
COPT HEWICK HALL, NEAR RIPON,
NORTH YORKSHIRE.

AN ARCHAEOLOGICAL DESK-BASED ASSESSMENT AND
WRITTEN SCHEME OF INVESTIGATION FOR AN
ARCHAEOLOGICAL EVALUATION.
OSA REPORT No: OSA12DT02

April 2012.



OSA

ON SITE ARCHAEOLOGY LTD

25A Milton Street • York • North Yorkshire • YO10 3EP
telephone • 01904 411673 • fax • 01904 414522 • mobile • 07767 385766
e-mail • onsitearchaeology@gmail.com
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Report Summary.

REPORT NO: OSA12DT02

SITE NAME: Copt Hewick Hall

COUNTY: North Yorkshire

NATIONAL GRID REFERENCE: SE 3450 7175

COMMISSIONED BY: Richard Irving
ID Planning
Atlas House
31 King Street
Leeds
LS1 2HL

RESEARCH AND TEXT: Graham Bruce

GRAPHICS: Graham Bruce

TIMING: Research and Report preparation
March - April 2012

ENQUIRIES TO: Nick Pearson
On Site Archaeology
25A Milton Street
York
YO10 3EP

tel (01904) 411673

fax (01904) 414522

mobile (07767) 385766

e-mail onsitearchaeology@gmail.com

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1.0 Abstract.

This Desktop Assessment has been prepared at the request of I D Planning to provide information regarding the below ground archaeological potential of the site of Copt Hewick Hall, near Ripon, North Yorkshire. Development is proposed to improve access to the property which would involve the construction of some new drives and the upgrading of several existing ones .

The site lies close to several prehistoric monuments, including at least two henges and a number of Bronze Age Round Barrows. Although no such monuments are known from the site itself it is possible that they have been masked by development of the hall and its associated grounds over the past two centuries. A somewhat enigmatic reference to the discovery of a Roman tombstone and other relics on the site of Copt Hewick Hall suggests that remains of this date may also be present. During the medieval and post-medieval periods the site lay on the edges of Hutton Moor, beyond the limits of settlement and arable fields associated with the village of Copt Hewick. The Hall was constructed in the late 18th or very early 19th century and it is likely that some below ground remains relating to the layout of the associated grounds will be present.

Due to the potential for the site to contain below ground archaeological remains a programme of archaeological evaluation by trial trenching is recommended to determine if any such remains are indeed present within those parts of the site that will be impacted upon by the proposed access improvements.

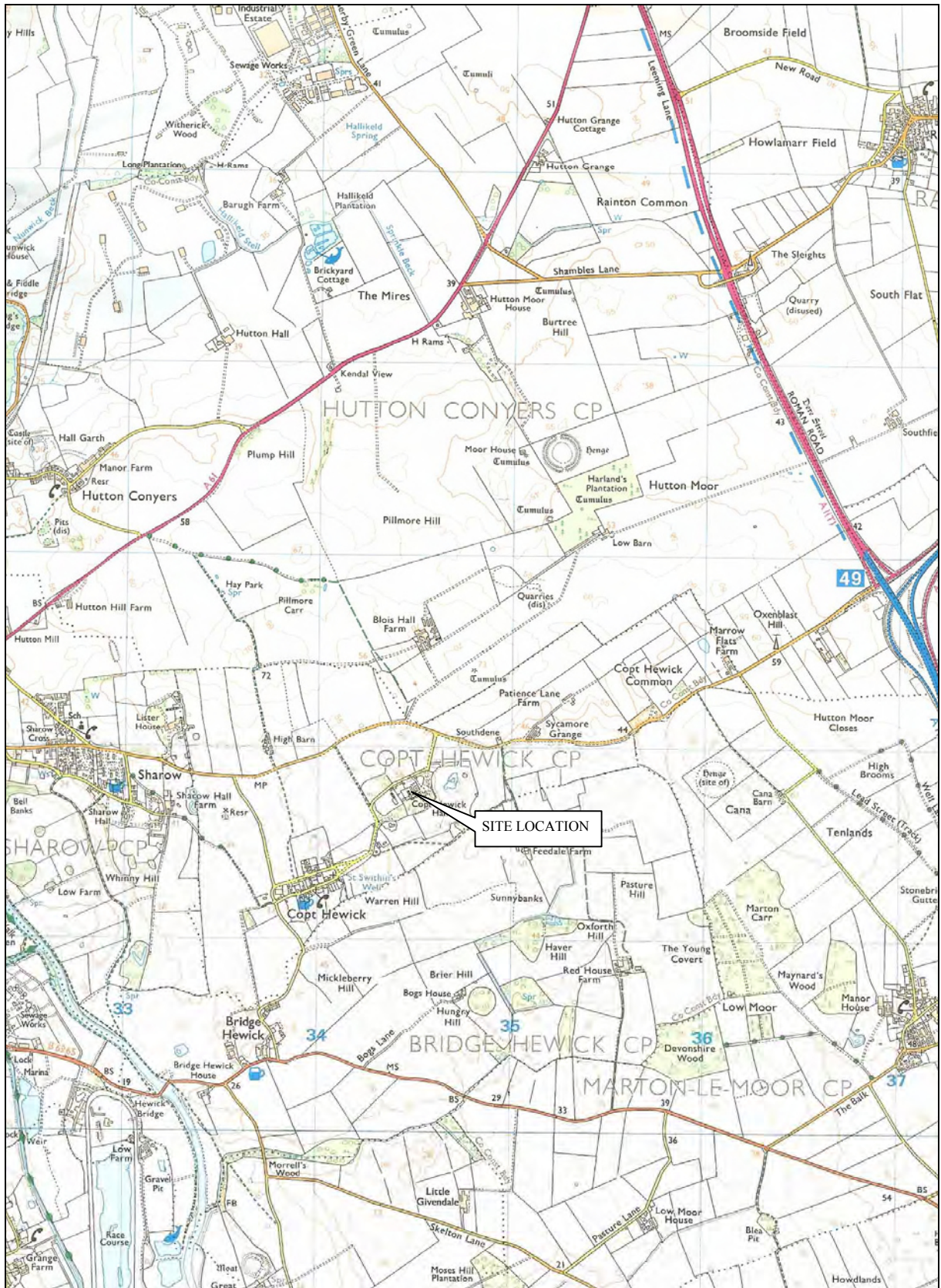


Figure 1. Site Location (NGR SE 3450 7175)

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2.0 Introduction.

In March 2012 an archaeological desktop study was undertaken by *On Site Archaeology* on the site of Copt Hewick, North Yorkshire. It is centred at approximately NGR SE 3450 7175 (Figure 1). The study was undertaken to assess the archaeological potential of the site, and to review the possible impact upon this by proposed development. The historical and archaeological significance of the study area was assessed using a variety of sources including cartographic evidence, the North Yorkshire Heritage Environment Record (HER), sources held by the North Yorkshire County Record Office and published archaeological and historical reports.

3.0 Methodology.

This Assessment is specifically concerned with the below ground archaeological potential at the site of Copt Hewick Hall, with particular reference to the proposed improvements to access drives.

The historical and archaeological significance of the site was assessed using a variety of sources. These include cartographic evidence, records held at the North Yorkshire Heritage Environment Record (HER) office, North Yorkshire County Record Office, the online archaeological catalogues held by The Archaeological Data Service and the English Heritage National Monument Record, and published archaeological and historical reports. The assistance of the staff at these records offices is greatly appreciated.

Archaeological and historical data has been collected over an area extending for a distance of approximately 1000m from the site. The locations of these data points are indicated on Figure.2.

A site visit was undertaken to enhance the understanding of the modern landuse of the site, especially with regards to its effect upon the archaeological record. A photographic record was made of the site during this site visit, a selection of these photographs are used to illustrate this report (see Plates 1-8).

Site research notes are currently stored with On Site Archaeology.

4.0. Site Location, Landuse And Geology.

The site considered by this report is located entirely within the estate of Copt Hewick Hall, which lies approximately 3km to the east of the centre of the city of Ripon, North Yorkshire. The centre of the site is located at National Grid reference SE 3450 7175, and the modern ground level lies at between 53 and 56m AOD.

The modern ground surface varies within those parts of the estate covered by this report, including lawned gardens, woodland, derelict conifer plantations, cobbled and gravelled yards and tarmac drives. .

The bedrock geology comprises sandstone of the Sherwood Group, overlain by Devensian Till deposits of clay, sand and gravel (British Geological Survey maps accessed via bgs.ac.uk/geologyviewer).

5.0 Gazetteer Of Sites And Artefacts.

The following section lists the sites and artefacts of archaeological or historical potential that are recorded in the various sources consulted. This does not include every single entry found within the 1000m search area, only those that are likely to contribute to the below ground archaeological potential of the site being studied.

Archaeological Events recorded within the study area in the HER are very limited. They include a desk-based assessment carried out on behalf of Yorkshire Water on several locations in and around Ripon, which recommended that watching briefs should be carried out during refurbishment works. The HER does not include any further reports to suggest that these watching briefs were carried out. In addition the Yorkshire Vernacular Buildings Study Group have undertaken surveys of several buildings in the area, especially within Copt Hewick village, but notably not on the Copt Hewick Hall estate. These records have been excluded from the gazetteer as they do not enhance our understanding of the potential for below ground archaeological remains to be present. The HER does not include a single modern event entry of below ground archaeological recording within the search area.

Where possible the relevant North Yorkshire Historic Environment Record number is given, together with other bibliographic references where used. Where numerous HER entries refer to a single monument, or very closely related monuments these have been combined and are represented by a single entry in the gazetteer. The locations of the recorded sites are plotted on Figure 2. The gazetteer is presented in approximately geographical order, from west to east.

5.1 *Findspot.*

The Ripon Community Archaeology Project database includes a kite shaped flint arrowhead found in the 1870's, which is now in the British Museum. However, there is some doubt regarding the accuracy of the location, as the HER entry suggests a duplication of numbers (MNY 34729).

5.2 *Cropmark.*

A rectangular anomaly, interpreted as a possible enclosure, was observed on an aerial photograph taken in 1973. As there is no similar enclosure evident on any Ordnance Survey maps it is believed to pre-date the 19th century. (MNY35335).

5.3 *Copt Hewick Village.*

The HER includes numerous entries for Copt Hewick village, including several listed buildings, such as the church, and school, which both date to the later 19th century, and a single house that appears to include some mid 17th century elements. The topographical form of the village is indicative of an originally medieval layout, although none of the buildings are of this date. No below ground archaeological investigations have taken place to help identify the date of the village foundation.

5.4 *Round Barrow northeast of High Barn.*

The HER gives little additional information with regards to this monument, except to designate it as probably Bronze Age in date, and identified as a crop mark. It is not visible on the 19th century Ordnance Survey maps, so was presumably ploughed out prior to these being produced. (MNY19850).

5.5 *Ridge and Furrow.*

Aerial photographs from 1946 and 1972 record an extensive area of ridge and furrow field to the north of Copt Hewick village. (MNY35318).

5.6 *Findspot (approximate).*

The HER records the finding of a Neolithic flint arrowhead. The location simply refers to the 1km grid square from which it was recorded. (MNY19810).

5.7 *St. Swithen's Well.*

This monument is located at the east end of the village. An early 18th century survey refers to several field names in the vicinity that appear to be variations on “Swithen”, suggesting that the well is at least 300 years old. It is unlikely that this was actually a well, but was probably used as a livestock watering trough, potentially linked into a spring or a field drain. (MNY35299)

5.8 *Cropmark.*

A circular anomaly approximately 40m in diameter, is visible on aerial photographs taken in 1946, 1972 and 1973. It has a raised centre, around which water still collects, suggestive of a moat. It is undated, and may even be entirely natural. (MNY35316).

5.9 *Earthworks.*

A series of banks are visible on aerial photographs of 1946 and 1972, which may have been medieval gardens. (MNY35317).

5.10 *Ridge and Furrow.*

Aerial photographs from 1946, 1972 and 1973 record the vestiges of an area of ridge and furrow field to the north of Copt Hewick village green. (MNY35333).

5.11 *Ridge and Furrow.*

Aerial photographs from 1946 record the vestiges of an area of ridge and furrow field to the south of Copt Hewick village green. (MNY35334).

5.12 *Summerhouse .*

A summerhouse is marked on Ordnance Survey maps from 1856 to 1951, but not on subsequent maps. (MNY35301).

5.13 *Barrow northwest of Blois Hall Farm.*

The HER gives little additional information with regards to this monument, except to designate it as probably Bronze Age in date, and identified as a crop mark. It is not visible on the 19th century Ordnance Survey maps, so was presumably ploughed out prior to these being produced. (MNY19848).

5.14 *Blois Hall.*

This extant sandstone house is recorded as dating from the mid 18th century (MNY30972). It is now a farm store, and is Grade II listed. (DNY5069).

5.15 *Roman Tombstone.*

A Roman tombstone is recorded as having been found at Copt Hewick Hall (MNY19819), but no additional information is included in the HER. The English Heritage Pastscape website (www.pastscape.org.uk) additionally refers to other “relics”, although there is nothing specific in terms of description (Pastscape Monument No. 53747).

5.16 *Copt Hewick Hall.*

The HER includes several references to the standing buildings within the current Copt Hall property. Three of these are listed (all Grade II): The Stable Courtyard (DNY4920), The Balustrade to the Garden on the South Side of the Hall (DNY5595) and the Hall itself (DNY6765). This report is concerned specifically with the below ground archaeological potential of the site, and the listed buildings themselves are being considered by another party. A brief summary of the buildings is therefore presented here. This is predominantly based upon a Summary Report on Copt Hewick Hall by the Ancient Monuments Society, dated 2005, a copy of which is held by the HER. The buildings on the site all post-date the enclosure of Copt Hewick Moor in 1772. The earliest documentary reference to the hall dates from 1811, when Thomas Horner of Ripon sold the property, including the recently constructed house, to William Charnock of Barwick in Elmet. The property has passed through a number of different owners in the last two hundred years, including a period of army requisition in the Second World War when it fell into a state of some disrepair. Although the architectural form of the hall indicates a late Georgian origin it has been subject to substantial alteration, during the 19th and 20th centuries.

5.17 *Cropmark.*

Aerial photographs of 1946 and 1971 record a large irregular enclosure, which is suggested to be of medieval date. (MNY35483).

5.18 Round Barrow southeast of Blois Hall Farm.

Scheduled, RSM No 25576. The barrow has a well defined earthen mound standing 2m high with a diameter of 26m. This Bronze Age bowl barrow is visible as an earthwork on historic and recent air photos and can be detected on lidar-derived images. (DNY186).

5.19 Findspot.

The HER records the location of the above Round Barrow as the location of flint tools found at Copt Hewick. These objects are described as being unstratified and the strength of the associated with the barrow is unclear. (MNY19845).

5.20 Cropmark.

Aerial photographs of 1946, 1971 and 1973 record evidence for a field system, which is suggested to be of prehistoric date. (MNY35487).

5.21 Cropmark.

Aerial photographs of 1946, 1971 and 1973 record a curvilinear enclosure, which is suggested to be evidence for an Iron Age settlement. (MNY35482).

5.22 Finds collection.

This gazetteer entry represents a total of 16 entries within the HER (MNY35340-35356). These relate to objects found by and still in the possession of Mr T Mason. The majority of the objects date to the 17th to 19th centuries, but a single Roman coin and a Neolithic stone axe are also included. The precise locations from which these were recovered are not included.

5.23 Cropmark.

A circular mound is visible on aerial photographs of 1946, 1971 and 1973. It is unknown if this is a natural or man-made feature. (MNY35485).

5.24 Cropmark.

An oval shaped anomaly is visible on an aerial photograph of 1971. The anomaly does not appear on any maps and its purpose is unknown. (MNY35486).

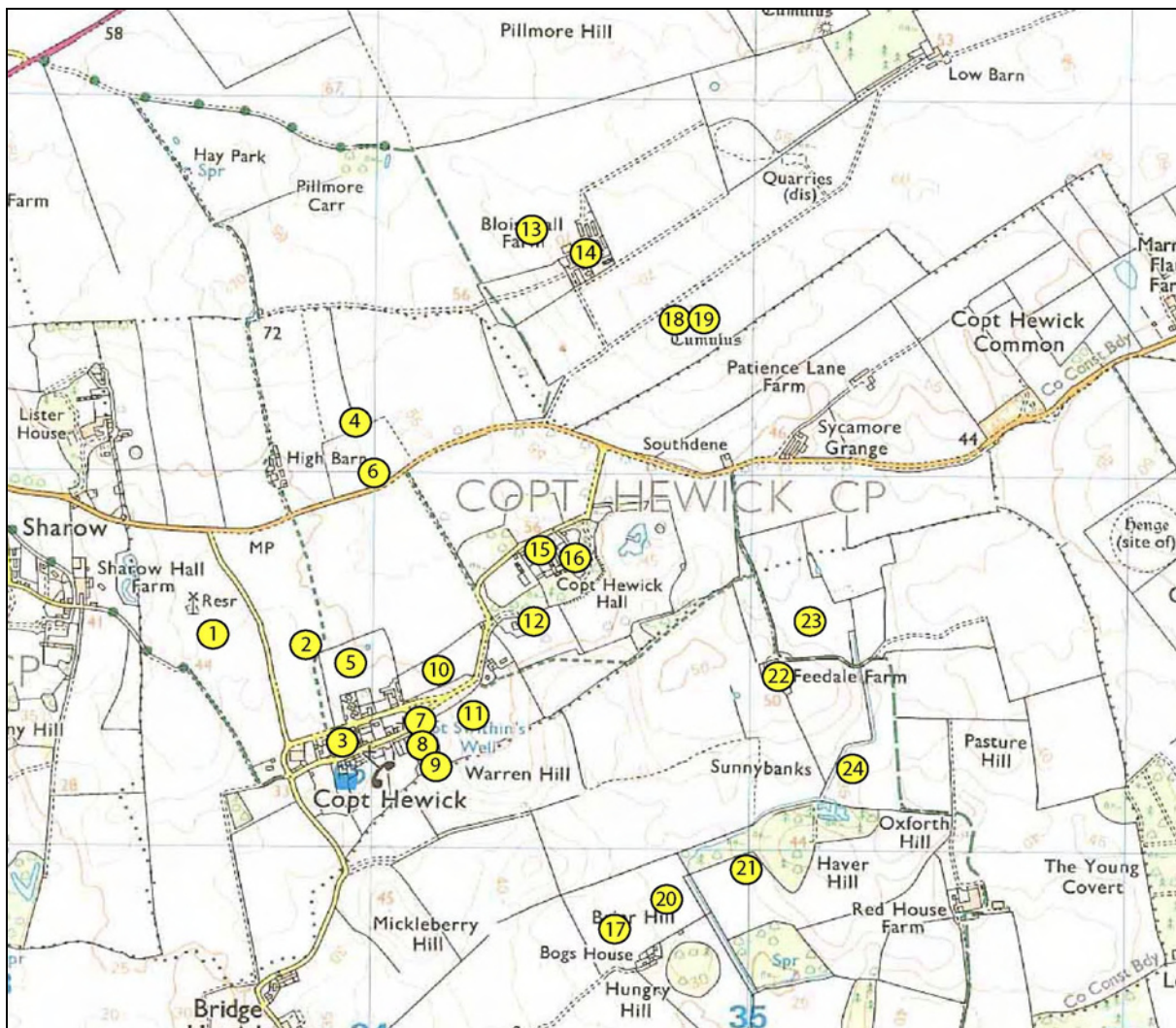


Figure 2. Locations of sites and artefacts mentioned in the gazetteer.

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6.0 Archaeological and Historical Background.

6.1 *The Prehistoric Period (to the 1st Century AD).*

This period is represented in the gazetteer in a number of ways. Several findspots of Neolithic and Bronze Age lithic artefacts are included, although their exact locations are often imprecise (5.1, 5.6, 5.19 and 5.22). Aerial photographs also provide evidence likely to represent monuments of prehistoric date. These include two probably ploughed out Round Barrows (5.4 and 5.13), likely to be of Bronze Age date, and a possible field system (5.20) and potential settlement enclosure (5.21), which may be of Iron Age date. None of these have been tested by excavation. The final entry in the gazetteer of prehistoric date is another Round Barrow (5.18), which is still an upstanding monument, and is scheduled.

The above summary of the prehistoric period deals with the entries within the 1000m radius search area centred on the site. However, a brief review of the archaeological potential of the area immediately surrounding the search area reveals several more significant monuments. These include several more Bronze Age Round Barrows together with henge monuments, especially to the north and east of the site. The locations of some of these monuments are shown on Figure 1.

6.2 *The Roman Period (1st to the 5th centuries AD).*

The archaeology of the Roman period is poorly represented within the search area, being limited to a single coin within a finds collection (5.22), the provenance of which is unclear, and a Roman tombstone, and other relics, supposedly found at Copt Hewick Hall (5.15). There are no details regarding the circumstances of this discovery but it appears to indicate the presence of Roman burials within the vicinity of the site.

Within the wider region, beyond the search area, the major monument of this date comprises the important Roman Road of Dere Street, the line of which is broadly followed by the modern A1(M), approximately 2.5km to the northeast of the site. This stretch of Dere Street ran between major Roman centres at Aldborough (*Isurium*) and Catterick (*Cataractonium*). Developments close to the line of the A1(M) over the past twenty years have revealed a substantial number of additional minor settlements, such as at Roecliffe, (Bishop, 1997) and Leeming Bar (USAD, 2006).

6.3 *Early Medieval periods (5th to 11th centuries AD).*

This period is, as is often the case, not represented in the gazetteer. However, the close proximity of the site to the major Anglo-Saxon ecclesiastical centre of Ripon may be of significance. The site would have probably lain within the rural hinterland of the city.

6.4 *The Medieval Period (11th to the mid 16th centuries AD).*

The medieval period is represented by several entries in the gazetteer, all of which are located to the southwest of the site. This is unsurprising given the medieval origin of the layout of

Copt Hewick village (5.3). Other entries include areas of ridge and furrow cultivation to the north and east of the village (5.5, 5.10 and 5.11) earthworks suggesting a possible moated site (5.8) and gardens (5.9) at the east end of the village and a possibly medieval enclosure to the southeast (5.17).

There is little to suggest that the occupied or cultivated area of the medieval village extended as far to the northeast as the site of Copt Hewick Hall. The site is likely to have lain on the open moor beyond the cultivated fields, on, or close to the line of the road towards Dishforth and the great north road.

Once again the influence of the major urban centre of Ripon on the locale during the medieval period is likely to have been significant.

6.5 *The Post-Medieval to Modern Periods (mid 16th to 21st centuries).*

The character of the site during this period is clearly divided into two distinct phases. The earlier phase covers the period up to the end of the 18th century when the site formed part of the fringes of Hutton Moor, beyond the village of Copt Hewick and its associated agricultural land. The second phase relates to the period from around the turn of the 18th/19th century, following the construction of Copt Hewick Hall. The construction of the hall clearly post-dated enclosure of 1772 and shortly afterwards the site passed into the hands of Thomas Horner of Ripon, at which time no buildings were present on the site. By 1811, when Horner disposed of the site to William Charnock, it included the recently constructed hall, together with a homestead, barns, stables and other buildings. By 1841 the property included the Hall itself together with a lawn, pleasure ground with gardens, stackyard and plantation. This description, despite numerous alterations to the house and associated estate, is clearly recognisable as a description of the site in its current form.

7.0 Cartographic Evidence.

The earliest map consulted dates to the early 1770's. That surveyed by Thomas Jeffries before 1772 (Fig. 3), included the entire county and gives relatively little detail for the site itself. However, the most significant evidence that this map provides is an indication of the local situation prior to enclosure and before the construction of Copt Hewick Hall and its associated grounds. This map shows the location of the site adjacent to the road leaving the northeast side of Cop Hewicke village at the point that it begins to cross Hutton Moor. The site is sufficiently distant from the village that it is likely to have been beyond the limits of the local arable fields, on the edge of the open moor.

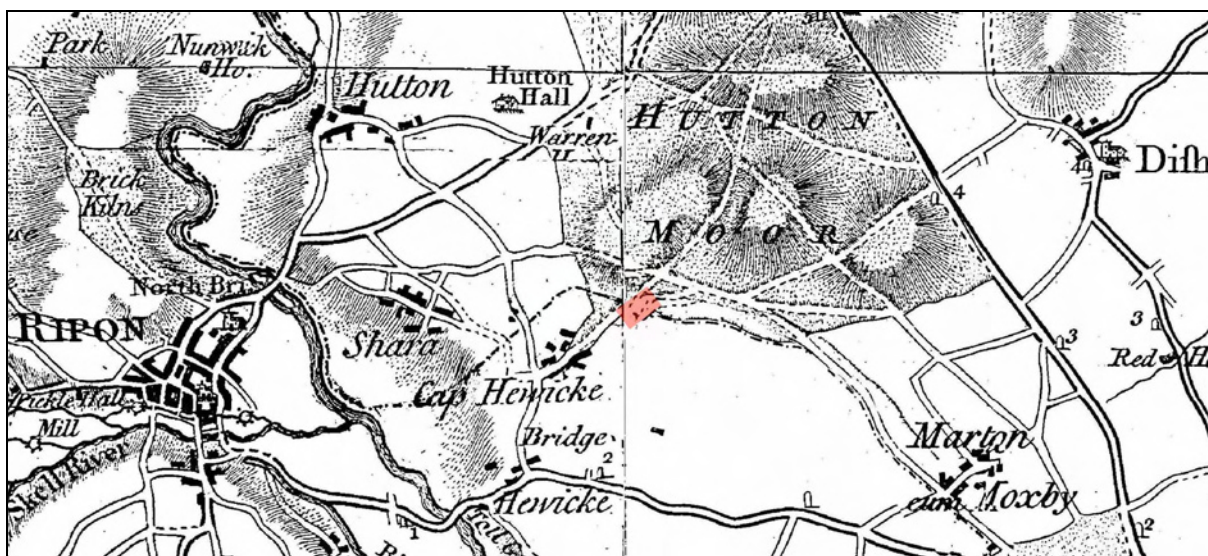


Figure 3. Extract from the map surveyed by Thomas Jeffries in 1771

The significant changes to the local topography in the first half of the 19th century are illustrated by the changes between the Jeffries map and the Tithe Apportionment map of 1841 (see Figure 4). This map shows the layout of the properties following enclosure and also gives the earliest cartographic evidence for Copt Hewick Hall and its grounds itself. The road from Copt Hewick village now includes a substantial diversion, to take it round the northern edge of the hall grounds. Copt Hewick Hall is visible immediately alongside an access road through the garden. This access road appears to be the original road line, which has been incorporated into the estate itself, thereby causing the public road to be diverted. Additional buildings are shown on the north side of the road through the estate, which are likely to represent the stables. Much of the site is covered with woodland. The Tithe Apportionment listing for the allotments within the site are as follows: No.47 is the House, and Pleasure Grounds and Lawn belonging to Thomas Mason, 48 are Gardens, Lawn, yard, Slack yard and Plantation, 91 is a Garth and 91a, a Plantation.

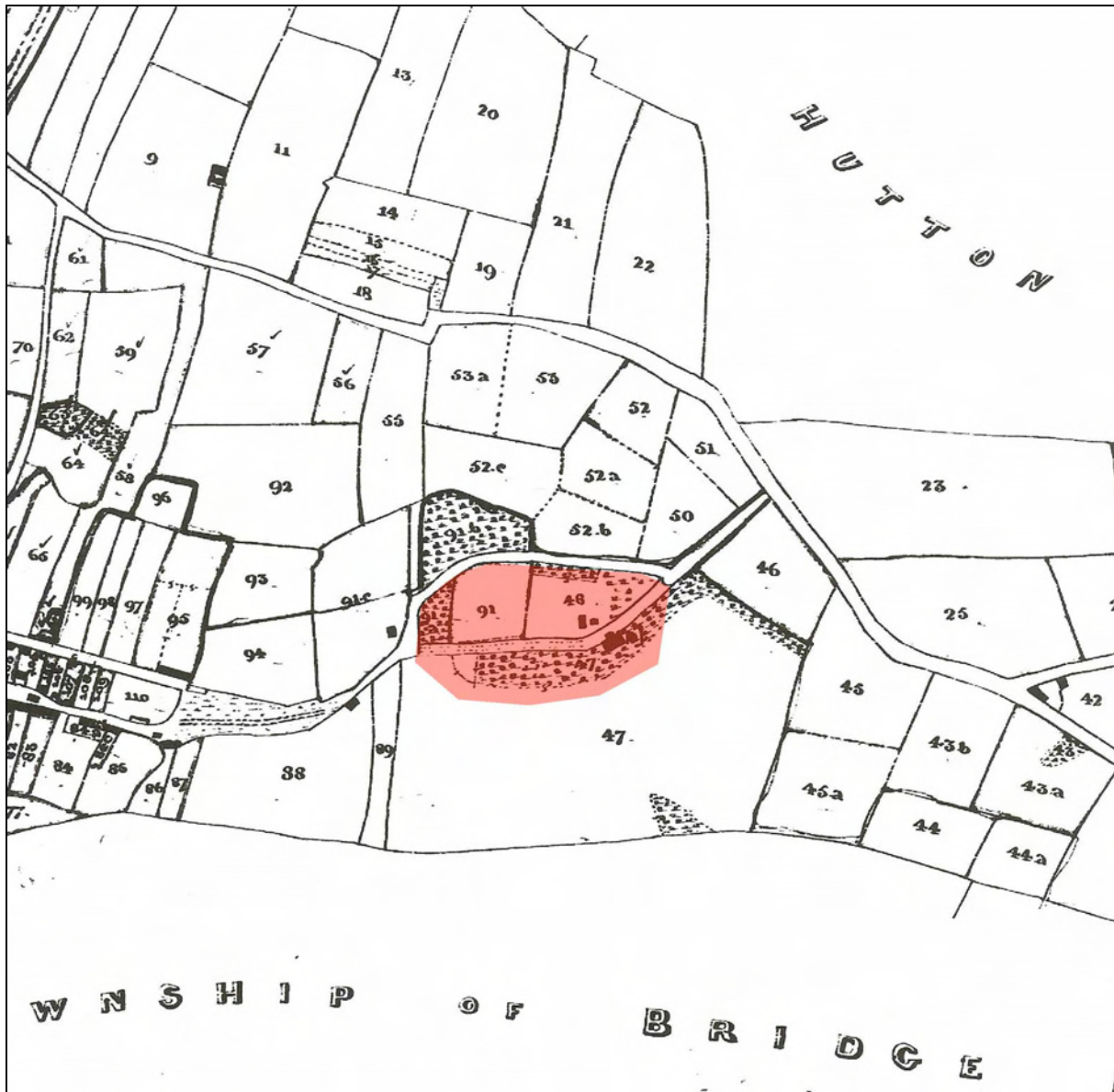


Figure 4. Extract from the 1841 Tithe Map (Site location shown in red)

The First Edition 6 inch to a mile Ordnance Survey map of 1856 (Figure 5) shows an accurate view of the layout of the estate and the surrounding area. The road shown running through the centre of the estate is no longer marked whilst much of the layout of the site is recognisable as the modern layout. Significantly to the east and northeast of the site a series of earthwork monuments were visible. These include two marked as “camp”, which are actually henges, and a number of barrows, indicated as “tumulus”. An almost identical picture is provided by the 1892 6inch to a mile map (Figure 6).

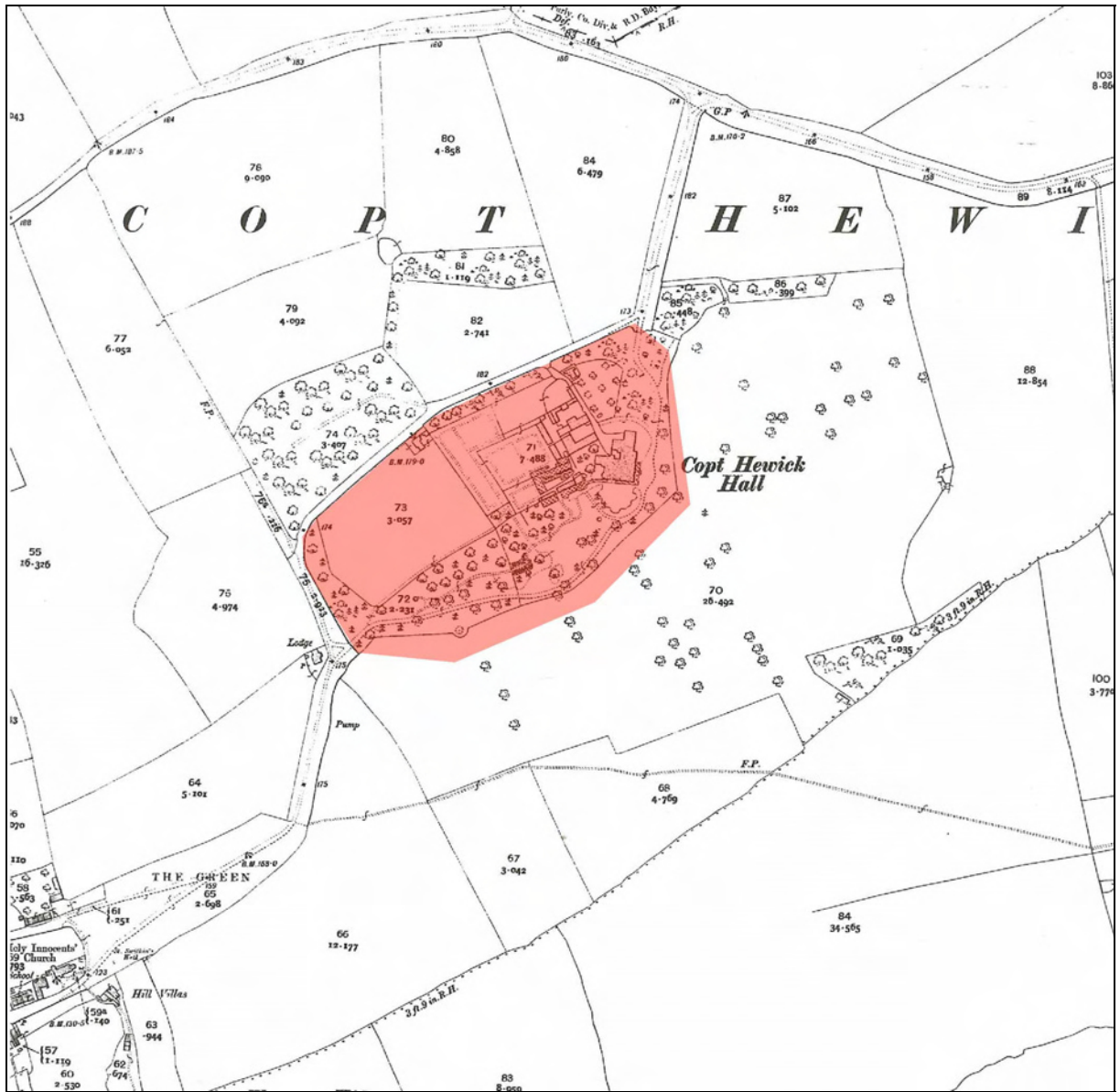


Figure 7. Extract from the 1909 Ordnance Survey map

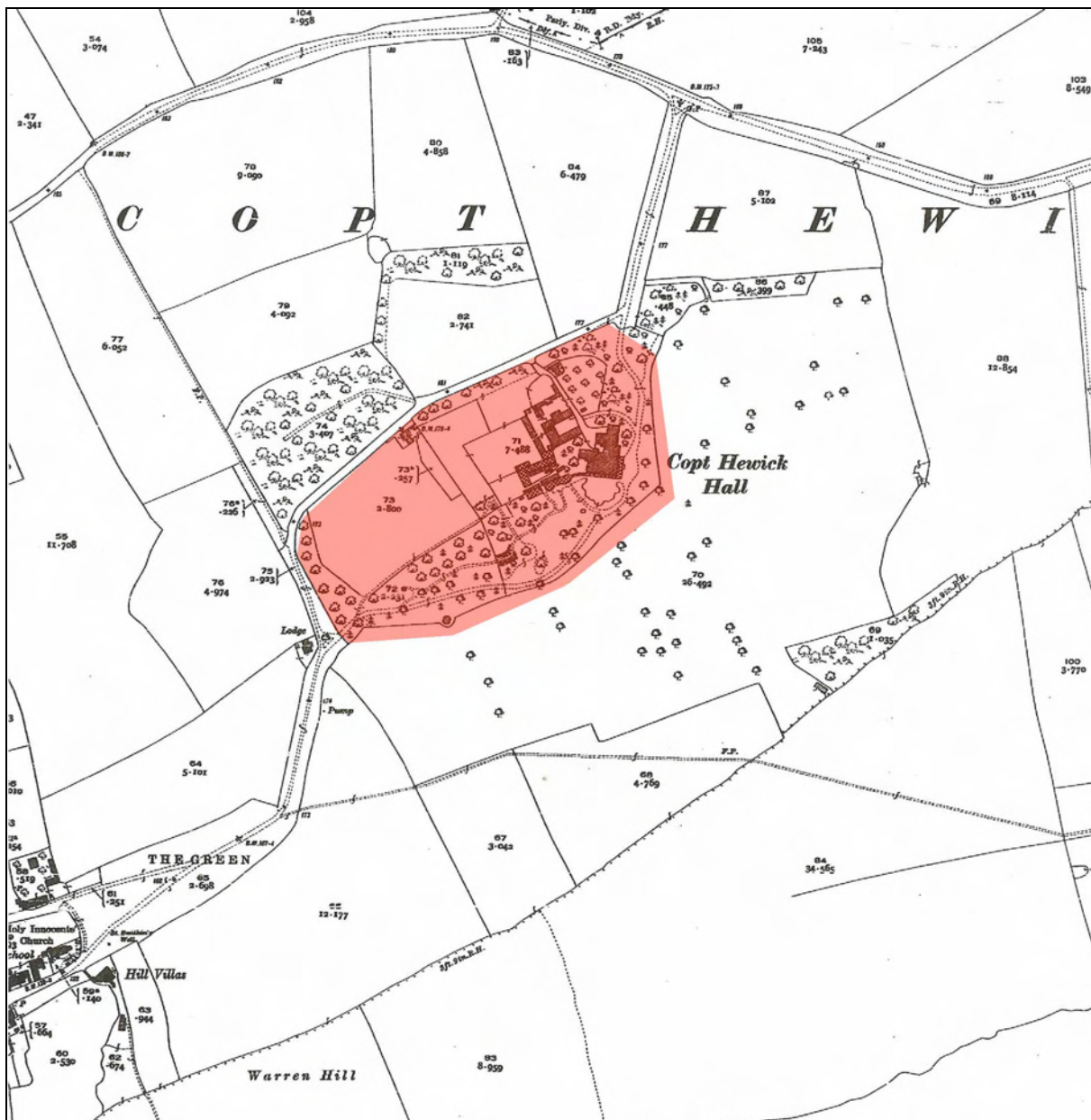


Figure 8. Extract from the 1929 Ordnance Survey map

8.0 Site Visit.

A site visit was undertaken on 27th March 2012. This involved a walkover of those parts of the site that were likely to be impacted upon by the proposed improved access, with a view to gathering information that may influence the survival of below ground archaeological deposits.

A plan of the current layout of the site, including the locations of the various proposed access drives, is included here as Figure 9. The proposed access roads and car parks have been numbered 1-9 for clarity of description.

Route 1 is a proposed new access road, crossing an area, which until recently contained a Christmas tree plantation, although the trees have been removed (Plate 1). Route 2 is divided into two elements, either side of a brick garden wall, to the west of the wall is an overgrown

garden area containing several immature trees (Plate 2). To the east of the wall this route is located on short grass (Plate 3). Route 3 lies a short distance inside the estate northern boundary wall. The western part of this area is occupied by a compacted gravel yard surface (Plate 4). To the east it approximately follows the fence between a small area of lawn and the current estate contractors compound and car park area. Route 4 follows the existing gravel access road from the northern boundary, past the stables and linking to the west end of the hall. Area 5 comprises the existing gravel car park at the rear of the hall (Plate 5). Route 6 consist of the existing tarmac drive from the northern gateway into the estate (Plate 6). Area 7 comprises the existing gravel car park to the east side of the hall. Route 8 is to be a new drive, constructed through currently lawned garden (Plate 7). Finally Route 9 is to be a no dig track, to be constructed through the woodland (Plate 8) forming the southern portion of the gardens, linking routes 1 and 8.

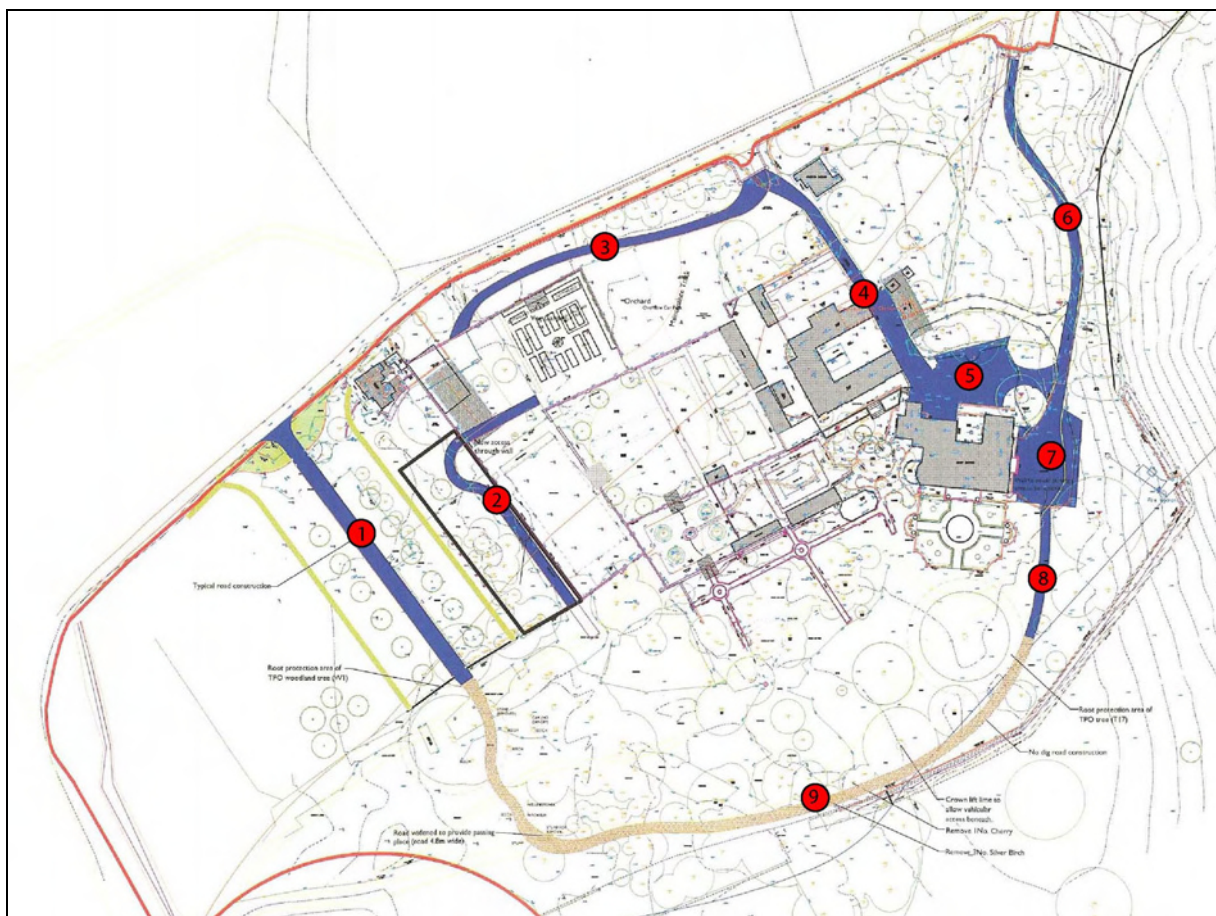


Figure 9. Proposed site layout, with access drives numbered for reference.

9.0 Discussion and Archaeological Implications.

The research undertaken in the preparation of this assessment has indicated that the site contains the potential to include previously undiscovered below ground archaeological remains. The presence of the hall and its grounds for the past two hundred years may have obscured archaeological remains, and prevented them from being recognised, for example through being revealed on aerial photographs as crop marks, or through archaeological investigations carried out in advance of development.

The site lies towards the fringe of a major prehistoric ritual landscape, including monuments such as henges and barrows. Extensive fieldwork undertaken around the similar group of monuments known as Thornborough henges at Nosterfield quarry, approximately 10km to the northwest of Copt Hewick, has revealed complex multi-period archaeological features (see Dickson & Hopkinson, 2011) that would not necessarily have been revealed as crop marks. At Nosterfield the recognisable above ground monuments only form a part of the intensively used landscape and it is possible that Copt Hewick may contain similar evidence.

The potential for archaeological remains post-dating the prehistoric period also exists on the site. This is due to the somewhat enigmatic reference to a Roman tombstone and other relics (5.15) being discovered at Copt Hewick Hall. Whilst the nature of this discovery is very unclear it does hint at the presence of Roman burials in the vicinity.

During the medieval and post-medieval periods the site lay on the fringes of Hutton Moor, beyond the limits of settlement and arable field associated with Copt Hewick village. There is therefore only a very low potential for remains of this period to be present.

The earliest version of Copt Hewick Hall was built between 1772, when there was no mention of buildings being present at Enclosure, and 1811, when the earliest details of the estate are described in sales documents. Although much of the basic layout of the estate is recognisable from 19th and early 20th century maps there is a moderate to high possibility that evidence for the earliest grounds associated with the hall, and not represented cartographically, will be present as below ground remains.

The proposed development is to comprise the improvement of access to the hall and gardens. Construction methods will vary. In some instances this will entail the upgrading of existing access drives and car parks, comprising little more than resurfacing (see Figure 9, numbers 4, 5, 6 and 7). Within the southern, wooded part of the estate the new access road will not involve excavation at all, due to the need to avoid damaging tree roots (Figure 9, number 9). In other parts of the grounds new road construction will be required (Figure 9, numbers 1, 2, 3 and 8).

The proposed access drive development will require groundworks, in some instances, that would impact upon any archaeological deposits that are present. Previous groundworks suggest that archaeological remains would lie at a depth of between 0.20m and 0.40m below the current ground surface. To determine if archaeological deposits are present it will be necessary to undertake a programme of archaeological evaluation to ascertain the exact nature of archaeological survival. Evaluation should take the form of the excavation of archaeological trial trenches along those lengths of new access road that have the greatest potential to impact upon previously unknown archaeological remains (Figure 9, numbers 1, 2, 3 and 8). The details of the proposed evaluation are set out in the Written Scheme of Investigation attached as an Appendix to this Assessment Report.

10.0 Bibliography

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11.0 The Plates.



Plate 1. Route 1.



Plate 2. Route 2, west of garden wall.



Plate 3. Route 2, east of garden wall.



Plate 4. Route 3, west end.



Plate 5. Car Park to rear of hall (area 5).



Plate 6. Route 6.



Plate 7. Route 8.



Plate 8. Route 9.

12.0 Appendix 1 ~ Written Scheme of Investigation

- 1.1 The proposed development will consist of the upgrading of the access roads into the Copt Hewick Hall Estate. An archaeological desk-based assessment has been carried out to determine the potential for below ground archaeological deposits to be impacted upon by the development. The site is in an area where there is the potential for archaeological remains relating to early settlement and landuse.
- 1.2 As the archaeological implications of the proposals could not be adequately assessed on the basis of the originally available information, in accordance with the recommendations of Planning Policy Statement 5: Planning for the Historic Environment (Communities and Local Government 2010) and the supplementary guidance issued jointly by Communities and Local Government, the Department of Culture Media and Sport, and English Heritage, a scheme of archaeological field evaluation is proposed.
- 1.3 This WSI proposes an evaluation by trial trenching. The results of this trial trenching should enable the impact of the proposed development on any archaeological deposits to be assessed. This will inform a programme of mitigation to achieve *in situ* preservation of the remains or, if destruction is unavoidable, to achieve preservation ‘by record’ by means of archaeological excavation.

2.0 Site Location & Description.

- 2.1 The details of the site location and description are included in the Desk-Based Assessment.

3.0 Archaeological Interest.

- 3.1 The details of the archaeological potential of the site are included in the Desk-Based Assessment.

4.0 Objectives of the Evaluation.

- 4.1 The aim of the archaeological evaluation shall be to gather sufficient information to establish the presence/absence, nature, date, depth, quality of survival and importance of any archaeological deposits. This will enable an assessment of the potential and significance of the archaeology of the site to be made and the impact which development will have upon this. An informed decision can then be taken regarding the future treatment of the remains and any mitigation measures appropriate either in advance of and/or during development.
- 4.2 The preferred option will be the preservation of significant archaeological remains *in situ*. However, the possibilities of reconciling the needs of preservation with those of the development will be fully explored. Should remains of less than national significance be encountered, preservation by record may be considered, through

detailed excavation in advance of development including post-excavation analysis and publication of the results.

- 4.3 If human remains are encountered during the course of the evaluation, it may be necessary to remove these under conditions of a licence obtained from the Ministry of Justice. The preferred option would be for them to be adequately recorded before lifting, and then carefully removed for scientific study, and long-term storage with an appropriate museum; however, the burial licence may specify reburial or cremation as a requirement.

5.0 Evaluation Methodology.

- 5.1.1 The evaluation shall comprise trial trenching along the lines of the proposed new access roads. At this stage it is not anticipated that the existing access roads, that are due to be upgraded, will be subject to evaluation. They may, however, require some form of archaeological mitigation during construction works, probably in the form of a watching brief, although this will be dependant upon the results of the evaluation.

- 5.1.2 There will be a total of 8 evaluation trenches, each of which will be approximately 5m x 2m (Figure 10).

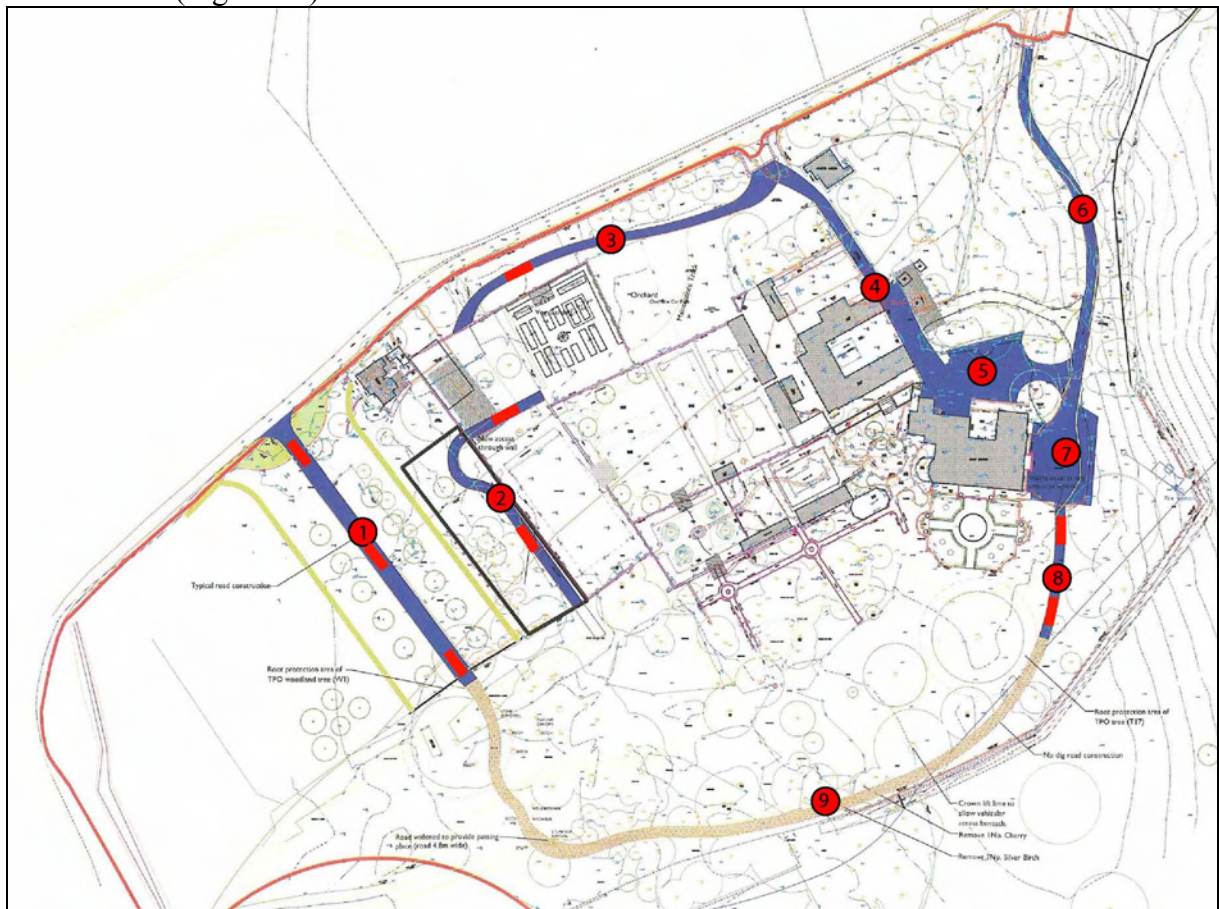


Figure 10. Plan of site, showing proposed access roads, and indicative layout of evaluation trenches in red

- 5.1.3 The trenches will be positioned along the lines of the proposed new access roads to provide a representative sample across the site as a whole.

- 5.1.4 The trenches will be opened and the topsoil and any recent overburden removed using an appropriate mechanical excavator with a toothless bucket. Mechanical excavation equipment will be used judiciously under direct archaeological supervision down to the first significant archaeological horizon or natural subsoil.
- 5.1.5 A sufficient sample of any archaeological features and deposits revealed will be excavated in an archaeologically controlled and stratigraphic manner in order to establish the aims of the evaluation (see 4 above). The complete excavation of features is not regarded as necessary; a sufficient sample should be investigated to understand the full stratigraphic sequence in each trench, down to naturally occurring deposits. It is proposed that the following sampling of features will be undertaken: a) A 100% sample of all stake-holes. b) A 50% sample of all post-holes, and of pits with a diameter of up to 1.5m. c) A minimum 25% sample will be taken of pits with a diameter of over 1.5m; but this should include a complete section across the pit to recover its full profile. d) A minimum 10% sample will be taken of all linear features, to include the excavation of all intersections (if necessary to demonstrate stratigraphic relationships) and termination.
- 5.1.6 Any problems encountered during this current evaluation, which may require a variation in the evaluation strategy, will be discussed as a matter of priority with the NYCC Historic Environment Team.
- 5.1.7 In certain cases, the use of mechanical excavation equipment may also be appropriate for removing deep intrusions (e.g. modern brick and concrete floors or footings); or for putting sections through major features after partial excavation (e.g. ditches); or through deposits to check that they are of natural origin.

5.2 General

- 5.2.1 A full written, drawn and photographic record will be made of all material revealed during the course of the trial excavation. Plans will be completed at a scale of 1:50 or 1:20 (as appropriate) whilst section drawings will be at a scale of 1:10.
- 5.2.2 A strategy for the recovery and sampling of environmental remains will be devised in collaboration with a recognised palaeoenvironmental specialist. An opportunity shall be afforded for the specialist to visit the site during the evaluation and to discuss the strategy.
- 5.2.3 The following categories of artefacts may be predicted on this site: pottery, flint, ferrous and non-ferrous metalwork, glass, worked bone, worked stone, and ceramic building material. These are most likely to be of Iron Age and later date, although the possibility of earlier and later finds should not be excluded.
- 5.2.4 The appropriate museum service will be contacted regarding the deposition and curation of the archive.

- 5.2.5 All non-modern finds (artefacts and ecofacts) found during excavation will be collected and processed, unless variations in this principle are agreed with the NYCC Historic Environment Team. Finds will be collected by context. However, this does not preclude the potential for the adoption of more detailed collection strategies, such as 3D recording, in cases where this would clearly benefit interpretation of the archaeological remains.
- 5.2.6 All recording, marking and storage material will be of archive quality and recording systems will be compatible with the recipient museum. Allowance will be made for preliminary conservation and stabilisation of all objects and an assessment of long-term conservation and storage needs
- 5.2.7 Finds will be appropriately packaged and stored under optimum conditions, as detailed in the RESCUE/UKIC publication *First Aid for Finds*. In accordance with the procedures outlined in MAP2, all iron objects, a selection of non-ferrous artefacts (including all coins), and a sample of any industrial debris relating to metallurgy will be X-radiographed before assessment.
- 5.2.8 A specialist assessment report on the recovered artefacts will be undertaken, with a view to their potential for further study. The conservation report will form an Appendix to the evaluation report.
- 5.2.9 Assessment of artefacts will include inspection of X-radiographs of all iron objects, a selection of non-ferrous artefacts (including coins), and a sample of any industrial debris relating to metallurgy.
- 5.2.10 A rapid scan of all excavated material will be undertaken by conservators and finds researchers in collaboration. Material considered vulnerable will be selected for stabilisation after specialist recording. Where intervention is necessary, consideration must be given to possible investigative procedures (e.g. glass composition studies, residues in or on pottery, and mineral-preserved organic material).
- 5.2.11 Waterlogged organic materials will be dealt with, following the English Heritage documents, Guidelines for the care of waterlogged archaeological leather, and Guidelines on the recording, sampling, conservation and curation of waterlogged wood. If preserved organic artefacts are encountered the project conservator will be consulted prior to lifting any such materials.
- 5.2.12 *On-Site Archaeology* possesses the necessary levels of professional experience and technical expertise.
- 5.2.13 Provision will be made for monitoring visits if requested by NYCC Historic Environment Team.
- 5.2.14 During the evaluation phase of works, human remains will only be removed if this is absolutely necessary, and then under conditions approved by issue of a Ministry of Justice Licence.

- 5.2.15 All finds of gold and silver will be moved to a safe place and reported to the coroner's office according to the procedures relating to the 1996 Treasure Act. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the artefacts from theft or damage.
- 5.2.16 Arrangements for site access and reinstatement are to be agreed with the commissioning body.

6.0 Report Preparation, Contents & Distribution.

- 6.1 Upon completion of the evaluation by trial trenching, the artefacts, soil samples and stratigraphic information shall be assessed as to their potential and significance for further analysis.
- 6.2 A report shall be prepared to include the following:
- a) A non-technical summary of the results of the work.
 - b) An introduction page to include the site code, planning reference number and SMR Casework number, dates when the fieldwork and post-excavation analyses took place, and a National Grid Reference.
 - c) An account of the methods and results of the evaluation, including phasing and interpretation of the site sequence and spot dating of ceramics. This shall be supported by an overall plan of the site accurately identifying the location of trenches; individual trench plans as excavated indicating the location of archaeological features, with at least one section detailing the stratigraphic sequence of deposits within each trench; and photographs.
 - d) A specialist assessment of the artefacts recovered with a view to their potential for further study and an assessment of long-term conservation and storage needs.
 - e) A specialist assessment of environmental samples taken, with a view to their potential for subsequent study.
 - f) A specialist assessment of any technological residues or samples taken for dating purposes.
 - g) An assessment of the archaeological significance of the deposits identified, in relation to other sites in the region.
 - h) A conclusion with recommendations for further post-excavation work, if required.
 - i) Details of archive location and destination, together with a catalogue of what is contained within the archive.
 - j) A copy of the Project Design.

- 6.3 Copies of the report will be submitted to the commissioning body, the Local Planning Authority, and North Yorkshire Heritage Environment Record, within an agreed timetable and subject to any contractual requirements on confidentiality.
- 6.4 A brief, interim report can be made available, subject to requirement, shortly after the completion of the fieldwork.

7.0 Copyright, Confidentiality & Publicity.

- 7.1 Unless the organisation commissioning the project wishes to state otherwise, the copyright of any written, graphic or photographic records and reports rests with *On-Site Archaeology*. Agreements on copyright should be agreed with the commissioning body at the outset of the project.
- 7.2 The circumstances under which the report or records can be used by other parties should be identified at the commencement of the project, as should the proposals for distribution of the report (see 6.3). *On-Site Archaeology* will respect the commissioning body's requirements over confidentiality, but will endeavour to emphasise their professional obligation to make the results of archaeological work available to the wider archaeological community within a reasonable time (normally 6 months).
- 7.3 *On-Site Archaeology* has a duty of confidence to the client commissioning the work. All aspects of publicity must be agreed at the outset of the project between the commissioning body and *On-Site Archaeology*.

8.0 Archive Preparation & Deposition.

- 8.1 The requirements for archive preparation and deposition shall be addressed and undertaken in a manner agreed with the recipient museum subject to the agreement regarding their collecting policy. The recipient museum will be contacted before commencement of fieldwork
- 8.2 A site archive shall be prepared in accordance with the specification outlined in *Management of Archaeological Projects* (MAP2, English Heritage 1991, 5.4; Appendix 3). See also *Towards an Accessible Archaeological Archive, the Transfer of Archaeological Archives to Museums: Guidelines for use in England, Northern Ireland, Scotland and Wales* Society of Museum Archaeologists 1995.
- 8.3 The site archive, including finds and environmental material, subject to the permission of the relevant landowners, will be labelled, conserved and stored according to the United Kingdom Institute for Conservation (UKIC)'s *Guidelines for the preservation of excavation archives for long term storage* (Walker 1990) and the Museums and Galleries Commission's *Standards in the museum care of archaeological collections*. Provision shall be made for the stable storage of paper records and their long-term storage on a suitable medium, such as microfilm, a copy of which should be deposited

with the NMR (RCHME). An index to the contents of the archive, together with details of its date and place of deposition will be lodged with the SMR.

- 8.4 Should no further archaeological work be initiated, the archive will be deposited with a suitable repository which meets the criteria for the storage of archaeological material. An agreed allowance will be made for a contribution to the recipient museum towards the curation and storage of material.
- 8.5 Should further archaeological evaluation be initiated and additional archaeological work undertaken, the evaluation archive will be prepared accordingly for incorporation into the final archive.

9.0 Publication & Dissemination.

- 9.1 The information contained within the evaluation report will enable decisions to be taken regarding the future treatment of the archaeology of the site and any material recovered during the evaluation.
- 9.2 If the result of evaluation is a decision not to initiate a further project, it should be appreciated that assessment may produce results of sufficient significance to merit publication in their own right.
- 9.3 Where no further work is envisaged, allowance will be made for the preparation and publication in a local journal of a brief note on the results of the evaluation and a summary of location and material held within the site archive.
- 9.4 Should further archaeological excavation be undertaken, a synopsis of the results of the assessment will be prepared for publication with the final results of any further fieldwork.

10.0 Monitoring, Health And Safety, Staffing & Insurance.

- 10.1 Health and safety will take priority over archaeological matters. All archaeologists undertaking fieldwork will comply with all Health and Safety Legislation, this includes the preparation of a Risk Assessment.
- 10.2 Necessary precautions will be taken over underground services and overhead lines.
- 10.3 *On-Site Archaeology* will ensure that they, or any proposed sub-contractors, are appropriately qualified to undertake such projects.
- 10.4 *On-Site Archaeology* will ensure that they are adequately insured, to cover all eventualities, including risks to third parties.

11.0 Personnel.

All work will be under the overall supervision of Mr. N Pearson MIFA (Member of the Institute of Field Archaeologists). Other project staff include: -

<i>Project Officer</i>	Tim Robinson
<i>Palaeo-environmental advisor</i>	Ellen Simmons Sheffield Archaeobotanical Consultancy University of Sheffield
<i>Human Remains</i>	Professor Andrew Chamberlain/Lauren McIntyre University of Sheffield
<i>Finds Analysis</i>	Dr Chris Cumberpatch John Tibbles Ruth Leary Hillary Cool Blaise Vyner Peter Makey
<i>Conservation</i>	Ian Panter, York Archaeological Trust
<i>Radiocarbon Determinations</i>	Beta Analytic Inc.

12.0 Appendix 1 ~ General Principles of Trial Trenching.

12.1 Excavation.

- 12.1.1 The entire site will be visually inspected before the commencement of any machine excavation. This will include the examination if any available exposures (e.g. recently cut ditches and geotechnical test pits).
- 12.1.2 Normally trench positions will be accurately surveyed prior to excavation and related to the National Grid. It may be necessary to survey the positions after excavation in some instances.
- 12.1.3 All machining will be carried out by appropriate sized plant. This will normally be a JCB or similar or 360 degree tracked excavator with a 5' or 6' wide toothless bucket.
- 12.1.4 All machining will be carried out under direct control of an experienced archaeologist.
- 12.1.5 Undifferentiated topsoil or overburden of recent origin will be removed in successive level spits down to the first significant archaeological horizon.
- 12.1.6 Excavated material will be examined in order to retrieve artefacts to assist in the analysis of the spatial distribution of artefacts.
- 12.1.7 On completion of machine excavation, all faces of the trench that require examination or recording will be cleaned using appropriate hand tools.

- 12.1.8 All investigation of archaeological horizons will be by hand, with cleaning, inspection, and recording both in plan and section.
- 12.1.9 A minimum number of features, within each significant archaeological horizon, required to meet the aims will be sampled by half-sectioning although some features may require complete excavation. Linear features will be sectioned as appropriate. Features not suited to excavation within the confines of narrow trenches will not be sampled. No deposits will be entirely removed unless this is unavoidable. As the objective is to define remains it will not necessarily be the intention that all trenches will be fully excavated to natural stratigraphy. However, the full depth of archaeological deposits across the entire site will be assessed. Even in the case where no remains have been located the stratigraphy of all evaluation trenches will be recorded.
- 12.1.10 Any excavation, whether by machine or by hand, will be undertaken with a view to avoiding damage to any archaeological features or deposits which appear to be demonstrably worthy of preservation in situ.
- 12.1.11 For palaeoenvironmental research different sampling strategies will be employed according to established research targets and the perceived importance of the strata under investigation. For carbonised remains, bulk samples of a minimum of 10 litres (but up to 40 litres for early prehistoric features) will be collected. Bulk samples of 10-40 litres will be taken from waterlogged deposits for analysis of macroscopic plant remains. Columns for pollen analysis will be taken where appropriate. Mollusc samples will be gathered when required. Other bulk samples for small animal bones and other small artefacts may be taken from appropriate deposits depending on the aims of the project.
- 12.1.12 Any finds of human remains will, unless the brief specifies otherwise, be left in situ, covered and protected. The coroner's office will be informed. Removal will only take place under the relevant Ministry of Justice licence to remove and local authority environmental health regulations.
- 12.1.13 All finds of gold and silver will be moved to a safe place and reported to the coroner's office according to the procedures relating to the 1996 Treasure Act. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the artefacts from theft or damage.

12.2 Recording.

- 12.2.1 For each trench, a block of numbers in a continuous sequence will be allocated.
- 12.2.2 Written descriptions, comprising both factual data and interpretative elements, will be recorded on standardised sheets.
- 12.2.3 Where stratified deposits are encountered a 'Harris' type matrix will be compiled during the course of the excavation.

- 12.2.4 The site grid will be accurately tied into the National Grid and located on the 1:2500 or 1:1250 map of the area.
- 12.2.5 Plans will normally be drawn at a scale of 1:100, but on urban or deeply stratified sites a scale of 1:50 or 1:20 will be used. Burials will be drawn at 1:10. Other detailed plans will be drawn at an appropriate scale.
- 12.2.6 Long sections of trenches showing layers and any cut features will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:10.
- 12.2.7 Registers of sections and plans will be kept.
- 12.2.8 A full photographic record will be maintained. This will illustrate the principal features and finds both in detail and in a general context. The photographic record will also include working shots to represent more generally the nature of the fieldwork. A register of all photographs taken will be kept on standardised forms.
- 12.2.9 All recording will be in accordance with the standards and requirements of the project brief and/or the Archaeological Field Manual (Museum of London Archaeology Service 3rd edition 1994).

12.3 *Finds.*

- 12.3.1 All non modern identified finds and artefacts will be collected and retained. Certain classes of material i.e. post-medieval pottery and building material may on occasion be discarded after recording if a representative sample is kept. No finds will be discarded without the prior approval of the archaeological representative of the local authority and the receiving museum.
- 12.3.2 Finds will be scanned to assess the date range of the assemblage with particular reference to pottery. In addition the artefacts will be used to characterise the site, and to establish the potential for all categories of finds should further archaeological work be necessary.
- 12.3.3 All finds and samples will be treated in a proper manner and to standards agreed in advance with the recipient museum. Finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in United Kingdom Institute for Conservation's Conservation Guidelines No. 2.
- 12.3.4 At the beginning of the project (prior to commencement of fieldwork) the landowner and the relevant museum will be contacted regarding the preparation, ownership and deposition of the archive and finds.

12.4 *Insurances.*

- 12.4.1 *On-Site Archaeology* holds Employers Liability Insurance and Public Liability Insurance.

12.4.2 *On-Site Archaeology* will not be liable to indemnify the client against any compensation or damages for or with respect to:

- damage to crops being on the Area or Areas of Work (save in so far as possession has not been given to the Archaeological Contractor);
- the use or occupation of land (which has been provided by the Client) by the Project or for the purposes of completing the Project (including consequent loss of crops) or interference whether temporary or permanent with any right of way light air or other easement or quasi easement which are the unavoidable result of the Project in accordance with the Agreement;
- any other damage which is the unavoidable result of the Project in accordance with the Agreement;
- injuries or damage to persons or property resulting from any act or neglect or breach of statutory duty done or committed by the client or his agents servants or their contractors (not being employed by *On-Site Archaeology*) or for or in respect of any claims demands proceedings damages costs charges and expenses in respect thereof or in relation thereto.

12.5 Copyright and Confidentiality.

12.5.1 *On-Site Archaeology* will retain full copyright of any commissioned reports, tender documents or other project documents under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide an exclusive licence to the client in all matters directly relating to the project as described in the Written Scheme of Investigation.

12.5.2 *On-Site Archaeology* will assign copyright to the client upon written request but retains the right to be identified as the author of all project documentation and reports as defined in the Copyright, Designs and Patents Act 1988.

12.5.3 *On-Site Archaeology* will advise the Client of any such materials supplied in the course of projects, which are not *On-Site Archaeology*'s copyright.

12.5.4 *On-Site Archaeology* undertakes to respect all requirements for confidentiality about the Client's proposals provided that these are clearly stated. In addition *On-Site Archaeology* further undertakes to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that Clients respect *On-Site Archaeology*'s and the Institute of Field Archaeologists' general ethical obligations not to suppress significant archaeological data for an unreasonable period.

12.6 Standards.

12.6.1 *On-Site Archaeology* conforms to the standards of professional conduct outlined in the Institute of Field Archaeologists' Code of Conduct, the IFA Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology, the

IFA Standards and Guidance for Desk Based Assessments, Field Evaluations etc., and the British Archaeologists and Developers Liaison Group Code of Practice.

12.6.2 Project Directors normally will be recognised in an appropriate Area of Competence by the Institute of Field Archaeologists.

12.6.3 Where practicable *On-Site Archaeology* will liaise with local archaeological bodies (both professional and amateur) in order that information about particular sites is disseminated both ways (subject to client confidentiality).