

# **Report on the Watching Brief at 4, The Elms, Berwick-upon-Tweed, Northumberland**

**(November 2, 2004)**

**By: Kristian L.R. Pedersen**

Client:	Dr. Knight
Planning Application No.:	03/B/0850
OASIS Reference No.:	bibliore1-5660

Compiled by: Kristian L.R. Pedersen  
Biblioresearch  
54 Longstone Park  
Beadnell, Near Chathill  
Northumberland, NE67 5BP

## **Table of Contents**

<b>1. Summary</b>	<b>1</b>
<b>2. Introduction</b>	<b>1</b>
<b>3. Background</b>	<b>3</b>
<b>4. Method Statement</b>	<b>5</b>
<b>5. Stratigraphic Succession</b>	<b>10</b>
<b>6. Conclusions</b>	<b>10</b>
<b>7. Acknowledgements</b>	<b>11</b>
<b>8. References</b>	<b>11</b>
<b>9. Appendix: Archaeological Specification for Land at 4, The Elms, Berwick-upon-Tweed</b>	<b>12</b>

## **Illustrations**

<b>Figure 1</b>	<b>The situation of the investigation area at a national (A), regional (B) and local scale (C)</b>	<b>2</b>
<b>Figure 2</b>	<b>The investigation area before the commencement of groundworks, facing north</b>	<b>6</b>
<b>Figure 3</b>	<b>The investigation area before the commencement of groundworks, facing south</b>	<b>6</b>
<b>Figure 4</b>	<b>The digging of the footing trenches</b>	<b>7</b>
<b>Figure 5</b>	<b>Plan drawing of the footing trenches and location of the representative section</b>	<b>7</b>
<b>Figure 6</b>	<b>The westernmost footing trench</b>	<b>8</b>
<b>Figure 7</b>	<b>The northernmost footing trench</b>	<b>9</b>
<b>Figure 8</b>	<b>The representative section</b>	<b>10</b>

## **1. Summary**

*An archaeological watching brief was carried out on the land adjacent to the house at 4, The Elms (Castle Terrace), Berwick-upon-Tweed, Northumberland (National Grid Reference NT 9864 5402; elevation 68 metres OD), in fulfilment of planning stipulations made by Northumberland County Council. This work was conducted on behalf of Dr. Knight, the owner and developer of the land, in advance of the erection of a garage. Signs of archaeological deposits were sought as the footings for the structure were dug by mechanical digger. In total, four trenches were dug; each measured six metres long and 85 cm wide. No archaeological features were observed in any of the trenches. The stratigraphic succession was curious in that a thick and undifferentiated deposit of reddish clay-silt comprised the entire deposit to a depth of 100 cm, which represents the maximum depth of the trenches. At the lowermost levels, a series of copper pipes, probably the former water mains, ran north-south through the development area. The conclusion drawn during this work was that this clay-silt deposit was brought onto the site during the construction of the houses, possibly to landscape the garden, or derives from the field lying behind the site at an higher elevation, being deposited on the site through colluvial activity.*

## **2. Introduction**

This watching brief was undertaken in accordance with the written scheme of investigation designed by the Assistant County Archaeologist at the Northumberland County Council (herein reproduced in the appendix). The watching brief comprised the archaeological monitoring and recording of the footing trenches dug by a mechanical digger. No features or deposits of any archaeological significance were observed in the footing trenches, nor were any artefacts recovered. A representative section was therefore drawn, which revealed the stratigraphic succession typical of the investigation area. No variation to this succession was observed in any of the trenches, apart from where modern trenches had been dug for the laying of copper water pipes. The precise date at which this occurred could not be ascertained, but the workmen on the site reckoned that these are unlikely to have been dug before the 1950s.

**2.1** This report presents the results of the watching brief, outlining the archaeological and historical background of the study, the methods employed, and a description of the stratigraphic succession. The illustrations record the excavation process, and the appendix reproduces the specification for the study kindly provided by Northumberland County Council.



**Figure 1: The situation of the investigation area at a national (A), regional (B) and local scale (C)**

### 3. Archaeological and Historical Background

The town of Berwick-upon-Tweed has a rich archaeological heritage, being nationally renowned for the Mediæval and Elizabethan fortifications which surround the 'old' town at the mouth of the Tweed. Earlier settlement in the vicinity is attested to by the occurrence of Neolithic or Bronze Age lithic material at Castlehills Farms, and the find of narrow blade cores, possibly belonging to the Mesolithic, on a field adjacent to the railway line slightly centred on the National Grid Reference point of NT 9885 5541 (Pedersen 2004). A large body of lithic material deriving from the Mesolithic and Neolithic has recently been found along the Lower Tweed corridor at the nearby village of Horncliffe (Waddington, *personal communication*).

**3.2** The name 'Berwick' derives from the Saxon era, and means 'corn farm' or 'grain farm' (Ekwall 1947), implying that it began as a modest agricultural settlement. Nevertheless, 'Tweed' has its origins in the Celtic languages; this has led to the supposition that 'Tweedmouth' might potentially be an older settlement than Berwick-upon-Tweed (Evans, *personal communication*). No archaeological evidence exists, however, to confirm either the early Saxon origin of Berwick-upon-Tweed or the possibility that Tweedmouth antedates its settlement. The earliest mention of Berwick-upon-Tweed is in a charter from Edgar, King of Scotland, conferring the village on to the Bishop of Durham in 1097. Sometime during the reign of King David of Scotland (1124 – 1153), Berwick-upon-Tweed became a Scottish Royal Burgh; the town subsequently changed hands between English and Scottish forces thirteen times. After being sacked by King John in 1214, the town recovered in the reign of Alexander III (1247 – 1286) and became an important and populous Scottish commercial centre. This was recorded in the *Lanercost Chronicle*, but the point is underscored by the customs records of 1286 which show that the customs revenue of Berwick-upon-Tweed amounted to £2,190 paid annually to the Scottish Exchequer. The customs revenue for all of England was only four times this amount (Graham 1974: 3).

**3.3** When, in 1292, Edward I gave Scotland to Baliol at Berwick Castle, the prominent burghers swore allegiance to Edward and the town fell into English hands. In the war of 1296, Berwick-upon-Tweed suffered greatly and this led to the commercial significance of the town fading substantially. The English authorities began building the walls surrounding the town in the reign of Edward I, but these were enhanced and expanded to attract English merchants in the early fourteenth century. Berwick-upon-Tweed, however, never recovered its

commercial pre-eminence after this time and slowly was transformed into a garrison town.

**3.4** The investigation area lies within the orbit of the abandoned village of Bondington, on the northwestern outskirts of Berwick-upon-Tweed. Its fortunes were inextricably entwined with that of the town, particularly during the Anglo-Scots wars that finally saw Berwick-upon-Tweed annexed by the English crown. The village name is Saxon in origin, but the earliest mention of it occurs in charters from 1128 and 1153. The village is no longer mentioned after 1333, suggesting its abandonment. This is roughly contemporaneous with the intensive fortification of Berwick-upon-Tweed, and because Bondington did not fall within the defensive works, it might have been subject to depredation from brigands and Scottish forces and therefore abandoned.

**3.5** The Cistercian nunnery of St. Leonard's was situated in Bondington. This was founded by King David I (1124- 1153), but badly damaged during the battle of Halidon Hill in 1333. It was rebuilt under orders from Edward III (1327 – 1377) and awarded an annual grant from Berwick-upon-Tweed. St. Leonard's was finally destroyed in its entirety in 1420. The Church of St. Lawrence was, according to the Chartulary of Kelso (1128 – 1158) awarded to the monks of Kelso. No records of the church occur after 1300.

**3.6** Archaeological investigation in Bondington has afforded a wealth of knowledge concerning the settlement of the village. Excavations at the Northumbria Bible College, at 53 Castle Terrace, revealed the remains of settlement and associated structure that were associated with the Mediæval village. Moreover, a ditch was also found that is thought to antedate the 18<sup>th</sup>-19<sup>th</sup> century field boundaries that are depicted in documents and old maps (Northern Archaeological Associates 1999a, 1999b). Excavation has also been undertaken at the site of St. Leonard's Nunnery, lying 170 metres to the southeast of The Elms (Williams 2004). The site of St. Leonard's Church lies 130 metres from the investigation area, thereby suggesting an high density of Mediæval settlement in the immediate vicinity.

**3.7** Aerial photographs taken in 1976 revealed the parchmarks of three buildings lying to the west of the investigation area. The largest was orientated east-west and was a cruciform structure. The associated buildings are likely to be infirmary and guest houses. Pieces of stonework exposed during ploughing seem to corroborate this supposition. Human remains were found immediately east of these cropmarks by workmen in 1954, and reported to be five hundred and six

hundred years old; these were interpreted as either the remains of soldiers that fell in the Battle of Halidon Hill or the constituents of a monastic cemetery (Clack & Gosling 1976: 162). The nunnery was explored by geophysical survey in 2002. This study included the nunnery itself, and the fields both north and south, and afforded good evidence for the existence of the structure and associated buildings (Evans, *personal communication*; Williams 2004).

**3.8** The construction of Cheviot House revealed the foundations of the Church of St. Lawrence and several of graves (Scott 1888: 332ff.). As a patio was dug in 2000, the owner discovered two articulated skeletons and loose human bone, and the stratigraphic succession revealed the existence of a graveyard soil overlain by a construction deposit from the building of the garden. It has therefore been assumed that the graveyard was densely occupied and extended from the church into the field beyond.

**3.9** The archaeological and historical background of Bondington has been the subject of investigation by the Borders Archaeological Society in its *Bondington Project*. This report has only been made public in December 2004 and outlines not only the fragmentary historic records, but also the results of excavation and geophysical assays undertaken by this organisation. Further work on Bondington is expected in the following years, including excavations in the vicinity of the investigations whose description comprises the remainder of this report.

#### **4. Method Statement**

The watching brief was undertaken in accordance with the methods stated by the *Institute of Field Archaeologists* in their publication *Standards and Guidance for an Archaeological Watching Brief* (2001). A series of photographs were then taken to record the land surface before any work began. As there were no indications of archaeological features, the digging of the footing trenches by a digging machine commenced. This work was supervised throughout to permit the identification of features and deposits that might be exposed. Once the excavation had concluded, a representative section photographed and drawn at a scale of 1:10; thereafter context sheets describing the stratigraphic succession were written. Finally, a plan of the trenches was produced at a scale of 1:20.





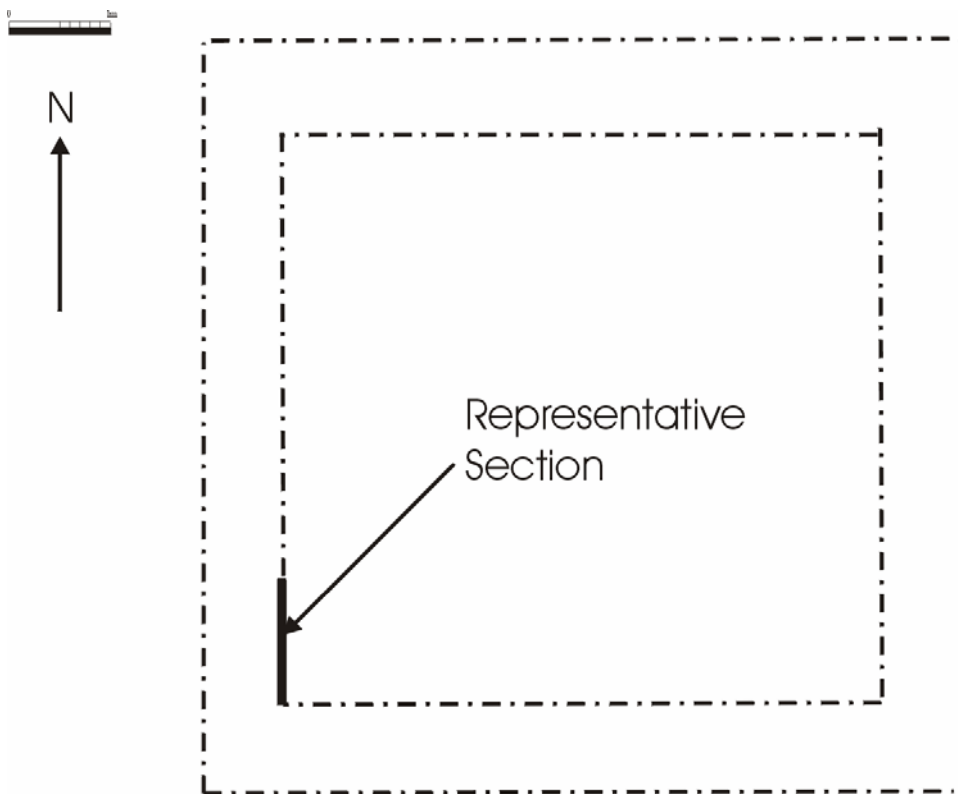
**Figure 2: The investigation area before the commencement of groundworks, facing north**



**Figure 3: The investigation area before the commencement of groundworks, facing south**



**Figure 4: The digging of the footing trenches**



**Figure 5: Plan drawing of the footing trenches and location of the representative section**





**Figure 6: The westernmost footing trench**





**Figure 7: The northernmost footing trench**

## 5. Stratigraphic Succession

The stratigraphic succession at the site was simple and straightforward, consisting of a thick and undifferentiated deposit of reddish clay-silt that extended to a depth of at least 100 cm. No inclusions were evident in this deposit; furthermore, it was a fairly compact sedimentary sequence. At the lowermost levels, copper water pipes were encountered, but the trenches in which these were placed were obvious in the plans and sections. This suggests that the deposition of this sediment antedated the digging of water services sometime in the middle of the last century and it is therefore unlikely that the material had been brought in for the landscaping of the garden when the house was constructed. This puzzling sedimentary sequence was also recognised in the vicinity during the course of the Bondington Project (Williams, *personal communication*) which militates against its interpretation.



Figure 8: The representative section

## 6. Conclusions

No archaeological deposits were observed during the groundworks at 4, The Elms, in Berwick-upon-Tweed despite all expectations of their presence, given the dense concentration of Mediaeval settlement in the immediate vicinity. Only the singular character of the sediment elicits interest—it was a thick

undifferentiated deposit, apparently unusual (albeit not unknown) in the area. This might have been deposited by colluvial activity; the copper piping is low in the succession, which militates against it having been brought in for landscaping the garden in recent years.

## **7. Acknowledgements**

We wish to thank Dr. Knight for commissioning this study, and Karen Derham for her advice and assistance before the commencement of the work. Also, we wish to thank Barry Evans and the Borders Archaeological Society for kindly sharing the information from the Bondington Project before its publication and public presentation. All errors and shortcomings nevertheless remain the sole responsibility of the author.

## **8. References**

Clack, P.A.G. & P.F. Gosling (editors). 1976. *Archaeology in the North*. Morpeth: Northumberland County Council.

Ekwall, Eilert. 1947. *The Concise Oxford Dictionary of English Place-Names*. Oxford: Clarendon Press, University of Oxford.

Graham, Frank. 1974. *Berwick: A Short History and Guide. Including Tweedmouth, Spittal & Norham*. [Reprinted 1987]. Morpeth: Butler Publishing.

Northern Archaeological Associates. 1999a. *Archaeological Evaluation at Northumbria Bible College, 53 Castle Terrace, Berwick-upon-Tweed*. (Unpublished Report, Northern Archaeological Associates).

Northern Archaeological Associates. 1999b. *Archaeological Assessment at Northumbria Bible College, 53 Castle Terrace, Berwick-upon-Tweed*. (Unpublished Report, Northern Archaeological Associates).

Pedersen, Kristian L.R. 2004. *Report on the Lithic Assemblage Collected During Fieldwalking of the Castlehills Farm and the Farmland Adjacent to the Industrial Estate at Highfields, Berwick-upon-Tweed*. (Unpublished Report Submitted to the Borders Archaeological Society).

Scott, J. 1888. *History of Berwick-upon-Tweed*. Berwick-upon-Tweed.

Williams, Alan. 2004. Archaeological Investigations at Bondington. In (editors) The Borders Archaeological Society. *The Bondington Project*. Berwick-upon-Tweed: The Borders Archaeological Society.



## **9. Appendix: Proposed Garage at 4 The Elms, Castle Terrace, Berwick-upon-Tweed, Northumberland (Recommended Scheme of Works)**

Planning ref: 03/B/0850

Our ref: B38; 2776

Grid ref: NT 9864 5402

### **PROPOSED GARAGE AT 4 THE ELMS, CASTLE TERRACE, BERWICK-UPON-TWEED, NORTHUMBERLAND**

#### **RECOMMENDED SCHEME OF WORKS TO SATISFY PLANNING CONDITION**

##### **Introduction**

*Planning permission has been granted for the construction of a double garage at 4 The Elms, Castle Terrace, Berwick-upon-Tweed. The County Archaeologist has requested that an archaeological condition should be attached to the permission. The following provides a specification for the recommended scheme of works.*

*The proposed development area lies in an area of significant medieval activity. It is located in the area of the deserted medieval village of Bondington with the known site of St Lawrence's church to the east at Cheviot House and the site of St Leonard's Nunnery to the south-west. The full extent of these sites has not been established to date. Consequently any archaeological remains in this area have the potential to provide important information about the development of the village, nunnery and church and the life and diet of the people who lived there. As such, it was considered that some form of archaeological mitigation on the development would be appropriate. In this case, it was concluded that an archaeological watching brief should be undertaken on the construction works, to allow any archaeological remains disturbed to be recorded prior to their destruction.*

*Sufficient detail has been included in this document to allow it to be submitted to archaeological consultants and contractors for tenders or quotations.*

##### **Response**

*The appointed archaeological consultant or contractor must confirm in writing to the Assistant County Archaeologist that they accept all the requirements of the specification. Any variations should be discussed with the Assistant County Archaeologist before the commencement of work. No work should commence prior to the receipt of this letter.*

##### **Site Location**

*The development site is situated to the rear of the Elms, Castle Terrace (Fig 1). The site is centred on NGR NT 9864 5402. Access arrangements will presumably be from an entrance from the main road, although this should be confirmed with the commissioning client, and the area to be covered by the watching brief has been identified on Figure 2.*

##### **Historical and Archaeological Background**

*The proposed development area is located on the site of the medieval village of*

***Bondington. The settlement was first mentioned in a charter written between 1128 and 1153, although the place-name is Anglo-Saxon in origin. There are no written references to the village after about 1333, so it probably disappeared in the 14th century.<sup>1</sup> The village of Bondington is thought to have extended from the old Scotchgate, at the top of Castlegate, along by the houses of Castle Terrace.<sup>2</sup>***

***Documentary evidence indicates no less than 15 religious houses, three major churches and a number of religious hospitals in and around Berwick-upon-Tweed by the end of the 13th century. Documentary sources indicate that the Cistercian nunnery of St Leonard's and St Lawrence's church were located in this area.***

***St Leonard's Nunnery was founded by David I (1124-1153)<sup>3</sup> but was badly damaged in 1333 during the battle of Halidon Hill. Edward III (1327-77) ordered rebuilding and annual grant from revenues of the town but it doesn't appear to have flourished. In 1420 it is said to be 'so destroyed that scarcely any traces of buildings remain'. The Chartulary of Kelso (1128-1158) mentions that Roger Fitz William, probably the founder, gave the Church of St Lawrence to the monks of Kelso. There is no documentary record of the church after 1300.<sup>4</sup>***

***Archaeological investigations have added significantly to our knowledge of the nature and extent of these sites. The following section deals with the recent archaeological investigations in the area surrounding the Elms, Castle Terrace.***

#### **Previous Archaeological investigations**

***The proposed development area is located on the site of the Northumbria Bible College, 53 Castle Terrace. The grounds of the Bible College were the subject of an archaeological desk-based assessment in 1999, which concluded that the settlement and structures associated with medieval Bondington could be located in this area.<sup>5</sup> A limited archaeological evaluation was carried out in 1999 which revealed a ditch, which was apparently truncated and contained two sherds of medieval pottery and fragments of charcoal. It is likely to represent a boundary predating the 18th/19th century field boundaries which are shown in this area in documents and old maps.<sup>6</sup>***

***Since the original planning application on this site, further archaeological investigations have located the site of St Leonard's Nunnery, c.170m to the south-east of the application area, medieval remains likely to be associated with the nunnery at West Hope Farm to the immediate west and the site of St Lawrence's church c.130m to the east of the proposed development area. The limited evaluation on this site in 1999 identified that medieval features were present, the subsequent archaeological work in the surrounding area indicate a much greater density of archaeological remains in this area than reflected in the limited evaluation. The results of these archaeological investigations are briefly summarised in this section.***

***In 1976, aerial photographs identified the parchmarks of three buildings c.170m west of***

---

<sup>1</sup> Clack, P A G and Gosling, P F, eds 1976. Archaeology in the North. (156)

<sup>2</sup> Scott, J, 1888. History of Berwick-upon-Tweed. (332-3)

<sup>3</sup> Scott, J, 1888. History of Berwick upon Tweed. (343-4)

<sup>4</sup> Clack, P A G and Gosling, P F, eds 1976. Archaeology in the North. (157, no 5)

<sup>5</sup> Northern Archaeological Associates, 1999. Northumbria Bible College, 53 Castle Terrace, Berwick Upon Tweed; Archaeological Assessment.

<sup>6</sup> Northern Archaeological Associates, 1999. Northumbria Bible College, 53 Castle Terrace, Berwick Upon Tweed; Archaeological Evaluation.



*the proposed development area. The largest parchmarked building was orientated east-west and represented a cruciform church. The other buildings were interpreted as a possible infirmary and/or guest house. The cropmarks therefore appeared to indicate the site of St Leonard's Nunnery. Pieces of stonework have been brought to the surface by ploughing and can be seen in nearby field banks. In January 1954, workmen found human remains when building on land now occupied by 1 to 4 Duns Road, immediately to the east of the cropmarks. The skeletons were reported as between 500 and 600 years old and either soldiers who died in the Battle of Halidon Hill in 1333, or part of a monastic cemetery.<sup>7</sup>*

*Three sites around the nunnery were examined by geophysical survey in 2002. These included the nunnery site itself (NT 9846 5400), the field east of the nunnery (NT 98508 54036), and the field north of the nunnery where there might be field or garden extensions (NT 98395 54083). Positive results were gained from the known site of the nunnery buildings.<sup>8</sup> Further archaeological investigation was carried out on the site in 2003, but the results are yet to be published.*

*The foundations of the church of St Lawrence and several graves were revealed during the construction of Cheviot House, c.130m east of the proposed development area.<sup>9</sup> In 2000, the householder discovered two skulls while digging a patio in the north-east corner of garden. Further investigation revealed two articulated skeletons and some disarticulated human bone. The stratigraphy showed a graveyard soil overlain by a construction deposit for the high garden wall around the plot. From this it is implied that a relatively densely occupied graveyard extended from the church northwards to the edge of the plot and probably into the field beyond. In addition, an ornate grave slab was found by the landowner in the grounds of Cheviot House. The find spot may indicate its original in-situ position close to the south-east corner of the church in a similar position to the ornate grave markers found to the east at 21 Castle Terrace. The carved stone is an unusual form and probably lay recumbent as one side is plain. The stone is widest in the middle and tapers to each end. The carved ornament seems to have covered the top and sides and consists of creatures whose bodies loop in on themselves and dissolve into thick interlace. It is suggested the carvings are stylistically 12<sup>th</sup> century Romanesque.<sup>10</sup>*

*In 2002, a programme of trial trenching was undertaken at West Hope Farm to the immediate west of the proposed development area, which recorded a number of archaeological features. The evaluation revealed a linear ditch which may have formed the eastern boundary of the nunnery and was broadly contemporary with a large dump of unmortared stone of unknown function. The dump of stone contained pottery of 12<sup>th</sup> to 14<sup>th</sup> century date, although a single sherd of 14<sup>th</sup>-15<sup>th</sup> century pottery was also retrieved. In addition, the evaluation revealed the remains of a timber beam-slot structure of 12<sup>th</sup> to 14<sup>th</sup> century date. It is suggested that the building had a domestic function and, because of its alignment with St Leonard's Nunnery to the south, may be associated with a complex of medieval outbuildings.*

<sup>11</sup>

---

<sup>7</sup> Clack, P A G and Gosling, P F, eds 1976. Archaeology in Northumberland. (162, no 79)

<sup>8</sup> Clack, P A G and Gosling, P F, eds 1976. Archaeology in Northumberland. (162, no 79)

<sup>9</sup> Scott, J, 1888. History of Berwick upon Tweed. (332-3)

<sup>10</sup> Cambridge, E., et al, 2001. 'Berwick and Beyond: medieval religious establishments on the north-western margin of Berwick-upon-Tweed - problems of identity and context', Archaeologia Aeliana (5th Series) 29, 33-94.

<sup>11</sup> Headland Archaeology, 2002. An Archaeological Evaluation at West Hope, Berwick-upon-Tweed. Unpublished report.

## Recommended Course of Action

*The purpose of this work is to ensure that important archaeological remains are not destroyed without first being adequately recorded.*

*Previous archaeological investigations and documentary references indicate that a medieval settlement, nunnery and church were located in this area. The full extent of these sites has not been identified and consequently, the groundworks associated within this development have the potential to impact upon significant remains associated any of these sites. It is considered that in this case a watching brief is the appropriate archaeological response due to the size and location of the development.*

*For this reason, the parts of the scheme indicated on figure 2 should be the subject of an archaeological watching brief. This watching brief should cover all excavations for the development, which must include:*

- Foundations for the new garage

Further details on the location of the various elements within the proposed scheme can be gathered from the commissioning client.

The watching brief should conform to the following standard:

### General Standards

- i) All work should be carried out in compliance with the codes of practice of the Institute of Field Archaeologists (IFA) and should follow the IFA Standards for Watching Briefs.
- ii) All staff must be suitably qualified and experienced for their project roles.
- iii) 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.
- iv) This observation shall involve the systematic examination and accurate recording of all archaeological features, horizons and artefacts identified.
- v) **If archaeological remains are uncovered, the archaeologist should be given the opportunity of excavating and recording the remains before they are destroyed.**
- vi) 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.
- vii) The area watched by the archaeologist should be accurately tied into the National Grid and located on a 1:2500 or 1:250 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.
- viii) 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.
- ix) 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.

- x) **Where any part of a human burial is disturbed, the whole burial must be archaeologically excavated.**

#### Storage

- i) 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).
- ii) All storage must have appropriate security provision.

#### Contingency arrangements

- i) In the event of the discovery of unexpected archaeological remains over and above those predicted by previous archaeological work on the adjoining site, work will cease and the County Archaeological Officer and a representative of the developer will be notified in order that an assessment of the importance of the remains and any provision for their recording may be made.
- ii) The contingency for this project has been set at 10 person-days.

#### **Post excavation work, archive, and report preparation**

##### *Finds Processing*

- i) All finds processing, conservation work and storage of finds must be carried out in compliance with the IFA Guidelines for Finds Work and those set by UKIC.
- ii) Artefact collection and discard policies must be fit for the defined purpose.
- iii) 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.
- iv) All retained artefacts must be cleaned and packaged in accordance with the requirements of the recipient museum.

##### *Site Archive*

- i) The archive and the finds will need to be deposited in the appropriate local museum, once post-excavation work is completed and the report produced.
- ii) Before the commencement of the project on site contact should be made with the landowners and with the appropriate local museum to make the relevant arrangements. Details of land ownership should be provided by the developer. Details of the appropriate museum can be provided by the Assistant County Archaeologist.
- iii) The archive should be completed within six months of the report being completed
- iv) **Northumberland County Council will need confirmation that the archive had been submitted to the museum before discharging the condition on planning permission**

##### *Report*

- i) The archaeological consultant or contractor must submit a copy of the report to their client and Northumberland County Council Conservation Team within 2 months of completion of the work.
- ii) **The Conservation Team require two copies of the report (one bound and one unbound)**
- iii) **Northumberland County Council Conservation Team will need to approve the report before discharging the condition on the planning permission**
- iv) The report should be bound, with each page and paragraph numbered
- v) The report should include as a minimum the following:

- i. Location plans of the site at a scale of at least 1:25 000 and at an appropriate smaller scale
- ii. A location plan of the extent of the watching brief within the site. This must be

at a suitable scale, and located with reference to the national grid, to allow the results to be accurately plotted on the Sites and Monuments Record.

- iii. Plans and sections of archaeology located.
- iv. A summary statement of the results.
- v. A table summarising the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds.

#### *Publication*

- i) A summary should be prepared for 'Archaeology in Northumberland' and submitted to Liz Williams, Northumberland SMR Officer, by December of the year in which the work is completed.
- ii) A short report of the work should also be submitted to a local journal if appropriate.

#### **Monitoring**

- i) Reasonable access to the site for the purposes of monitoring the archaeological scheme will be afforded to the County Archaeologist or his/her nominee at all times.
- ii) Regular communication between the archaeological contractor, the County Archaeologist and other interested parties must be maintained to ensure the project aims and objectives are achieved.

#### **Further Information**

***Any variation to this specification must be agreed with the Assistant County Archaeologist.***

***Guidance on the archaeological action recommended and any further information can be gained from:***

Karen Derham  
Assistant County Archaeologist  
Planning and Environment Department  
Northumberland County Council  
County Hall  
Morpeth  
Northumberland

Tel 01670 534057

16/2/04