



934 Garstang Road, Preston, Lancashire PR3 5AD.

August 2018
V 1.0



aeon archaeology



Archaeological Watching Brief
Project Code: A0168.1
Report no. 0174



aeon archaeology

**934 Garstang Road, Preston,
Lancashire, PR3 5AD**

August 2018

Report no. 0174 v1.0

Archaeological Watching Brief

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Project Code: A0168.1

Date: 6/08/2018

Client: Mr. Sean King

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1.0 NON-TECHNICAL SUMMARY

Aeon Archaeology was commissioned by Mr. Sean King, hereafter the Client, to carry out a watching brief during groundworks associated with the erection of two new dwellings on land at 934, Garstang Road, Preston, Lancashire PR3 5AD (**NGR SD 51263 38866**) under the planning application number (**06/2017/0582**).

The results of watching brief are as follows; the area had been stripped of approximately 250mm topsoil prior to the attendance of the archaeologist, as agreed by the Lancashire Archaeological Advisory Service (LAAS) Development Control Archaeologist. It was observed that the stripped area had been excavated into the natural glacial clay substrata; as the topsoil horizon was unusually shallow (approx. 100mm deep). This shallow accumulation would suggest that the site had been previously stripped. The permitted topsoil strip had therefore removed any potential for preserved archaeological remains at the site, although given the shallow topsoil horizon it is likely that this potential was low to begin with.

2.0 INTRODUCTION

Aeon Archaeology was commissioned by Mr Sean King, hereafter the Client, to carry out a watching brief during the groundworks associated with the erection of two new dwellings on land at 934 Garstang Road, Preston, Lancashire PR3 5AD (centred on **NGR SD 51263 38866**).

A mitigation brief was not prepared for this scheme by the Lancashire Archaeology Advisory Service (LAAS) Development Control Archaeologist (Joanne Smith) but the following Consultee comments were made as part of the application (**06/2017/0582**):

No development shall take place until the applicant, or their agent or successors in title, has secured the implementation of a programme of archaeological recording and analysis. This must be carried out in accordance with a written scheme of investigation, which shall first have been submitted to and agreed in writing by the Local Planning Authority.

Reason: To ensure and safeguard the recording and inspection of matters of archaeological/historical importance associated with the site.

The use of such a condition is in line with guidance set out in paragraph 141, Section 12 (Conserving and Enhancing the Historic Environment) of the National Planning Policy Framework (2012), published by the Department for Communities and Local Government; and Managing Significance in Decision Taking in the Historic Environment, Historic Environment Good Practice Advice in Planning: 2 (Historic England 2015).

The work adhered to the guidelines specified in Standard and Guidance for Archaeological Watching Brief (Chartered Institute for Archaeologists, 2014).

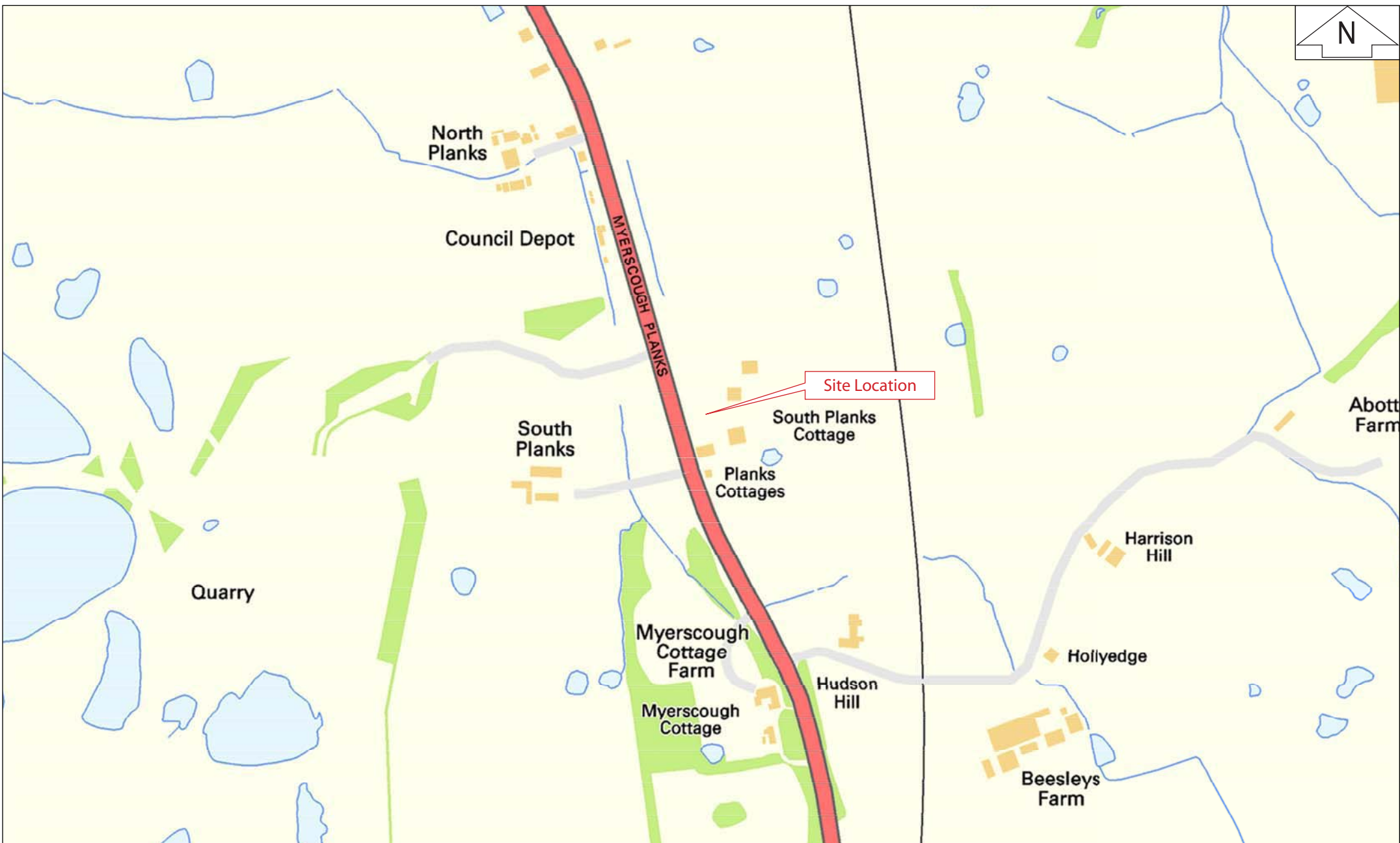
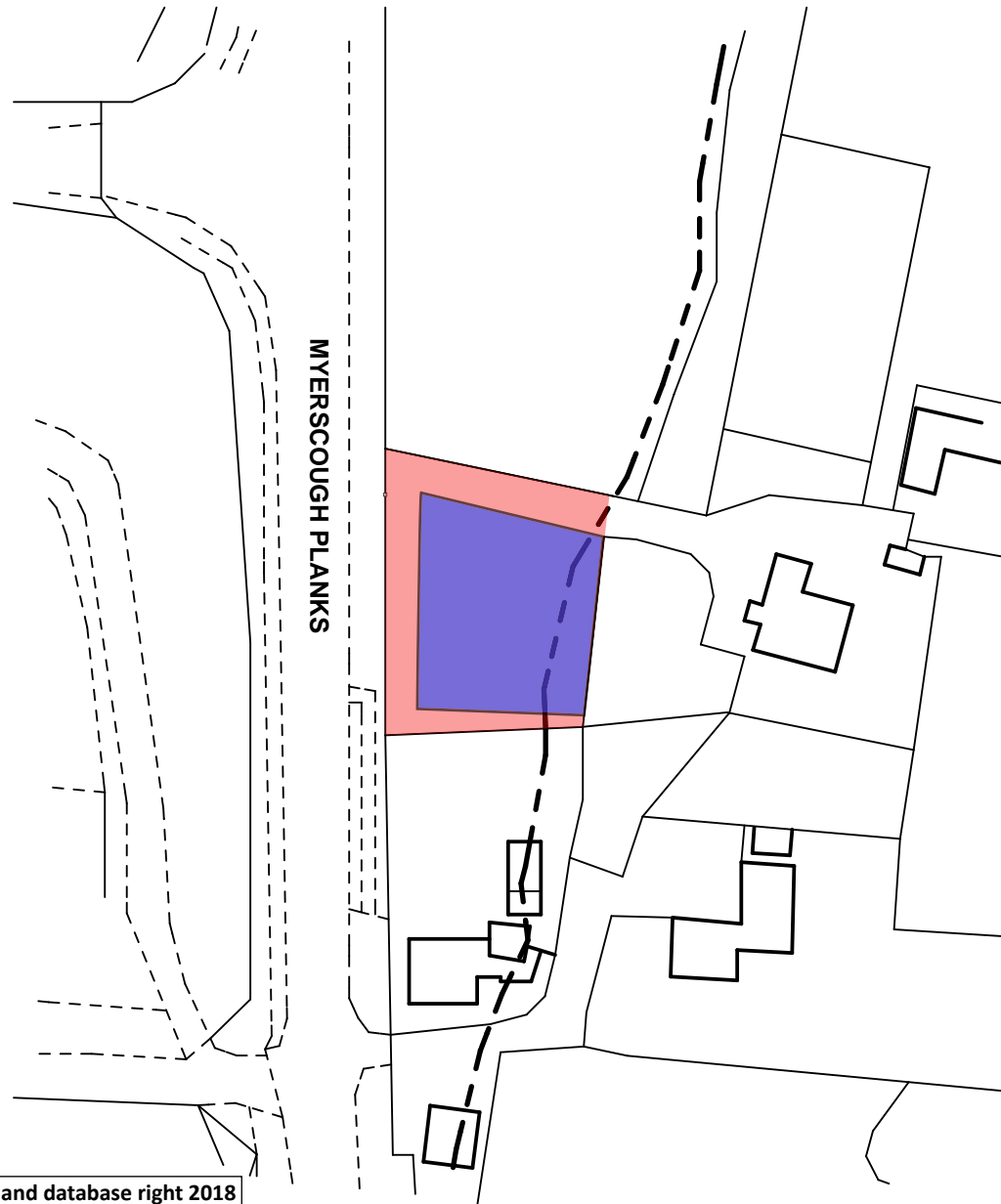


Figure 01: Location of the proposed development site at 934 Garstang Road, Preston, Lancashire PR3 5AD. 1:5,000 at A4.

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Figure 02: Location of proposed development site and area of reduced dig (blue box) at 394 Garstang Road, Preston, Lancashire PR3 5AD. Scale 1:1,000 at A4.

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3.0 AIMS AND OBJECTIVES

The aim of the watching brief works was to characterise the known, or potential, archaeological remains uncovered during groundworks associated with the erection of two new dwellings on land at 934, Garstang Road, Preston, Lancashire PR3 5AD. The aims of the watching brief were:

- To allow, within the resources available, the opportunity to gain information about and record the presence/absence, nature and date of archaeological remains on the Site affected by excavations and groundworks, the presence and nature of which could not be established with sufficient confidence in advance of works which may disturb them.
- To provide the facility to signal to the relevant authorities, before irreversible impact to remains that an archaeological and/or historic find has been made for which the resources allocated to the watching brief itself are inadequate to support their treatment to an adequate and satisfactory standard.

The specific objectives of the watching brief were:

- To observe and recover any artefacts of archaeological significance.
- To record the location, dimensions and nature of any deposits, features, structures or artefacts of archaeological significance.
- To recover samples of any deposits considered to have potential for analysis for palaeoenvironmental data should the opportunity arise.

The management of this project has followed the procedures laid out in the standard professional guidance *Management of Research Projects in the Historic Environment Project Manager's Guide* (English Heritage 2006; rev 2015), and in the Chartered Institute for Archaeologists *Archaeological Watching Brief* (Chartered Institute for Archaeologists, 2014). Five stages are specified:

Phase 1: project planning

Phase 2: fieldwork

Phase 3: assessment of potential for analysis and revised project design

Phase 4: analysis and report preparation

Phase 5: dissemination

In this instance it was not necessary to prepare a revised project design as alluded to in Phase 3; as there was a paucity of evidence recovered in Phase 2 in terms of archaeological features and the residual ceramic finds only offered minimal potential for analysis and therefore did not warrant any alteration to the initial project design.

The current document reports on the phase 4 analysis and states the means to be used to disseminate the results. The purpose of this phase is to carry out the analysis identified in phase 3 (the assessment of potential phase), to amalgamate the results of the specialist studies, if required, with the detailed site narrative and provide both specific and overall interpretations. The site is to be set in its landscape context so that its full character and importance can be understood. All the information is to be presented in a report that will be held by the Lancashire Historic Environment Record (HER) so that it can be accessible to the public and future researchers. This phase of work also includes archiving the material and documentary records from the project.

4.0 METHODOLOGY – ARCHAEOLOGICAL WATCHING BRIEF

4.1 Watching Brief

The CIfA maintains a standard for archaeological watching brief which states that:

An archaeological watching brief will record the archaeological resource during development within a specified area using appropriate methods and practices. These will satisfy the stated aims of the project, and comply with the Code of conduct and other relevant by-laws of CIfA.

An archaeological watching brief is defined by the CIfA as a formal programme of observation and investigation conducted during any operation carried out for non-archaeological reasons (CIfA 2014). The watching brief will take place within a specified area within the Site where there is a possibility that archaeological deposits may be disturbed or destroyed.

The CIfA further identifies the purpose of a watching brief as allowing, within the resources available, the preservation by record of archaeological deposits, the presence and nature of which could not be established in advance of development or other potentially disruptive works.

It is also important to note that a watching brief provides an opportunity, if needed, for a signal to be made to all interested parties, before the destruction of the archaeological materials, that an archaeological find has been made for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard.

A watching brief is, therefore, not intended to reduce the requirement for excavation or preservation of known or inferred deposits, and it is intended to guide, not replace, any requirement for contingent excavation or preservation of possible deposits.

All soil removal was undertaken using a mechanical excavator fitted with a toothless ditching bucket. A photographic record was maintained throughout, using a digital SLR camera (Canon 600D) set to maximum resolution and any subsurface remains were to be recorded photographically, with detailed notations and measured drawings being undertaken if required.

In the event of archaeological discovery features were to be excavated by hand and fully recorded using Aeon Archaeology pro-formas, digital photographs, and plan and section drawings taken at a suitable scale (usually 1:20 for plan drawings and 1:10 for section drawings).

The archive produced is held at Aeon Archaeology under the project code **A0168.1**.

4.2 Data Collection from Site Records

A database of the site photographs was produced to enable active long-term curation of the photographs and easy searching. The site records were checked and cross-referenced and photographs were cross-referenced to contexts. These records were used to write the site narrative and the field drawings and survey data were used to produce an outline plan of the site.

All paper field records were scanned to provide a backup digital copy. The photographs were organised and precisely cross-referenced to the digital photographic record so that the Lancashire Historic Environment Record (HER) can curate them in their active digital storage facility.

4.3 Artefact Methodology

All artefacts were to be collected and processed including those found within spoil tips. They would be bagged and labelled as well any preliminary identification taking place on site. After processing, all artefacts would be cleaned and examined in-house at Aeon Archaeology. If required artefacts would be sent to a relevant specialist for conservation and analysis.

The recovery policy for archaeological finds was kept under review throughout the archaeological watching brief. Any changes in recovery priorities would be made under guidance from an appropriate specialist and agreed with the Client and the Lancashire Archaeology Advisory Service (LAAS). There was a presumption against the disposal of archaeological finds regardless of their apparent age or condition.

4.4 Environmental Samples Methodology

The sampling strategy and requirement for bulk soil samples was related to the perceived character, interpretational importance and chronological significance of the strata under investigation. This ensured that only significant features would be sampled. The aim of the sampling strategy was to recover carbonised macroscopic plant remains, small artefacts particularly knapping debris and evidence for metalworking.

Advice and guidance regarding environmental samples and their suitability for radiocarbon dating, as well as the analysis of macrofossils (charcoal and wood), pollen, animal bones and molluscs would be obtained from Oxford Archaeology if required.

4.5 Report and dissemination

A full archive including plans, photographs, written material and any other material resulting from the project was prepared and fully cross-referenced.

A draft copy of the report has been sent to the client and upon written approval from them paper and digital copies of the report will be sent to the regional HER and will be logged with the online OASIS database. Copies of all notes, plans, and photographs arising from the watching brief will be stored at Aeon Archaeology under the project code **A0168.1** with the originals being lodged with a suitable repository.

5.0 QUANTIFICATION OF RESULTS

5.1 The Documentary Archive

The following documentary records were created during the archaeological watching brief:

Watching brief day sheets	1
Context sheets	0
Digital photographs	36

5.2 Environmental Samples

No environmental samples were taken as part of the watching brief as no suitable archaeological deposits were encountered.

5.3 Artefacts

No archaeological artefacts were encountered as part of the watching brief as all archaeological deposits encountered were natural in origin.

6.0 RESULTS OF THE ARCHAEOLOGICAL WATCHING BRIEF

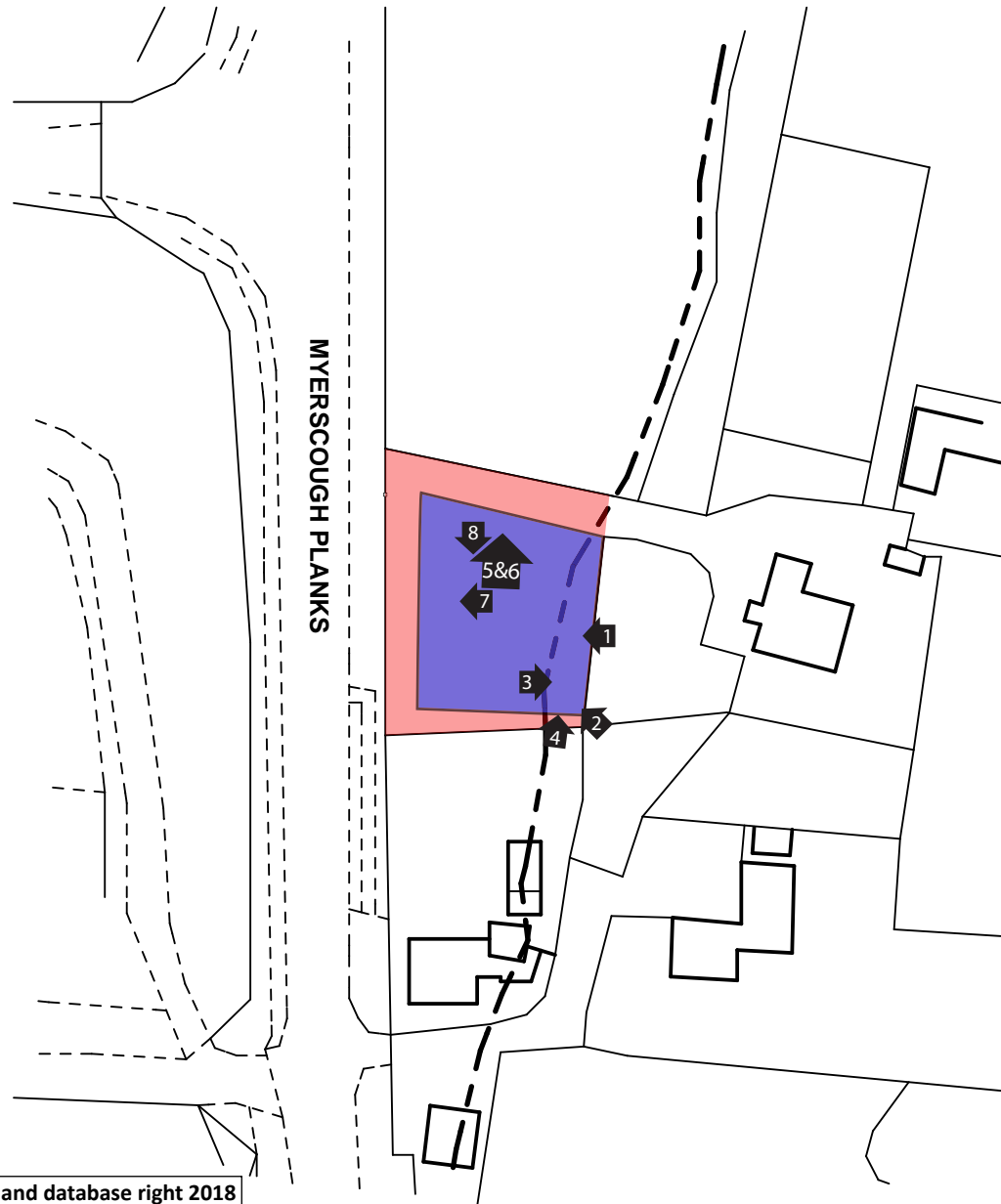
The archaeological watching brief was maintained by Josh Dean BA ACIfA, archaeological contractor and Archaeologist at Aeon Archaeology. The site was attended on 18th July 2018 and the weather conditions can be characterised as having been overcast with bright and sunny intervals.

During the watching brief a series of foundation trenches were excavated as footings for the northern dwelling (plates 5-8). These were excavated on land to the front of 934 Garstang Road, Preston Lancashire. Prior to arrival at the site the area had been stripped of approximately 250mm topsoil as agreed in advance by the LAAS Development Control Archaeologist and had been covered in a stony white substrate ahead of the attendance by the archaeologist. The trenches were then excavated through this substrate (trench locations had been devised according to the architects plan); these trenches were then excavated to a maximum width of 0.60m and to a maximum depth of 0.65 m. The trenches cut through 0.32m of the white stony substrate which lay above a >0.33m deep deposit of very hard, light grey brown clay (marl).

Towards the eastern boundary of the site the ground level rose up by 1.75m above the white stony substrate. This was apparently (anecdotally) referred to as a bank which had sloped sharply westward away from number 934; and was probably the result of an earlier, unrecorded landscaping event for the garden of the property. This bank had been graded by the groundworks team into a flat vertical section following the removal of some conifer trees. When viewed from the west this section appeared to cut through 0.28m of soft mid-grey-brown, sand silt topsoil, which lay above 0.35m of quite firm light-grey-yellow-brown, silt-clay with frequent inclusions of heavily abraded CBM (ceramic building material) and bright orange staining. This lay above a very hard >0.78m deposit of light-grey-brown natural glacial clay (marl).

Discussion

The archaeologist observed that the stripped area had been excavated into the natural glacial clay substrata; as the topsoil horizon was unusually shallow (approx. 100mm deep). This shallow accumulation would suggest that the site had been previously stripped. The permitted topsoil strip had therefore removed any potential for preserved archaeological remains at the site, although given the shallow topsoil horizon it is likely that this potential was low to begin with. With regards to the presence of the CBM this may have had an association with the brick and tile industry supposed by the map evidence, however its presence in redeposited clay natural suggests that it was residual (moved from its original context) in nature, possibly the result of an earlier landscaping event associated with the property to the east. Furthermore the orange staining was only present in section at the eastern margin of the plot and appeared to form part of the lawn for no. 934.



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Figure 03: Location and direction of archaeological photographic plates at 394 Garstang Road, Preston, Lancashire PR3 5AD. Scale 1:1,000 at A4.

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Plate 01: Pre excavation shot - from the east - scale (2x) 1m



Plate 02: Pre excavation shot - from the northwest - (2x) 1m



Plate 03: Section of bank on the western boundary - from the west - scale 2m



Plate 04: Section of bank on the western boundary (along section) - from the southwest - scale 2m



Plate 05: Section of northern footing - from the south - scale 1m



Plate 06: Northern footing in context with site - from the south - no scale



Plate 07: Section of western footing - from the east - scale 1m



Plate 08: Western footing in context with site - from the north - 1m scale

7.0 CONCLUSION AND RECOMMENDATIONS

Following the watching brief at 934 Garstang Road, Preston the following is submitted as a conclusion to the archaeological phase of works; the area was previously stripped of approximately 250mm topsoil prior to attendance of an archaeologist, as agreed in advance of groundworks by the LAAS Development Control Archaeologist. It was observed that the stripped area had been excavated into the natural glacial clay substrata; the topsoil horizon was unusually shallow (approx. 100mm deep). This narrow accretion would suggest that the site had been previously stripped perhaps in association with landscaping for the garden at 934 Garstang Road. The permitted topsoil strip had therefore removed any potential for preserved archaeological remains at the site, although given the shallow topsoil horizon it is likely that this potential was low to begin with.

The rationale for the site as being of archaeological interest was of local rather than national significance and so the potential loss of archaeologically viable deposits is further offset in this circumstance by the potential value of the resource.

8.0 SOURCES

Maps

British Ordnance survey maps; SD53NE, SD53NW, SD53SE and SD53SW.

Sources

British Geological Survey website. www.bgs.ac.uk.

English Heritage, (1991). *Management of Archaeological Projects (MAP2)*

English Heritage, (2006), rev 2015. *Management of Research Projects in the Historic Environment (MORPHE)*

The Chartered Institute for Archaeologists, (2014). *Standard and Guidance for Archaeological Watching Brief*

**APPENDIX I: WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL
WATCHING BRIEF**



**934 Garstang Road, Preston,
Lancashire PR3 5AD.**

**Written Scheme of Investigation
for Archaeological Watching Brief.**

June 2018 v1.0

aeon archaeology



Project Code: A0168.1
Planning Ref: 06/2017/0582

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1.0 INTRODUCTION

Aeon Archaeology has been commissioned by Mr Sean King, hereafter the Client, to provide a written scheme of investigation (WSI) for carrying out an archaeological watching brief during the groundworks associated with the erection of two new dwellings on land at 934 Garstang Road, Preston, Lancashire PR3 5AD (centred on **NGR SD 51263 38866**).

A mitigation brief was not prepared for this scheme by the Lancashire Archaeology Advisory Service (LAAS) Development Control Archaeologist (Joanne Smith) but the following Consultee comments were made as part of the application (06/2017/0582):

No development shall take place until the applicant, or their agent or successors in title, has secured the implementation of a programme of archaeological recording and analysis. This must be carried out in accordance with a written scheme of investigation, which shall first have been submitted to and agreed in writing by the Local Planning Authority.

Reason: To ensure and safeguard the recording and inspection of matters of archaeological/historical importance associated with the site.

The use of such a condition is in line with guidance set out in paragraph 141, Section 12 (Conserving and Enhancing the Historic Environment) of the National Planning Policy Framework (2012), published by the Department for Communities and Local Government; and Managing Significance in Decision Taking in the Historic Environment, Historic Environment Good Practice Advice in Planning: 2 (Historic England 2015).

The work will adhere to the guidelines specified in Standard and Guidance for Archaeological Watching Brief (Chartered Institute for Archaeologists, 2014).



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Figure 01: Location of the proposed development site at 934 Garstang Road, Preston, Lancashire PR3 5AD. Scale 1:10,000 at A4.

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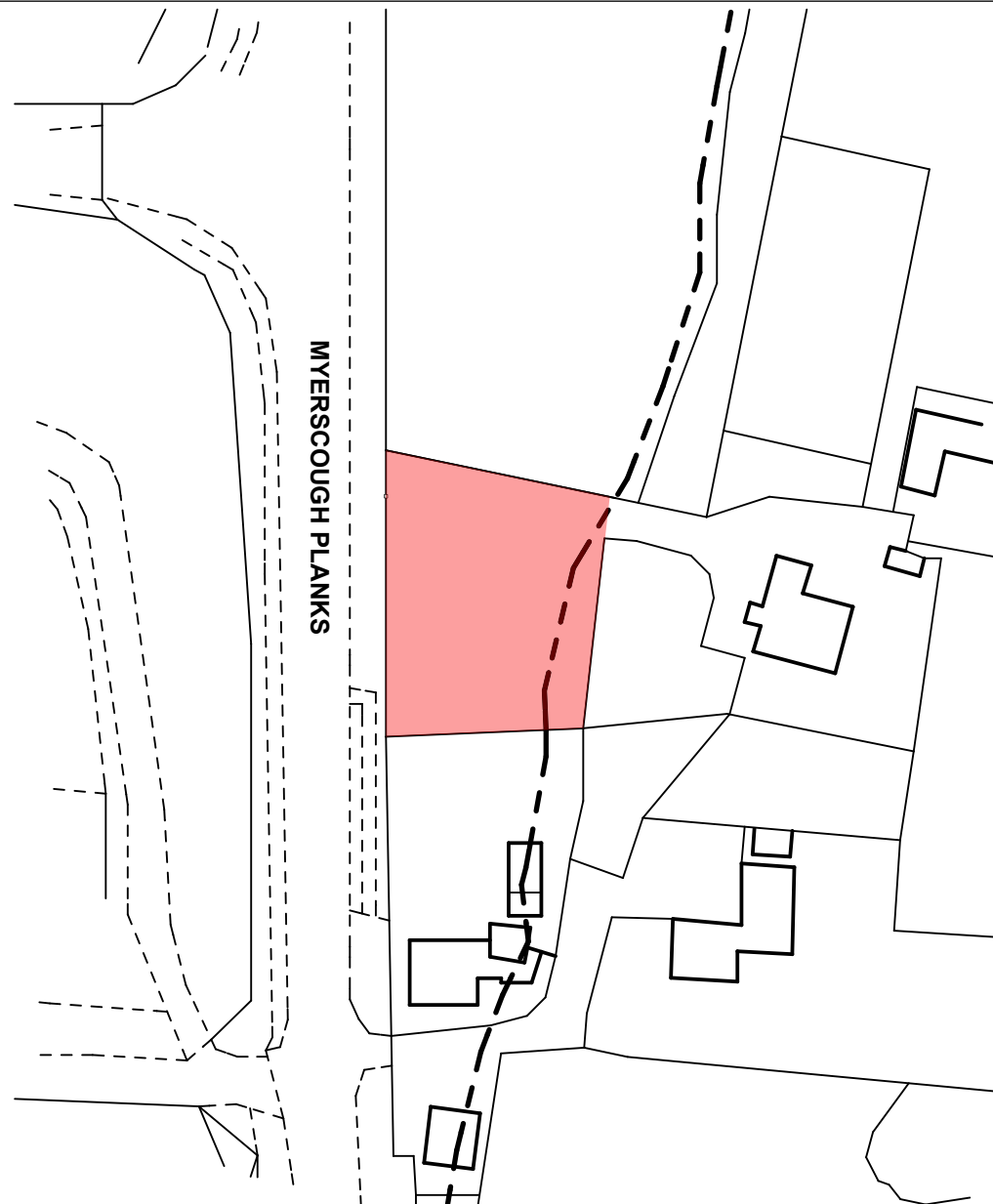


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Figure 02: Location of the proposed development site at 934 Garstang Road, Preston, Lancashire PR3 5AD. Scale 1:5,000 at A4.

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Figure 03: Location of the proposed development site at 934 Garstang Road, Preston, Lancashire PR3 5AD. Scale 1:1,000 at A4.

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2.0 ARCHEOLOGICAL BACKGROUND

The following comments were made by the Lancashire Archaeology Advisory Service (LAAS) Development Control Archaeologist (Joanne Smith):

A brick pit and tile kiln (Lancashire Historic Environment Record PRN5969) is depicted on the 1847 1st Edition Ordnance Survey 1:10560 mapping (Lancashire Sheet 53, surveyed 1844) immediately adjacent to the proposed development site. The site is considered to be of significance as there is little surviving evidence of the rural 19th Century brick and tile industry and we are not aware of any such site having been recorded in the county before.

Lancashire Archaeological Advisory Service (LAAS) is of the opinion that there is a potential for the groundworks required for the proposed buildings to expose archaeological deposits associated with the industrial use of the site. We would therefore recommend that the development of the site is monitored archaeologically.

The site is of local rather than national significance, so would not require preservation in situ, but does merit a scheme of investigation and recording.

3.0 WATCHING BRIEF - ARCHAEOLOGICAL AIMS

The archaeological watching brief shall be maintained:

1. During the groundworks at the Site associated with the construction of two new dwellings.

The CIfA maintains a standard for archaeological watching brief which states that:

An archaeological watching brief will record the archaeological resource during development within a specified area using appropriate methods and practices. These will satisfy the stated aims of the project, and comply with the Code of conduct and other relevant by-laws of CIfA.

An archaeological watching brief is defined by the CIfA as a formal programme of observation and investigation conducted during any operation carried out for non-archaeological reasons (CIfA 2014). The watching brief will take place within a specified area within the Site where there is a possibility that archaeological deposits may be disturbed or destroyed.

The CIfA further identifies the purpose of a watching brief as allowing, within the resources available, the preservation by record of archaeological deposits, the presence and nature of which could not be established in advance of development or other potentially disruptive works.

It is also important to note that a watching brief provides an opportunity, if needed, for a signal to be made to all interested parties, before the destruction of the archaeological materials, that an archaeological find has been made for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard.

A watching brief is, therefore, not intended to reduce the requirement for excavation or preservation of known or inferred deposits, and it is intended to guide, not replace, any requirement for contingent excavation or preservation of possible deposits.

The aims of the watching brief are:

- To allow, within the resources available, the opportunity to gain information about and record the presence/absence, nature and date of archaeological remains on the Site affected by excavations and groundworks, the presence and nature of which could not be established with sufficient confidence in advance of works which may disturb them.
- To provide the facility to signal to the relevant authorities, before irreversible impact to remains that an archaeological and/or historic find has been made for which the resources allocated to the watching brief itself are inadequate to support their treatment to an adequate and satisfactory standard.

The specific objectives of the watching brief are:

- To observe and recover any artefacts of archaeological significance.
- To record the location, dimensions and nature of any deposits, features, structures or artefacts of archaeological significance.
- To recover samples of any deposits considered to have potential for analysis for palaeoenvironmental data should the opportunity arise.

4.0 METHODOLOGY

4.1 Archaeological Watching Brief

The methodology for the watching brief has been prepared with reference to the CIFA's document Standards and Guidance for Archaeological Watching Brief (2014) and will be kept under constant review during the project, in order to see how far it is meeting the terms of the aims and objectives, and in order to adopt any new questions which may arise.

Curatorial monitoring of the archaeological work on behalf of the Council will be carried out by the LAAS Development Control Archaeologist. To facilitate the curatorial monitoring, the officer shall be provided with a minimum of two weeks' notice of the start of the archaeological work.

A suitably qualified and experienced archaeologist(s) from Aeon Archaeology will be commissioned for the maintenance of the watching brief. On arrival on site, the archaeologist(s) will report to the site manager and conform to the arrangements for notification of entering and leaving site. The archaeologist(s) will keep a record of the date, time and duration of all attendances at site, the names and numbers of archaeologists deployed and any actions taken. The archaeologist will be provided with a Health & Safety Induction by the construction contractor and wear a safety helmet, safety footwear and high visibility jacket/vest at all times.

If deposits and or artefacts are exposed during excavations for the development which require recording and recovery, it may be necessary to delay works whilst the proper investigation and recording takes place. Watching brief recording can often be undertaken without delay to groundworks, depending upon the specific circumstances and flexibility of all the staff on site.

Within the constraints of the terms of the watching brief work, the archaeologist will not cause unreasonable disruption to the maintenance of the work schedules of other contractors on site. In the event of archaeological discoveries the treatment of which (either arising from the volume/quantity of material and/or the complexity/importance of the material) is beyond the resources deployed the Client will be notified and a site meeting/telephone consultation arranged with the LAAS Development Control Archaeologist. The aim of the meeting will be to confirm that an archaeological find has been made for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard and identify measures which would be sufficient to support treatment to a satisfactory and proper standard prior to destruction of the material in question.

Any archaeological deposits, features and structures identified which can be investigated and recorded under the terms of the watching brief will be excavated manually in a controlled and stratigraphic manner sufficient to address the aims and objectives of the project – subject to the limitations on site access.

It may not be necessary to excavate the complete stratigraphic sequence to geologically lain deposits but the inter-relationships between archaeological deposits, features and structures will be investigated sufficient to address the aims and objectives of the project and the complete stratigraphic sequence to geologically lain deposits will be investigated where practicable.

The method of recording will follow the normal principles of stratigraphic excavation and the stratigraphy will be recorded in written descriptions even where no archaeological deposits have been identified. The archaeologist will record archaeological deposits using proformae recording forms and locate them on a large-scale site plan related to the Ordnance Survey National Grid and Datum references.

The groundworks excavations shall be undertaken using a mechanical excavator fitted with a toothless ditching bucket.

The drawn record will comprise plans at scale 1:20 and sections at scale 1:10; propriety electronic hardware and software to prepare site drawings may be used as appropriate.

The photographic record will be maintained throughout using a digital SLR camera (Canon 600D) set to maximum resolution (72 dpi) and all archaeological features will be recorded photographically with photographs taken in RAW format and later converted to TIFF format for long-term storage and JPEG format for presentation and inclusion in the archive. The standards for the digital archive will adhere to those set out in *'Digital Archiving: Appendix 6. Digital Archive Repository Requirements* (Archaeological Data Service, 2015).

The archive produced will be held at Aeon Archaeology under the project code **A0168.1**.

4.2 Watching brief report

4.2.1 Post-excavation Assessment

A report on the results of the watching brief, in accordance with the recommendations in *Management of Research Projects in the Historic Environment Project Manager's Guide* (Historic England 2015), and in the Chartered Institute for Archaeologists *Standard and Guidance for an archaeological watching brief* (2014) will be required to be produced upon conclusion of the archaeological fieldwork. The report will be completed within a maximum of two months of completion of work on site and may include examination and quantification leading to the identification of function, form, date, method of manufacture, material/fabric type, source, parallels, attributes and condition of artefacts; of the exploitation of wild or domesticated resources; the reconstruction of environments; and the nature of human populations.

Full analysis of the results of the project, including: dating and interpretation of excavated features; pottery and other finds analysis; analysis of industrial residues by an appropriate specialist or specialists; analysis of samples for environmental data (including pollen, plant macrofossils and beetles) by an appropriate specialist or specialists; radiocarbon dating; discussion of the results in their local, regional and national context, including relating the excavated features and palaeoenvironmental data to evidence from nearby sites, and discussion of the results in their local, regional and national context may be required.

The scope of post-excavation assessment will be subject to a specification for approval by the LAAS Development Control Archaeologist upon the conclusion of the fieldwork project and preliminary report.

4.2.2 Post-excavation Report

Following completion of the stages outlined above, a report will be produced that will include:

- A non-technical summary.
- A table of contents.
- An introduction with acknowledgements, including a list of all those involved in the project and the location and description of the site.
- A statement of the project aims.
- An account of the project methodology undertaken, with an assessment of the same to include a statement on preservation bias and the means of data collection and sampling strategies.
- A factual summary of the history, development and use of the site.
- A statement setting out the nature, quantity and condition of the material archive (artefacts and ecofacts) including commentary on any bias observed due to collection and sampling strategies and commentary on long-term storage requirements.
- A statement setting out the nature and quantity of the documentary archive (notes, photographs, drawings, digital data).
- A general site plan indicating the position and size of the areas subject to watching brief and the locations of archaeological deposits identified and recorded during the works.
- Plans and sections at appropriate scales, augmented with appropriate photographs. All plans and sections will be related to the Ordnance Survey datum levels and to the National Grid.
- Other maps, plans, drawings, stratigraphic matrices and photographs as appropriate.
- Summary assessment reports on the artefact, bio-archaeological, dating and other assessments/analyses.
- A discussion of the location, extent, date, nature, condition, quality and significance of any archaeological deposits and finds identified during the project.

- A discussion of any research implications arising from the archaeological work.
- Notes on consultations with conservators and the nominated archive repository related to the immediate and long-term conservation and storage requirements for the data held in the site archive and recommendations of retention/discard of artefacts and ecofacts.
- A bibliography of sources consulted.
- Appendices to the report will include artefact catalogues, reports on assessments/analyses and an index to the project archive and a statement on its location/proposed repository.
- In addition the post-excavation report will summarise and draw together the findings of all of the phases of work.

Illustrations will include plans of the location of the study area and archaeological sites. Historical maps, when appropriate and if copyright permissions allow, will be included. Photographs of relevant sites and of the study area where appropriate will be included.

A draft copy of the report will be sent to the LAAS Development Control Archaeologist and to the Client for comment and approval prior to production of the final report.

5.0 FURTHER ARCHAEOLOGICAL WORKS DESIGNS (FAWDs)

The discovery of substantial archaeological remains and/or features during the archaeological works may result in the requirement for an extended programme of archaeological mitigation. This may require the submission of revised quotes to the Client as well as a new specification which will be required to be approved by the LAAS Development Control Archaeologist prior to implementation.

6.0 ENVIRONMENTAL SAMPLES

Relevant archaeological deposits will be sampled by taking bulk samples (a minimum of 10.0 litres and maximum of 30.0 litres) for flotation of charred plant remains. Bulk samples will be taken from waterlogged deposits for macroscopic plant remains. Other bulk samples, for example from middens, may be taken for small animal bones and small artefacts.

Bulk environmental samples will also be taken from any fills, deposits or structures which yield archaeological artefacts, charcoal flecks/ fragments, bone, or any other historic remains.

Advice and guidance regarding environmental samples and their suitability for radiocarbon dating, as well as the analysis of macrofossils (charcoal and wood), pollen, animal bones and molluscs will be obtained from Oxford Archaeology.

For guidance purposes the following volume criteria represent the minimum feature sampling requirements:

- 50% of each discrete feature (e.g. pits and postholes)
- 25% of the exposed areas of each liner feature and all terminals/intersections
- 50% of structural features (e.g. beamslots, ring-ditches)
- 50%-100% of domestic/industrial working features (e.g. hearths and ovens)

7.0 HUMAN REMAINS

Any finds of human remains will be left *in-situ*, covered and protected, and both the coroner and the LAAS Development Control Archaeologist informed. If removal is necessary it will take place under appropriate regulations and with due regard for health and safety issues. In order to excavate human remains, a licence is required under Section 25 of the Burials Act 1857 for the removal of any body or remains of any body from any place of burial. This will be applied for should human remains need to be investigated or moved.

8.0 ARTEFACTS

All artefacts and ecofacts will be retrieved for identification and recording and will be treated in accordance with ClfA Guidelines for the collection, documentation, conservation and research of archaeological materials (Chartered Institute for Archaeologists, 2014).

All artefacts are the property of the landowner but it is recommended that finds are deposited with the rest of the project archive within an appropriate museum. Furthermore, the Client agrees to granting access to all artefacts recovered by Aeon Archaeology for analysis, study and publication as necessary. All finds would be treated according to advice provided within *First Aid for Finds* (Rescue 1999). Aeon Archaeology staff will undertake initial identification, but any additional advice would be sought from a wide range of consultants.

The recovery policy for archaeological finds will be kept under review throughout the archaeological works. Any changes in recovery priorities will be under guidance from an appropriate specialist and agreed with the LAAS Development Control Archaeologist at. There will be a presumption against the disposal of archaeological finds regardless of their apparent age or condition.

All finds will be collected and processed including those found within spoil tips. Their location and height will be plotted; finds numbers attributed, bagged and labelled as well any preliminary identification taking place on site. Where specialist advice is required provision will be made to do so at the earliest possible convenience.

After processing, artefacts which are suitable will be cleaned and conserved in-house. Artefacts requiring specialist cleaning and conservation will be sent to the relevant specialist. All artefacts will then be sent to a specialist for analysis, the results of which will then be assessed to ascertain the potential of the finds assemblage to meet the research aims of the project. The value of the finds will also be assessed in terms of the wider educational and academic contributions.

Depending upon the material of the remains the following experts will be consulted regarding the conservation of waterlogged material:

- Organic material: Mr Phil Parkes, Cardiff Conservation Services (tel: +44(0)29 2087 5628)
- Non-organic material: Mr Phil Parkes, Cardiff Conservation Services (tel: +44(0)29 2087 5628)

Depending upon the material of the remains the following experts will be consulted regarding the conservation and analysis of artefacts:

- Bone: Nora Bermingham
- Glass: Hilary Cool, Barbican Research Associates.
- Metal artefacts: Phil Parkes, Cardiff Conservation Services, Cardiff.
- Slag, burnt clay, hammerscale: Dr. Tim Young, Geoarch, Cardiff.
- Stone artefacts: George Smith, Gwynedd Archaeological Trust, Bangor.
- Wood artefacts: Jane Foley, Foley Conservation, Builth Wells.
- Leather: Quita Mould, Barbican Research Associates.
- Environmental Material: Dr Mike Allen, Allen Environmental Archaeology.
- Numismatics: Peter Guest, Barbican Research Associates.
- Ceramics: Leigh Dodd

If well preserved materials are found it may be necessary to employ additional staff. Furthermore, it may be necessary to suspend work within a specific region of the site, or across the whole site, while conservation and excavation/recording takes place.

9.0 UNEXPECTED DISCOVERIES: TREASURE TROVE

Treasure Trove law has been amended by the Treasure Act 1996. The following are Treasure under the Act:

- *Objects other than coins* any object other than a coin provided that it contains at least 10% gold or silver and is at least 300 years old when found.
- *Coins* all coins from the same find provided they are at least 300 years old when found (if the coins contain less than 10% gold or silver there must be at least 10. Any object or coin is part of the same find as another object or coin, if it is found in the same place as, or had previously been left together with, the other object. Finds may have become scattered since they were originally deposited in the ground. Single coin finds of gold or silver are not classed as treasure under the 1996 Treasure Act.
- *Associated objects* any object whatever it is made of, that is found in the same place as, or that had previously been together with, another object that is treasure.
- *Objects that would have been treasure trove* any object that would previously have been treasure trove, but does not fall within the specific categories given above. These objects have to be made substantially of gold or silver, they have to be buried with the intention of recovery and their owner or his heirs cannot be traced.

The following types of finds are not treasure:

- Objects whose owners can be traced.
- Unworked natural objects, including human and animal remains, even if they are found in association with treasure.
- Objects from the foreshore which are not wreck.

All finds of treasure must be reported to the coroner for the district within fourteen days of discovery or identification of the items. Items declared Treasure Trove become the property of the Crown.

The British Museum will decide whether they or any other museum may wish to acquire the object. If no museum wishes to acquire the object, then the Secretary of State will be able to disclaim it. When this happens, the coroner will notify the occupier and landowner that he intends to return the object to the finder after 28 days unless he receives no objection. If the coroner receives an objection, the find will be retained until the dispute has been settled.

10.0 ARCHIVING

A draft copy of the report will be produced within two months of the completion of the fieldwork and sent to the Client and the LAAS Development Control Archaeologist for comment prior to finalisation of the report and dissemination. Bound copies of the report and an archive CD will be sent to the regional HER, and the Oasis online database for long term archiving. Furthermore, a summary of the project will be sent to relevant journal for publication if required.

11.0 PERSONNEL

The work will be managed by Richard Cooke BA MA MCIFA, Archaeological Contractor and Consultant at Aeon Archaeology.

12.0 MONITORING AND LIAISON

Regular liaison and site monitoring meetings will take place during all stages of work. The LAAS Development Control Archaeologist will be informed of the start date and of discreet subsequent stages.

13.0 HEALTH AND SAFETY

Aeon Archaeology has a Health and Safety Policy Statement which can be supplied upon request. Furthermore, site-specific Risk Assessments and Method Statements are compiled and distributed to every member of staff involved with the project prior to the commencement of works.

14.0 INSURANCE

Liability Insurance – Insignia Underwriting Policy 347002

Employers' Liability: Limit of Indemnity £10m in any one occurrence

Public Liability: Limit of Indemnity £2m in any one occurrence

Legal Defence Costs (Health and Safety at Work Act): £250,000

The current period expires 07/09/18

Professional Indemnity Insurance – Insignia Underwriting Policy 347002

Limit of Indemnity £500,000 any one claim

The current period expires 07/09/18

