORD**

**LONGACRE
THE GREEN
SHERIFF HUTTON
NORTH YORKSHIRE**

Planning Ref: 08/00723/FUL

SE 6520 6630

Prepared for MR C MASSEY

by

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15th May 2009

**LONGACRE,
THE GREEN,
SHERIFF HUTTON
NORTH YORKSHIRE**

**WRITTEN SCHEME OF INVESTIGATION FOR
ARCHAEOLOGICAL STRIP AND RECORD**

1. Summary

- 1.1 The erection of a double garage is proposed at Longacre, The Green, Sheriff Hutton, North Yorkshire (Planning Application 08/00723/FUL).

- 1.2 The site lies within the area of Sheriff Hutton Castle which is described as a Quadrangular Castle with early garden earthworks and was built as a fortified manor house in 1379 with four very tall towers and a large gatehouse close to an earlier motte castle, which dates from 1140.

2. Purpose

- 2.1 This written scheme of investigation (WSI) represents a summary of the broad archaeological requirements to mitigate the impact of development proposals upon the archaeological resource and to comply with the archaeological planning condition. This is in accordance with Policy C13 of the Ryedale Local Plan 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 agreement between the Client and the selected archaeological contractor.

3. Location and Description (centred at SE 6520 6630)

- 3.1 The area of proposed work is in the garden of Longacre, The Green, Sheriff Hutton with the boundary of Sheriff Hutton Castle (National Monument No. 32704 : Grid Reference SE 6520 6630).

- 3.2 The proposed garage covers an area approximately 0.35 ha. in size.

- 3.3 A preliminary topsoil strip over the area of the garage. It is likely that strip footings will be the method of foundation, and these will impact upon archaeological remains.

4. Archaeological and Historical Background

- 4.1 The morphological development of Sheriff Hutton has been suggested by Denison, who identified four phases (Denison, 1998).
- 4.2 The first phase comprised a ringwork at the east end of the village adjacent to the church. A planned village was subsequently laid out to the north and west of the ringwork, possibly in the early-mid 12th century. The planned village consisted of two rows of tofts and crofts on both sides of a triangular green, and the ringwork was modified.
- 4.3 In the third phase the village expanded to the west with a wide central street and parallel back lanes and another triangular green at the east end of the main street. This phase would date to the late 13th – early 14th century.
- 4.4 The final phase in the village's development saw the construction of the stone castle in the southwest part of the village by John de Nevill in the late 14th century. At the same time the central village green was extended to form a new market place.
- 4.5 The site lies immediately to the southwest of the market place, and close to the former back lane identified as an earthwork by Denison (Denison, 1998, Fig. 2 – feature 'i').

5. Objectives

- 5.1 The objectives of the archaeological work within the proposed development area are:
 - .1 to determine by means of targeted archaeological excavation the character, extent and nature of the archaeological remains within the development area,

.2 to locate, recover, identify, assess and conserve (as appropriate) any archaeological artefacts exposed during the course of the excavation,

.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 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*

6.2 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.

7. Access, Safety and Monitoring

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

7.2 It is the archaeological contractor's responsibility to ensure that Health and Safety requirements are fulfilled. Necessary precautions should be taken near underground services and overhead lines. A risk assessment should be provided to the commissioning body before the commencement of works.

7.3 The project will be monitored by the Senior Archaeologist, NYCC, to whom written documentation should be sent ten days before the start of the excavation including:

.1 the date of commencement,

.2 A Project Design containing a research design for the excavation and the names of all finds and archaeological science specialists likely to be used, as well as 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.

- .3 notification to the proposed archive repository of the nature of the works and opportunity to monitor the works.
- 7.4 Where appropriate, the advice of the English Heritage Regional Advisor for Archaeological Science, (Yorkshire and Humber 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.
- 7.5 It is the archaeological contractor's responsibility to ensure that monitoring takes place by arranging monitoring points as follows:
- .1 a preliminary meeting or discussion at the commencement of the contract.
 - .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.
- 7.6 It is the responsibility of the archaeological contractor to ensure that any significant results are brought to the attention of the Senior Archaeologist, NYCC and the commissioning body as soon as is practically possible. This is particularly important where there is any likelihood of contingency arrangements being required.

8. Brief

- 8.1 The archaeological contractor should be informed in advance of the correct timing and schedule of site preparation and preliminary excavation works associated with the construction of the proposed development. A specified timetable should be agreed within which the archaeological excavation may be carried out prior to further construction commencing.
- 8.2 Archaeological work within the area of proposed development should include the initial supervision of the preliminary site/topsoil strip areas down to the top of archaeological deposits. Overburden such as turf, topsoil, made ground, rubble or other superficial fill materials may be removed by machine using a back-acting excavator which should be fitted with a toothless or ditching
-

bucket. Mechanical excavation equipment shall be used judiciously, under archaeological supervision down to the top of archaeological deposits, or the natural subsoil (C Horizon or soil parent material), whichever appears first. Bulldozers or wheeled scraper buckets should not be used to remove overburden above archaeological deposits. Topsoil should be kept separate from subsoil or fill materials.

- 8.3 Once overburden/topsoil has been removed, 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 as set out below, focussing upon the areas of greatest disturbance to be caused by the development, namely the central area of the site within the footprint of the proposed new dwelling and garage (an area of approximately 13m by 10m). Depending upon the chosen method of construction of the driveway/access, an additional area of c. 13m by 8m may also be included). 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.
- 8.4 The character, information content and stratigraphic relationships of features and deposits should be determined and running sections across the site, including 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.

- 8.5 The project should be undertaken in a manner consistent with the guidance of MAP2 (English Heritage 1991) and professional standards and guidance (IFA 2001). 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 (Canti 1996), biological analysis English Heritage 2002), artefact conservation and analysis (Watkinson and Neal 1998), and analysis of technological residues (English Heritage 2001), 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. 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 within a Project Design (see 7.3.2 above). The strategy will be subject to variation as appears necessary during the excavation, following consultation with the Local Authority and the RA.
- 8.6 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.
- 8.7 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.
- 8.8 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.

- 8.9 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 excavation. Features and layers identified as having potential for further recording should be fully excavated, sampled, and recorded. Full excavation should be carried out on features and deposits of limited potential where the stratigraphic relationships, phasing or origin of these are still unclear. Further excavation may also be needed to expose the full stratigraphic sequence across the site.
- 8.10 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). A regular transfer of finds from the site to the conservation laboratory is desirable, particularly in the case of long term excavations
- 8.11 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.
- 8.12 Samples should be collected for scientific dating (radiocarbon, dendrochronology, luminescence dating, archaeomagnetism and/or other techniques as appropriate), following an outline strategy presented in the Project Design. For this excavation, tenders should allow provision for a minimum of four dates using scientific techniques.
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- 8.13 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 the outline strategy presented in the Project Design, and in consultation with the geoarchaeologist. The guidance of Canti (1996) and English Heritage (2002) should be followed.
- 8.14 All securely stratified deposits should be sampled, 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. Bulk samples should be collected from contexts containing a high density of bones. Spot finds of other material should be recovered where applicable.
- 8.15 Coarse sieved samples for the recovery of animal bones and other artefact/ecofact categories should be 100 litres plus. Flotation samples, for the recovery of charred plant remains, charcoal, small animal bones and mineralised plant remains, should be between 40 and 60 litres in size, although this will be dependent upon the volume of the context. Entire contexts should be sampled if the volume is low. Whenever possible, coarse sieved samples (wet or dry) and flotation samples should be processed during fieldwork to allow the continuous reassessment and refinement of sampling strategies. Samples from waterlogged and anoxic deposits, which might contain plant macros and entomological evidence, taken for General Biological Analysis (GBA), should normally be 20 litres in size. The English Heritage guidance should be consulted for details of sample size for other specialist samples which may be required. Allowance should be made for a site visit from the contractor's environmental specialists/consultants where appropriate.
- 8.16 In the unlikely 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 Department of Constitutional Affairs 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
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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). For this excavation, tenders should allow provision for any human remains to be subject to carbon and nitrogen isotope study.

Post-Excavation Assessment

- 8.17 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.
- 8.18 Assessment of artefacts should include x-radiography of all iron objects (Jones ed. 2006), 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).
- 8.19 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.
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- 8.20 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

- 8.21 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.
- 8.22 A detailed and cost-effective strategy for scientific dating should be prepared, in consultation with appropriate specialists. Samples for dating should be submitted promptly, and prior agreement should be made with the laboratory on turn-around time and report production.
- 8.23 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).
- 8.24 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).
- 8.25 Analysis of animal bones should be undertaken by a recognised specialist, as specified in the updated project design (see also English Heritage 2002).
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Analysis of human remains should be undertaken by a recognised specialist, as specified in the up-dated project design.

9. Archive

- 9.1 A field archive should be compiled consisting of all primary written documents, plans, sections and photographs should be produced and cross-referenced. Archive deposition should be undertaken with reference to the County Council's *Guidelines on the Transfer and Deposition of Archaeological Archives*.
- 9.2 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. The relevant museum curator should be afforded to visit the site and discuss the project results. In this instance, the Yorkshire Museum is suggested.
- 9.3 The archiving of any digital data arising from the project should be undertaken in a manner consistent with professional standards and guidance (Richards & Robinson, 2000). The archaeological contractor should liaise with an appropriate digital archive repository to establish their requirements and discuss the transfer of the digital archive.
- 9.4 The archaeological contractor should also liaise with the HER Officer, North Yorkshire County Council, to make arrangements for digital information arising from the project to be submitted to the North Yorkshire Historic Environment Record for HER enhancement purposes. The North Yorkshire HER is not an appropriate repository for digital archives arising from projects.

10. Copyright

- 10.1 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 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.
- 10.2 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.

11. Report

- 11.1 Following post-excavation assessment and analysis as appropriate, a report should be prepared following the County Council's guidance on reporting: *Reporting Check-List*. The report should set out the aims of the work and the results as achieved, including photographs of operations, description of the remains including all relevant plans and sections, interpretation and assessment of the significance of the remains. The report should also include a listing of contexts, finds, plans and sections, and photographs.
 - 11.2 The results from investigations in Archaeological Science, *including negative results*, should be included in the Site Archive and reported to the HER.
 - 11.3 A timetable for completion of reports should be agreed with all specialists, and agreements in writing with sub-contracted external specialists are desirable. The time-table should allow for adequate provision by the excavator of contextual information, provisional dating and stratigraphic relationships of contexts. Reports should include clear statements of methodology. The results from scientific analysis should be clearly distinguished from their interpretation. Non-technical summaries of results should be included. Reports on Archaeological Science should be published fully, in the text of printed reports or in the main body of reports disseminated by electronic means, wherever the results merit it.
 - 11.4 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.
 - 11.5 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
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brief note on the results and a summary of the material held within the site archive, and its location.

- 11.6 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.

12. Further Information

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

MAP Archaeological Consultancy Ltd

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Showfield Lane

Malton

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Tel. 01653 697752

Fax. 01653 694747

- 12.2 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. In addition, depending upon the final design of development, the methodology of the archaeological excavation may need to be modified accordingly.

12.3 References

Association for Environmental Archaeology	1995	Environmental Archaeology and Archaeological Evaluations, Recommendations Concerning the Component of Archaeological Evaluations in England. <i>Working Papers of the Association for Environmental Archaeology, Number 2.</i> http://www.envarch.net/publications/papers/evaluations.html
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- Canti, M 1996 Guidelines for carrying out Assessments in Geoarchaeology, *Ancient Monuments Laboratory Report 34/96*, English Heritage
- English Heritage 1991 Management of Archaeological Projects (MAP2) <http://www.eng-h.gov.uk/guidance/map2/>
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