

THE RED HOUSE

Stagshaw Road, Corbridge, Northumberland

ARCHAEOLOGICAL WATCHING BRIEF DURING DEVELOPMENTS

May 2015



Prepared for Mr Paul Tindale by:

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Client: Mr Paul Tindale
Site: Red House, Stagshaw Road, Corbridge
Grid Ref: NY 98651 64891
Development: Construction of Garage
**Northumberland Council
Planning Application Ref:** 14/02489/FUL
Conservation Team Ref: T13/24; 20270
Oasis Ref: alanwill1-210851

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SUMMARY

An archaeological watching brief was required under planning condition at Red House, Stagshaw Road, Corbridge to monitor groundworks during construction of a new garage. The site lies within an area of considerable archaeological potential, between the core of the Roman settlement of Corstopitum to the west and the core of the historic medieval settlement of Corbridge to the east. It also lies in the close vicinity of a medieval satellite settlement which grew up on the western margins of Corbridge on land owned by the Priors of Hexham and included the Church of the Holy Trinity and its graveyard. There are known sites in the area from the prehistoric period onwards including a Bronze-Age cist a little way to the south-east.

The archaeological watching brief was carried out by Alan Williams archaeology on the 30th and 31st of March 2015. No archaeological remains or artefacts were uncovered during the development works.

1. BACKGROUND

1.1 Planning permission was granted by Northumberland County Council in September 2014 for the construction of a detached garage, new entranceway to the garage from the unadopted lane to the north and for the associated construction of a driveway (application 14/02489/FUL) at The Red House, Stagshaw Road, Corbridge. A condition was placed on the development by the planning authority requiring an archaeological watching brief during groundworks.



Figure 1: Location of The Red House, Corbridge

2. SITE LOCATION AND DESCRIPTION

The site lies at the junction between Stagshaw Road to the east, an unadopted road to the north and on the western edge of the village of Corbridge at NY 98651 64891. The scheduled Roman site of Corstopitum lies to the west. The property is wedge-shaped, narrowing to the east. The Red House, a brick two-storey structure, sits towards the north of the property with gardens to south, south-east and south-west. A stone wall bounds the site along Stagshaw Road with a beech hedge flanking this wall internally. Brick walls flank other boundaries. A row of *Leylandii* ran along the western boundary wall.

3. REQUIREMENT FOR ARCHAEOLOGICAL WATCHING BRIEF

An archaeological watching brief was required during developments at the Red house because it lies within an area of considerable archaeological potential, between the core of the Roman settlement of Corstopitum to the west and the core of the historic medieval settlement of Corbridge to the east. It also lies in the close vicinity of a medieval satellite settlement which grew up on the western margins of Corbridge on land owned by the Priors of Hexham and included the Church of the Holy Trinity and its graveyard. More widely, there are known sites in the area from the prehistoric period onwards:

3.1 Prehistoric

There is a background scatter of prehistoric artefacts and remains around Corbridge, including in the vicinity of the site a Bronze Age cist burial a little way to the south-east (HER 9005) but nothing to suggest that the development site would be particularly likely to contain any such evidence.

3.2 Roman

There is some potential for the site at the Red House to contain Roman remains including burials. Foundation trenches cut on a development site at 7 Leazes Terrace across Stagshaw Road to the east in 2005 contained what were considered to be deposits of Roman soil although only one sherd of Roman pottery was recovered (Event No. 13530). And a probable Roman burial and a possible Roman conduit were found a little way to the north of this at an uncertain date. Both lie further away from the Roman settlement than the Red House. To the south, a Roman grave slab and possible cremations have been found at various times along Trinity Terrace and adjacent areas probably along a road line.

3.3 Medieval

There is no evidence to suggest that the graveyard of the church of the Holy Trinity extended as far north as the Red House although this has not been absolutely established. It is possible that remains of the wider medieval settlement established by the Priors of Hexham may occur within the site.

4. RESULTS

Development groundworks carried out in March 2015 included the excavation of external strip foundations for the garage c. 0.8m deep and c.0.6m wide with the area within this footprint stripped to 0.3m deep. Excavations for the new drive were to a maximum depth of 0.3m. Drains for rainwater run-off were a maximum of 0.2m deep. A row of *Leylandii* to the west of the garage was removed prior to foundation works.

4.1 Removal of *leylandii* hedge (plate 1)

This was removed by the machine excavator on //March. Root cavities were inspected but no archaeological remains or artefacts were noted.

4.2 Foundations (plates 2 to 5)

Only excavations for the strip foundations of the garage went below the depth of garden soil, which to the west of the house was up to 0.5m deep.

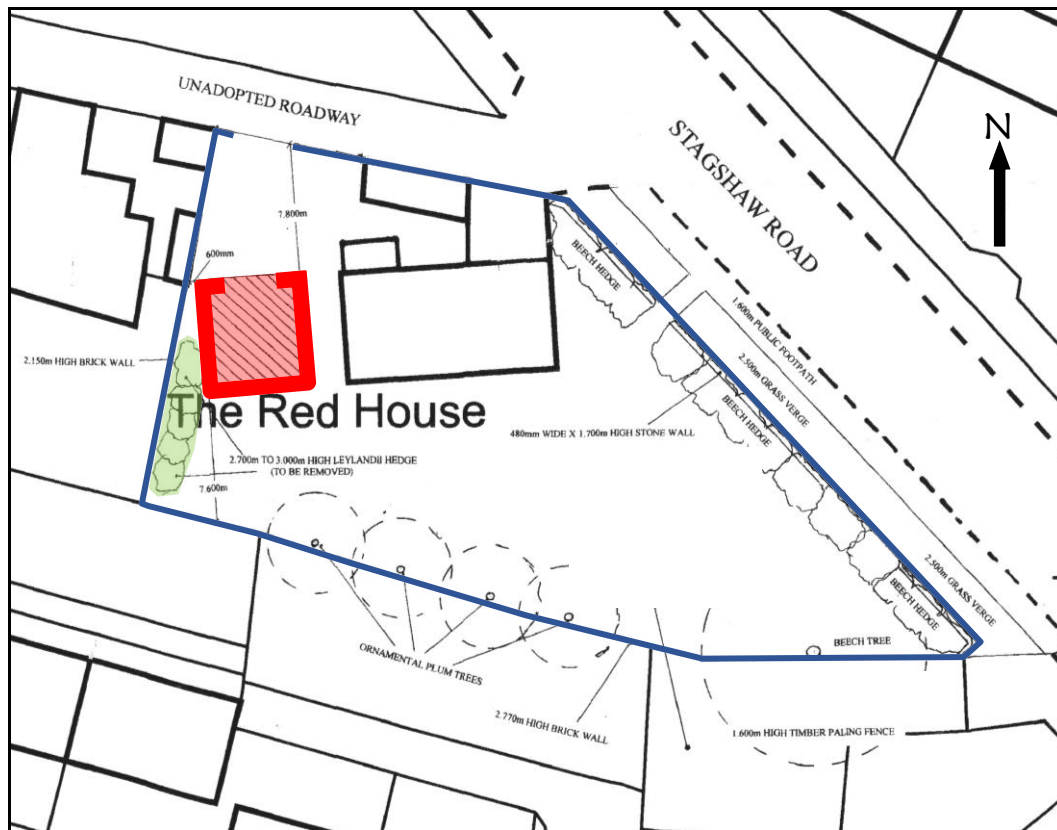


Figure 2: Developments at the Red House. Property outlined in blue. The new garage hatched and in pink tone, the foundation trench in red. Green tone alongside the garage footprint shows extent of leylandii hedge which was removed as part of the project. Not to scale.

Foundations were machine-excavated to c.0.8m using a toothless bucket. Stratigraphy throughout consisted of dark-brown loam topsoil over yellow clay with sandstone fragments present at the base of the west trench. Trenches were cleaned manually by the monitoring archaeologist. No archaeological remains were uncovered. Typically, sections were as seen in figure 3 and in plates 5 and 6. Ground surface around the garage was 42.15m aOD with subsoil at a level of c. 41.75m aOD.

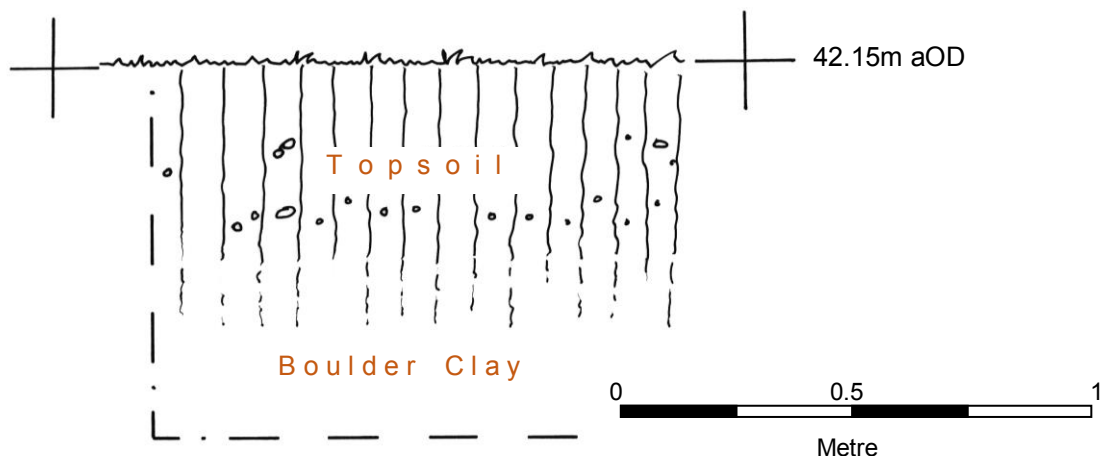


Figure 3: Profile of the garage trenches: Developed topsoil grading into Boulder Clay.

5. CONCLUSIONS

No evidence was seen during the watching brief for the spread of either Roman remains extending from the site of Corstopitum to the west or of medieval remains extending from the east and the south across the site. This is probably a meaningful absence: There was no indication to suggest that the site had been truncated in recent times, the whole area containing a well-developed garden soil up to 0.5m deep which graduated into Boulder clay subsoil. However, given the fairly limited extent of the development works and the intermittent nature of archaeological remains scattered across the wider area, it is not possible to use the present negative evidence to predict the absence of archaeological remains on future development sites in the vicinity.

Plates



Plate 1: looking south during removal of the leylandii hedge along the western boundary of the site.



Plate 2: The east trench of the garage excavated. Looking north



Plate 3: *Completing the machine excavation of the south trench of the garage. Looking west.*



Plate 4: *The west garage trench excavated. Looking north.*



Plate 5: the north-east corner of the garage trenches.
Hardstanding, over topsoil over yellow boulder clay



Plate 6: The south-east corner of the garage trenches.
Topsoil over maroon-yellow Boulder clay

APPENDIX 1: WSI

THE RED HOUSE

Stagshaw Road, Corbridge, Northumberland
(NY 98651 64891)

WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL WATCHING BRIEF DURING DEVELOPMENTS

March 2015

(Planning Application 14/02489/FUL; NC ref T13/24; 20270)

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Figure 1: Location of The Red House, Corbridge

Figure 2: Archaeological sites in the vicinity of the Red House

Figure 3: Development works at The Red House.

1. BACKGROUND TO THE PROJECT

1.1 Planning permission was granted by Northumberland County Council in September 2014 for the construction of a detached garage, new entranceway to the garage from the unadopted lane to the north and for the associated construction of a driveway (application 14/02489/FUL) at The Red House, Stagshaw Road, Corbridge



Figure 1: Location of The Red House, Corbridge

1.2 Planning Condition

Permission was granted subject to a programme of archaeological works:

Condition 3: A programme of archaeological work is required in accordance with the brief provided by Northumberland Conservation (NC ref T13/24; 20270 dated 21/8/2014). The archaeological scheme shall comprise three stages of work. Each stage shall be completed and approved in writing by the Local Planning Authority before it can be discharged.

- a) *No development or archaeological mitigation shall commence on site until a written scheme of investigation based on the brief has been submitted to and approved in writing by the Local Planning Authority.*
- b) *The archaeological recording scheme required by the brief must be completed in accordance with the approved written scheme of investigation.*

c) The programme of analysis, reporting, publication and archiving if required by the brief must be completed in accordance with the approved written scheme of investigation.

Reason: The site is of archaeological interest.

2. SITE LOCATION AND DESCRIPTION

The site lies at the junction between Stagshaw Road to the east, an unadopted road to the north and on the western edge of the village of Corbridge at NY 98651 64891. The scheduled Roman site of Corstopitum lies to the west. The property is wedge-shaped, narrowing to the east. The Red House, a brick two-storey structure, sits towards the north of the property with gardens to south, south-east and south-west. A stone wall bounds the site along Stagshaw Road with a beech hedge flanking this wall internally. Brick walls flank other boundaries.

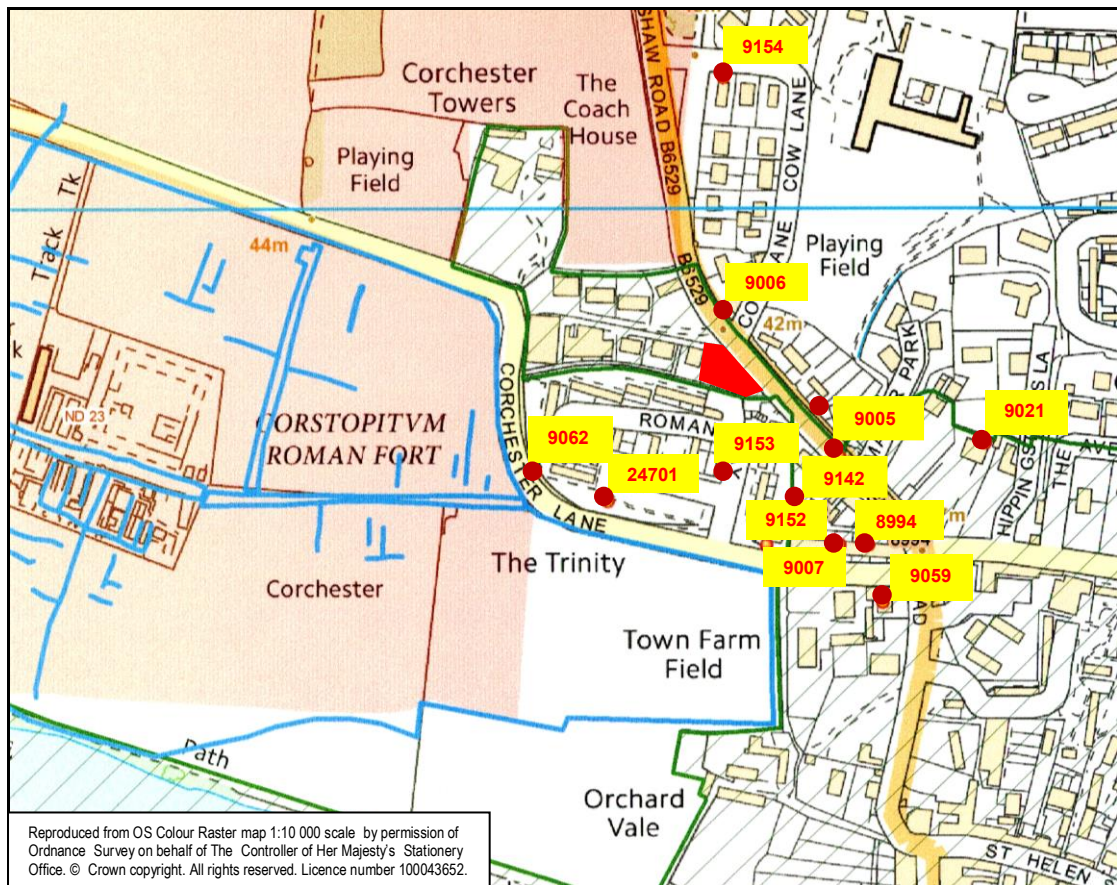


Figure 2: Archaeological sites in the vicinity of the Red House. The scheduled monument of Corstopitum is in pink tone. The green line marks the extent of Corbridge Conservation Area. The site lies just within this area. HER entries in red, relevant archaeological Events are described in the text.

3. HISTORICAL AND ARCHAEOLOGICAL BACKGROUND

3.1 Prehistoric

No evidence for early prehistoric activity has been found within the settlement of Corbridge. However, evidence has been located close by with Mesolithic flints recovered from Leazes Cottage to the north of the town as well as around Shorden Brae, Gallowhill and Castron Field. There is more local evidence for later prehistory. The closest discovery to the present

site is a probable Bronze Age burial (HER 9005) 90m to the south-east which was found in 1922 during construction of a new access road to houses on Leazes Terrace off Stagshaw Road. It was aligned roughly north-south and the grave was formed of four stone slabs set on edge. All that was recovered was a skull. Part of a Bronze-Age palisaded enclosure was revealed during excavations on the site of the Roman settlement to the west (HER 9173).

3.2 Roman

For over 300 years, a Roman garrison town occupied land to the west of modern Corbridge on the line of the major north-south running Dere Street and at a bridged crossing point of the River Tyne along this route. The core of this settlement has been scheduled and is an ancient monument. However, the scheduled extent does not encompass all of the hinterland of the site which included graveyards alongside roads extending out of the settlement. Archaeological investigations carried out alongside development works have suggested that burials were spread intermittently in the area probably adjacent to road lines. A Roman gravestone of 'the wife of Julius Primus' (HER 9007) was found during the construction of Trinity Terrace in 1880, and evaluation works in 2010 and 2011 (Events 14528, 14536 and 14670) and 2012 (Event 15188) on Roman Way, Trinity Terrace and Trinity Court, a minimum of 115m to the south of the Red House found some evidence for Roman cremations and recovered Roman pottery. A probable Roman burial and a possible Roman conduit (HER 9006) were uncovered around 30m to the north-east of the site in the angle between Cow Lane and Stagshaw at an unknown date but before the preparation of the first edition Ordnance Survey on which the site is marked. A watching brief carried out in 2005 a little way to the south of this site found Roman soil layers, a piece of Roman pottery and a fragment of burnt daub (Event 13530).

3.3 Early Medieval

At some point in the early medieval period, a settlement developed in the area of the modern village and occupation of the earlier Roman site abandoned. When this occurred is not certain, but finds of Anglo Saxon objects and a number of probably early medieval graves have been found over the Roman settlement showing that some occupation continued there until the sixth and seventh centuries.

3.4 Medieval

The relocated settlement at Corbridge developed into an important market town in the later medieval period, located at a hub of important east-west and north-south routes and possibly defended with a ditch. By the end of the 13th century it was probably second only to Newcastle in wealth and population in the region. Chronic Border warfare over the next 400 years curtailed any further expansion. The settlement was burnt in 1296, 1312 and 1346.

3.4.1 Trinity Church During the later-medieval period a minor satellite settlement developed on the western fringe of the town of Corbridge. This was on land owned by Hexham Priory around the Prior's Manor House and the Holy Trinity Church which sat to the south of the development site. The settlement was beyond any defences of the town and was not a part of the 'Borough'. Trinity Church is first mentioned in 1356 and was still standing in 1549. By the 18th century it was a ruin and was demolished, the remains cleared away by the end of that century. The site was turned into a garden and partly built-over in 1880 when Trinity Terrace was built. Parts of the church were uncovered during the building of the houses. The church had a graveyard, the Trinity Kirk Garth. The full extent of the graveyard remains to be established. Twenty burials were uncovered during the construction of Trinity Terrace. Further graves have been exposed since then during developments in the area in 1955 (during the construction of Holbene, a property fronting Stagshaw Road) in 1990 (an extension built on the back of No 6 Trinity Terrace), 1992 (development works at 8 Trinity Terrace: Event 12564) and in 1996 (the insertion of a water main along Trinity Terrace: Event

12565). Although burials uncovered over this period are very probably all medieval and within the graveyard of Trinity Church, it is not impossible that some belong to an earlier Roman cemetery spread along a roadline extending east from the Roman station. The development site lies over 100m to the north-west of the most northerly burial located from the Trinity Church graveyard.

3.5 Modern Times

The fortunes of the settlement of Corbridge improved during the 18th and 19th centuries. It became a noted and healthy location for tourists especially after the arrival of the railway in 1835. There were also a number of local industries including shoemaking, lime quarrying and burning, brick and tile making and ironworking.

Until the 20th century, the site was in fields beyond the village. A number of farms fringed the settlement. Housing moved up from Trinity Terrace to the south as the village expanded during the 19th century.

4. ARCHAEOLOGICAL POTENTIAL OF THE DEVELOPMENT AREA

The Red House lies between the core of the Roman settlement of Corstopitum to the west and the core of the historic medieval settlement of Corbridge to the east. It also lies in close vicinity to a medieval satellite settlement which grew up on the western margins of Corbridge on land owned by the Priors of Hexham and included the Church of the Holy Trinity and its graveyard. There are known sites in the area from the prehistoric period onwards.

4.1 Prehistoric

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4.3 Medieval

There is no evidence to suggest that the graveyard of the church of the Holy Trinity extended as far north as the Red House although this has not been absolutely established. It is possible that remains of the wider medieval settlement established by the Priors of Hexham may occur within the site.

5. DEVELOPMENT WORKS

Development will involve the construction of a detached garage immediately to the west of the current property as marked on figure 3. This is 6m north-south by 5m east-west. Groundworks will include the excavation of external strip foundations which are to be 0.75m deep and c.0.6m wide with a shallower internal partition-wall foundation. Ground surface within will be stripped to c. 0.3m. Excavations for the new drive will be minimal to a depth of c. 0.3m. Drains for rainwater run-off will be c. 0.2m deep. New double leaf timber gates will be fitted to north

but no new excavations will be required. A row of Leylandii to the west of the garage will be grubbed out during general foundation works.

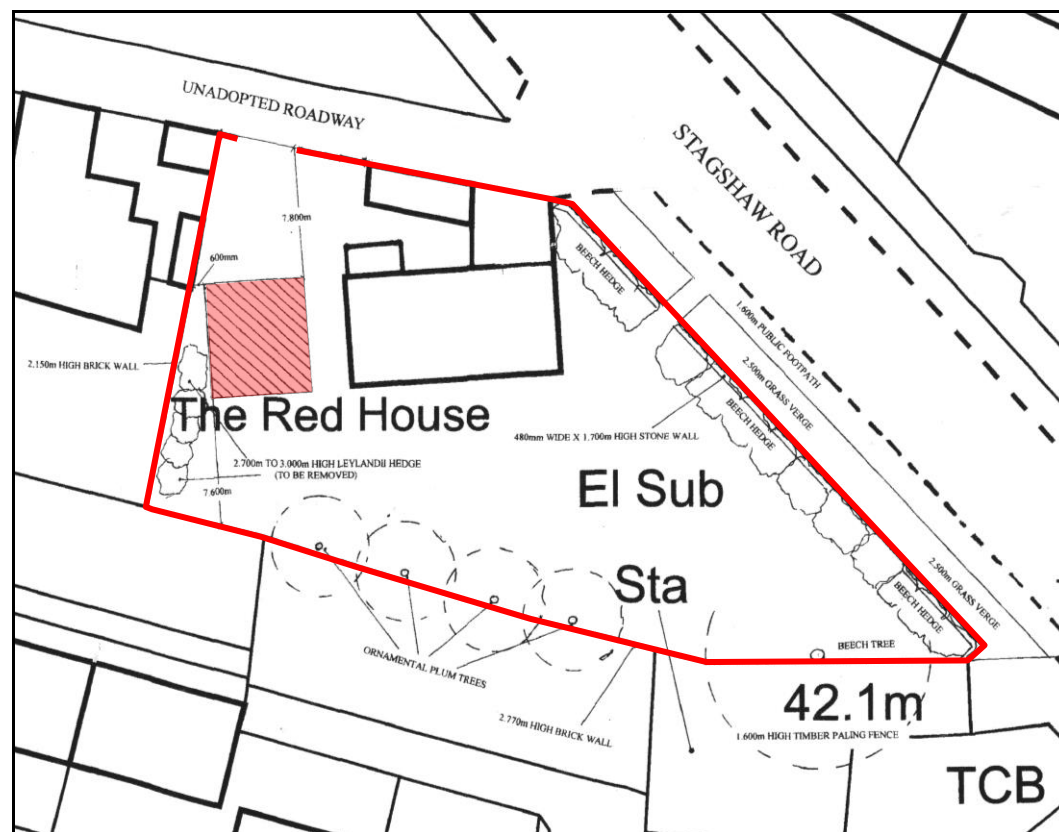


Figure 3: Developments at the Red House. Property outlined in red. The new garage hatched and in pink tone. North to top, not to scale.

6. ARCHAEOLOGICAL WATCHING BRIEF

6.1 Because of the potential for the development works to impact on archaeological deposits, Northumberland Conservation advised Northumberland County Council Development Management Team that a programme of archaeological mitigation should be put in place consistent with the relevant sections of the National Planning Policy Framework (paragraphs 141; 176; 203-206). This will involve an archaeological watching brief during all groundworks for the development.

6.2 The purpose of the archaeological input is to ensure that important archaeological remains are not destroyed without first being adequately recorded.

7. ARCHAEOLOGICAL INPUT

7.1 For surface strip and discrete excavations for foundations: Hard standing will be removed by machine excavator with toothed bucket. Deposits below hard standing will be removed to the first significant archaeological deposit by machine excavator with ditching blade where this is operationally possible.

7.2 If archaeological remains are uncovered, the archaeologist should be given the opportunity to excavate and record them before they are destroyed.

7.3 Recording Methodology

7.3.1 A record of all features excavated will be produced using appropriate archaeological context recording. All features will have a full written and drawn record. Measurements will be expressed in metres. Plans and sections will be produced at 1:10 or 1:20 scale using repeatable control points. A digital camera will be used to record all features. The photographic archive will be deposited with Archaeological Data Service (ADS).

7.3.2 Pottery, metalwork and animal bone will be retained and located by context. Modern material will be discarded subsequent to the completion of fieldwork. Finds of significance will be deposited with the Great North Museum as agreed with Mr Andrew Parkin. Appropriate provisions will be put in place to comply with the Treasure Act of 1996

7.3.3 In the event of human remains being discovered, the archaeologist will procure and comply with all statutory consents and licences under the 1857 Burial Act. Where any part of a human burial is disturbed, the whole burial will be removed.

7.3.4 Loose architectural fragments will be treated as small finds and recorded individually (with reference to the appropriate repository standards and guidelines).

7.3.5 Final drawings will be provided as digital copies.

7.4 Specialist Analyses

7.4.1 The potential requirement for specialist analyses is an unavoidable risk in all such excavations. The scientific investigation of any features/deposits which are considered significant will be undertaken as a non-negotiable part of this programme. Any such analyses would be carried out by specialists and priced to the client on a costs only basis.

7.4.2 Environmental samples will be taken from sealed and dateable deposits to elucidate the agricultural/ecological regime on the site over the period. Deposits/fills with potential for environmental evidence will be assessed by taking bulk samples of 30 litres from contexts selected for analysis. Deposits/fills totalling less than 30 litres in volume will be sampled in their entirety. Samples will be processed and analysed by Dr Charlotte O'Brien of Archaeological Services University of Durham.

7.4.3 A maximum of 2 samples of material suitable for dating by scientific means (eg. Radiocarbon, Luminescence, Remnant Magnetism, etc.) will be collected if deemed appropriate and of archaeological value.

7.4.4 In the event of the discovery of archaeological remains in greater numbers or extent than anticipated, work will cease and Northumberland Conservation and a representative of the developer will be notified. An assessment will be made of the importance of the remains and any provision for their recording or preservation in situ as appropriate. A contingency figure for maximum input of 40 days has been set on this development.

7.4.5 On completion of the fieldwork, samples will be processed and artefacts cleaned, conserved, identified, labelled and packaged. An appropriate programme of analysis and publication of the results will be completed if no further archaeological investigations are to be carried out.

8. ARCHIVE AND REPORT

8.1 The site archive will be prepared to the standards specified in the Management of Research Projects in the Historic Environment (MoRPHE), English Heritage, 2006. Archive preparation and deposition will be undertaken with reference to the repository guidelines and standards, and where necessary the Museums and Galleries Commission (MGC), United Kingdom Institute for Conservation (UKIC) standards and guidelines.

8.2 An illustrated report will be supplied within 2 months (or shorter period by mutual agreement) on completion of the fieldwork. Copies of the report will be sent to the client, Northumberland Conservation (one bound and one digital copy in Word or PDF format) and the County Historic Environment Record. The English Heritage Archive will be asked if they wish to receive copies of the archive and report. The report will contain as a minimum:

- Non-technical summary
- Introductory statement
- Aims and objectives
- Methodology
- Results
- Assessment and recommendations
- Index and location of archive
- References and bibliography
- Copy of project design

8.3 If appropriate, arrangements will be made to publish the results of the investigations through a local or national journal.

8.4 AWA supports the Online Access to Index of Archaeological Investigations (OASIS). The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The online OASIS form will be completed at <http://ads.ahds.ac.uk/project/oasis/>.

9. SOURCES

Corbridge Northumberland Extensive Urban Survey 2008

HER records provided March 5th 2015 by Northumberland Conservation Team

10. HEALTH AND SAFETY

10.1 AWA will comply with the Health and Safety at Work Act and subsequent additions and amendments.

10.2 If the Provisions of Construction, Design and Management (CDM) Regulations 2007 are appropriate the employer will appoint a CDM Coordinator who will prepare a Health and Safety Plan which will be made available to the archaeological contractor prior to the commencement of work.

APPENDIX 2 BRIEF

NC ref. T13/24; 20270
Planning ref. 14/02489/FUL

THE RED HOUSE, STAGSHAW ROAD, CORBRIDGE

Brief for an Archaeological Watching Brief

1 Introduction

1.1 A planning application has been submitted for a detached domestic garage with associated access, The Red House, Stagshaw Road, Corbridge, Northumberland (Fig. 1). The Red House is located in an area of archaeological potential with known sites in this area from the prehistoric period onwards. The Red House is located c.90m north-west of the site of a Bronze Age burial cist discovered during the construction of the road in 1922. It is also located c.113m north-west of the nearest burial associated with the medieval Trinity Church located further to the south-east. The site is, however most likely to contain remains associated with Corstopitum Roman fort and its associated vicus or settlement, the nationally protected areas of which are located in the fields to the west and north of the modern settlement in this area.

1.2 It is likely that Roman remains continue over a much larger area than is reflected by the boundary of the Scheduled Ancient Monument with remains associated with the fort having been uncovered at several locations in this part of Corbridge in recent years. In 2001, archaeological monitoring of an extension at 46 Roman Way, 1 5m south of the site, revealed quantities of Roman pottery and below ground archaeological features of Roman date. A Roman culvert and burial have also been recorded c.28m north-east of the Red House. Given the similar distance of these finds and the Red House from the Roman fort, there is the strong possibility that archaeological remains could extend over this area.

1.3 Policy and Archaeological Background

1.3.1 Policy relating to the assessment and mitigation of impacts to the heritage resource within the planning system is set out in the *National Planning Policy Framework*. The Framework identifies that the planning system should perform 'an environmental role', contributing to and protecting the built and historic environment¹ and that the pursuit of 'sustainable development' includes seeking improvements to the built, natural and historic environment.²

1.3.2 The Framework further clarifies that, in circumstances where heritage assets will be damaged or lost as a result of development, Local Planning Authorities should require developers to record and advance the understanding of the asset to be lost in a manner appropriate to the significance of the asset. The evidence (and any archive) generated as part of the plan making process should be made publically accessible; copies of the evidence generated should be deposited with the relevant Historic Environment Record and archives with the relevant museum.³

¹ NPPF Paragraph 7

² NPPF Paragraph 9

³ NPPF Paragraph 141 and footnote 30

1.4 Mitigation of development impact

1.4.1 Having assessed the potential impact of the development on the archaeological resource, Northumberland Conservation has advised Northumberland County Council (NCC) Development Management Team (Householders and Others Team) that should permission be granted, a condition should be attached to the permission requiring a programme of archaeological mitigation consistent with the objectives of paragraphs 141-176; 203-206 of the *National Planning Policy Framework*.

1.5 This brief constitutes Northumberland Conservation's justification for the investigation, its objectives and the strategy and procedures to apply to the programme of archaeological recording. **This brief does not constitute the required 'written scheme of investigation'.**

1.6 **The developer should discuss their intended scope of works with their archaeological contractor prior to work taking place in order that an appropriate programme of archaeological monitoring can be agreed.**

1.7 The brief is intended to establish the project parameters to enable an archaeological consultant or contractor to tender for the work and once commissioned to prepare and submit an appropriate Method Statement, Project Design or Specification to Northumberland Conservation for approval prior to work commencing. The project design should be based on a thorough study of all relevant background information, in particular any assessment or evaluation reports or, in their absence, data held or referenced in Northumberland Historic Environment Record (HER).

1.8 The archaeological consultant or contractor will need to confirm the extent of the development and the nature of the works with the developer as part of the specification.

1.9 Northumberland Conservation Charging Policy

1.9.1 Northumberland Conservation operates a charging policy. Charges are calculated to recover the costs of staff time and travel associated with the preparation and monitoring of archaeological assessment and mitigation work in the planning context.

1.9.2 A copy of the current charging policy can be viewed via the Northumberland County Council website⁴.

1.9.3 This is an application for a Householder development. **Fees as set out in the charging document will apply for this type of application (Table 1).**

1.10 Purpose of the Brief

1.10.1 This brief constitutes Northumberland Conservation's justification for the investigation, its objectives and the strategy and procedures to apply to the programme of archaeological recording. **This brief does not constitute the**

⁴ <http://www.northumberland.gov.uk/default.aspx?page=1627> Charging Policy document

required 'written scheme of investigation'.

1.10.2 The brief is intended to establish the project parameters to enable an archaeological consultant or contractor to tender for the work and, once commissioned, to prepare and submit an appropriate Written Scheme of Investigation/Project Design/Method Statement to Northumberland Conservation for approval prior to work commencing. **The mitigation brief is tied directly into the planning condition and as a result there will be no charge for the production of a mitigation brief. The prior approval of Written Schemes of Investigation for archaeological work and excavation reports are chargeable services.**

1.11 Purpose of the Written Scheme of Investigation (WSI)

1.11.1 The Written Scheme of Investigation (WSI)/Project Design/Method Statement should be produced in line with the detailed requirements laid out in the brief or following detailed discussion with the Assistant County Archaeologist.

1.11.2 The WSI should be based on a thorough study of all relevant background information, in particular any assessment or evaluation reports or, in their absence, data held or referenced in Northumberland Historic Environment Record (HER). *Contractors should therefore ensure that they have made provision to consult the HER as part of any required tender submissions or project costings. The submitted WSI should include a summary archaeological background informed by the results of the HER search.*

1.11.3 The developer should discuss the extent of the development, the nature of the works and their intended scope of works with their archaeological contractor **prior to the production of a WSI**, in order that an appropriate programme of archaeological monitoring can be **agreed and confirmed within the WSI**.

1.11.4 The archaeological contractor must confirm if they intend to use digital or slide and print photography. Contact should be made with the relevant Archives (see sections 3.4 and 4.1) to discuss their requirements **prior to the production of the WSI**. **Details of these requirements should be included in the WSI for approval.** *Contractors should therefore ensure that they have made provision for any associated fees as part of any required tender submissions or project costings.*

1.11.5 In line with part (a) of the planning condition, work cannot commence on site until the WSI has been submitted to NCC Development Management Team (Householders and Others Team) and approved in writing on the advice of Northumberland Conservation. Northumberland Conservation now charges for this service. The current costs laid out in the charging document will apply for a Householder application (Table 1).⁵

⁵ <http://www.northumberland.gov.uk/default.aspx?page=1627> Charging Policy document

2 Method of work

- 2.1 The purpose of this work is to ensure that important archaeological remains are not destroyed without first being adequately recorded.
- 2.2 The proposed development has the potential to disturb important archaeological remains associated with Corbridge Roman fort, with the potential for remains of prehistoric and medieval date. It is considered that in this case a watching brief is the appropriate archaeological response. The watching brief should cover the following groundworks for the development:
- Groundworks associated with the construction of the new garage
 - Groundworks for new access to the garage
 - Excavations for the provision of services
 - Groundworks associated with site clearance
 - Any landscaping activities
- 2.3 **Should the groundworks not exceed modern disturbance or equally should they exceed the depth at which archaeological remains are present, Northumberland Conservation should be contacted in order to establish whether the watching brief need continue in these specific areas.**

2.4 General Standards

- 2.4.1 All work should be carried out in compliance with the codes of conduct of the Institute for Archaeologists (IfA) 6 and should follow the IfA Standards for Watching Briefs.⁷
- 2.4.2 All work should be carried out in compliance with the Regional Statement of Good Practice.⁸
- 2.4.3 All staff must be suitably qualified and experienced for their project roles.
- 2.4.4 All staff must familiarise themselves with the archaeological background of the site, and the results of any previous work in the area, prior to the start of work on site. All staff must be aware of the work required under the specification, and must understand the projects aims and methodologies.
- 2.4.5 **Pre-site work preparation**
- i) A specification in line with this brief must be submitted and approved by Northumberland Conservation **prior** to work commencing.
 - ii) As required by Paragraph 128 of the *National Planning policy Framework*, the appointed contractor must consult the Historic Environment Record as part of the site assessment process. Contractors should therefore ensure that they

⁶ Institute for Archaeologists, 2008, *By-Laws: Code of Conduct* (23 October 2008): http://www.archaeologists.net/modules/icontent/inPages/docs/codes/code_conduct.pdf

⁷ Institute for Archaeologists, 2008, *Standard and Guidance for an archaeological watching brief* (28 October 2008): <http://www.archaeologists.net/modules/icontent/inPages/docs/codes/watch2.pdf>

⁸ Yorkshire, The Humber and the North-East: A Regional Statement of Good Practice for Archaeology in the Development Process (25 November 2009)

have made provision to consult the HER as part of any required tender submissions or project costings. The results should be included in the written scheme of investigation.

- iii) **The archaeological contractor should note that the formulation of an appropriate environmental sampling strategy is a mandatory part of this project. Advice on such a strategy must be obtained from the English Heritage Scientific Advisor for North East England, Dr Jacqui Huntley, English Heritage Offices, Bessie Surtees' House, 41-44 Sandhill, Newcastle upon Tyne NE1 3JF (Tel. 0191 269 1250 or Mobile (preferred contact): 077134 00387).**
- iv) **The Great North Museum, Newcastle-upon-Tyne and ADS (if digital photography is being used) should be contacted to discuss archiving prior to work commencing**

2.4.6 Fieldwork

- i) This observation shall involve the systematic examination and accurate recording of all archaeological features, horizons and artefacts identified.
- ii) **If archaeological remains are uncovered, the archaeologist should be given the opportunity of excavating and recording the remains before they are destroyed.**
- iii) A full and proper record (written, graphic and photographic as appropriate) should be made for all work, using pro forma record sheets and text descriptions appropriate to the work. Accurate scale plans and section drawings should be drawn at 1:50, 1:20 and 1:10 scales as appropriate. Where skeletons are encountered, they should be recorded by photography and the use of pro forma skeleton recording sheets.
- iv) The area watched by the archaeologist should be accurately tied into the National Grid and located on a 1:2500 or 1:1250 map of the area. All archaeological deposits and features and at the top and base of all groundworks must be recorded with an **above Ordnance Datum (aOD)** level.
- v) A photographic record of all contexts should be taken in colour transparency and black and white print and should include a clearly visible, graduated metric scale. A register of all photographs should be kept. **If the archaeological contractor would prefer to use digital photography as standard, the digital photographs will need to be submitted to the Archaeological Data Service (ADS) for long-term archive storage. ADS will need to be approached prior to the production of the Written Scheme of Investigation (see section 1.7.1) and the digital archiving details included in that document. Contact details can be provided by Northumberland Conservation on request.**
- vi) In the event of human burials being discovered, the archaeologist will procure and comply with all statutory consents and licences under the Burial Act 1857
- vii) **Where any part of a human burial is disturbed, the whole burial must be archaeologically excavated.**
- viii) Appropriate procedures under the relevant legislation must be followed in the event of the discovery of artefacts covered by the provisions of the Treasure Act 1996.
- ix) During and after the excavation, all recovered artefacts must be stored in the appropriate materials and storage conditions to ensure minimal deterioration and loss of information (this should include controlled storage, correct packaging, regular monitoring of conditions, immediate selection for

conservation of vulnerable material).

3 Contingency arrangements

- 3.1 In the event of the discovery of archaeological remains which are of a greater number or extent than anticipated, work will cease and Northumberland Conservation and a representative of the developer will be notified. An assessment will be made of the importance of the remains and any provision for their recording or preservation in situ as appropriate.
- 3.2 The contingency for this project has been set at up to **40** person-days.
- 3.3 In the event that hearths, kilns or ovens (of whatever period, date or function) are identified during the watching brief provision should be made to collect at least one archaeo-magnetic date to be calculated from each individual hearth surface (or in the case of domestic dwellings sites a minimum of one per building identified). Where applicable, samples to be collected from the site and processed by a suitably trained specialist for dating purposes. In the event that such deposits or structures are identified, the Conservation Team should be contacted to discuss the appropriate response. This specific aspect of the sampling strategy should also be discussed in advance with English Heritage as per 'General Standards' above.

3.4 Site monitoring and visits

- 3.4.1 The Assistant County Archaeologist dealing with this application must be informed on the start date and timetable for the watching brief **in advance** of work commencing.
- 3.4.2 Reasonable access to the site for the purposes of monitoring the archaeological scheme will be afforded to the Assistant County Archaeologist or his/her nominee at all times.
- 3.4.3 Regular communication between the archaeological contractor, the Assistant County Archaeologist and other interested parties must be maintained to ensure the project aims and objectives are achieved.
- 3.4.4 Northumberland Conservation has identified that **1** site visit may be required for the mitigation programme.
- 3.4.5 There will be no charge for the first visit but any additional visits will be charged at the standard hourly rate plus mileage. Any additional visits requested by the developer will be charged for at the rate stated in the charging document. Visits estimated that do not occur, will not be charged for. Site visits will be charged on the basis of return mileage from County Hall to the site.

4 Post-excavation work and reporting

4.1 Finds

- 4.1.1 All finds processing, conservation work and storage of finds must be carried out in compliance with the IfA Guidelines for Finds Work⁹ and those set by UKIC.
- 4.1.2 The deposition and disposal of artefacts must be agreed with the legal owner and recipient museum **prior** to the work taking place. Where the landowner decides to retain artefacts adequate provision must be made for recording them. Details of land ownership should be provided by the developer.
- 4.1.3 All retained artefacts must be cleaned and packaged in accordance with the requirements of the recipient museum.

4.2 Site Archive

- 4.2.1 Paragraph 141 of the *National Planning Policy Framework* clarifies that Local Planning Authorities should make evidence gathered as part of archaeological mitigation exercises, including any archive, publically accessible. Copies of the primary report should be deposited with the Historic Environment Record and the archive deposited with an agreed local museum.
- 4.2.2 Archiving work must be carried out in compliance with the IfA Guidelines for Archiving¹⁰
- 4.2.3 The archive and the finds must be deposited in the Great North Museum, within **6 months** of completion of the post-excavation work and report.
- 4.2.4 Before the commencement of fieldwork, contact should be made with the landowners and with the Great North Museum to make the relevant arrangements. Details of land ownership should be provided by the developer
- 4.2.5 *If the archaeological contractor would prefer to use digital photography as standard, the digital photographs will need to be submitted to the Archaeological Data Service (ADS) for long-term archive storage within 6 months of completion of the post-excavation work and the report.***
- 4.2.6 Northumberland Conservation will require confirmation that the archive had been submitted in a satisfactory form to the relevant depository before recommending to the local planning authority that the condition should be fully discharged.**

⁹ Institute for Archaeologists, 2008. *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (28 October 2008):

<http://www.archaeologists.net/modules/icontent/inPages/docs/codes/Finds2008.pdf>

¹⁰ Institute for Archaeologists, 2008. *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* (October 2008):

<http://www.archaeologists.net/modules/icontent/inPages/docs/codes/Archives2009.pdf>

4.3 Report

- 4.3.1 The archaeological consultant or contractor must submit a copy of the report to their client and Northumberland Conservation within 2 months of completion of the work.
- 4.3.2 Northumberland Conservation requires one bound paper copy and one digital copy (in Word or PDF format) of the report.
- 4.3.3 Northumberland Conservation will need to approve the report before discharging the condition on the planning permission
- 4.3.4 Each page and paragraph should be numbered within the report and illustrations cross-referenced within the text.
- 4.3.5 The report should include as a minimum the following:
- i) Planning application number, Northumberland Conservation reference, OASIS reference number Archive reference and an 8 figure grid reference
 - ii) A summary statement of the results
 - iii) A copy of this brief
 - iv) A copy of the 'check-list' appended to this brief
 - v) A table summarising the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds
 - vi) Above Ordnance Datum levels and levels below current ground level in the text
 - vii) A location plan of the site at an appropriate scale of at least 1:10 000
 - viii) A location plan of the extent of the watching brief within the site. This must be at a recognisable planning scale, and located with reference to the national grid, to allow the results to be accurately plotted on the Historic Environment Record
 - ix) Plans and sections of archaeology located at a recognisable planning scale (1:10, 1:20, 1:50 or 1:100, as appropriate)
 - x) Above Ordnance Datum (aOD) levels included on plans and sections
 - xi) Both aOD levels and depth below current ground level to be included within the text
 - xii) **Any variation to the above requirements should be approved by the planning authority prior to work being submitted**

4.4 Approval of report

- 4.4.1 In line with the planning condition, the report will need to be submitted to NCC Development Management Team (Householders and Others Team) and approved in writing before the condition can be discharged. Approval of the report will be on the advice of Northumberland Conservation.
- 4.4.2 There will be a fixed charge for approving the report submitted at the post-excavation phase, including (if appropriate) interim and final reports. This cost has been based on the estimated time required to undertake this activity. **Fees as set out in Table 1 of the charging document will apply.**¹¹

¹¹ <http://www.northumberland.gov.uk/default.aspx?page=1627> Charging Policy document

4.5 OASIS

4.5.1 Northumberland Conservation and HER support the Online Access to Index of Archaeological Investigations (OASIS) Project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large scale developer funded fieldwork.

4.5.2 The archaeological consultant or contractor must therefore complete the online OASIS form at <http://oasis.ac.uk/>. If the contractors are unfamiliar with OASIS, they are advised to contact Northumberland HER prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, Northumberland HER will validate the OASIS form thus placing the information into the public domain on the OASIS website. **The archaeological consultant or contractor must indicate that they agree to this procedure within the specification/project design/written scheme of investigation submitted to Northumberland Conservation for approval**

4.6 Publication

4.6.1 A summary should be prepared for 'Archaeology in Northumberland' and submitted to Liz Williams, Northumberland HER Officer, by December of the year in which the work is completed.

4.6.2 A short report of the work should also be submitted to a local journal if appropriate and agreed with Northumberland Conservation. If publication is a requirement, the publication report will need to be approved by Northumberland Conservation before discharging the condition on the planning permission

5 Further Guidance

5.1 Any further guidance or queries regarding the provision of a specification should be directed to:

Karen Derham
Assistant County Archaeologist
Northumberland County Council
County Hall
Morpeth
Northumberland
NE61 2EF

Tel: 01670 622655
Fax: 01670 533409
e-mail: Karen.derham@northumberland.gov.uk

21/8/2014

Archaeological Watching Brief Report Check List

Site name:

Archaeological Contractor:

Check List	Contractor	Northumberland Conservation (NC)
Copy of report checklist		
Planning ref.		
Northumberland Conservation ref.		
OASIS ref.		
Confirmation that all OASIS sections completed incl. submission of grey literature		
Archive reference		
8 figure grid reference		
Results		
Summary statement of the results		
Table summarising the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds		
Plans and sections		
Location plan at scale of at least 1:10000		
Plans showing location of archaeological work at recognisable planning scale		
Plans showing location of archaeological work with reference to national grid		
Detailed plans and sections at recognisable planning scale		
Above Ordnance Datum levels and levels below current ground level in the text		
Above Ordnance Datum levels included on plans and sections		
Any variation approved by NC prior to work commencing		

Contractor checked:

NC Officer checked:

Date:

Date: