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Environmental Impact Assessment

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Site & Landscape Survey

Interpretation, Design & Display

**Common Lane, Upton,
West Yorkshire**

Archaeological Evaluation

Report No. Y075/13

 01274 864245

 01274 878494

 yorkshire@cfa-archaeology.co.uk

 www.cfa-archaeology.co.uk

CFA ARCHAEOLOGY LTD

The Old Engine House
Eskmills Business Park
Musselburgh
East Lothian
EH21 7PQ

Tel: 0131 273 4380
Fax: 0131 273 4381
email: info@cfa-archaeology.co.uk
web: www.cfa-archaeology.co.uk

Author	Mark Bell BA
Illustrator	Kevin Hicks BA MifA and Graeme Carruthers MA MifA
Editor	Martin Lightfoot BA MA MifA
Commissioned by	Prospect Archaeology
Date issued	January 2013
Version	1.0
OASIS Reference	cfaarcha1-140747
Planning Application No.	-
Grid Ref	SE 46820 13450 (centred)

This document has been prepared in accordance with CFA Archaeology Ltd standard procedures.

**Common Lane, Upton,
West Yorkshire**

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Summary

An archaeological evaluation was undertaken by CFA Archaeology Ltd on land off Common Lane, Upton, West Yorkshire during November 2012. Ten trenches were excavated following the results of a geophysical survey. Apart from furrows and land drains, only features of natural origin were recorded, such as palaeochannels and tree boles. There were no finds recovered from any of the features excavated.

1. INTRODUCTION

1.1 General

This report presents the results of an archaeological evaluation undertaken by CFA Archaeology Ltd (CFA) on behalf of Prospect Archaeology Ltd, between 19 and 23 November 2012. The CFA code and number for the project is COMM/2089.

All work was undertaken in accordance with a specification (Appendix 3) requested by Nansi Rosenberg of Prospect and produced by David Hunter of West Yorkshire Archaeology Advisory Service (WYAAS) on behalf of Wakefield MDC in order to inform pre-application discussions and any subsequent planning applications.

1.2 Site Location and Description

The proposed development area is located on agricultural land on the western edge of Upton (Fig. 1, NGR: SE 46820 13450). The site was bound to the east by a public footpath beyond which was residential development, and to the west and north by agricultural fields. To the south was Common Lane (B6474).

The site sloped from the north at 64m above the Ordnance Datum to 61m in the south. At the time of the fieldwork the ground cover was a recently planted arable crop.

The underlying solid geology is Pennine Upper Coal Measures consisting of mudstone, siltstone, sandstone, coal, ironstone and Ferricrete. No superficial geology is recorded (BGS 2012). The soils of the area are variable and consist of loam to clay, supporting arable and horticulture (NERC 2009).

1.3 Previous Archaeological work and Historical Background

The proposed development area lies within a landscape of known archaeological significance with aerial photographic evidence indicating the presence of settlements and field systems dating to the later prehistoric or Romano-British periods in the wider area.

A geophysical survey (Attwood 2012) concluded that:

‘no anomalies of archaeological interest have been identified. A number of uncertain anomalies were detected; however these are likely to be of an agricultural origin. Modern plough trends are also in evidence within the dataset’.

No intrusive archaeological fieldwork is known to have taken place within the proposed development area.

1.4 Aims

The aims of the evaluation were:

‘to gather sufficient information to establish the extent, condition, character, condition, and date (as far as circumstances permit) of any archaeological features and deposits within the area of interest’, (Appendix 3).

2. WORKING METHODS

2.1 General

All work was undertaken according to the Institute for Archaeologists’ Code of Conduct, and relevant Standards and Guidance documents (IfA 1996), and the terms of the specification (Appendix 3).

All excavation and on-site recording was carried out according to standard CFA procedures, principally by drawing, photography and by completing standard CFA record forms.

The excavation of the trenches was carried out using a mechanical excavator equipped with a smooth-bladed bucket under constant archaeological supervision. Prior to the removal of topsoil and the underlying deposits, the area was cleared of any vegetation. All further excavation required was carried out by hand. Spoil resulting from the trenching and the surrounding ploughsoil was regularly scanned for finds.

Ten trenches, each measuring 50m in length were excavated. Trench positions were surveyed using industry standard electronic surveying equipment (Fig. 1).

2.2 Standards and Guidance

CFA Archaeology is a registered organisation (RO) with the Institute for Archaeologists (IfA). All work was conducted in accordance with relevant IfA Standards and Guidance documents (IfA 1996), English Heritage guidance (EH, 2005, 2006, 2008, and 2011), and CFA’s standard methodology.

2.3 Archiving

The project archive, comprising all CFA records will be ordered according to the specification (Appendix 3) to nationally recognised standards (IfA 2001 and Brown 2011) and deposited with Pontefract Museum. A summary of the results of archaeological works will be submitted for inclusion in OASIS.

2.4 Monitoring

The trial trenching was monitored by David Hunter, Senior Archaeological Officer for WYAAS who was informed in advance of the works taking place and visited the site on 20 November 2012.

3. RESULTS

Ten trenches were excavated (Fig. 1). Appendix 1 consists of a summary of contexts while Figure 1 shows the locations of trenches and features recorded, Figure 2 shows an a plan of Trench 3 indicating the typical orientation, spacing and width of the furrows, plans and sections. Plates 1-3 show representative views of excavated trenches, while plates 4 and 5 show examples of the excavated features; palaeochannel (007) and gully (004). All the suspected archaeological remains identified by geophysics proved to be natural in origin, and; apart from regular cultivation furrows, modern plough marks and land drains, no archaeological remains were recorded. No finds were recovered either from excavated features or from the spoil resulting from the excavation of the trenches.

Topsoil consisted of dark brown clay consistently 0.30 to 0.35m thick across the site, below this appeared to be a thin layer of orange-brown alluvial silty clay in most trenches. Subsoil was mostly absent, presumably ploughed away, though it did appear in trenches 3, 4 and 7, where it consisted of brown silty sand. Natural geology comprised orange-grey sandy clay with some iron panning.

Furrows and modern plough marks as well as land drains mainly followed a north-east to south-west orientation, following the gradual slope in this direction. The apparently linear anomalies identified from the geophysical survey in the south of the site for example in Trenches 5, may be accounted for by bands of natural clay with high manganese content.

Palaeochannels (007) running east to west through Trench 7 were observed to possibly continue into Trench 6 and into the drainage ditch which formed the western boundary. The only other feature of note was a naturally formed gully (004), which was recorded along with tree boles and land drains in Trench 10.

4. CONCLUSION

The evaluation successfully tested the results of the geophysical survey along with blank areas across the site. All the anomalies identified from the survey were shown to be geological, otherwise natural or agricultural in origin. The evaluation has therefore fulfilled the stated aims and allowed judgements to be made as to the sites archaeological potential.

The evaluation trenches further confirmed cultivation furrows survived across the site in a general north-east to south-west orientation. Land drain, natural gullies and palaeochannels were also recorded which were probably the result of or a response to

the historical waterlogged nature of the ground. Indeed, the trenches rapidly filled with water after heavy rain towards the end of the evaluation.

Two parallel, though amorphous and discontinuous features identified by geophysical survey (Attwood 2012) were determined to be of ‘uncertain origin’ and while they were interpreted to likely to be ‘natural or agricultural’, these features were interpreted in the specification (Appendix 3, Section 4) as being possible ‘ditches flanking a trackway’. Excavation however revealed that these features with no evidence of an intervening trackway were more likely the result of the action of water channels cutting through the site, the lower fill consisting of grey alluvial clay also observed elsewhere on the site and probably the result of localised flood episodes.

The furrows were identified as running in a predominantly north-east to south-west direction, following the slope in that direction and were typically 1.5 to 2m wide and spaced regularly at between 8 and 12m. Where recorded, the furrows were very shallow and filled with brown sandy clay, indistinguishable from the subsoil.

The furrows could be distinguished from the natural geological banding recorded in some areas of the site as the latter was sterile orange-grey silty sand with flecks of iron panning and high in manganese as distinct from the brown near-subsoil fill of the furrows (contrast plates 2 with 1 and 3).

5. BIBLIOGRAPHY

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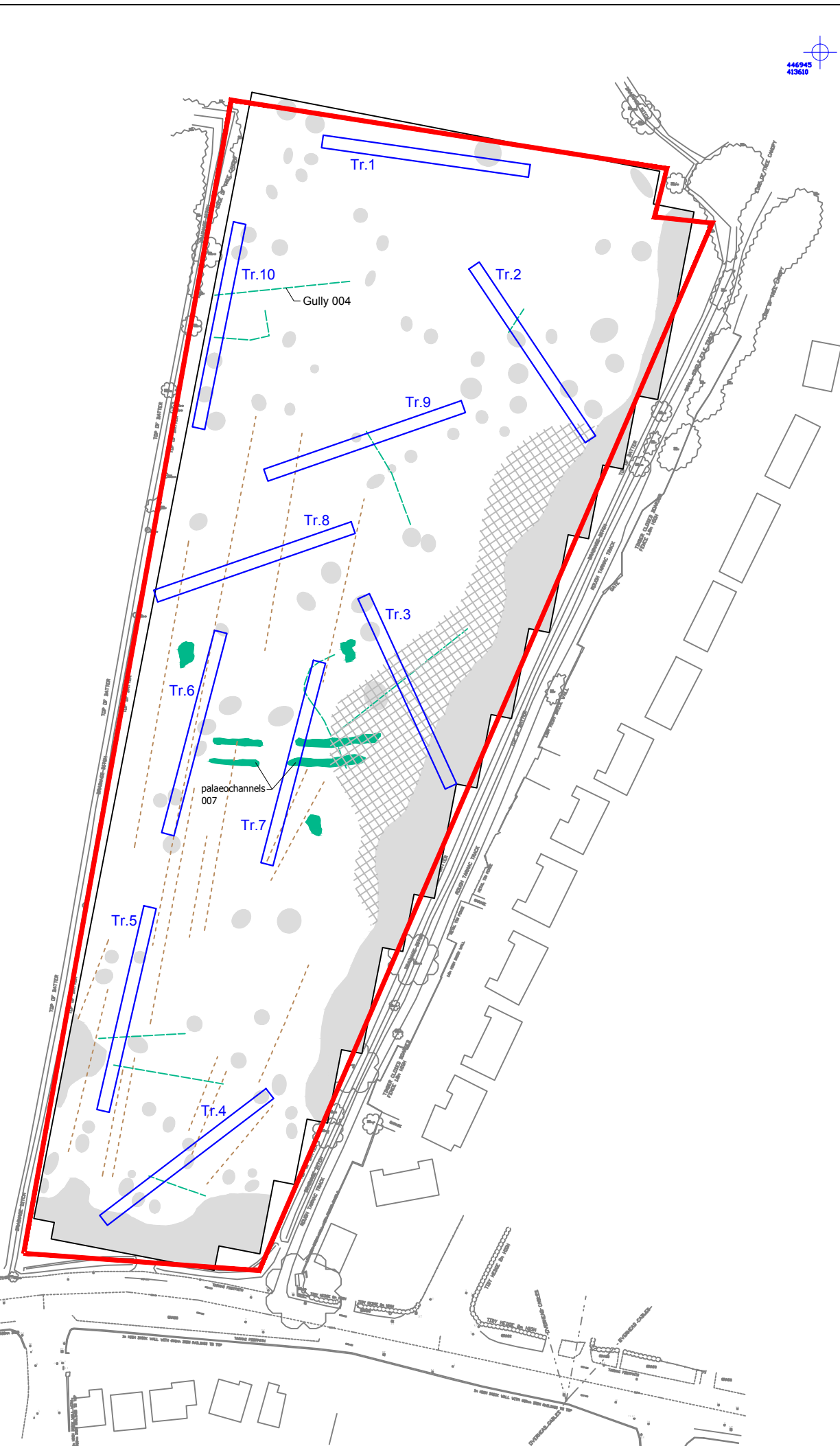
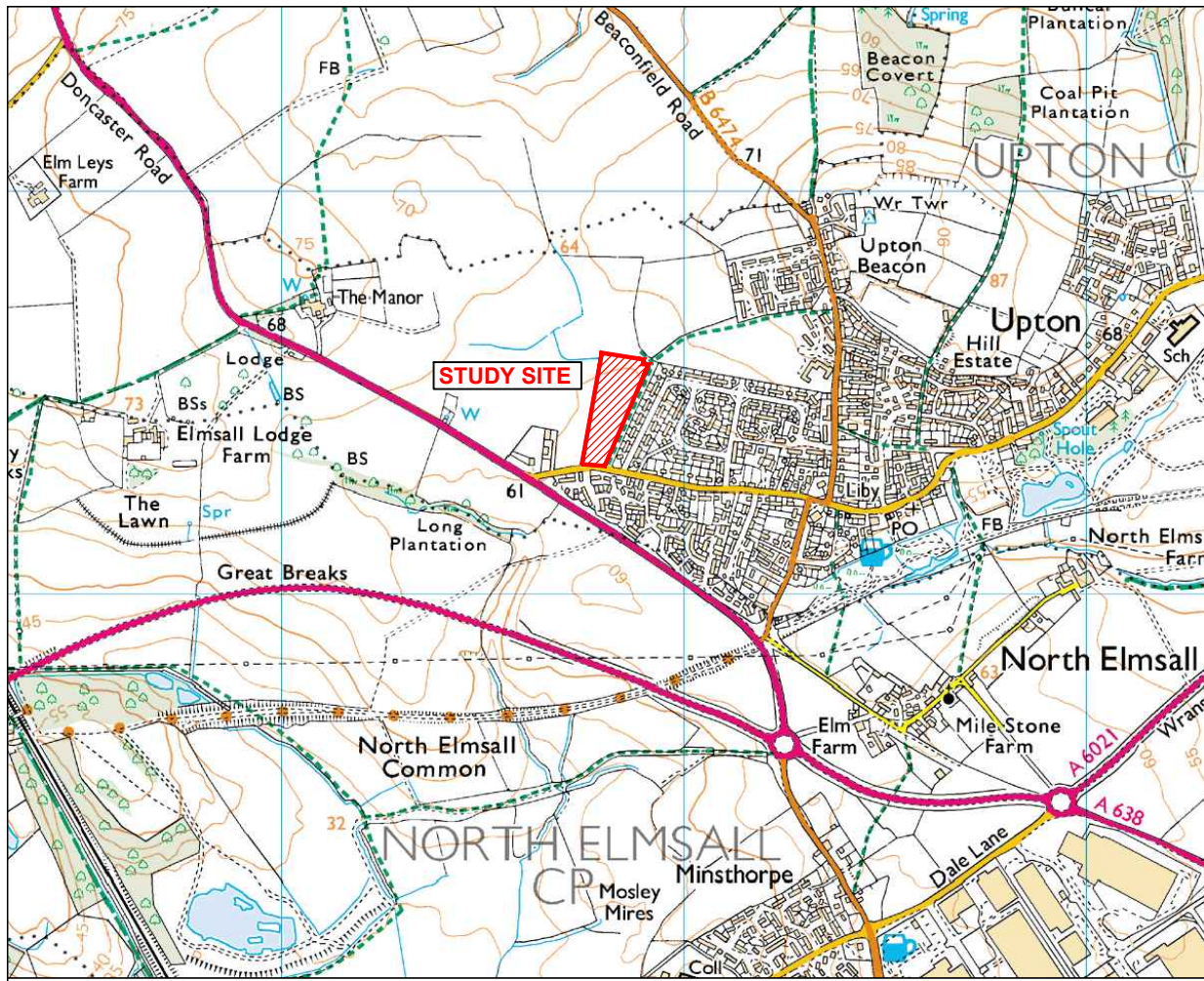
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Plates 1-5



Key:
 Evaluation Trench

CFA ARCHAEOLOGY LTD
 CFA ARCHAEOLOGY LTD
 Unit 22
 Moorland's Business Centre
 Bame Road, Cleckheaton
 West Yorkshire, BD19 4EZ
 T: 01274 864245
 F: 01274 878494
 yorkshire@cfa-archaeology.co.uk

Fig. No: 1 Revision: A

Title:
Site Location and Trench Layout Plan

Project:
Common Lane, Upton Archaeological Evaluation

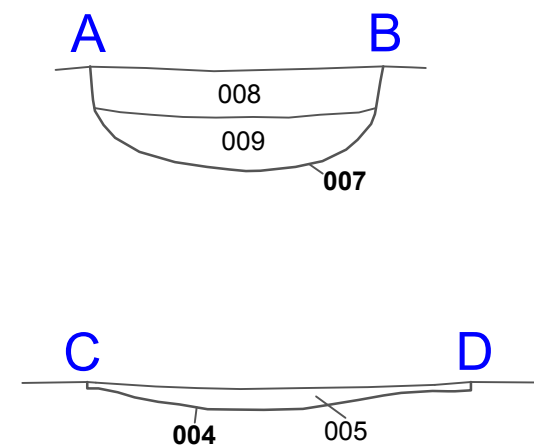
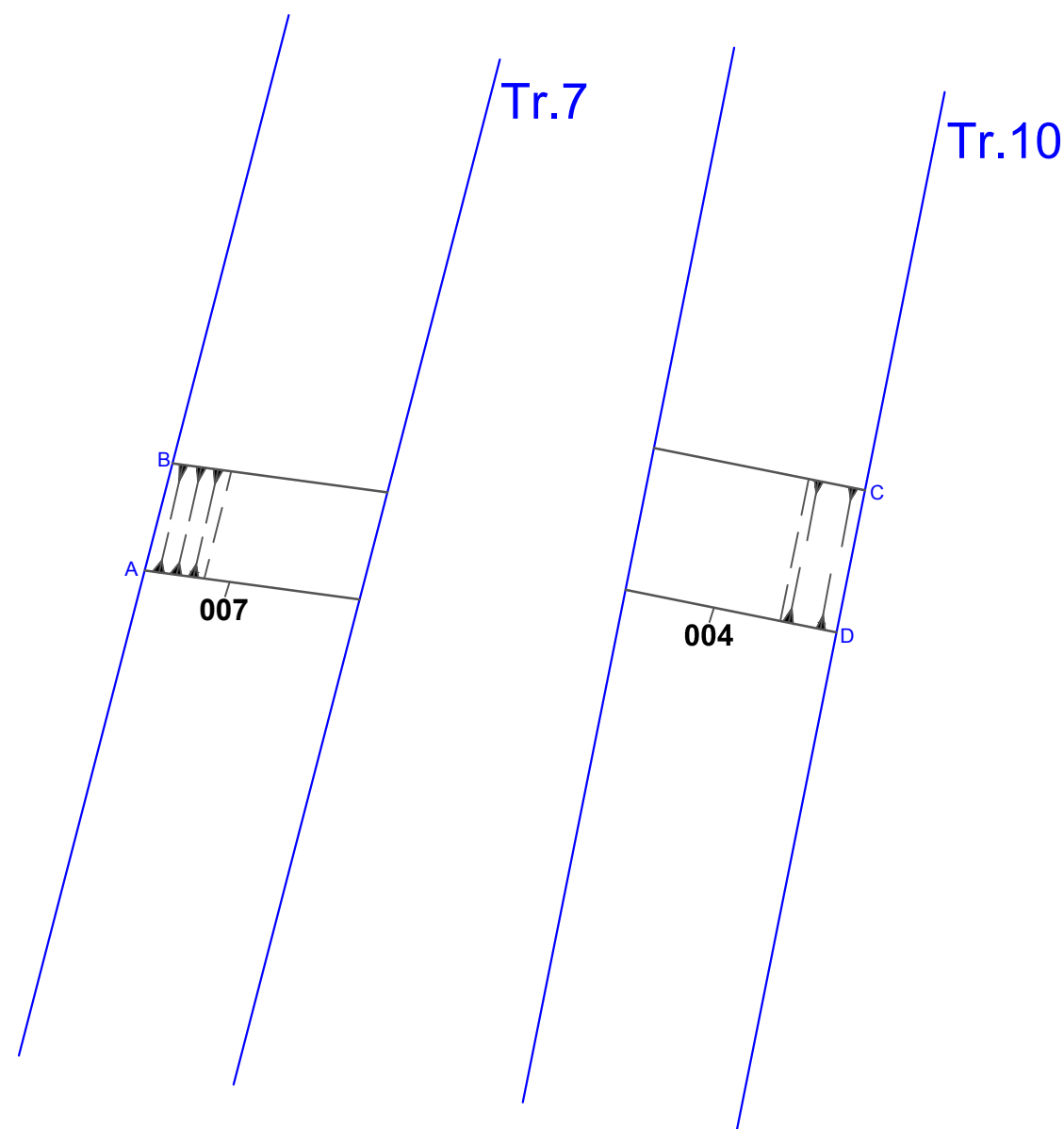
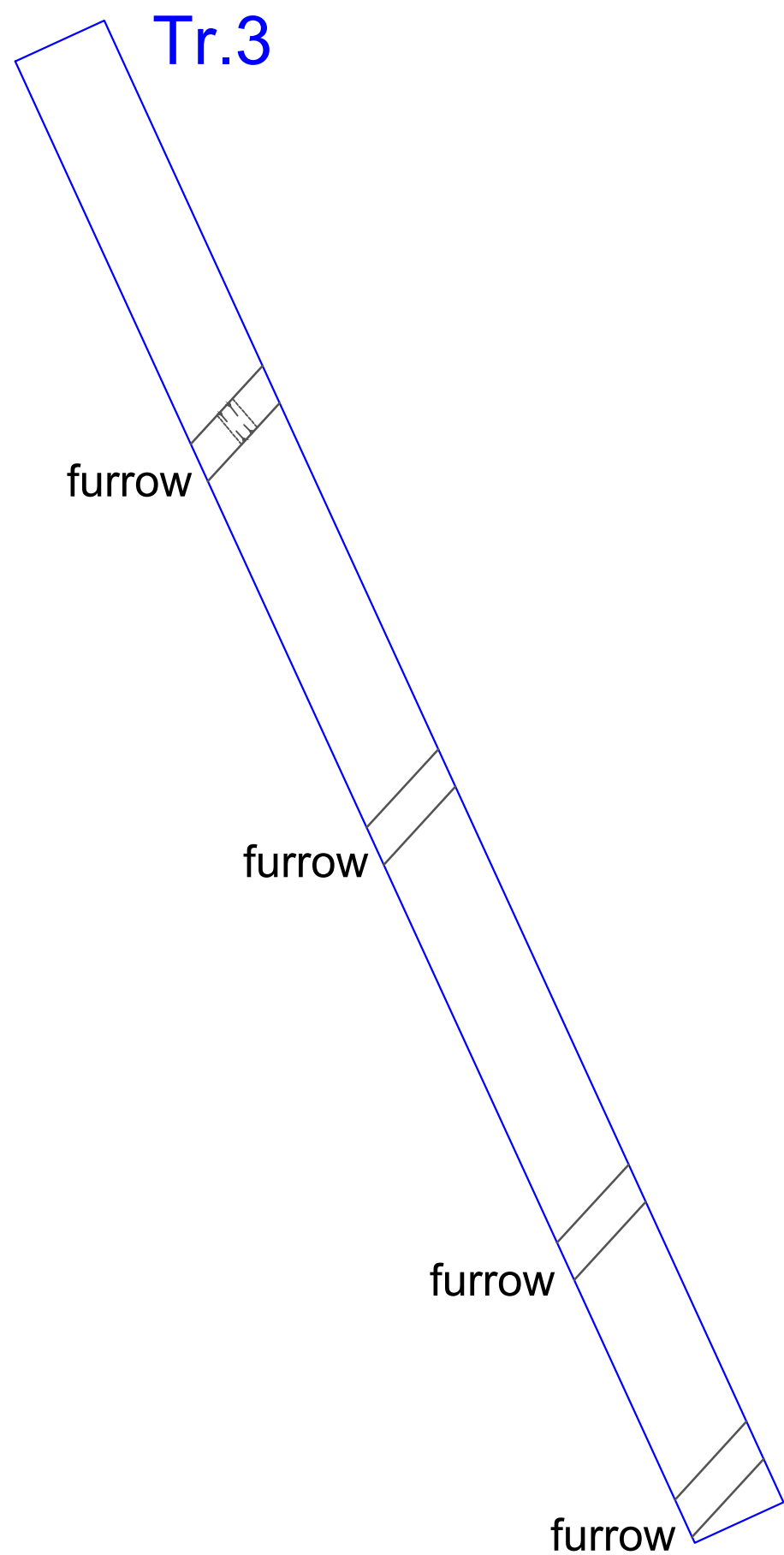
Client:
Prospect Archaeology

Scale at A3:
1:1250

Drawn by: KH Checked: LW Report No: 0000



Key:



CFA ARCHAEOLOGY LTD
 Unit 22
 Moorland's Business Centre
 Bame Road, Cleckheaton
 West Yorkshire, BD19 4EZ
 T: 01274 864245
 F: 01274 878494
 yorkshire@cfa-archaeology.co.uk

Fig. No: 2	Revision: A
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Title:
Trenches 3, 7 and 10

Project:
Common Lane, Upton
Archaeological Evaluation

Client:
Prospect Archaeology

Scale at A3:
Trench 3 @1:200
Trenches 7&10 @ 1:50
Sections @1:40



Drawn by: GC	Checked: LW	Report No: Y075
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Figures 1-2



Plate 1: Trench 2, looking north-west



Plate 2: Trench 5, looking north



Plate 3: Trench 7, looking south



Plate 4: Section through 'Gully 004'



Plate 5: Section through 'Palaeochannel 007'

APPENDICES

Appendix 1: Context Register

Context	Trench/Area	Fill of	Type	Description
001	Site	-	Deposit	Dark-brown clay, topsoil. generally 0.30-0.35m.
002	Site	-	Deposit	Alluvium comprising grey silty sand, where present it was between 0.05-0.10m thick
003	Site	-	Cut	Natural geological orange-grey silty sand with iron regular flecks of iron panning
004	Trench 10	-	Cut	Cut of east-west running gully filled by 005, 'u'-shaped profile 2.03m wide and 0.15m deep, probably natural origin
005	Trench 10	005	Fill	Soft, grey silty clay. Fill of linear gully (004).
006	Trenches 3, 4 and 7	-	Deposit	Brown sandy subsoil.
007	Trench 7	-	Cut	Cut of east to west running palaeochannels running through the site, 1.55m wide and 0.56m deep.
008	Trench 7	007	Fill	Soft, brown sandy silt, secondary fill of Palaeochannel 007. 0.22m thick.
009	Trench 7	007	Fill	Soft, light-brown sandy silt primary fill of Palaeochannel 007, 0.34m thick.

Appendix 2: Photographic Register

No	Contexts/description	Facing	Conditions
1	Trench 1, post-excavation	West	Windy
2	Trench 1, post-excavation	East	Windy
3	Trench 10, post-excavation	South	Windy
4	Trench 10, post-excavation	North	Windy
5	Tree bole post-excavation	East	Wet
6	Tree bole post-excavation	East	Wet
7	East to west running palaeochannel	East	Wet
8	Tree bole post-excavation	North	Wet
9	Trench 9, post-excavation	North-east	Wet
10	Trench 9, post-excavation	South-west	Wet
11	Trench 2, post-excavation	North-west	Wet
12	Trench 2, post-excavation	South-east	Wet
13	Trench 7, post-excavation	South	Wet
14	Trench 7, post-excavation	North	Wet
15	Trench 7, Palaeochannel 007 pre-excavation	West	Wet
16	Trench 7, Palaeochannel 007 post-excavation	West	Wet
17	Trench 3, post-excavation	South-east	Wet
18	Trench 2, post-excavation	North-west	Wet
19	Trench 8, post-excavation	North-east	Wet
20	Trench 8, post-excavation	South-west	Wet
21	Trench 4, post-excavation	North-east	Wet
22	Trench 4, post-excavation	South-west	Wet
23	Trench 5, post-excavation	North	Wet
24	Trench 5, post-excavation	South	Wet
25	Trench 6, post-excavation	North	Wet
26	Trench 6, post-excavation	South	Wet

Appendix 3: The Specification

**WEST YORKSHIRE ARCHAEOLOGY ADVISORY SERVICE:
SPECIFICATION FOR AN ARCHAEOLOGICAL EVALUATION BY TRIAL
TRENCHING AT COMMON LANE UPTON.**

SE 46820 13450

Specification prepared on behalf of Wakefield Metropolitan District Council at the request of Nansi Rosenberg of Prospect Archaeology Ltd..

1. Summary

1.1 A limited amount of archaeological work consisting of trial trenching is proposed to help establish the archaeological significance of the above site. Any work arising from the results of the evaluation will be covered by a further specification.

1.2 This specification has been prepared by the West Yorkshire Archaeology Advisory Service, the holders of the WY Historic Environment Record

NOTE: The requirements detailed in paragraphs 6.3, 6.4, 6.5, 8.1 and 9 are to be met by the archaeological contractor **prior** to the commencement of fieldwork by completing and returning the attached form to the WY Archaeology Advisory Service.

2. Site Location & Description

Grid Reference: centred on SE 46820 13450

2.1 The proposed development site lies on agricultural land top the north of Doncaster Road and west of Common Lane and is approximately 2.5ha in area. The site is falls from north to south. There are dwellings to the east off Rose Lane and Upton Field Nurseries to the west.

2.2 The underlying geology of the site comprises Pennine upper Coal Measures overlain by soils of the Bardsey (713a) series.

3. Background

3.1 This specification has been prepared in response to a pre-application enquiry made by Nansi Rosenberg of Prospect Archaeology Ltd. (Prospect House, Garden Lane Sherburn-in-Elmet Leeds, North Yorkshire LS25 6AT Tel.: 01977 681885). The results of a geophysical survey by GSB Prospection show the site to have some archaeological potential which is currently undated (Geophysical Survey Report 2012/64 Common Lane, Upton).

3.2 The Planning Authority have been advised by the WYAAS that there is reason to believe that important archaeological remains may be affected by the proposed development and that an archaeological evaluation is required to establish the significance and the degree of archaeological recording that may be necessary.

3.3 This specification has been prepared by the WYAAS at the request of Ms Nansi Rosenberg of the Prospect Archaeology, acting on behalf of Barratt & David Wilson Homes West Yorkshire, to detail what is required for the evaluation and to allow an archaeological contractor to provide a quotation.

4. Archaeological Interest

4.1 The proposed development site lies in an area of known archaeological significance. Aerial photographs held by the WY Historic Environment Record (PRNs 844 and 5221) indicate settlements dating to the later prehistoric or Roman period lie within 500m of the site. Of the two cropmarks PRN 844 is the more pronounced and comprises a sub-rectangular enclosure and lengths of track or drove-way while PRN5221 is suggested to be a circular enclosure with a circular feature within.

Features disclosed by a geophysical survey carried out by GSB Prospection has disclosed a number of features of possible anthropogenic origin. These are:

- A pair of parallel discontinuous linear features aligned east – west across the centre of the site that may represent ditches flanking a track way.
- Features forming a positive trend may be indications of field boundaries pre-dating the present 18th century enclosure landscape and
- Three irregular anomalies of unknown origin towards the centre of the field.

Given these anomalies and the area's known archaeological potential further archaeological evaluation is considered necessary.

5. Aim of the Evaluation

5.1 The aim of the evaluation is to gather sufficient information to establish the extent, condition, character and date (as far as circumstances permit) of any archaeological features and deposits within the area of interest. The information gained will allow the Planning Authority to make a reasonable and informed decision on the planning application as to whether archaeological deposits should be preserved in-situ, or more appropriately, be recorded prior to destruction (whether this be a summary record from a salvage excavation or watching brief, or a detailed record from full open area excavation).

6. General Instructions

6.1 Health and Safety

6.1.1 The archaeologist on site will naturally operate with due regard for Health and Safety regulations. 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. The West Yorkshire Archaeology Advisory Service and its officers cannot be held responsible for any accidents or injuries that may occur to outside contractors while attempting to conform to this specification.

6.2 Confirmation of Adherence to Specification

6.2.1 Prior to the commencement of *any work*, the archaeological contractor must confirm adherence to this specification in writing to the WYAAS, 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 the WYAAS to any variations is required prior to work commencing. Unauthorised variations are made at the sole risk of the contractor. **Modifications presented in the form of a re-written specification/project design will not be considered by the WYAAS.** Any technical queries arising from the specification detailed below should be addressed to the WYAAS *without delay*.

6.3 Confirmation of Timetable and Contractors' Qualifications

6.3.1 Prior to the commencement of *any work*, the archaeological contractor **must** provide WYAAS **in writing** with:

- a projected timetable for the site work;
- details of the staff structure and numbers;
- names and CVs of key project members (the project manager, site supervisor, any proposed specialists, sub-contractors *etc.*),

6.3.2 All project staff provided by the archaeological contractor must be suitably qualified and experienced for their roles. The timetable should be adequate to allow the work to be undertaken to the appropriate professional standard, subject to the ultimate judgement of WYAAS.

6.4 Notification

6.4.1 The project will be monitored as necessary and practicable by the WYAAS, in its role as “curator” of the region’s archaeology. The WYAAS should receive as much notice as possible, and certainly one week, of the intention to start fieldwork. This notification is to be supplied **in writing**, and copied to the relevant District Museum (see para. 9.1 below). As a courtesy, English Heritage’s Science Adviser Dr Andy Hammon should also be notified of the intention to commence fieldwork (contact : tel. 01904 601983; email andy.hammon@english-heritage.org.uk). A copy of the contractor’s risk assessment should accompany notification of intention to commence work.

6.5 Documentary Research

6.5.1 Prior to the commencement of *fieldwork*, the WY HER should be visited by either the project manager or the site supervisor, in order to gain an overview of the archaeological/historical background of the site and environs. In addition to providing a knowledge base for the work in hand, the results of this assessment may be incorporated into the contractor’s report where they are considered to contribute to that report, but any extraneous material should be omitted. Please note that the WY HER makes a charge for consultations of a commercial nature. The results of this exercise should be used to inform the whole project. Please note, however, that a

formal desk-based report is not required and the results of this stage of work should be incorporated in the final report.

7. Fieldwork Methodology

7.1 Trench Size and Placement (Fig. 1)

7.1.1 The work will involve the excavation of 10 trenches, which may be opened by machine. The contractor should also allow for a contingency amount of 100 square metres. The use of the contingency will depend upon the results obtained in the initial trial trenching. The use of the contingency will be at the decision of the WYAAS, whose decision will be issued in writing, if necessary in retrospect after site discussions. Proposed trench locations are shown on Figure 1.

Trench No	Dimensions (m)	Area (m ²)
1	2 x 50	100
2	2 x 50	100
3	2 x 50	100
4	2 x 50	100
5	2 x 50	100
6	2 x 50	100
7	2 x 50	100
8	2 x 50	100
9	2 x 50	100
10	2 x 50	100

Total site area: > **25,000m²**

Total area of trenching: **1000m²**

Contingency trenching: **100m²**

7.2 Method of Excavation

7.2.1 The trial trenches may be opened and the topsoil and recent overburden removed down to the first significant archaeological horizon in successive level spits of a **maximum** 0.2m. thickness, by the use of an appropriate machine using a wide toothless ditching blade. **Under no circumstances should the machine be used to cut arbitrary trenches down to natural deposits.** All machine work must be carried out under direct archaeological supervision and the machine halted if significant archaeological deposits are encountered. The top of the first significant archaeological horizon may be exposed by the machine, but must then be cleaned by hand and inspected for features and then dug by hand.

7.2.2 No archaeological deposits should be entirely removed unless this is unavoidable in achieving the objectives of this evaluation, although **all** features identified are expected to be half-sectioned and the **full** depth of archaeological deposits must be assessed. All trenches are to be the stated dimensions at their base.

7.2.3 All artefacts are to be retained for processing and analysis except for unstratified 20th-century material, which may be noted and discarded. Finds will be

stored in secure, appropriate conditions following the guidelines in First Aid for Finds (3rd edition).

7.3 Method of Recording

7.3.1 The trenches are to be recorded according to the normal principles of stratigraphic excavation. The stratigraphy of each trial trench is to be recorded even where no archaeological deposits have been identified.

7.3.2 The actual areas of trenching and any features of possible archaeological concern noted within the trenches should be accurately located on a site plan and recorded by photographs, summary scale drawings and written descriptions sufficient to permit the preparation of a report on the material. The site grid is to be accurately tied into the National Grid and located on the largest scale map available of the area (either 1:2500 or 1:1250).

7.3.3 Except where otherwise requested, black and white photography using orthodox monochrome chemical development should be used. Film should be no faster than ISO400. Slower films should be used where possible as their smaller grain size yields higher definition images. Technical Pan (ISO 25), Pan-F (ISO50), FP4 (ISO125) and HP5 (ISO400) are recommended. The use of dye-based films such as Ilford XP2 and Kodak T40CN is unacceptable due to poor archiving qualities. Black and white photography should be supplemented by colour photography; this should be in transparency format (i.e. slides or digital photography as an acceptable alternative, see paragraph 7.3.4 below).

7.3.4 Digital photography: as an alternative to colour slide photography, good quality digital photography may be supplied, using cameras with a minimum resolution of 4 megapixels. Note that conventional black and white print photography is still required and constitutes the permanent record. Digital images will only be acceptable as an alternative to colour slide photography if each image is supplied in three file formats (as a RAW data file, a DNG file and as a JPEG file). The contractor must include metadata embedded in the DNG file. The metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name, the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph. **Any digital images are to be supplied to WYAAS on gold CDs by the archaeological contractor accompanying the hard copy of the report.**

7.4 Use of Metal Detectors on Site

7.4.1 Spoil heaps are to be scanned for both ferrous and non-ferrous metal artefacts using a metal detector capable of making this discrimination, operated by an experienced metal detector user (if necessary, operating under the supervision of the contracting archaeologist). Modern artefacts are to be noted but not retained (19th-century material and earlier should be retained.)

7.4.2 If a non-professional archaeologist is to be used to carry out the metal-detecting, a formal agreement of their position as a sub-contractor working under

direction must be agreed in advance of their use on site. This formal agreement will apply whether they are paid or not. To avoid financial claims under the Treasure Act a suggested wording for this formal agreement with the metal detectorist is: "In the process of working on the archaeological investigation at [location of site] between the dates of [insert dates], [name of person contributing to project] is working under direction or permission of [name of archaeological organisation] and hereby waives all rights to rewards for objects discovered that could otherwise be payable under the Treasure Act 1996."

7.5 Environmental Sampling Strategy

7.5.1 Bulk samples must be taken from **all** securely stratified deposits using a strategy which combines systematic and judgement sampling, but which also follows the methodologies outlined in the English Heritage (2011) 'Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (Second Edition)' guidance.

7.5.2 Samples for scientific dating (radiocarbon dating, archaeomagnetic dating, dendrochronology etc.) should be taken if suitable material is encountered during the excavation. The English Heritage Science Advisor should be consulted (Dr Andy Hammon, tel.: 01904 601983, email: andy.hammon@english-heritage.org.uk) and provision should be made for an appropriate specialist(s) to visit the site, take samples and discuss the sampling strategy, if necessary.

7.6 Conservation Strategy

7.6.1 A conservation strategy must be developed in collaboration with a recognised laboratory. All finds must be assessed in order to recover information that will contribute to an understanding of their deterioration and hence preservation potential, as well as identifying potential for further investigation. Furthermore, all finds must be stabilised and packaged in accordance with the requirements of the receiving museum. As a guiding principle only artefacts of a "displayable" quality would warrant full conservation, but metalwork and coinage from stratified contexts would be expected to be X-rayed if necessary, and conservation costs should also be included as a contingency.

7.7 Location of Services, etc.

7.7.1 The archaeological contractors will be responsible for locating any drainage pipes, service pipes, cables *etc.* which may cross any of the trench lines, and for taking the necessary measures to avoid disturbing such services.

7.8 Human Remains

7.8.1 Any human remains that are discovered must initially be left *in-situ*, covered and protected. WYAAS will be notified at the earliest opportunity. If removal is necessary the remains must be excavated archaeologically in accordance with the *Guidance for Best Practice for Treatment of Human Remains Excavated from Christian Burial Grounds in England* published by English Heritage (2005), a valid Ministry of Justice licence and any local environmental health regulations.

7.9 Treasure Act

7.9.1 The terms of the Treasure Act 1996, as amended, must be followed with regard to any finds that might fall within its purview. Any finds must be removed to a safe place and reported to the local coroner as required by the procedures as 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.

8. Monitoring

8.1 The representative of the WYAAS will be afforded access to the site at any reasonable time. It is usual practice that the visit is arranged in advance, but this is not always feasible. The WYAAS' representative will be provided with a site tour and an overview of the site by the senior archaeologist present and should be afforded the opportunity to view all trenches, any finds made that are still on site, and any records not in immediate use. It is anticipated that the records of an exemplar context that has previously been fully recorded will be examined. Any observed deficiencies during the site visit are to be made good to the satisfaction of the Advisory Service's representative, by the next agreed site meeting. Access is also to be afforded at any reasonable time to English Heritage's Archaeological Science Advisor.

8.2 Please note that WYAAS now make a charge for site monitoring visits. An invoice will be raised on the archaeological contractor. One monitoring visit will be charged for this project. Please contact us for the current charge.

9. Archive Deposition

9.1 Before commencing any fieldwork, the archaeological contractor must contact the relevant District museum archaeological curator to determine the museum's requirements for the deposition of an excavation archive. Deposition should be confirmed in writing by the archaeological contractor; this correspondence is to be copied to the WYAAS. In this case the contact is Wakefield Council Museum and Arts [Pontefract Museum, 5 Salter Row, Pontefract, WF8 1BA]; telephone; 01977 722760 Keeper of Archaeology: Dave Evans.

9.2 It is the policy of Wakefield Museum and Arts to accept complete excavation archives, including primary site records and research archives and finds, from all excavations carried out in the District that it serves.

9.3 It is the responsibility of the archaeological contractor to endeavour to obtain consent of the landowner, in writing, to the deposition of finds with Wakefield Museum and Arts.

9.4 It is the responsibility of the archaeological contractor to meet Wakefield Museum and Arts' requirements with regard to the preparation of excavation archives for deposition.

10. Unexpectedly Significant or Complex Discoveries

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

11. Post-Excavation Analysis and Reporting

11.1 Finds and Samples

11.1.1 On completion of the fieldwork, any samples taken shall be processed and any finds shall be cleaned, identified, assessed/analysed, dated (if possible), marked (if appropriate) and properly packed and stored in accordance with the requirements of national guidelines.

11.1.2 Samples should be processed for the recovery of artefactual material, animal/fish/human bones, industrial residues, shell, molluscs, charcoal and mineralised plant remains as a minimum. 'Specialist' samples (e.g. monoliths, cores, plant/invertebrate macrofossils) should be processed separately as appropriate.

11.1.3 Material suitable for scientific dating (e.g. charcoal) should be identified to species and assessed for suitability by an environmental specialist prior to submission to a dating laboratory. Any human remains submitted for C14 dating should also have carbon ($\delta 13C$) and nitrogen isotope analysis carried out by the radiocarbon laboratory.

11.1.4 All finds and biological material must be analysed by a qualified and experienced specialist.

11.1.5 Following identification, finds of 20th-century date should be noted, quantified and summarily described, but can then be discarded if appropriate. All finds which are of 19th century or earlier date should be retained and archived.

11.2 Field Archive

11.2.1 A fully indexed field archive shall be compiled consisting of all primary written documents, plans, sections, photographic negatives and a complete set of labelled photographic prints/slides. Standards for archive compilation and transfer should conform to those outlined in Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation (Archaeological Archives Forum, 2007). An index to the field archive is to be deposited with the West Yorkshire Archaeology Advisory Service (preferably as an appendix in the report).

11.2.2 Prints may be executed digitally from scanned versions of the film negatives, and may be manipulated to improve print quality (but **not** in a manner which alters detail or perspective). **All digital prints, including those presented in the report, must be made on paper and with inks which are certified against fading or other deterioration for a period of 75 years or more when used in combination. If digital printing is employed, the contractor must supply details of the paper/inks used in writing to the WY Archaeology Advisory Service, with supporting documentation indicating their archival stability/durability.** Written

confirmation that the materials are acceptable must have been received from the WYAAS prior to the commencement of work on site.

11.2.3 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 para. 8.4 above). In the absence of this agreement the field archive (less finds) is to be deposited with the West Yorkshire Archaeology Advisory Service.

11.3 Report Format and Content

11.3.1 A report should be produced, which should include background information on the need for the project, a description of the methodology employed, and a full description and interpretation of results produced. It is not envisaged that the report is likely to be published, but it should be produced with sufficient care and attention to detail to be of academic use to future researchers.

11.3.2 Location plans should be produced at a scale which enables easy site identification and which depicts the full extent of the site investigated (a scale of 1:50,000 is not regarded as appropriate unless accompanied by a more detailed plan or plans). Site plans should be at an appropriate scale showing trench layout (as dug), features located and, where possible, predicted archaeological deposits. Upon completion of each evaluation trench all sections containing archaeological features will be drawn. Section drawings (at a minimum scale of 1:20) must include heights O.D. Plans (at a minimum scale of 1:50) must include O.D. spot heights for all principal strata and any features. Where no archaeological deposits are encountered at least one long section of each trench will be drawn.

11.3.3 Artefact analysis is to include the production of a descriptive catalogue, quantification by context and discussion/interpretation if warranted, with finds critical for dating and interpretation illustrated.

11.3.4 Environmental analysis is to include identification of the remains, quantification by context, discussion/interpretation if warranted, and a description of the processing methodology. Radiocarbon results must be presented in full (laboratory sample number, conventional radiocarbon age, delta C13 value, calibration programme). Copies of the laboratory-issued dating certificates must be included as an appendix to the report.

11.3.5 Details of the style and format of the report are to be determined by the archaeological contractor, but should include a full bibliography, a quantified index to the site archive, and as an appendix, a copy of this specification.

11.4 Summary for Publication

11.4.1 The attached summary sheet should be completed and submitted to the WYAAS for inclusion in the summary of archaeological work in West Yorkshire published on WYAAS' website.

11.5 Publicity

11.5.1 If the project is to be publicised in any way (including media releases, publications etc.), then it is expected that the WYAAS will be given the opportunity to

consider whether it wishes its collaborative role to be acknowledged, and if so, the form of words used will be at the WYAAS' discretion.

11.6 Consideration of Appropriate Mitigation Strategy

11.6.1 The report should not give a judgement on whether preservation or further investigation is considered appropriate, but should provide an interpretation of results, placing them in a local and regional, and if appropriate, national context. However, a client may wish to separately commission the contractor's view as to an appropriate treatment of the resource identified.

11.7 Report Submission and Deposition with the WY HER

11.7.1 **A hard copy of the report (plus a digital copy on gold disk) is to be supplied directly to the WYAAS, in a timely manner to allow further work, if necessary, to be scheduled and the planning application to be determined in an informed manner, and certainly within a period of two months following completion of fieldwork** so as not to delay a planning decision to be made, unless specialist reports are awaited. In the latter case a revised date should be agreed with the WYAAS. Completion of this project and advice from WYAAS on an appropriate mitigation strategy are dependant upon receipt by WYAAS of a satisfactory report which has been prepared in accordance with this specification. Any comments made by WYAAS in response to the submission of an unsatisfactory report will be taken into account and will result in the reissue of a suitably edited report to all parties, within a timescale which has been agreed with WYAAS.

11.7.2 The report will be supplied on the understanding that it will be added to the West Yorkshire Historic Environment Record where it will be publicly accessible once deposited with the WYAAS unless confidentiality is explicitly requested, in which case it will become publicly accessible six months after deposition.

11.7.3 A copy of the final report (in .pdf format) shall also be supplied to English Heritage's Science Advisor (Andy Hammon, English Heritage, 37 Tanner Row, York YO1 6WP).

11.7.4 Copyright - Please note that by depositing this report, the contractor gives permission for the material presented within the document to be used by the WYAAS, in perpetuity, although The Contractor retains the right to be identified as the author of all project documentation and reports as specified in the *Copyright, Designs and Patents Act 1988* (chapter IV, section 79). The permission will allow the WYAAS to reproduce material, including for non-commercial use by third parties, with the copyright owner suitably acknowledged.

11.7.5 The West Yorkshire HER supports 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. The archaeological contractor must therefore complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. Contractors are advised to contact the West Yorkshire HER officer prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, the West Yorkshire 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 at the West Yorkshire HER.

12. General Considerations

12.1 Authorised Alterations to Specification by Contractor

12.1.1 It should be noted that this specification is based upon records available in the West Yorkshire Historic Environment Record and on a brief examination of the site by the WYAAS. Archaeological contractors submitting tenders should carry out an inspection of the site prior to submission. If, on first visiting the site or at any time during the course of the recording exercise, it appears in the archaeologist's professional judgement that:

- i) a part or the whole of the site is not amenable to evaluation as detailed above, and/or
- ii) an alternative approach may be more appropriate or likely to produce more informative results,

then it is expected that the archaeologist will contact the WYAAS as a matter of urgency. If contractors have not yet been appointed, any variations which the WYAAS considers to be justifiable on archaeological grounds will be incorporated into a revised specification, which will then be re-issued to the developer for redistribution to the tendering contractors. If an appointment has already been made and site work is ongoing, the WYAAS will resolve the matter in liaison with the developer and the Local Planning Authority.

12.2 Unauthorised Alterations to Specification by Contractor

12.2.1 It is the archaeological contractor's responsibility to ensure that they have obtained the WYAAS' consent in writing to any variation of the specification prior to the commencement of on-site work or (where applicable) prior to the finalisation of the tender. Unauthorised variations may result in the WYAAS being unable to recommend determination of the planning application to the Local Planning Officer based on the archaeological information available and are therefore made solely at the risk of the contractor.

12.3 Technical Queries

12.3.1 Similarly, any technical queries arising from the specification detailed above, should be addressed to the WYAAS without delay.

12.4 Valid Period of Specification

12.4.1 This specification is valid for a period of one year from 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.

David Hunter
West Yorkshire Archaeology Advisory Service

October 2012

WY Historic Environment Record
West Yorkshire Archaeology Advisory Service

Registry of Deeds
Newstead Road
Wakefield
WF1 2DE

Telephone: (01924) 305998
Fax: (01924) 306810
E-mail: dhunter@wyjs.org.uk

*WEST YORKSHIRE ARCHAEOLOGY ADVISORY SERVICE SUMMARY SHEET
ARCHAEOLOGICAL FIELDWORK IN WEST YORKSHIRE*

Site name/ Address: Common Lane, Upton	
Township: Upton	District: Wakefield
National Grid Reference: SE 46820 13450	
Contractor: CFA Archaeology	
Date of Work: November 2012	
Title of Report: Common Lane, Upton, Archaeological Evaluation	
Date of Report: 04/01/2013	
SUMMARY OF FIELDWORK RESULTS: An archaeological evaluation was undertaken by CFA Archaeology Ltd on land off Common Lane, Upton, West Yorkshire during November 2012. Ten trenches were excavated following the results of a geophysical survey. Apart from furrows and land drains, only features of natural origin were recorded, such as palaeochannels and tree boles. There were no finds recovered from any of the features excavated.	
Author of summary: Martin Lightfoot	Date of summary: 04/01/2013