

NYCC HER

SNY	8782
ENY	2340
CNY	3250
Parish	6100
Rec'd	24/05/2004



ARCHAEOLOGICAL
SERVICES
WYAS

**St James Business Park
Knaresborough
North Yorkshire**

Archaeological Evaluation

Report No. 1248

May 2004

C L I E N T

St James Securities Ltd

St James Business Park
Knaresborough
North Yorkshire

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Archaeological Evaluation

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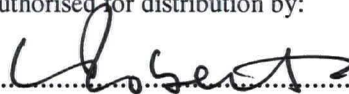
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An archaeological evaluation at St James Business Park, Knaresborough, revealed one ditch of unknown date, which had been previously identified during a geophysical survey. In addition, a number of flint artefacts were recovered from non-archaeological deposits. These indicate Late Neolithic or Early Bronze Age activity within the area.

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Archaeological Services WYAS

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1. Introduction

- 1.1 Archaeological Services WYAS were commissioned by Philip Lees and Associates on behalf of St James Securities Ltd to undertake a scheme of archaeological evaluation by trial trenching. The work was carried out in advance of the formation of infrastructure on Phase II land at the St James Retail, Business and Industrial Park, Knaresborough, North Yorkshire (planning ref. 6.100.2312.FULMAJ) (Figs 1 and 2).
- 1.2 The site covers approximately eleven hectares and is bound to the north by the River Nidd, to the east by the A658 and to the south-west by Phase I of the development (centred NGR SE 3677 5651). Topographically the site slopes gradually down from the south-west towards the river, with a break of slope indicating the first river terrace.
- 1.3 The solid geology is Permian and Triassic new red sandstones (British Geological Survey 1987). The drift geology comprises alluvial deposits adjacent to the river and first terrace gravels (Webb 2004). The ground cover is currently a short stubble crop, with a small area of rough grazing to the south.
- 1.4 The evaluation commenced on the 6th May and was completed on the 12th May 2004.

2. Archaeological Background

- 2.1 Aerial photographs of this area indicate a number of undated soil and cropmarks. In the proposed development area, these appear to represent former field boundaries, a former meander bed and a ditch cutting off the meander. Faint suggestions of circular enclosures are seen within the northern limits of the site. While these may be archaeological in origin, they may also relate to changes in the course of the River Nidd (Falkingham 2003).
- 2.2 Three quernstones discovered in the 1950s were noted in this area (SE 3714 5676) during quarrying. They may indicate the survival of remains of Iron Age/Roman settlement activity, although no precise find spot can be determined as the quarry has been subsequently in-filled (Falkingham 2003).
- 2.3 In advance of the construction of the Harrogate Bypass (A658), geophysical survey was undertaken by GSB in 1990. They identified anomalies believed to relate to changes in the river alluvium and changes in the course of the river, but also a possible circular feature. Unfortunately, the bypass was constructed without any further archaeological investigation (Falkingham 2003).
- 2.4 Recently, Archaeological Services WYAS have undertaken a second geophysical survey on the proposed development area (Webb 2004). While many of the observed anomalies may be natural/geological in origin, anomalies of archaeological origin cannot be discounted.

3. Aims and Methods

- 3.1 The aims and objectives of the archaeological evaluation are:
 - to clarify the results of the recent geophysical survey (Webb 2004), and to test for the presence of any archaeological deposits or features associated with the geophysical anomalies;

- to identify, as far as possible given the constraints of the trenching proposals, any archaeological deposits or features within the area not identified by any the previous stage of investigation;
- to determine the date, nature, depth and stratigraphic complexity of any archaeological features and deposits;
- to provide an assessment of the potential and significance of any identified archaeological deposits and features in a local, regional and (if necessary) national context.

4. Method

- 4.1 The evaluation was carried out in accordance with a Project Design prepared by Archaeological Services WYAS on behalf of Gail Falkingham of the Heritage Unit, North Yorkshire County Council (Appendix I).
- 4.2 The evaluation comprised of five trial trenches with a combined area of 260m² (Fig. 2). The trench positions were designed to target known or suspected archaeological features (Table 1). A further 100m² of trenching was available if required, to further investigate any archaeological features exposed.

Table 1. Trial trench dimensions and rationale

Trench	Dimensions	Area	Rationale
1	15m by 2m	30m ²	To evaluate three discrete geophysical anomalies, which may or may not be archaeological in origin.
2	20m by 5m	100m ²	To evaluate three discrete and one linear geophysical anomalies, which may or may not be archaeological in origin.
3	25m by 2m	50m ²	To evaluate an area of magnetic disturbance, and a magnetic enhancement that may be geological.
4	25m by 2m	50m ²	To evaluate an area of magnetic disturbance.
5	15m by 2m	30m ²	To evaluate an area of magnetic disturbance.
Contingency		100m ²	To be used if required.

- 4.3 Each of the trenches were stripped under direct archaeological supervision in the first instance using a JCB mechanical excavator fitted with a 1m wide ditching bucket. The modern overburden was removed in controlled, level spits until the first archaeological horizon or undisturbed natural deposits were identified. The resulting trench surface was then cleaned manually and inspected for archaeological remains.
- 4.4 All archaeological and potentially archaeological features were investigated. An appropriate written, drawn and photographic record was made of all of the features and trenches in accordance with the Archaeological Services WYAS standard methods (ASWYAS 2003).

- 4.5 The trench locations were set out using a 600 series Geotronics Total Station Theodolite equipment based upon digital data. Ordnance Survey Datum was calculated for a temporary bench-mark set up on site.
- 4.6 The paper archive resulting from the investigation is currently stored by Archaeological Services WYAS and will be deposited with the Royal Pump Museum, Harrogate, (accession no. HARGM12973) within a timescale agreed between Archaeological Services WYAS and the recipient museum. The site archive contains all the information gathered during the investigations, which is indexed in Appendix II. Inventories of contexts, artefacts and samples are listed in Appendices III to V.

5. Results

Overview

- 5.1 Archaeology was only encountered in Trench 2, where a ditch was investigated. In contrast, in Trenches 1, 3, 4 and 5 the anomalies indicated by the geophysical survey of the area were seen to be natural in origin. The plough/topsoil observed in all trenches was a mid grey silty sand loam and the subsoil was a light to mid brownish-orange sandy silt. The natural deposits varied from trench to trench, but typically consisted of sands and gravels with pockets of clayey silts. A sondage was excavated in both Trenches 1 and 3 to a depth of 2m and 1.2m respectively to clarify the nature of the natural deposits.

Trench 1 (Fig. 2)

- 5.2 Trench 1, orientated east to west, was excavated to an average depth of 1m. Machine excavation removed the ploughsoil to a depth of 0.3m and the underlying ploughsoil to a depth of 0.7m to reveal natural alluvium deposits. Trench 1 was located over previously identified geophysical anomalies. These probably relate to the disturbance caused by the uprooting of a tree within the limits of this trench. A fragment of a Late Neolithic or Early Bronze Age flint arrowhead was recovered from the backfilling of this tree bowl, but it was residual.

Trench 2 (Figs 2 and 3)

- 5.3 This trench was orientated east to west and was excavated to a depth of 0.9m. Removal of 0.3m of ploughsoil and 0.6m of subsoil revealed natural alluvial deposits. Four anomalies indicated by the geophysical survey were identified cutting into the natural deposits. Three anomalies located to the western extent of the trench were identified as disturbance due to animal burrowing. The fourth geophysical anomaly towards the eastern extent of the trench was a ditch aligned north-south.
- 5.4 Ditch 108 was exposed for a length of 5.25m and measured 0.92m in width and 0.3m in depth (Fig. 2, S.5). It contained two fills, a grey-brown sandy silt (106) overlying a brown-grey sandy silt (107). Both contained occasional sub-angular sandstone fragments. Ditch 108 probably represents a former field or drainage ditch, but unfortunately no artefacts were recovered from either fill. The only find recovered from Trench 2 was a Late Neolithic/Early Bronze Age 'thumbnail' scraper retrieved from the subsoil.

Trench 3

- 5.5 Trench 3 was orientated north-east to south-west and was excavated to a maximum depth of 1.2m. Removal of 0.35m of ploughsoil revealed a subsoil 0.3m in depth, overlying natural deposits. A single flint flake was recovered from the topsoil. Two parallel modern drainage trenches approximately 16m apart were observed cutting through the subsoil. They flanked an area that was identified as previously marshy ground, and this natural feature probably represents the anomaly shown as an magnetic disturbance.

Trench 4

- 5.6 Trench 4, orientated north-east to south-west, was excavated to a depth of 0.8m. The ploughsoil, to a depth of 0.3m, and the subsoil, to a depth of 0.5m, were removed to reveal natural alluvium. The magnetic disturbances identified in this area appear to reflect variations in the natural deposits within this trench. These varied from sands and gravels with pockets of clayey silts within the north-eastern half of the trench, to cleaner clayey sands to the south-west.

Trench 5

- 5.7 This trench was orientated north-west to south-east and was excavated to a depth of 0.65m. Removal of 0.25m in depth of topsoil revealed a subsoil 0.35m in depth overlying natural deposits. The magnetic disturbances associated with Trench 5 indicate changes in the natural deposits, as well as a modern drain.

6. Artefact Record

6.1 Lithics by J. Dodds

Three lithic artefacts were retrieved and of these two may be closely dated to the Late Neolithic or Early Bronze Age periods (Cat. no. 1 and 3). Given the disturbed/recent stratigraphical provenance of these artefacts, they provide evidence of early prehistoric activity in the vicinity, but do not attest to the survival of clearly defined prehistoric levels.

Catalogue

1) A fragment of a late Neolithic or Early Bronze Age arrowhead made on a flint flake of semi translucent yellow brown flint. The distal margin of the arrowhead is snapped, perhaps, intentionally and therefore exact diagnosis of specific type is impossible. The flake may, however, represent a leaf shaped arrowhead. The right margin of the flake has small semi-parallel retouch removals, whereas the opposing face is somewhat more crudely and abruptly retouched. Evidence of backing is clearly evident on the right ventral margin. L. 23.5mm; w. 15mm; th. 3mm. *SJK 04, Trench 1; Context 104.*

2) A whole tertiary flint flake made on creamy white speckled flint. Evidence of earlier core removals is evident on the dorsal surface L. 28mm; w. 16.8mm; th. 5mm. *SJK 04, Trench 3; Context 100*

3) A late Neolithic/Early Bronze Age 'thumbnail' scraper made on a flint flake of dark grey flint. The convex dorsal surface of the flake has abrupt sub-parallel retouch removals and illustrates clear evidence of wear

associated with use. L; 22.5mm; w. 23.6mm; th. 8.5mm. *SJK 04, Trench 2; Context 101.*

7. Environmental Record

- 7.1 A soil-sampling programme was undertaken during the course of the evaluation. Two 10 litre soil samples were taken for general biological analysis; one from the feature within Trench 1 and the other from the primary fill of Ditch 108 within Trench 2. The sample taken from Trench 1 was later discarded as the feature was identified as natural in origin. The sample taken from Ditch 108 was too sterile to be useful for biological analysis.

8. Conclusions

- 8.1 The archaeological evaluation at St James Business Park, Knaresborough revealed that most of anomalies indicated by an earlier geophysical survey (Webb 2004) were natural in origin. Although, one ditch was encountered in Trench 2, no date for this was obtained. While the flint artefacts retrieved during the evaluation indicate human activity during the Late Neolithic or Early Bronze Age, they were recovered from non-archaeological deposits.

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Acknowledgements

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Report

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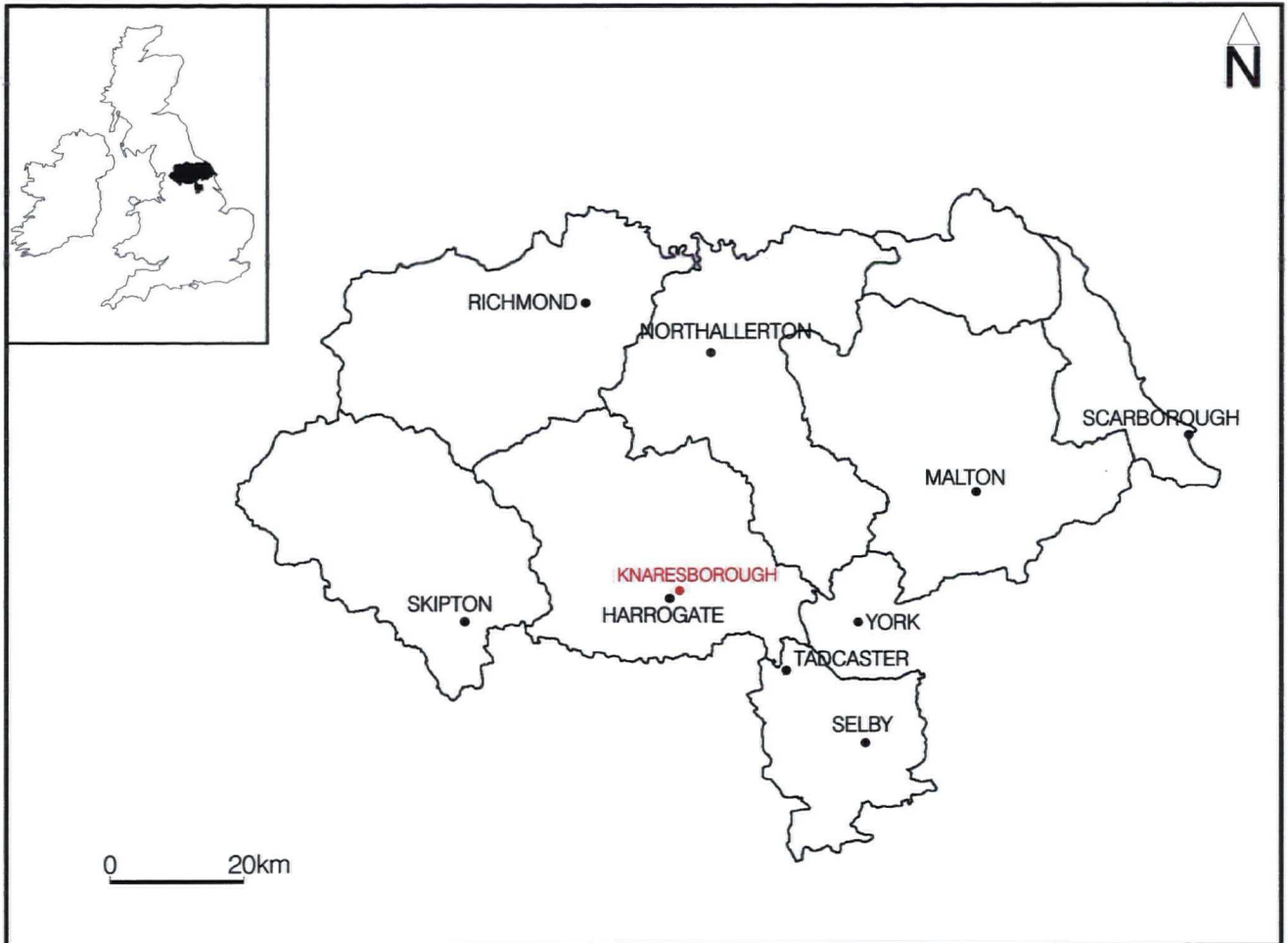


Fig. 1. Site Location

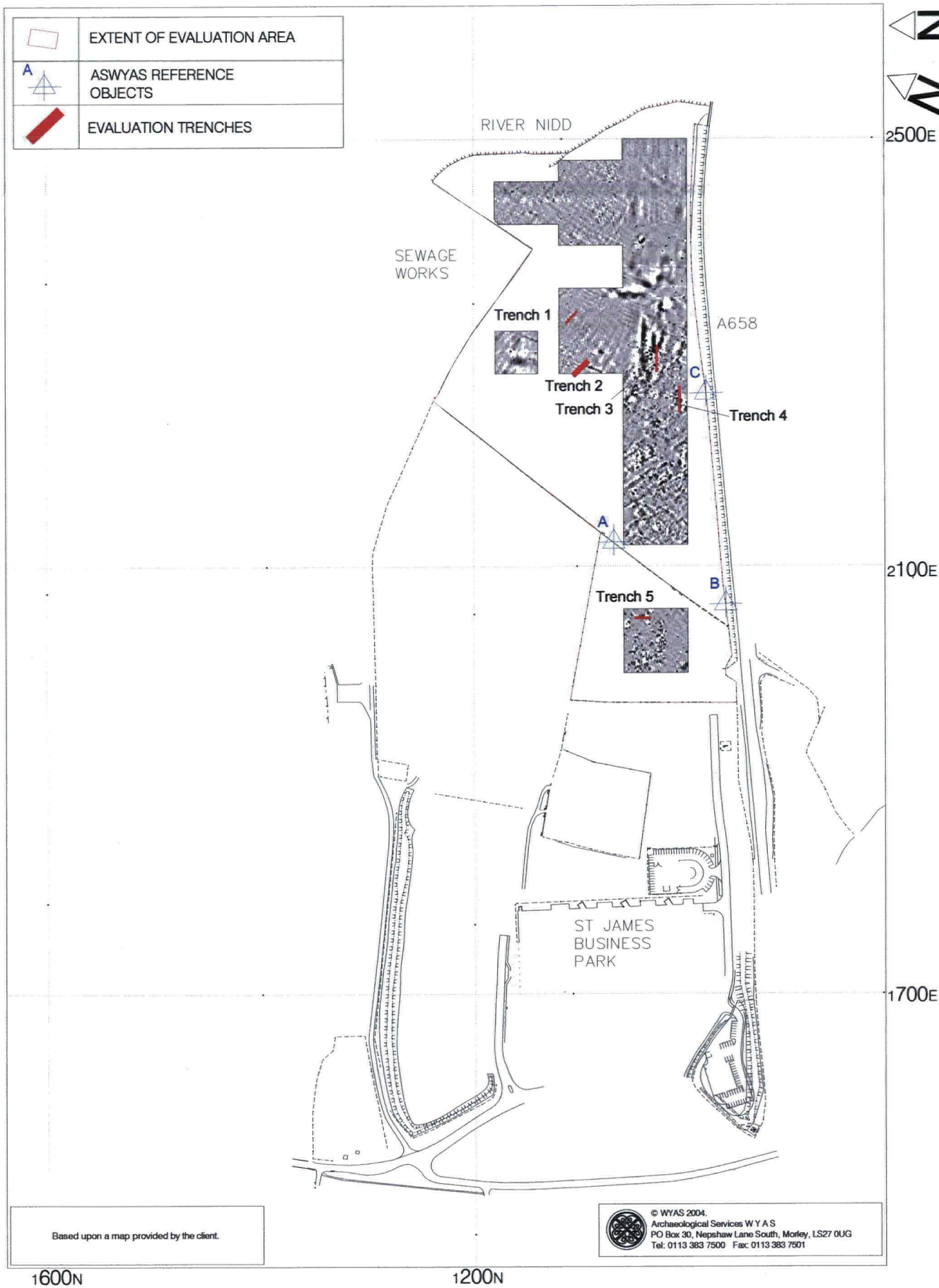
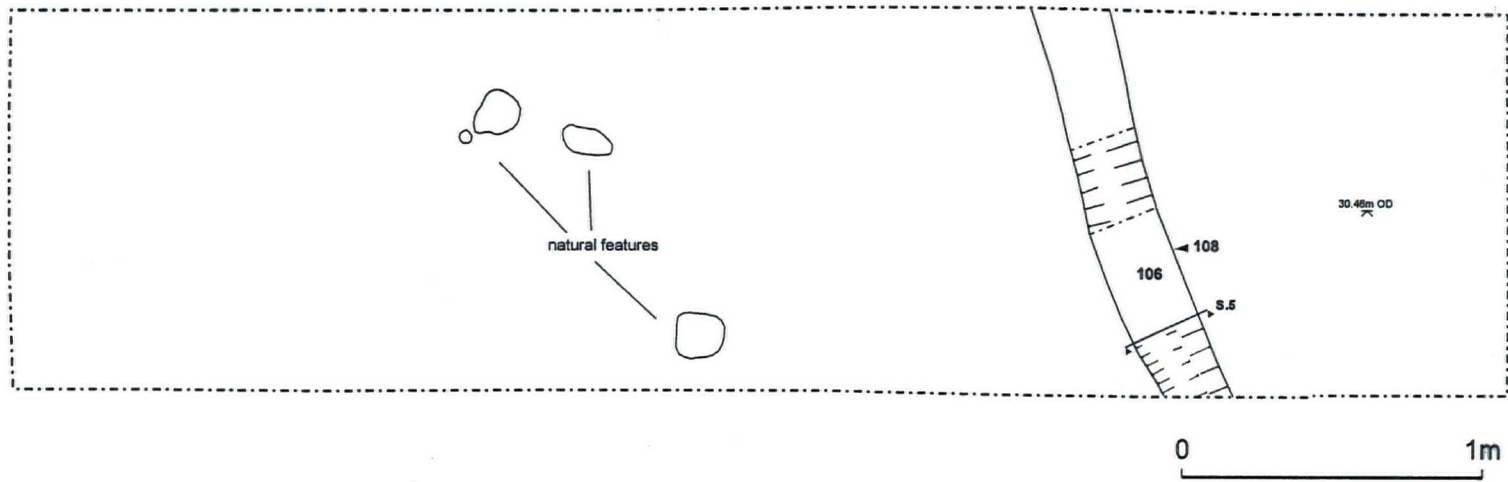


Fig. 2. Site location showing trench locations



Trench 2



S.5

SW

NE

30.50m OD

106

107

108

0

50mm

Fig. 3. Trench 2 plan and section

Appendix I
Archaeological Project Design

St James Business Park

Knaresborough

North Yorkshire

Archaeological Project Design

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1. Introduction
2. Archaeological Background
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Bibliography

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Archaeological Services WYAS

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1. Introduction

- 1.1 Archaeological evaluation by trial trenching has been requested in advance of the formation of infrastructure on Phase II land at the St James Retail, Business and Industrial Park, Knaresborough. Archaeological Services WYAS has been invited to tender for the work by Philip Lees and Associates on behalf of their client, St James Securities Ltd. This project design has been prepared by Archaeological Services WYAS as part of the tendering process and details the methods required by the Heritage Unit, North Yorkshire County Council to evaluate the site by trial trenching.
- 1.2 The aim of the evaluation is to establish the nature, location, extent and state of preservation of archaeological remains within the proposed development area and to try to elucidate their date, function and sensitivity to development proposals.

2. Archaeological Background

- 2.1 Aerial photographs of this area indicate a number of undated soil and cropmarks. In the proposed development area, these appear to represent former field boundaries, a former meander bed and a ditch cutting off the meander. Faint suggestions of circular enclosures are seen within the northern limits of the site. While these may be archaeological in origin, they may also relate to changes in the course of the River Nidd (Falkingham 2003).
- 2.2 Three quernstones discovered in the 1950s were noted in this area (SE 3714 5676) during quarrying. They may indicate the survival of remains of Iron Age/Roman settlement activity, although no precise find spot can be determined as the quarry has been subsequent infilled (Falkingham 2003).
- 2.3 In advance of the construction of the Harrogate Bypass (A658), geophysical survey was undertaken by GSB in 1990. They identified anomalies believed to relate to changes in the river alluvium and changes in the course of the river, but also a possible circular feature. Unfortunately, the bypass was constructed without any further archaeological investigation (Falkingham 2003).
- 2.4 Recently, Archaeological Services WYAS have undertaken a second geophysical survey on the proposed development area (Webb 2004). While many of the observed anomalies may be natural/geological in origin, anomalies of archaeological origin cannot be discounted.

3. Aims and Objectives

- 3.1 The aims and objectives of the archaeological evaluation are:
- to clarify the results of the recent geophysical survey (Webb 2004), and to test for the presence of any archaeological deposits or features associated with the geophysical anomalies;
 - to identify, as far as possible given the constraints of the trenching proposals, any archaeological deposits or features within the area not identified by any the previous stage of investigation;
 - to determine the date, nature, depth and stratigraphic complexity of any archaeological features and deposits;

- to provide an assessment of the potential and significance of any identified archaeological deposits and features in a local, regional and (if necessary) national context.

4. Method

- 4.1 The evaluation strategy has been devised by Gail Falkingham of the Heritage Unit, North Yorkshire County Council and comprises a total of five trial trenches (Fig. 1) with a combined area of 260m² (Table 1). A further 100m² of trenching may be required if archaeological features are exposed.

Table 1. Trial trench dimensions and rationale

Trench	Dimensions	Area	Rationale
1	15m by 2m	30m ²	To evaluate three discrete geophysical anomalies, which may or may not be archaeological in origin.
2	20m by 5m	100m ²	To evaluate three discrete and one linear geophysical anomalies, which may or may not be archaeological in origin.
3	25m by 2m	50m ²	To evaluate an area of magnetic disturbance, and a magnetic enhancement that may be geological.
4	25m by 2m	50m ²	To evaluate an area of magnetic disturbance.
5	15m by 2m	30m ²	To evaluate an area of magnetic disturbance.
Contingency		100m ²	To be used if required.

- 4.2 Archaeological Services WYAS will establish and set out all trench locations using electronic survey equipment (either total station theodolite or differential GPS) based upon digital data.
- 4.3 All trenches are to be machine excavated using an appropriate mechanical excavator fitted with a toothless ditching bucket, under direct archaeological supervision, in level spits to either the top of the first archaeological horizon or to undisturbed natural, depending on whichever is encountered first. The resulting surface is to be inspected for archaeological remains. Where archaeological remains require clarification, the relevant area will be cleaned by hand. In some cases it may be appropriate to use a mechanical excavator to remove deep intrusions (e.g. modern brick or other debris), or for putting sections through major features after partial excavation (e.g. large ditches). Limited sondages should be mechanically excavated through a part of the base of each trench to ensure that the identification of natural deposits is confirmed. Under no circumstances should the machine be used to cut arbitrary trenches down to natural deposits, unless this is agreed in advance with the Heritage Unit, North Yorkshire County Council.
- 4.4 Archaeological Services WYAS will hand excavate all sampled archaeological features in an archaeologically controlled and stratigraphic manner in order to meet the aims and objectives outlined above. A sufficient sample of features will be investigated in each trench in order to understand the complete stratigraphic sequence, down to the naturally occurring deposits. Where necessary the

Supervising Officer will be consulted regarding the selection of features/deposits for hand excavation.

- Linear features: A minimum of 20% along their length (each sample section to be not less than 1m) for features up to 5m in length, or a minimum of 10% along their length for features over 5m in length, of the deposits within linear features such as boundary or drainage ditches associated with domestic, agricultural, industrial, funerary or ritual enclosures, or fields, or trackways, will be excavated to their full depth. Where possible one section will be located and recorded adjacent to the trench edge.
- Intersections of linear features: The deposits at the junctions of or interruptions in linear features will be totally removed over a sufficient length to determine the nature of the relationship between the components. Excavation of an 'L'-shaped section will be undertaken in the first instance to demonstrate and record relationships and then expanded to the full widths if necessary, planned and recorded.
- Discrete features: Pits, post-holes and other isolated features of less than 1.5m diameter will normally be half-sectioned to determine and record their form with a minimum sample of 50% of discrete features in each trench. Features of greater than 1.5m diameter will subject to a minimum sample of 25%. Stake-holes will be 100% excavated. The exceptions will be potential sunken-floored buildings, wall-settings, working hollows, floor levels, hearths, kilns, storage pits or other identifiable domestic, agricultural, industrial, funerary or ritual structures or buildings. These will be excavated to a degree whereby their extent, and location are defined and if possible the nature, form, date, function and relationship to other features and deposits may also be established. The complete excavation of such features may, however, be more suitably left to a further stage of excavation, but only following consultation with Heritage Unit, North Yorkshire County Council.
- Built structures, such as walls, will be examined and sampled to a degree whereby their extent, nature, form, date, function and relationship to other features and deposits can be established.

4.5 Archaeological Services WYAS shall make a full written, drawn and photographic record of all material revealed in each trench during the course of the evaluation, even where no archaeological features or deposits have been recognised. The trench limits will be surveyed using electronic survey equipment with larger scale hand-drawn plans of each trench illustrating archaeological features at 1:50 or 1:20 scale, as appropriate. Sections of linear and discrete features will be drawn at 1:10 scale. All sections, plans and elevations will include spot-heights related to Ordnance Datum in metres as correct to two decimal places. Survey tie-in information will be undertaken during the course of the evaluation and will be fixed in relation to nearby permanent structures and roads and to the Ordnance Survey National Grid.

4.6 Small finds will be recorded three dimensionally. Bulk finds will be collected by context. All non-modern artefacts recovered will be retained and removed from the site for processing and analysis. Non-modern artefacts will be collected from the excavated topsoil and subsoil. Finds material will be stored in controlled

environments, where appropriate at the Archaeological Services WYAS offices in Morley. All artefacts recovered will be retained, cleaned, labelled and stored as detailed in the guidelines laid out in the IFA Guidelines for Finds Work. Conservation, if required, will be undertaken by approved conservators. UKIC guidelines will apply (UKIC 1990).

- 4.7 Archaeological Services WYAS will fully record all excavated archaeological contexts by detailed written records giving details of location, composition, shape, dimensions, relationships, finds, samples, and cross-references to other elements of the record and other relevant contexts, in accordance with best industry practice and in accordance with Archaeological Services WYAS's recording guidelines. All contexts, and any small finds and samples from them, will be given unique identifying numbers. Colour transparency and monochrome negative photographs will be taken at a minimum format of 35mm.
- 4.8 A soil-sampling programme will be undertaken during the course of the evaluation for the recovery of carbonised and waterlogged remains, vertebrate remains, molluscs and small artefactual material. An environmental specialist will be consulted prior to the commencement of the excavation in order that a suitable sampling programme is devised.
- 4.9 Environmental material removed from site will be stored in appropriate controlled environments at the Archaeological Services WYAS offices. The collection and processing of environmental samples will be undertaken in accordance with Archaeological Services WYAS's standard guidelines which are based upon those set out in the Association for Environmental Archaeology's (1995) Working Paper No. 2, *Environmental Archaeology and Archaeological Evaluations - Recommendations concerning the environmental archaeology component of archaeological evaluations in England* and English Heritage's (2002) guidelines, *Environmental Archaeology. A Guide to the theory and practice of Methods, from Sampling and Recovery to Post-excavation*.
- 4.10 In the event of human remains being discovered during the evaluation these will be left *in situ* by the on site archaeologists, covered and protected, in the first instance. If human remains are identified, Archaeological Services WYAS will inform the Supervising Officer. The removal of human remains will only take place under appropriate Home Office and Environmental Health regulations, and in compliance with the Burial Act 1857. Should articulated human remains be encountered, an on-site visit by a recognised osteoarchaeologist may be required.
- 4.11 Archaeological Services WYAS will make provision for the recovery of samples suitable for scientific dating.
- 4.12 All finds that fall within the purview of the Treasure Act 1996 will be reported by to H.M. Coroner according to the procedures outlined in the Act, after discussion with the Supervising Officer.
- 5. Archive Preparation and Deposition**
- 5.1 The site archive will contain all the data collected during the exploratory work, including records, finds and environmental samples. It will be quantified, ordered, indexed and internally consistent. Adequate resources will be provided to ensure

that all records are checked and internally consistent. Archive consolidation will be undertaken immediately following the conclusion of fieldwork:

- the site record will be checked, cross-referenced and indexed as necessary;
- all retained finds will be cleaned, conserved, marked and packaged in accordance with the requirements of the recipient museum;
- all retained finds will be assessed and recorded using *pro forma* recording sheets, by suitably qualified and experienced staff. Initial artefact dating will be integrated with the site matrix;
- all retained environmental samples will be processed by suitably experienced and qualified staff and recorded using *pro forma* recording sheets, to identify at this stage presence or absence of environmental remains.

5.2 The archive will be assembled in accordance with the specification set out in English Heritage's *Management of Archaeological Projects 2* (English Heritage 1991; Appendix 3). In addition to the site records, data and reports produced during excavation, post-excavation, finds processing, conservation and analysis, and the artefacts, ecofacts and other sample residues, the final archive shall contain:

- a project summary;
- the specification and the approved project design;
- an archive guide (an introduction to the archive stating its principle and layout);
- an index to the contents of the archive;
- interim and post-excavation assessment reports.

5.3 Provision will be made for the deposition of the archive, artefacts and environmental material, subject to the permission of the relevant landowner (and if no further archaeological work is to be initiated), in the appropriate recipient museum, in this case Clifton Park Museum, Rotherham. The museum curator will be advised of the timetable of the proposed investigation prior to evaluation commencing and Archaeological Services WYAS will adhere to any reasonable requirements the museum may have regarding conservation and storage of the excavated material and the resulting archive. The archive will be prepared in accordance with the guidelines published in "*Guidelines for the preparation of Excavation Archives for long-term storage*" (United Kingdom Institute for Conservation, 1990) and "*Standards in the Museum care of archaeological collections*" (Museums and Galleries Commission, 1994).

6. Report Preparation, Contents and Distribution

6.1 Upon completion of the evaluation, an illustrated interim report will be produced *if required* (normally when the results of the evaluation indicate that further archaeological work is required). This will be submitted within three weeks of the completion of the on-site work.

6.2 The artefacts, ecofacts and stratigraphic information shall be assessed as to their potential and significance for further analysis.

- 6.3 An illustrated assessment report will then be produced and will include the following:
- a non-technical summary of the report;
 - a summary of the project's background (including reference to planning application numbers, the archaeological background and the dates when fieldwork took place);
 - a detailed site description;
 - an account of the methodology and techniques used and the objectives of the evaluation;
 - the results of the evaluation, including phasing and interpretation of the site sequence;
 - a post-excavation assessment of the stratigraphic and other written, drawn and photographic records;
 - a catalogue and post-excavation assessment of each category of artefact recovered during excavation, including spot-dating, each undertaken by a relevant archaeological specialist and detailing the potential for any further analytical work and recommendations for selection of material to be deposited for long-term storage with the site archive;
 - a catalogue and post-excavation assessment of any faunal remains recovered during the excavation, each undertaken by an archaeological specialist and detailing the potential for any further analytical work and recommendations for selection of material to be deposited for long-term storage with the site archive;
 - a catalogue of soil samples collected and a post-excavation assessment of the results of the soil sampling programme, undertaken by a relevant archaeological specialist and detailing the potential for any further analytical work and recommendations for selection of material to be deposited for long-term storage with the site archive;
 - catalogues and post-excavation assessments and/or summary reports of all scientific dating procedures or other analyses carried out and detailing the potential for any further analytical work and recommendations for selection of material to be deposited for long-term storage with the site archive;
 - an appendix containing a list and summary descriptions of all contexts recorded;
 - a summary of the contents of the project archive and its location;
 - a full list of acknowledgments, references and bibliography of all sources used.
- 6.4 The report will be supported by an overall plan of the site at an appropriate scale, accurately identifying the location of trenches on Ordnance Survey mapping, plus individual trench plans as excavated (irrespective of results), indicating the location of archaeological features with supporting section drawings and photographs, where appropriate.

- 6.5 Six copies of the final report will be produced and will be submitted to the client, North Yorkshire County Council Heritage Unit, the local Planning Authority, the museum accepting the archive and the National Monuments Record, Swindon.

7. Publication and Dissemination

- 7.1 The information contained within the assessment report will enable decisions to be taken regarding the future treatment of the archaeology at the site and any material recovered during the evaluation.
- 7.2 Allowance will be made for the preparation and publication of the work within an appropriate journal, if of regional or national significance.

8. Copyright and Confidentiality

- 8.1 Unless otherwise stated, the copyright of the report will remain with Archaeological Services WYAS. Archaeological Services WYAS will make the results of archaeological work known to the wider archaeological community within a reasonable time. Copies of the report will be submitted to all relevant parties (Section 6.5).

9. Health and Safety

- 9.1 Archaeological Services WYAS will have their own Health and Safety policies compiled using national guidelines and which will conform to all relevant Health and Safety legislation.
- 9.2 In addition, Archaeological Services WYAS will undertake a 'Risk Assessment' to the client, which sets project specific Health and Safety requirements to which all members of staff are made aware of, prior to on-site work commencing.
- 9.3 Archaeological Services WYAS will ensure that Health and Safety will take priority over archaeological matters. Necessary precautions will be taken over underground services and overhead lines at the outset of the project.

10. Insurance

- 10.1 Archaeological Services WYAS is covered by the insurance and indemnities of the City of Wakefield Metropolitan District Council. Insurance has been effected with: Zurich Municipal Insurance, Park House, 57-59 Well Street, Bradford, BD1 5SN (policy number RMP 03GO39-0143). Any further enquiries should be directed to: The Chief Financial Officer, Insurance Section, Wakefield MDC, PO Box 55, Newton Bar, Wakefield WF1 2TT.

11. Monitoring

- 11.1 The work will be monitored by Gail Falkingham of the Heritage Unit, North Yorkshire County Council, who will be consulted before the commencement of any site works and afforded the opportunity to inspect the site and the records during any stage of the work.

12. Resources

- 12.1 Archaeological Services WYAS is an accredited ISO9001:2000 organisation operating to set guidelines, processes and procedures. These are set within a framework that endeavours to carry out the required work and submit the final

report in a manner that meets with our client's specific needs providing quality assurance throughout the project and for the end product. These guidelines, processes and procedures are contained within a Quality Manual and all staff work in accordance with this manual.

12.2 Archaeological Services WYAS will ensure that the relevant archaeological personnel involved in the evaluation are professionals and are competent to undertake the work required.

12.3 Project personnel:

Senior Management:	Paul Wheelhouse BA, MIFA
Project Management:	Jane Richardson PhD
Project Supervisor:	Bernard McCluskey BSc, Marina Rose BSc
Assistant Supervisor:	James Stanley BSc
Site Assistant	Joseph Warham MSc
Artefact/ecofact coordinator:	Jim Thompson BSc
Illustrator:	Andy Swann MAAIS
CAD operator:	Alastair Hancock BSc PgDip
Photographer:	Paul Gwilliam BA (Hons)

12.4 The list of Archaeological Services WYAS project personnel may be subject to change. A finalised list will be available at the outset to the project if this differs from the above.

13. Timetable

13.1 On approval of this document by the Heritage Unit, North Yorkshire County Council, it is anticipated that staff from Archaeological Services WYAS can be available for on-site work during the week beginning Monday 5th April 2004.

13.2 It is anticipated that a supervisor and 1-2 assistants (as required) will complete the on-site work in two weeks. Additional staff will be made available if required to complete within the required timescale.

13.3 An interim report, if required, will be submitted within three weeks of the completion of on-site work and the final evaluation report will be submitted within six weeks of the completion of on-site works. The timetable of the final report, however, may depend upon the availability of external specialists.

Prepared by Jane Richardson, March 2004

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Appendix II

Inventory of primary archive

File no.	Description	Quantity
1	Context register	1
1	Sample register	1
1	Trench record sheets	5
1	Photograph record sheets	2
1	Daily site recording forms	5
1	Context cards	9
1	Level sheets	2
1	Drawing register	1
1	Permatrace drawing sheets	2
1	Photographic negatives and prints mono and colour	3

Appendix III

Inventory of contexts

Context	Trench	Description
100	1, 2, 3, 4 & 5	Plough/topsoil
101	1, 2, 3, 4 & 5	Subsoil
102	1	Deposit filling gully 100
103	1	Sandstone backfill of 105
104	1	Backfill of 105 same as 102 and 103
105	1	Cut of nature feature (tree bowl)
106	2	Secondary fill of 108
107	2	Primary fill of 108
108	2	Cut of linear ditch

Appendix IV**Inventory of artefacts**

Fabric	Trench	Context	Quantity	Details
Flint	1	104	1	Fragment of arrowhead
	2	101	1	Thumbnail scraper
	2	100	1	Tertiary flake

Appendix V**Inventory of samples**

Sample	Trench	Context	Type	Description
1	1	104	GBA	Fill of tree bowl - discarded
2	2	107	GBA	Primary fill of ditch