

An Archaeological Watching Brief at Fairview Farm, Adlington, Chorley



Area of plots 22-25 prior to excavation

ARS Ltd Report 2010/62
October 2010

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EXECUTIVE SUMMARY

In October 2010 Archaeological Research Services Ltd were commissioned by Cruden Construction to undertake an archaeological watching brief at Fairview Farm, Adlington. The monitoring was carried out in the area of plots 22-25 during ground works for the development of 37 dwellings with external amenity space and off-street parking.

Excavation of a trench approximately 175m² was undertaken during phase one: the removal of Japanese Knotweed. This comprised excavation to a maximum depth of 1.5m. Removal of modern overburden exposed the remains of red brick and stone walling associated with the former farmhouse buildings mapped at this location. Approximately 11.5m of walling was exposed at the north-east corner of the project area; this was fully recorded before its demolition.

Phase two, consisting of ground reduction over the area of plots 22-25, revealed that remains of the farm existed just below the surface, with the foundations predominately laid into natural ground of orangey-red clay and pockets of sand. The watching brief identified remains of wall foundations which were in alignment with buildings identified on Ordnance Survey (OS) maps of the location; they suggest a probable late 18th to 19th century construction date.

1. INTRODUCTION

1.1. Location and scope of work

1.1.1. In October 2010 Archaeological Research Services Ltd (ARS Ltd) were commissioned by Cruden Construction to undertake an archaeological watching brief on groundworks at Fairview Farm, Adlington, Lancashire (Fig. 1). The groundworks observed were carried out in the area of plots 22-25 during a housing development programme of 37 new dwellings with external amenity space and off-street parking. It was a condition of the planning approval that the applicants undertook a programme of archaeological work in accordance with a written scheme of investigation.

1.1.2. The site is centred at SD36005 41387 and consisted of scrubland enclosed by private housing, with a public footpath orientated north-west to south-east across the project area in the north-east corner. Plots 22 to 25 are accessed by way of Farm Avenue to the north-east, whilst the rest of the site is accessed to the south off The Avenue.

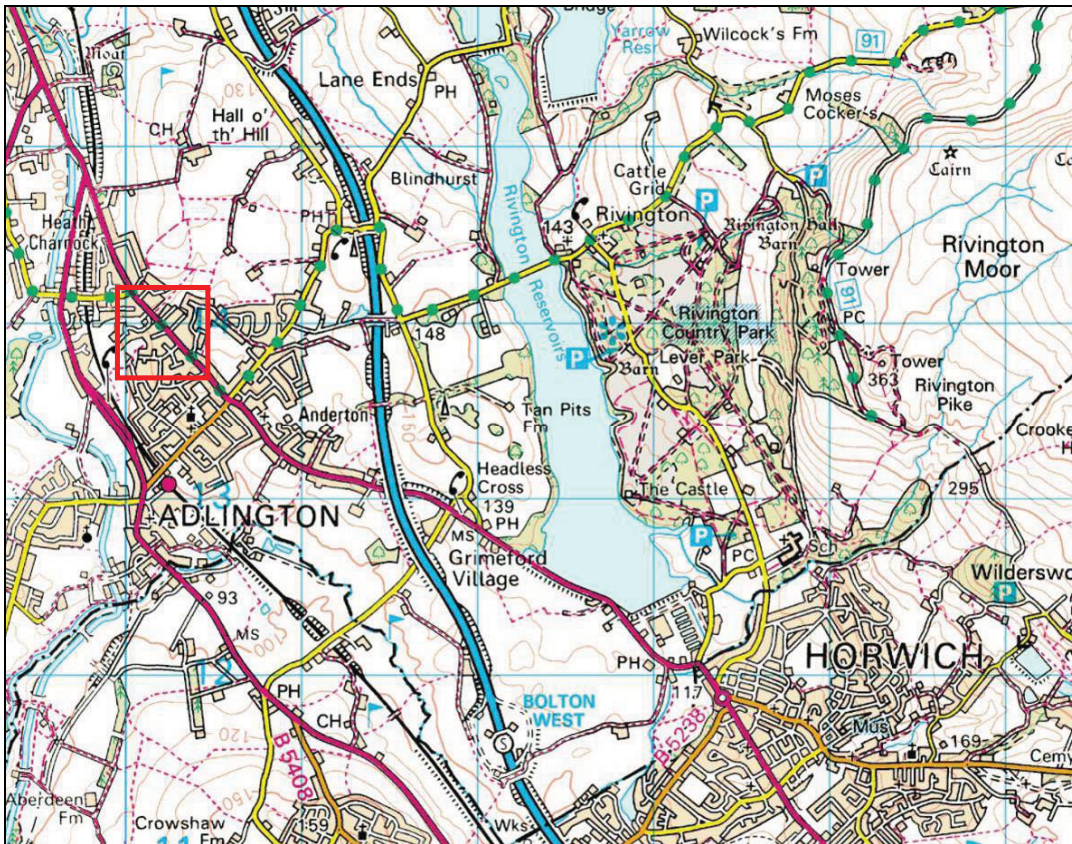


Fig. 1 General Site location.

- 1.1.3. The 1st Edition Ordnance survey 1:10560 mapping (Lancashire sheet 85, surveyed 1845-6) shows a building called *Fairview* to lie within the development area. An aerial photograph taken in 1963 shows this building to be a farmhouse with an attached barn. It was therefore thought possible that the site had the potential to contain structural remains from 19th century buildings or earlier, as the precise date of construction is not known.
- 1.1.4. The initial groundwork (phase 1), undertaken in October, observed the removal of Japanese Knotweed growing in the north-east corner of the project area. This required ground reduction to an area of approximately 175m² until the roots of the Knotweed were entirely removed, at a maximum depth of 1.5m (Fig. 4). This was followed by groundwork (phase 2) to the south-west of the area described above, when ground reduction was undertaken prior to piling of the ground during foundation construction for plots 22-25. This was undertaken over an area of approximately 368m².

1.2. Geology and preservation

- 1.2.1. The solid geology of the site consists of interbedded mudstone, sandstone and siltstone in the Pennine Lower Coal Measures formation, and the superficial geology consists of Devensian till (British Geological Survey 2010).

2. AIMS OF THE PROJECT

- 2.1. The aims of the archaeological watching brief were as follows:
 - To observe all groundwork for the presence of archaeology
 - To alert all interested parties to the possible destruction of archaeological features
 - To fully record any archaeological features encountered.
- 2.2. Archaeological Research Services Ltd ensured that they maintained a good line of communication with Lancashire County Archaeology Service and the main contractors undertaking the on site works.

3. METHOD

- 3.1. The watching brief was undertaken in accordance with the Institute of Field Archaeologists *Standards and Guidelines for Archaeological Watching Briefs*.
- 3.2. ARS Ltd provided an archaeological officer at all times during the ground works within the specified area to undertake the watching brief. A mechanical excavator was used for the groundworks and the archaeologist on site ensured that a toothless ditching bucket was used. The on-site archaeologist was given the opportunity to stop site work in order to investigate any potential archaeological features and adequate time was allowed for recording any such features.

- 3.3. A written, drawn and photographic record was maintained during the watching brief and all significant archaeological remains were recorded and/or retrieved. The on-site drawings followed standard archaeological drawing conventions as outlined in MoLAS' *Archaeological Site Manual* (2002). All excavations were recorded in accordance with normal principles of archaeological evaluation upon *pro forma* context sheets. Any significant architectural features were photographed (with scale) *in situ* and their location recorded on a plan of the site.
- 3.4. Archaeological features identified during the watching brief were investigated by hand to sufficient degree to allow their date, nature and degree of survival to be ascribed. All features thus investigated were recorded in plan and section. Archaeological features identified were photographed and drawn in plan and section at a scale of 1:20. The stratigraphy, where relevant, was recorded within the area of the excavation.
- 3.5. A plan of the excavated area was maintained, with features noted and section lines recorded. All drawings were carried out at an appropriate scale and all contexts were recorded using a single context recording system. The site archive included plans and sections at an appropriate scale, a scaled photographic record, and full stratigraphic records on context sheets.
- 3.6. ARS Ltd ensured that heavy plant or machinery did not operate in the immediate vicinity of archaeological remains until the remains had been recorded. Contractors and plant operators were notified that any observations of archaeological remains must be reported immediately to the archaeological officer on site.
- 3.7. A risk assessment was undertaken before commencement of the work and health and safety regulations were adhered to at all times.



Fig. 2: Site boundary on modern OS map. — Site boundary

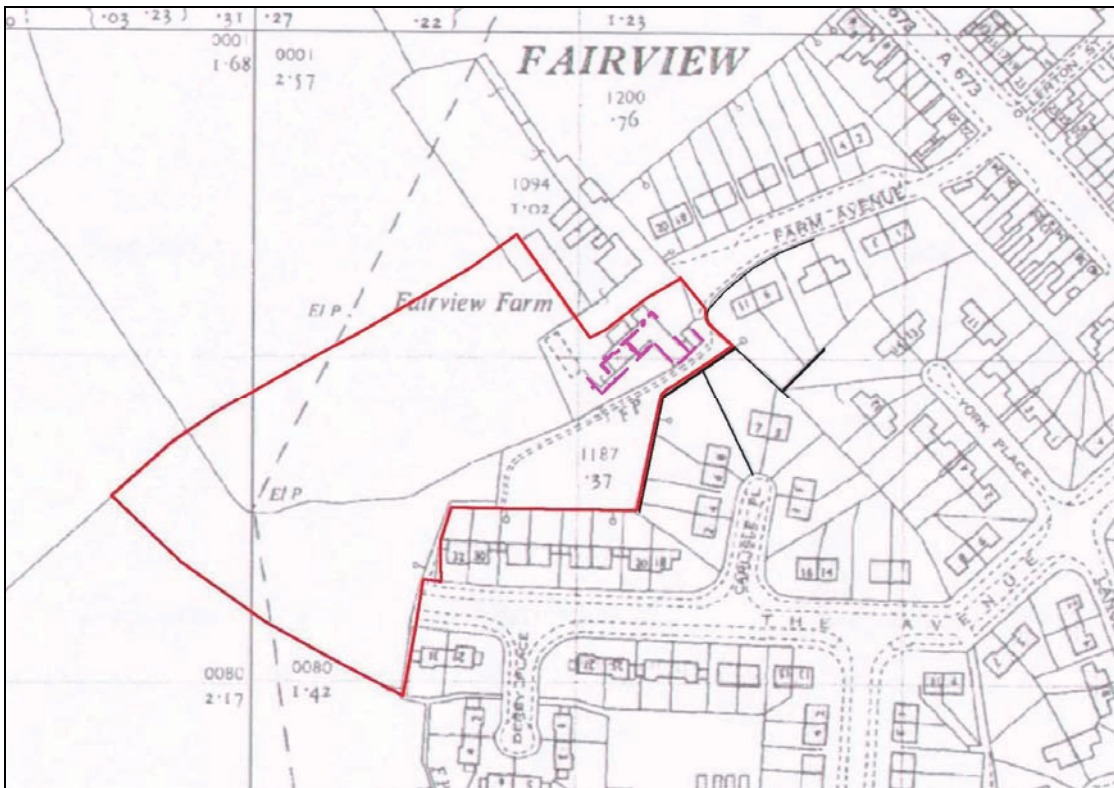


Fig. 3 Site boundary on 1960 OS map. — Features exposed during excavation

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Site Code: Fair 10
 Drawing Ref: 2-12-10
 Date: BM
 Drawn: 1:150 @ A3
 Scale:

Figure 4:

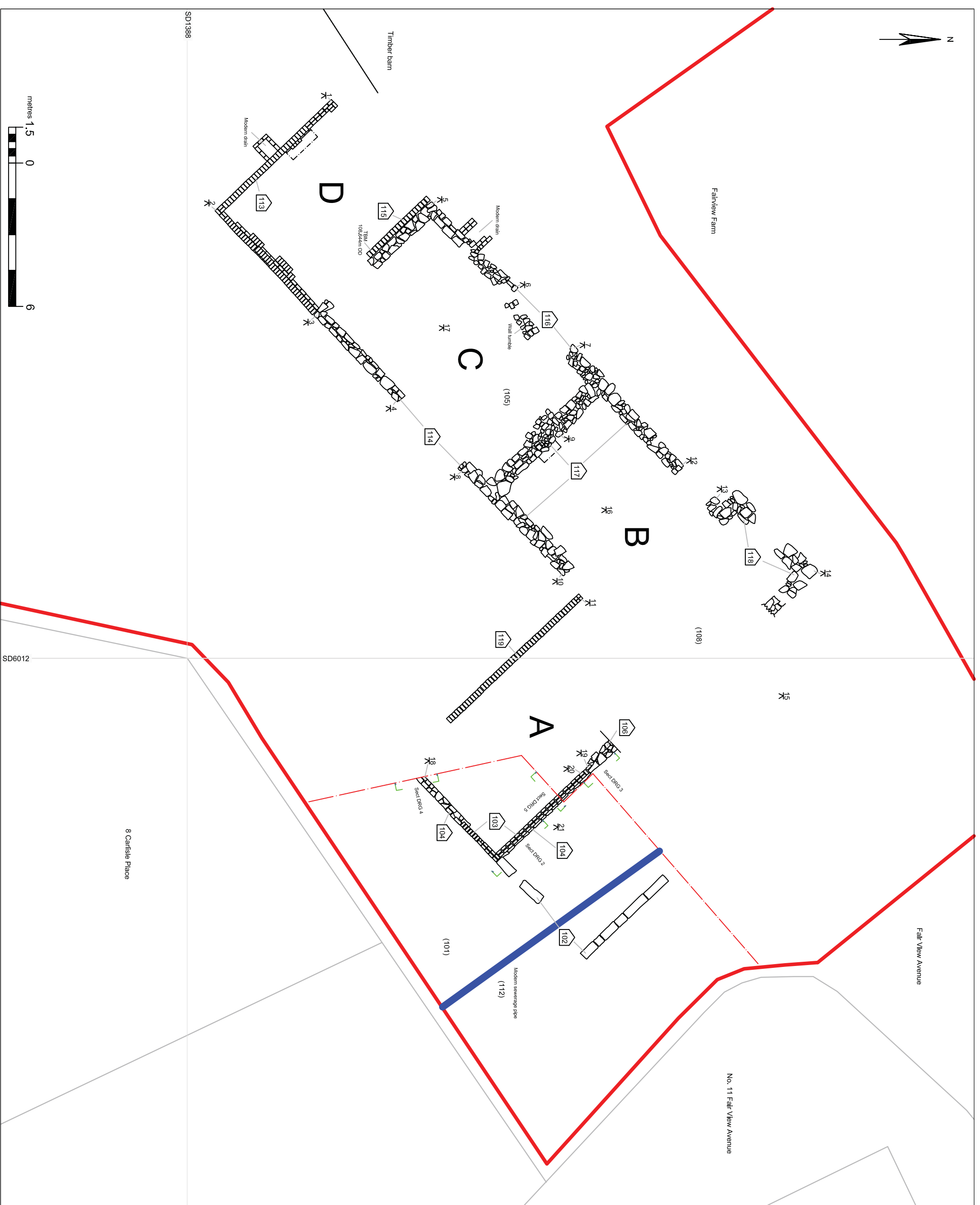
Key:
 - - - Limit of phase 1 excavation:
 Site Boundary

- Levels
1. - 108.459m OD
 2. - 108.929
 3. - 108.709
 4. - 108.764
 5. - 108.715
 6. - 108.704
 7. - 108.879
 8. - 109.949
 9. - 109.004
 10. - 108.986
 11. - 109.074
 12. - 109.043
 13. - 109.097
 14. - 109.156
 15. - 109.468
 16. - 109.039
 17. - 108.727
 18. - 108.895
 19. - 109.378
 20. - 109.284
 21. - 108.656

Notes:

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4. RESULTS

4.1. Phase 1

- 4.1.1. After removal of the undergrowth and small trees which covered the project area, modern overburden (101) was removed. At the eastern extent this consisted of accumulated mounds of black silty soil containing building and household debris. Three metres to the west, these overlay the fragmented remains of a tarmac surface associated with a former footpath to the east of the farm. This had been directly laid onto the cobbled remains of an earlier footpath surface which was set into the natural substratum of orangey-red clay (105).
- 4.1.2. At the western limit of (101) 6m from the eastern boundary, stone blocks were encountered. Partial remains consisting of two blocks and sandy bedding material were orientated south-west to north-east for 5m where they returned at a right angle to the north-west for 4.7m before termination (Fig. 5). The worked rectangular blocks, which measured <math><1.3\text{m} \times 0.34\text{m} \times 0.1\text{m}</math>, were extant for one course only, set onto the sandy bedding layer, and probably represent kerbstones for the footpath.



Fig. 5: Kerbstones 102 abutting 103 in the bottom right hand corner. Facing NW. Scale 2m

- 4.1.3. The kerbstone at the southern extent of the alignment abutted the corner of a double skin brick wall (103), which continued on the same alignment for 4.8m to the limit of excavation. From the corner (103) continued at a right angle to the north-west and was uncovered for 7m, to the limit of excavation (Fig. 6).
- 4.1.4. The brick wall (103) was constructed as double skin with a cavity of 15mm and existed to a maximum height of four courses. The lower course of bricks was laid as headers

with the upper courses in stretcher bond, the plain hand made bricks measured 9¼" x 4½" x 3⅜" and were bonded with pinkish, friable, sandy-lime mortar.



Fig. 6: Remains of brick wall 103 and stone plinth 104. Facing W. Scale 2m & 1m

4.1.5. Wall (103) was constructed onto a stone plinth (104) which measured up to 0.6m in width and 0.35m in height (Fig. 7). Constructed of roughly hewn stone of various sizes (104) was initially flush with (103) on the outer face to a depth of 0.2m, it then stepped out a further 0.1m forming a larger plinth. The north-east facing walls of (103) and (104) extended north-west for 5.4m where (103) abutted a stone wall (106), and (104) appeared to have been tied into (106). Large roughly hewn blocks <0.48m x 0.15m x 0.47m comprised the upper course of (106), with the stonework generally decreasing in size towards the lower section of the wall (Fig. 8). Random areas of stonework had been bonded with pinkish, sandy-lime mortar. The vertical outer face of (106) existed to a height of 0.68m, while the inner face appeared to be of uneven construction, but the excavation did not extend into this area and it was not exposed.



Fig. 7: Walls 103 and plinth 104. Facing SW. Scale 2m



Fig. 8: Junction between walls 103, 104 & 106 Facing SW. Scale 1m

- 4.1.6. Excavation of walls (103) and (104) exposed a foundation trench cut into the section of the north-east facing trench wall. Cut [111] was straight edged with a flat base and cut into greyish brown clay subsoil (107) with a maximum depth of 0.32m and continued into underlying natural ground (105) for a further 0.1m (Appendix 1, Drawing 4).
- 4.1.7. Demolition of (103) and (104) for 3.8m to the north-west exposed the south-east facing section of the trench. This revealed (103) had been constructed into (105) which was then redeposited against the outer face of the wall. At this point a section of wall existed to four courses in height with made ground consisting predominately of dark brown silty clay soil and demolition rubble (108) filling the internal area to the depth of these four courses. Underlying (108) a layer of compacted clay (109) 0.12m in depth had been redeposited over a compacted layer of clinker material (110). At 0.18m in depth (110) had been deposited directly onto subsoil (107), and (110) and (109) probably represent the sub-base and surface of a floor level.

4.2. Phase 2

- 4.2.1. After removal of the overlaying scrub vegetation, made ground (108) was excavated in spits to a maximum depth of 0.25m. This revealed a series of stone and brick walls in plan, which corresponded to the location of mapped buildings on the site prior to their demolition.
- 4.2.2. On completion of phase 1 a hardcore surface had been laid on the surrounding ground in an area where there would be no further ground reduction. A section of red brick was observed just below the surface of the hardcore. After light cleaning of overlaying hardcore this revealed a course of header laid bricks (119), 7.7m in length and orientated north-west to south-east (Fig. 4). The plain hand-made bricks measured 9¼" x 4½" x 3⅜" and were bonded by a pinkish sandy lime mortar.
- 4.2.3. Sandstone boulders were observed 6.5m north-west of (119) in the area which did not require further ground reduction, they were cleaned enough to reveal wall foundations (118) which represented the north-west corner of a structure. The stone foundations were orientated south-east to north-west which after 1.9m returned at a right angle to run to the south-west for 4.8m, after a short dog leg the wall then terminated (Fig. 4). (118) was constructed using irregular sized angular stone <0.47m x 0.4m x 0.14m and the occasional rounded boulder <0.7m x 0.4m x 0.35m and measured between 0.5m to 0.7m in width. The termination of (118) was in alignment with similarly constructed wall foundations (117) located 1.3m to the south-west. The break between these two sections probably represents an access point into area B of a structure.
- 4.2.4. The north-west facing wall of (117) continued 4.5m to the south-west and then returned at a right angle to run 6m south-east, it then returned at a right angle and ran 4m north-east to terminate 1m short of (119). The break between (117) and (119) again probably represents an access point. The 'U'-shaped form of (117) defined the southern limit of area B within the structure. Positioned centrally within the north-west to south-east connecting wall of (117), an area of smaller angular stone cobbles extended beyond the 0.6m width of the foundation walls (Fig. 9). This may indicate the floor level of an access point between areas B and C within the structure. A 1m long

sondage was excavated at the point of difference between the wall and possible floor; this revealed the stone block foundation of the wall to be laid into natural ground (105) to a depth of 0.3m while the smaller angular cobbles were at a depth of only 0.12m.



Fig. 9: Probable floor level of entrance in connecting wall of (117). Facing south-west. Scale 1m



Fig. 10: Wall foundation of (116) & (117) to the north west of the site. Facing north-east. Scale 2m

4.2.5. Two sections of wall foundations extended to the south-west of (117). (116) was tied into the north-west facing wall and extended 1.5m; (114) was tied into the south-east facing wall and extended 1m. Both (116) and (114) terminated at the above points and resumed after a break of 3.8m (Fig. 4). To the east (114) extended south-west 4.7m where the evidence of disturbed stone suggested that the wall returned at a right angle northwest. To the west (116) extended south-west 4.6m to return at a right angle south-east for 3.1m, at which point it terminated to leave a break of 2.3m between (116) and (114). This break was interpreted as the construction of an entrance into a later brick built structure which abutted a probable thrashing barn within area C. The foundations of (114) and (116) were built with irregular sized angular stone <0.55m x 0.4m x 0.12m with no apparent bonding material and to a width of 0.45m, a disparity to the 0.6m width for the abutting foundations walls of (117). A sondage excavated against the south-east face of (114) revealed it to be standing at only one course, and laid directly onto natural ground (105) (Fig. 11).



Fig. 11: South-east facing wall (114) and brick wall (113) laid onto natural ground.
Facing north-west. Scale 2m

4.2.6. A red brick wall (113) which abutted (114) to the south-west was set into natural ground (as seen in Fig. 11). It extended for 5.7m where it returned at a right angle to the north-west for 6.6m (Fig. 4). The south-west run of (113) was stepped down in two locations to accommodate the slight dip in the natural substratum (105), with two possible positions for buttresses identified. The foundations of (113) extended to a width of 0.48m and stepped up two courses to support the double skin width of the wall observed at excavation level. Wall (113) was constructed using frogged bricks which measured 9¼" x 4½" x 3" bonded by firm black sandy mortar, laid either as headers or two skins of stretcher bond. The south-west facing wall of (113) was the limit of the structure and directly opposed the north-west to south-east alignment of (114), (116), situated 5.7m to the north-east. A red brick wall (115) was contemporary

with (113) and abutted the 3.6m length of (116), this respected the break between (114) and (116) which endorsed the assumption for a later construction of an entrance between areas C and D. The north-west of area D was open, which suggested an open barn-type building, perhaps in association with an adjacent timber barn which was still standing prior to phase 2 of the groundworks.

5. Discussion

- 5.1. The two phases of the watching brief identified structural remains predominately in plan form, this enabled the layout and phasing of outbuildings associated with Fairview Farm to be documented. The stone foundations forming an 'L'-shaped structure probably related to the initial construction of the outbuildings. Area C of this structure would at one time have been used as a threshing barn, which in their simplest form consisted of two end bays separated by a central passage served by two pairs of double doors in opposite walls and fitted with a hard floor (Harvey, N. 1975. p5). Local knowledge stated that the floors within the stone buildings and into the courtyard were cobbled, and that they were removed for resale during the demolition of the buildings (pers. comm. Jean Holden-Smith).
- 5.2. Area B to the north-west was probably accessed through an entrance in the dividing wall of (117). In plan, area B is an 'L'-shaped room which was extended to the south-east through the construction of a brick wall (area A.). The original stone wall of the outbuildings probably finished at the junction of (106) and (103) and (106) then returned to the south-west to connect with a stone wall replaced by brick wall (119). With no material finds other than modern pottery and modern debris throughout the overlying made ground, and no identification of domestic activity in the location, no comment can be made as to the use of area B, other than in its later use as stables and a piggery.
- 5.3. The brick extension of area A, which survived to a greater height than other remains on site, was constructed on ground which fell away from the higher level of natural ground to the west in which most of the original foundations were laid. Stone foundations (104) were laid for the construction of the brick walls (103) and (119). The walls were constructed with a larger-sized brick measuring 9¹/₄" x 4¹/₂" x 3³/₈" which may relate to the period of a brick tax from 1784 to 1850. Initially the tax was levied per 1000 bricks irrespective of size, which encouraged the manufacture of large bricks. This changed in 1803 when double duty was charged on bricks of more than 150cu, although this did not curb building with large bricks, as architectural fashion in the nineteenth century was in favour of large bricks, 'those used by Jesse Hartley in the warehouses at Albert Dock, Liverpool, for instance, in 1841-5, are 3¹/₈ ins thick (Brunskill, R.W. 1990. p38).
- 5.4. The bricks used in the construction of a probable open barn building in area D are frogged on both faces and are of a more uniform shape, suggesting a mechanised manufacture. These bricks are still largish being 3" thick and were probably constructed later than the above.



Fig. 12: Condition of site after ground reduction down to natural ground.
Facing South-west. Scale 1m & 2m

6. CONCLUSION

- 6.1. The modern overburden of the site was consistent with levelling of the ground after demolition of the farm complex. Ground reduction revealed that remains of outbuildings existed just below the surface, with the foundations predominately laid into the natural substratum of orangey-red clay and pockets of sand (Fig. 12). Natural ground dropped in the north-east corner, requiring foundations to be built up by approximately 1m with made ground raising the floor level.
- 6.2. The watching brief identified remains of wall foundations which were in alignment with structures identified on various OS maps of the location; this evidence and the manufacturing period of bricks used for later extensions suggest a probable late 18th to 19th century construction date. No finds of 18th century date or earlier were recovered suggesting the date range for the construction and use of the noted buildings is probably in the 19th century. The ground reduction undertaken in the vicinity of plots 22-25 removed made ground above the remains of out buildings and exposed natural ground at this level. Wall foundations were either laid directly onto the natural ground or constructed within a shallow trench, and due to the identification of natural ground across the area of archaeological interest no further observation of groundworks are required.

7. PUBLICITY, CONFIDENTIALITY AND COPYRIGHT

- 7.1. Any publicity will be handled by the client.
- 7.2. Archaeological Research Services Ltd will retain the copyright of all documentary and photographic material under the Copyright, Designs and Patent Act (1988).

8. STATEMENT OF INDEMNITY

- 8.1. All statements and opinions contained within this report arising from the works undertaken are offered in good faith and compiled according to professional standards. No responsibility can be accepted by the author/s of the report for any errors of fact or opinion resulting from data supplied by any third party, or for loss or other consequence arising from decisions or actions made upon the basis of facts or opinions expressed in any such report(s), howsoever such facts and opinions may have been derived

9. ACKNOWLEDGEMENTS

- 9.1. Archaeological Research Services Ltd would like to thank all those involved in this project, in particular Dave Cottrell & Paul Taker at Cruden Construction, the ground workers on site and Douglas Moir Planning Officer (Archaeology) at Lancashire County Archaeology Service.

10. REFERENCES

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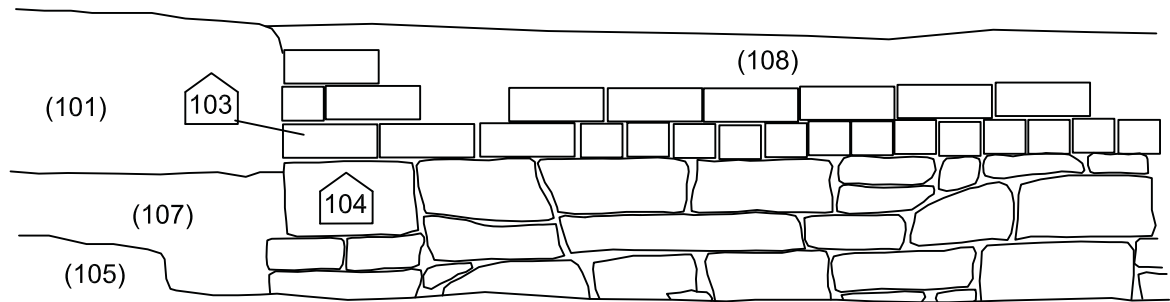
MolAS Site Manual

Websites

British Geological Survey www.bgs.ac.uk/geoindex/index.htm

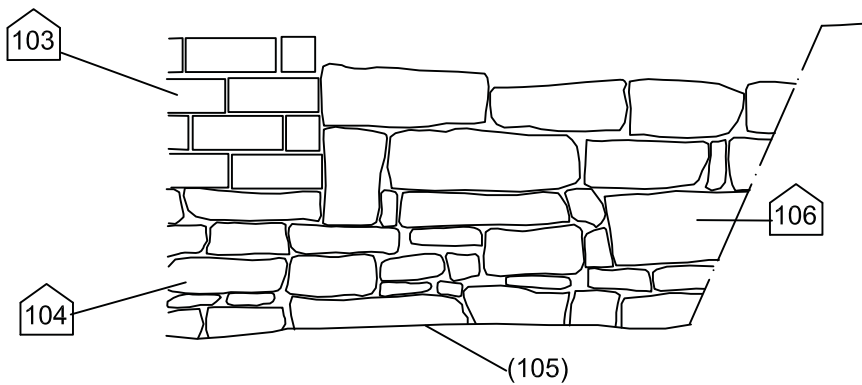
APPENDIX I: SECTION DRAWINGS

E ———— 109.846m ———— W



DRG 2 North facing section of 103 & 104

109.846m E ———— W

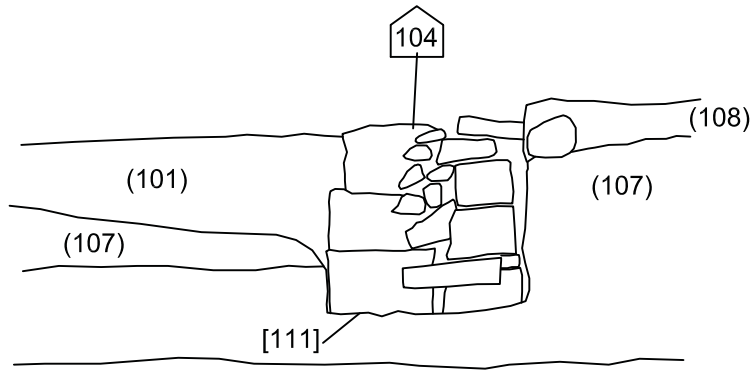
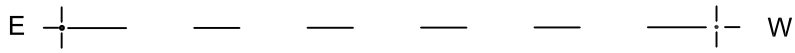


DRG 3 North facing section of 103 & 106



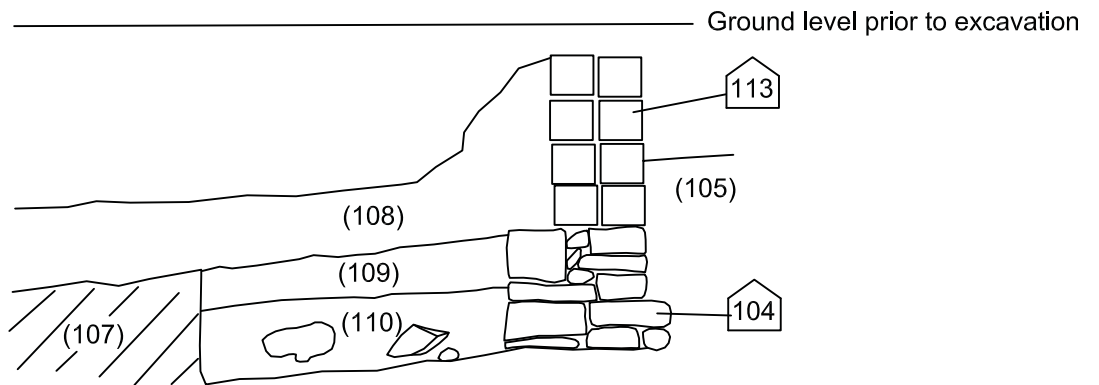
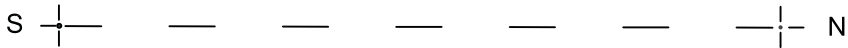
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Site Code: Fair 10 Drawing Ref: 2&3 Date: 18-10-10 Drawn: BM Scale: 1:20 @ A4	Notes:		

109.846m



DRG 4 North facing section of 104 & [111]

109.846m



DRG 5 East facing section of demolished wall 103 and associated context



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Derbyshire
DE45 1HB

Appendix 1
Section drawings 4 & 5

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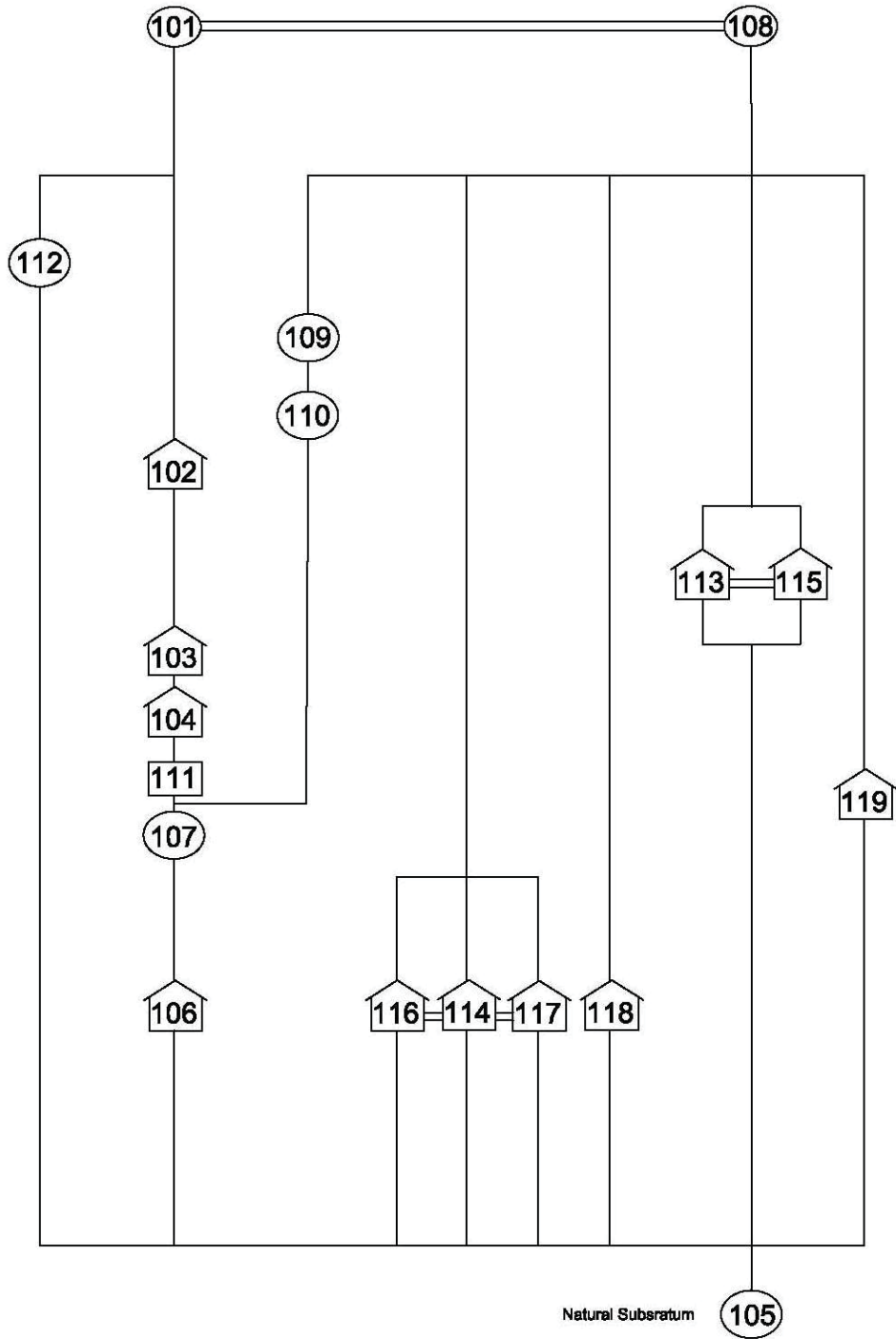
Site Code: Fair 10
Drawing Ref: 4 & 5
Date: 18-10-10
Drawn: BM
Scale: 1:20 @ A4

Notes:

APPENDIX II: CONTEXT REGISTER

Context No.	Location	Description
101	To the east of the trench	Black silty soil containing building and household debris
102	NW corner of the trench	Stone kerbstones which edged a public footpath
103	Above 104	Double skin red brick wall laid onto 104, exists to 4 courses.
004	Below 103	Stone plinth of roughly hewn blocks
005	Across the sight	Natural ground
006	Abuts 103 & 104 at the west	Stone wall of hewn stone, exists to 0.68m height
007	Southern extent of the trench	Subsoil
008	Western half of trench	Made ground
009	Above 110 within wall 103	Redeposited clay
010	Below 109 within wall 103	Compacted clinker deposit
111	Associated with (103)	Foundation trench cut for 104 at southern extent of trench
112	East to west across trench	Modern service drain
113	South-western extent of structure	Foundation level of red brick wall, Frogged bricks 9¼" x 4½" x 3"
114	South-west face of structure	Stone foundation wall in area C, contemporary with 116
115	Abutting south-west face of 116	Section of brick wall associated with 113. Same size bricks
116	North-west face of structure.	Stone foundation wall in area C, contemporary with 114
117	Southern walls of area B	Stone foundation walls in area B
118	North-west corner of structure	Stone foundation walls in area B
119	North-east corner of structure	Red brick wall opposing and contemporary 103. Plain man-made brick bricks 9¼" x 4½" x 3⅜"

APPENDIX III: SITE MATRIX



APPENDIX IV: SPECIFICATION

**Specification for an Archaeological Watching Brief at
Fairview Farm, Adlington (SD 36005 41387)**

Planning Permission ref, no. (9/09/00714/FULMAJ)

Prepared on behalf of Chorley Borough Council for Mr G. Snape, Agent

1. Introduction

1.1 Planning permission has been granted for the erection of 37 affordable dwellings with external amenity space and off street parking at Fairview Farm, Adlington (09/00714/FULMAJ). It is a condition of the planning approval that the applicants undertake a programme of archaeological work in accordance with a written scheme of investigation.

1.2 This specification has been prepared by Lancashire County Archaeology Service (LCAS).

2. Archaeological Interest

2.1 The 1st Edition Ordnance Survey 1:10560 mapping (Lancashire Sheet 85, surveyed 1845-6) shows a building called *Fairview* to lie within proposed plots 22-25. The building can still be seen on an aerial photograph of the site taken in the 1960s, which clearly shows it to be a farmhouse with attached barn. The exact date of the building's construction, or whether it marks the site of an earlier farmstead is not known. It is therefore considered that the site has the potential to contain structural remains of the 19th century buildings, and possibly earlier use of the site.

3. General Considerations

3.1 Prior to the commencement of *any work*, the archaeological contractor should confirm in writing adherence to this specification, or state (with reasons) any proposals to vary the specification. Should the contractor wish to vary the specification, then written confirmation of the agreement of LCAS to any variations is required prior to work commencing. The archaeologist carrying out the watching brief should be appropriately qualified and experienced. Any technical queries arising from the specification detailed below should be addressed to LCAS *without delay*.

4. Fieldwork Methodology

4.1 An archaeologist should be present on site during the excavation of any area below a depth of 0.15m. (approximately six inches) in the area of proposed plots 22-25, whether this be for foundation trenches, service trenches or landscaping. The archaeologist should view the area as it is being dug and any trench sections after excavation has been completed. Where archaeology is judged to be present, the excavated area should be rapidly cleaned and the need

for further work assessed. Where appropriate, any features and finds should then be quickly hand excavated, sampled and recorded, within the confines of the excavated trench, although it should be noted that the presence of surviving structural remains is likely to require open-area excavation.

4.2 Excavated soil should be searched as practicable for finds. The presence and nature of 19th and 20th century material should be noted (quantified and summarily described) but finds of this date need not be retained for processing. Finds judged to be 18th-century in date or earlier should be retained.

4.3 The actual areas of ground disturbance, and any features of possible archaeological concern noted within these areas, should be accurately located on a site plan and recorded by photographs, scale drawings (including height above O.D.) and written description sufficient to permit the preparation of a report on the site.

4.4 The intention of the archaeological watching brief is not to unduly delay the work of other contractors on site. This work should not, therefore prejudice the progress of the main or subsidiary contractor's work, except by prior agreement and on-site co-operation.

4.5 The archaeologist on site will naturally operate with due regard for Health and Safety regulations. In this case, where archaeological work is carried out at the same time as the work of other contractors, regard should also be taken of any reasonable additional constraints that these contractors may impose. This work may require the preparation of a Risk Assessment of the site, in accordance with the Health and Safety at Work Regulations. **LCAS and its officers cannot be held responsible for any accidents that may occur to outside contractors engaged to undertake this survey while attempting to conform to this specification.**

5. Unexpectedly Significant or Complex Discoveries

5.1 Should there be, in the professional judgement of the archaeologist on site, unexpectedly significant or complex discoveries made that warrant more detailed recording than possible within the terms of this specification, then the archaeological contractor is to urgently contact LCAS with the relevant information to enable the matter to be resolved with the developer.

5.2 Any human remains that are discovered must initially be left in-situ, covered and protected. If removal is necessary, this must comply with the relevant legislation, any Home Office and local environmental health regulations and English Heritage's and The Church of England's *Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England* (2005) where relevant.

5.3 The terms of the Treasure Act, 1996 must be followed with regard to any finds, which might fall within its purview. Any such finds must be removed to a safe place and reported to the local coroner as required by the procedures laid down in the "Code of Practice". Where removal cannot be effected on the same working

day as the discovery, suitable security measures must be taken to protect the finds from theft.

6. Monitoring

6.1 The recording exercise will be monitored as necessary and practicable by LCAS in its role as 'curator' of the county's archaeology. LCAS should receive **as much notice as possible in writing** (and certainly not less than one week) of the intention to start the watching brief. **A copy of the archaeological contractor's risk assessment of the site should accompany the notification.**

7. Post-Excavation/Post-Recording Work and Report Preparation

7.1 On completion of the fieldwork, any samples shall be processed and all finds shall be cleaned, identified, assessed, dated (if possible), marked (if appropriate) and properly packed and stored in accordance with the requirements of national guidelines. A fully indexed field archive shall be compiled consisting of all primary written documents, plans, sections, and fully labelled photographs. Labelling should be in indelible ink on the *back* of the print and should include film and frame number; date recorded and photographer's name; name and address of site; national grid reference. Photographic prints should be mounted in appropriate archivally-stable sleeves. **A quantified index to the field archive should form an appendix to the report.** The original archive is to accompany the deposition of any finds, providing the landowner agrees to the deposition of finds in a publicly accessible archive (see Section 8.1 below).

7.2 A report should be produced to provide background information, a summary of the works carried out, a description and separate interpretation of any features and finds identified. Details of the report's style and format are to be determined by the archaeological contractor, but it should include a full bibliography, a quantified index to the site archive and as an appendix, a copy of this specification. The report illustrations should include, as a minimum, a location map at a reasonable scale plus any drawings and photographs.

7.3 If nothing of archaeological interest is identified during the course of the watching brief, then a summary report will be adequate, as long as sufficient details are supplied for Historic Environment Record (HER) purposes. Illustrations would not be required, although it would be anticipated that black and white prints would form part of the archival record. A summary record should include: (1) details of the commissioning body; (2) the nature of the development and resultant ground disturbance; (3) the approximate position of any ground disturbance viewed with relation to adjacent existing fixed points; (4) the date(s) of fieldwork; (5) name(s) of fieldworker(s); (6) written observations on the nature and depth of deposits observed (this may include annotated sketch sections); (7) the conditions under which they were observed (for example, details of weather conditions, ease of access and views, attitude of other organisations etc.); (8) a quantified index to the field archive; (9) details of the archives present location and intended deposition and (10) a copy of this specification.

7.4 The report should be produced within three weeks of completion of the fieldwork, unless otherwise agreed with LCAS. Copies of the report should be

supplied to the client and the Lancashire HER. The report will become publicly accessible once deposited with the Lancashire HER. The report for the HER should be supplied in digital format, preferably as a single PDF file, but with any accompanying gazeteers, images, plans, etc. in their original formats, to allow it to be easily incorporated into the digital HER.

7.5 Archaeological contractors must complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. Contractors are advised to contact Lancashire HER prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, Lancashire HER may place the information on a web-site. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the case officer (Ken Davies) at Lancashire HER.

8. Deposition of Archive

8.1 Before commencing any fieldwork, the archaeological contractor must contact the relevant District museum archaeological curator in writing (copied to LCAS) to determine the museum's requirements for the deposition of an excavation archive. In this case the contact is Edmund Southworth, Curator, Museum of Lancashire, Stanley Street, Preston, PR1 4YP; telephone 01772 534075, fax: 01772 534079.

8.2 It is the policy of the Museum of Lancashire to accept complete excavation archives, including primary site records and research archives and finds, from all excavations carried out in the County, which it serves.

8.3 It is the responsibility of the archaeological contractor to endeavour to obtain consent of the landowner, in writing, to the deposition of finds with the Museum of Lancashire.

8.4 It is the responsibility of the archaeological contractor to meet the Museum of Lancashire's requirements with regard to the preparation of fieldwork archives for deposition.

8.5 The museums officer named in 8.1 above should be notified in writing of the commencement of fieldwork at the same time as the Lancashire Sites and Monuments Record.

9. Further Details

9.1 Any queries about the contents of the specification should be addressed to Lancashire County Archaeology Service, Lancashire County Council, Highways & Environmental Management, Guild House, Cross Street, Preston PPR1 8RD Tel 01772 531734, fax 01772 533423

10. Valid period of specification

10.1 This specification will remain valid for up to one year from the date of issue. After that time it may need to be revised to take into account new discoveries, changes in policy or the introduction of new working practices or techniques.

Lancashire County Archaeology Service

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