Whitemoor Farm
Cliff Common
Selby
North Yorkshire
SE 6600 5666

Archaeological Strip and Record

October 2011

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Archaeological Strip and Record

Non-technical Summary

An Archaeological Strip and Record was conducted by MAP Archaeological Practice Ltd. on behalf of George F. White in order to fulfil a condition attached to a planning consent for the erection of a single wind turbine with a hub height of 37 metres, rotor diameter of 20.7 metres and tip height of 47.1 metres with associated infrastructure at Whitemoor Farm, Cliffe Common, Selby, North Yorkshire (Planning Ref: 2011/0437/FUL).

A single area of disturbance was observed in the cable trench representing an episode of demolition at the site.

1. Introduction

1.1 This report sets out the results of an Archaeological Strip and Record undertaken by MAP Archaeological Practice Ltd. on the 7th and 12th October 2011 for the erection of a single wind turbine with hub height of 37 metres, rotor diameter of 20.7 metres and tip height of 47.1 metres with associated infrastructure at Whitemoor Farm, Cliffe Common, Selby, North Yorkshire (SE 6600 5666). The Archaeological Strip and Record was undertaken in order to fulfil an archaeological condition attached to Planning Application Consent Ref. No. 2011/0437/FUL for Selby District Council.

1.2 The Archaeological Observation, Investigation and Recording Brief was designed to provide an appropriate level of recording for archaeological remains, deposits or finds that might be affected by the development, In accordance with the recommendations of the Planning Policy Statement 5 (PPS 5) – Planning for the Historic Environment.

1.4 All work was funded by Mr S Headley.

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 on agricultural land to the north of Whitemoor Farm, just north of Cliffe Common on the western side of Lowmoor Road, which leads off the southern side of the A163 Market Weighton Road (Fig.1). The site is bounded on all sides by agricultural fields. At the time of the Strip and Record the site was in use as a sugar beet field.

3. Historical Background

3.1 Whitemoor Farm would have fallen in the lands of Cliffe cum Lund in earlier times, a township in the lands of Hemingbrough. Cliffe existed at the time of the Domesday Survey (1086), therein referred to as *Clive.* From the book "we learn that Cliffe, belonged to the soke of the Bishop of Durham's manor of Howden" (www.genuki.org.uk).

3.2 Of the freehold estates in Cliffe that which became known as Whitemoor may be traced back to the13th century. It was granted to Emery de Eyville by the bishop of Durham in 1277, when it formed part of the waste called Blackwood. (fn. 77) It eventually passed to the Salvins and in 1580 Gerard Salvin sold it toMarmaduke Fawkes. (fn. 78) From Fawkes it passed to Maurice Blunt in 1594 and from Blunt to John Bewe in 1598. At the death of Josias Bewe in 1620his heirs were William Bracebridge, son of his sisterMary, and Barbara, wife of Marmaduke Prickett. (fn. 79) A farm of 88 a. at Whitemoor was sold by Robert Prickett to Richard Seaton in 1678, (fn. 80) and by the Seatons to John Owram in 1700. (fn. 81) In 1792 Stephen Owram sold it to Richard Willbor, (fn. 82) who died by1800 leaving as coheirs his

daughters Anne, who married Thomas Tireman, and Mary, who married George Ellin. (fn. 83) It evidently passed to the Tiremans, who retained it until 1903, when Jemima Tiremans old it to A. F. Burton. (fn. 84) Another farm, of 79 a., was alternatively known as Swindlehurst. It was acquired by Burton from Annie Orr in 1912. (fn. 85) In 1945 Burton's executors sold the 211-acre Whitemoor farm to G. H. Johnson, and he sold it to Mr.Wilfred Sails in 1947. (fn. 86) Beside the modern farmhouse there are traces of the moat which surrounded an earlier house (VCH 1976 58).

3.3 The 1894 Ordnance Survey map (Fig. 2) shows the location of a moat and the 'site' of Whitemoor Hall to the south of the farm buildings. The location of the farm and associated buildings remained constant until 2007, when a new farmhouse was built and associated farm buildings were remodelled.

3.4 MAP Archaeological Consultancy Ltd. undertook an archaeological Watching Brief on the extensions and alterations of the existing dwellings (2006/1575/FUL) at Whitemoor Farm in May 2007, no archaeological features or deposits were uncovered (MAP 2007).

4. Aims and Objectives

4.1 The aims of the archaeological strip and record brief were to gather sufficient information to establish the presence/absence, date, sequence, nature, depth, quality of survival and importance of any archaeological deposits to enable an assessment of the potential and significance of the archaeology on site, and to prepare a report summarising the results of the work.

5. Methodology

5.1 The installation of the wind turbine base involved the preliminary topsoil strip from an area c. 7m by 7m using a 360^{O} tracked excavator with a broad, toothless ditching bucket, operating under close archaeological

supervision. Machining ceased at the top of archaeological or naturally-formed deposits, depending upon which was located soonest.

5.2 The machine subsequently excavated the trench for the cable using a 0.46m wide toothless bucket under archaeological supervision. The cable trench ran on a north-south alignment from the north of the agricultural buildings before changing to an east-west alignment to circumvent a farm building before following a track way to the site of the wind turbine.

5.3 All work was carried out in line with the Institute of Field Archaeologists Code of Conduct (IFA 1998).

5.4 All deposits were recorded according to correct principles of stratigraphic excavation on MAP's *pro forma* context sheets, which are compatible with the MoLAS recording system.

5.5 A photographic record of the monitored groundworks was maintained throughout the strip and record on a digital camera.

6. Results (Pls. 2-10)

6.1 Natural deposits of boulder clay were encountered at the location of the wind turbine. A light brown sandy topsoil deposit lay directly above the natural boulder clay. The topsoil deposit and had a maximum depth of 0.27m (Pl. 2). A series of three north-south aligned modern land drains were revealed in the turbine base.

6.2 The cable trench was excavated to an average depth of 0.90m (Pls. 3-7). Stratigraphy consisted of a silty sandy topsoil (1001) measuring up to 0.25m in depth which sealed a relatively thick deposit (up to 0.25m) of very silty sand (1002) which represented the wind blown sand horizon/deposit which is characteristic to this area to the north of Selby. This deposit in turn sealed the natural clay sand (Pl. 7).

6.3 The only archaeological activity observed in the cable trench was a 12.35m length of disturbance (context 1003). This feature was up to 0.50m in depth and characterised by a loose deposit of fragmentary bricks and pieces of concrete in a sand matrix (Pls. 8-10).

6.4 Examination of the representative sample of the bricks (Appendix 2) suggested that the feature contained material of a mixed date ranging from the 17^{h} to the 20th century.

6.5 No archaeological features, deposits or finds were present within the turbine base.

7. Conclusions

7.1 Cartographic and documentary evidence confirm the presence of an earlier farmstead to the south of the present Whitemoor Farm. It is suggested that the disturbance seen in the cable trench represented an episode of demolition at the site. The ceramic building material deposited in the cable trench covered a period of c. 400 hundred years, thus suggesting that some of the brick had come from both the original hall or which had been re-used in the replacement farm as shown on 19th century maps. In addition brickwork and pantile from this build were also present.

8. References

Allison, K J, *et al*	1976	A History of the County of York East Riding Ouse and Derwent wapentake and part of Warthill wapentake. From
MAP	2007	Whitemoor Farm, Cliffe Common, Selby, North Yorkshire. Archaeological Watching Brief Report.
www.genuki.org.uk	http://www.old-maps.co.uk/maps.html	

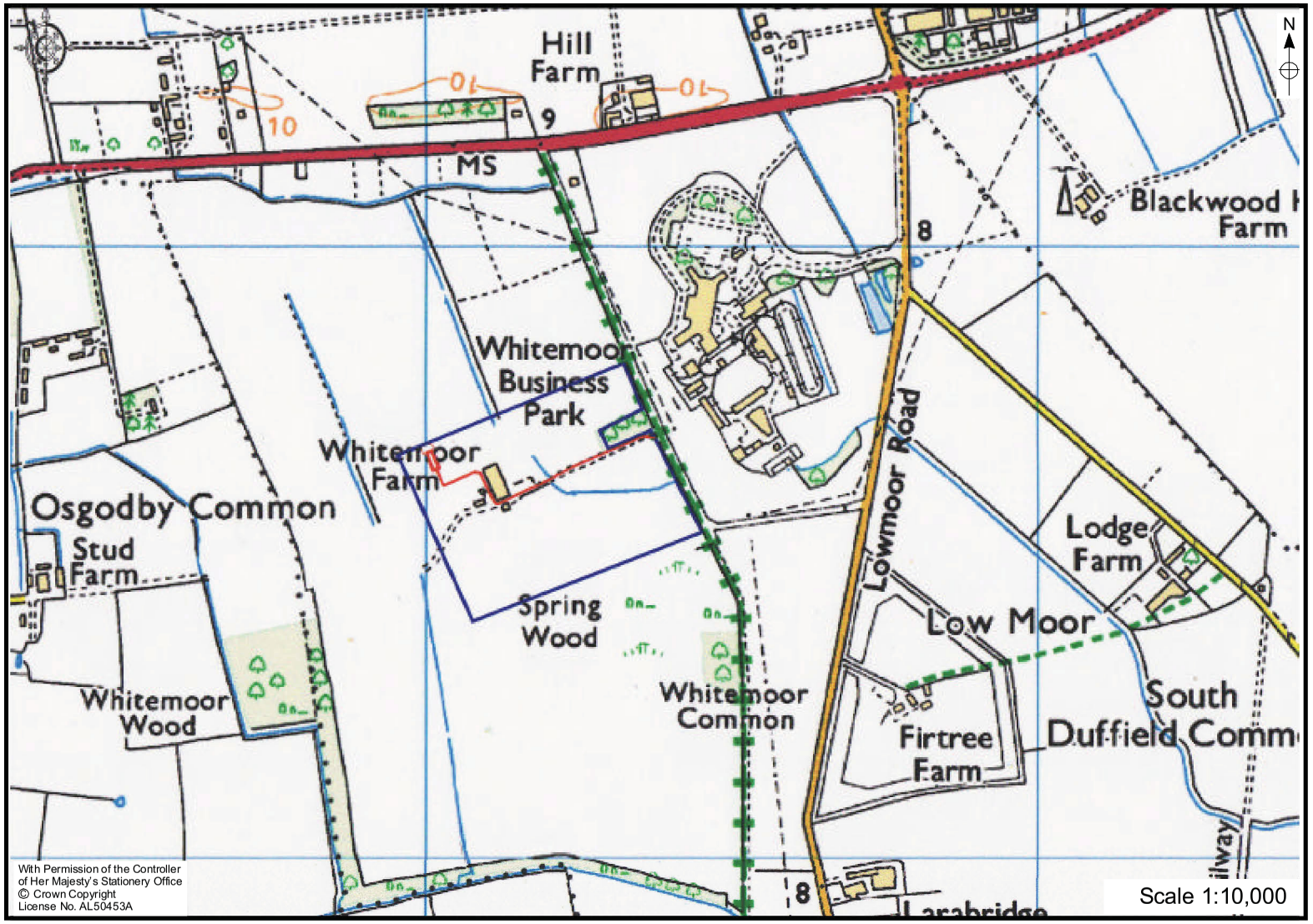

Figure 1. Site Location

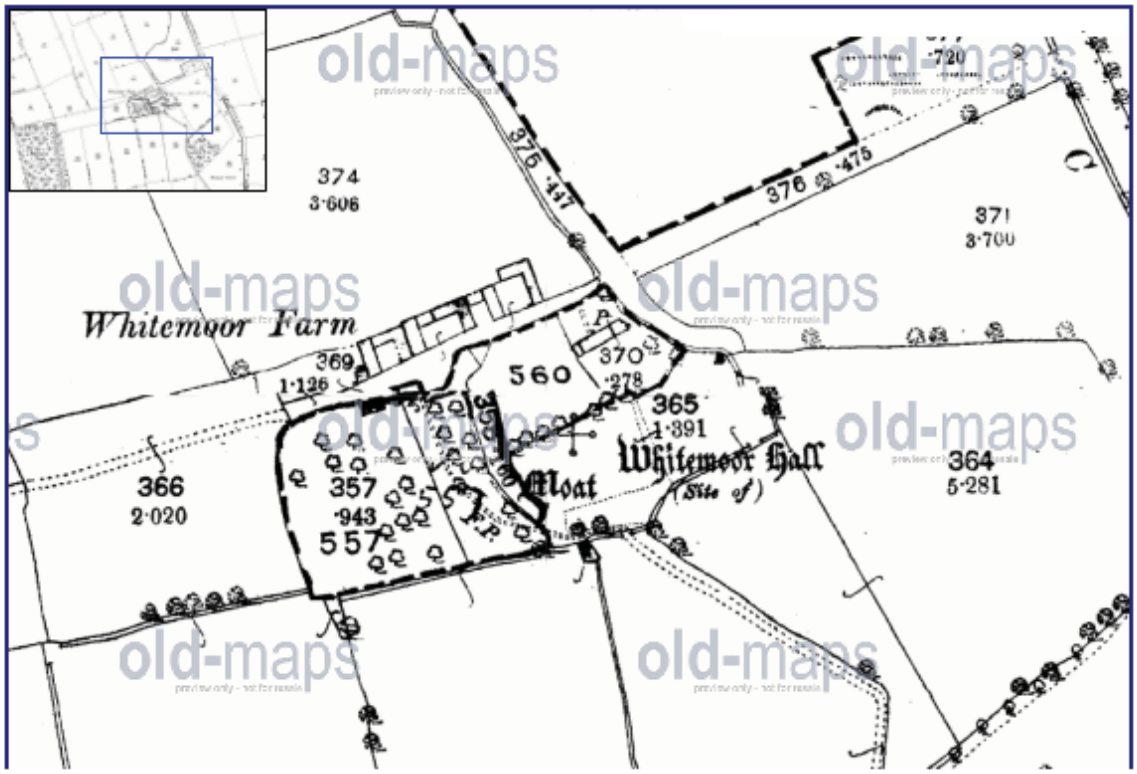

Fig. 2. 1892-1894 Ordnance Survey Map Extract. Not to scale.

Plate 1. General View of Site. Facing North-east.

Plate 2. Wind Turbine Base. Facing North-west.

Plate 3. View of Northern Sector of Cable Trench after Excavation. Facing South.

Plate 4. View of Central Sector of Cable Trench after Excavation. Facing West.

Plate 5. Southern Section of Cable Trench after Excavation Facing South.

Plate 6. Southern Section of Cable Trench after Excavation Facing West.

Plate 7. Southern Section of Cable Trench. Facing West.

Plate 8. Feature 1003 in Section. Facing West.

Plate 9. Feature 1003 in Section. Facing West.

Plate 10. Feature 1003 in Section. Facing East.

APPENDIX 1

Context Listing

Whitemoor Farm, Cliffe

Context No.	Type	Description
1001	Deposit	10YR 4/3 Silty Sand; Topsoil
1002	Deposit	10YR 3/3 Sand; Windblown Sand
1003	Cut	Cut of Demolition Dump
1004	Deposit	7.5YR 5/2, Silty Sand; fill of Demolition Cut

APPENDIX 2

Context Listing

Whitemoor Farm, Cliffe

Finds Catalogue

Context	Catagory	Quantity		Description	Spot Date
1004	CBM	9	1	Hand made brick. Bowed border line waster. Bow mark, sand moulded. Poor arises 71/2 x **41/2** x **2 1/4**	mid 18th
			2	Hand made brick. Bowed border line waster. Bow mark, sand moulded. Poor arises 81/2 x **43/4** x **21/2**	early 19th
			3	Hand made brick. Bowed border line waster. Bow mark, sand moulded. Poor arises 71/2 x **43/8** x **21/4**	late 17th/early 18th
			4	Hand made brick. Bow mark, sand moulded. Fair arises 4 x **41/2** x **21/4**	17th
			5	Hand made brick. Bow mark, sand moulded. Fair arises 61/2 x **41/2** x **21/8**	eary 18th
			6	Hand made brick. Bow mark, sand moulded. Good arises 81/2 x **4** x **3**	mid 19th
			7	Machine made. 83/4 x **4** x **25/8**	late 19th
			8	Machine made. Ventilation brick **9** x 33/4 x 3	20th
			9	Pantile - machine manufactured 61/4 x 51/2 x **5/8**	late 19th

WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL STRIP AND RECORD

Whitemoor Farm
Cliffe Common
Selby
North Yorkshire

SE 6600 5666

Prepared for George F White

by

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WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL STRIP AND RECORD

1. Summary

1.1 The topsoil, overburden strip and archaeological recording is to take place in the area of the erection of a single wind turbine and associated works associated with the (Planning Application 2011/0437/FUL).

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 the guidance of Planning Policy Statement 5. 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 (SE SE 6600 5666)

3.1 The Proposed Development Area is located at Whitemoor Farm, Cliffe Common, Selby, North Yorkshire.

4. Archaeological and Historical Background

4.1 The Victoria County History for Yorkshire East Riding (Volume III Allison 1976 55-60) for Cliffe and Lund States “There was also extensive assarts north of the open field land, including the medieval Whitemoor farm, but much of the northern part of Cliffe was occupied

by commons. The open fields, meadows and commons were inclosed only in 1863" (http//:british-history.ac.uk).

4.2 MAP Archaeological Consultancy Ltd undertook an archaeological Watching Brief in May 2007 on an area of extension (2006/1575/FUL). No archaeological deposits or features were uncovered.

5. Objectives

5.1 The objectives of the archaeological work 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. Access, Safety and Monitoring

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

6.2 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.

6.3 The project will be monitored by the Historic Environment Team, NYCC, to whom written documentation should be sent ten days before the start of the excavation including:

1. the date of commencement,
2. an opportunity to monitor the works.

6.4 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.

6.5 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.

6.6 It is the responsibility of the archaeological contractor to ensure that any significant results are brought to the attention of the Historic Environment Team, 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.

7. Brief

7.1 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.

7.2 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.

7.3 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. This is in order to fulfil Objectives 5.1.1 and 5.1.2 above and in order to understand the full stratigraphic sequence. In case of query as to the extent of investigation, a site meeting shall be convened with the Historic Environment Team Leader, NYCC.

7.4 The character, information content and stratigraphic relationships of features and deposits should be determined. 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.

7.5 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. The strategy will be subject to variation as appears necessary during the excavation, following consultation with the Local Authority and the RA.

7.6 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.

7.7 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.

7.8 Any significant unstratified artefacts or small finds should be collected. 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.

7.9 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.

7.10 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

7.11 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-slags hammer-scale and spherical droplets). In these instances, the guidance of English Heritage (2001) should be followed.

7.12 Samples should be collected for scientific dating (radiocarbon, dendrochronology, luminescence dating, archaeomagnetism and/or other techniques as appropriate). For this excavation, tenders should allow provision for a minimum of four dates using scientific techniques.

7.13 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.

7.14 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.

7.15 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 that may be required. Allowance should be made for a site visit from the contractor's environmental specialists/consultants where appropriate.

7.16 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 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 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

7.17 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.

7.18 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).

7.19 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.

7.20 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

7.21 Within a time agreed with the Historic Environment Team Leader, 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.

7.22 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.

7.23 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).

7.24 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).

7.25 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 up-dated project design.

8. Archive

8.1 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.*

8.2 The archaeological contractor should liase 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 Malton Museum is suggested.

8.3 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.

8.4 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.

9. Copyright

9.1 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.

9.2 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.

10. Report

10.1 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.

10.2 The results from investigations in Archaeological Science, *including negative results*, should be included in the Site Archive and reported to the HER.

10.3 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.

10.4 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.

10.5 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 brief note on the results and a summary of the material held within the site archive, and its location.

10.6 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 Historic Environment Team Leader, NYCC of the details of the work and to provide the Historic Environment Record (HER) with a report on the work.

11. Further Information

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

MAP Archaeological Practice Ltd

Tel. 01653 697752

Fax. 01653 694747

11.2 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.

11.3 References

Association for Environmental Archaeology	1995 Environmental Archaeology and Archaeological Evaluations, Recommendations Concerning the Component of Archaeological Evaluations in England. *Working Papers of the Association for Environmental Archaeology, Number 2*. http://www.envarch.net/publications/papers/evaluations.html
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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Medieval Pottery	Mark Stephens	MAP	01653 697752
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