

MIDDLETON PARK, MIDDLETON,  
LEEDS, WEST YORKSHIRE

EARTHWORK SURVEY

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MIDDLETON PARK, MIDDLETON,  
LEEDS, WEST YORKSHIRE

EARTHWORK SURVEY

Report no: 2018/560.R01  
Version: Final  
Date: April 2018  
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On behalf of

Leeds City Council  
Parks and Countryside  
Farnley Hall  
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LS12 5AH

**EARTHWORK SURVEY, MIDDLETON PARK, MIDDLETON,  
LEEDS, WEST YORKSHIRE**

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## **EXECUTIVE SUMMARY**

*In February 2018, Ed Dennison Archaeological Services Ltd (EDAS) were commissioned by Leeds City Council to undertake a detailed measured earthwork survey of a small area of a medieval boundary and later mining activity at Middleton Park, Leeds, West Yorkshire (NGR SE 29860 29530 centred). The earthwork survey was required as part of a wider archaeological watching brief on improvements to cycle paths through the park; the watching brief element was undertaken by C S Archaeology of Northallerton and is reported on separately.*

*The work involved a detailed measured earthwork survey, accompanied by a photographic record and written description. The extent of the project was defined by a specification produced by the West Yorkshire Archaeology Advisory Service (WYAAS), and the work was funded by Leeds City Council. The fieldwork was undertaken in late February 2018.*

*The earthwork survey identified a total of six features, comprising the medieval boundary running on a north-east/south-west alignment through the survey area, three colliery shaft mounds and two other miscellaneous earthworks. The survey provides a pre-intervention record of the earthworks prior to minor landscaping works associated with improvements to the park's cycle paths.*

# 1 BACKGROUND INFORMATION

## Reasons and Circumstances of the Project

- 1.1 In February 2018, Ed Dennison Archaeological Services Ltd (EDAS) were commissioned by Leeds City Council to undertake a detailed measured earthwork survey of a small area of a medieval township boundary and later mining activity at Middleton Park, Leeds, West Yorkshire (NGR SE 29860 29530 centred). The earthwork survey was required as part of a wider archaeological watching brief on improvements to cycle paths through the park; the watching brief element was undertaken by C S Archaeology of Northallerton.
- 1.2 The work involved a detailed measured earthwork survey, accompanied by a photographic record and written description. The extent of the project was defined by a specification produced by the West Yorkshire Archaeology Advisory Service (WYAAS), the holders of the West Yorkshire Historic Environment Record (see Appendix 2). The work was funded by Leeds City Council.

## Site Location

- 1.3 Middleton Park is located some 4.70km to the south of Leeds city centre, between the residential areas of Beeston to the north-west, Belle Isle to the east and Middleton to the south. The survey area lies on the northern edge of the park, within a wooded area (see figure 1).

## Archaeological and Historical Background

- 1.4 The survey area includes a short section of the medieval woodland and township boundary marking the division between Middleton Wood in Middleton township and Park Wood in Beeston township. The history of this boundary has been described in detail by Collinson (1998) and summarised on the Friends of Middleton Park website (<http://www.fomp.co.uk/history/boundaryditch.html>), and so only a brief account is given here. At the very beginning of the 13th century, William de Gramary of Middleton and John de Beeston were involved in a protracted dispute over the ownership of the woodland to the north-west of the park. The dispute is first documented in the King's Court records of 1200 at Lincoln, and it continued sporadically until 1204, when it appears that a written agreement for the partition of the woods was made. Following this agreement, a ditch was dug to mark the division, and this is the earthwork which remains visible in the woods. However, this did not mark the end of the dispute, and a final settlement was not agreed until May 1209. As a result of this settlement, the bank and ditch no longer formed the definitive boundary, but was left in place.
- 1.5 Mining did not commence in this part of Middleton Park until 1767, after its purchase by the Brandling family to form part of the Middleton Estate. Elsewhere in the park, coal and possibly iron stone mining is documented from the mid 17th century with its likely origins in the medieval period. In an area to the south-east of the survey area, the well preserved surface remains of 18th century mining are protected as a Scheduled Monument (National Historic List for England 1017758; West Yorkshire Historic Environment Record 6681). These remains include earthworks showing the locations of enclosures, shafts, winding gear and trackways. The mining remains in Middleton Park, including those covered by the current earthwork survey, were the subject of a detailed study by Roe and the Friends of Middleton Park (Roe 2008). Their earthwork survey was carried out using a GPS which was then plotted against Ordnance Survey mapping; the

resulting record shows both the medieval boundary and the adjacent mining activity in outline (Roe 2008, 76).

- 1.6 Both the medieval boundary and the later mining remains have been affected by the creation of an informal footpath/cycle track through the area and, as part of the remedial works within the park by Leeds City Council, this route will be formalised. This process will include partial re-grading of some of the existing earthworks, and so the work was subject to this pre-intervention survey and subsequent watching brief.

### **Aims of the Project**

- 1.7 The aims of the project were:
- to identify and gather sufficient information to establish the extent, nature, character, condition, quality, date, significance and functional relationships of the surviving archaeological and historical features within the survey area;
  - to provide detailed information on the archaeological resource of the survey area.

### **Survey Methodology**

- 1.8 The earthwork survey work was carried out in accordance with the requirements of the WYAAS specification (see Appendix 2), although the scale of the survey was changed from 1:500 to 1:200 for a better definition of the earthworks.

#### *Topographical Survey Work*

- 1.9 A detailed Level 3 divorced archaeological survey, as defined by English Heritage (2007, 23-24) (now Historic England) was carried out at a scale of 1:200 to record the position and form of all features considered to be of archaeological and/or historic interest. The survey area measured a maximum of 60m east-west by 40m north-south and covered just over 0.15 ha. The approximate centre of the survey area was marked by a tree bearing the metal tag 04598.
- 1.10 The survey was undertaken using EDM total station equipment. Sufficient information was gathered to allow the survey area to be readily located through the use of surviving structures, fences, walls, water courses, trackways and other topographical features. The survey recorded the position at ground level of all structures, wall remnants and revetments, earthworks, water courses, leats, paths, stone and rubble scatters, ironwork, fences, walls and other boundary features, and any other features considered to be of archaeological or historic interest. In addition to the plan, two profiles were constructed across the earthworks at a scale of 1:50.
- 1.11 The site survey was integrated into the Ordnance Survey (OS) national grid by resection to points of known co-ordinates and heights AOD were obtained by reference to the nearest OS benchmark; both were based on information supplied by Leeds City Council. Survey points were taken from fixed survey stations on a closed traverse around and through the site. The locations, descriptions and values of the bench marks and control points are stated in the final survey data. On completion of the total station survey, the field data was plotted and re-checked on site in a separate operation.

1.12 The resulting site survey was produced at a scale of 1:200, and is presented as an interpretative hachure plan using conventions analogous to those used by Historic England/English Heritage (1999; 2002, 14; 2007, 31-35). The final product arising from the site survey was a hand-drawn wet ink hachure plan with sections.

1.13 The archaeological fieldwork was carried out in late February 2018.

#### *Photographic Surveys*

1.14 A detailed photographic record was made of the identified features within the survey area. The colour photographs were produced using 35mm colour slides. A number of digital photographs were also taken, purely for illustrative purposes and these do not form part of the project archive. Historic England photographic guidelines were followed (Historic England 2015, 17-21; Historic England 2016) and each photograph was provided with a scale (subject to access); in accordance with the WYAAS brief, a white 30m tape was laid over the earthworks, where it was thought it would be visible amongst the leaf litter and other ground cover. The 35mm colour slides were labelled according to WYAAS requirements, and a photographic catalogue appears as Appendix 1. The photographic survey was undertaken on 21st February 2018.

#### *Written Accounts*

1.15 Each identified individual site or component identified by the earthwork survey was given a unique identifier number, and a detailed written description provided based on notes taken in the field. This description includes a preliminary interpretation of extant remains (e.g. dimensions, plan, form, function, date, sequence of development), locational information and mention of relevant documentary, cartographic or other evidence, and management details such as an assessment of current condition and threats.

#### *Survey Products*

1.16 At the start of the project, it had been agreed with C S Archaeology that EDAS would not produce a stand-alone survey report, but would produce a written account which could be included as an appendix to the watching brief report. It was further agreed that the material generated by EDAS would be incorporated into the site archive to be prepared and deposited with the appropriate museum by C S Archaeology. However, during the project, it was subsequently decided that EDAS would produce their own report, and the earthwork survey archive would be deposited with the West Yorkshire Historic Environment Record held by the WYAAS (EDAS site code MWL 18). An index to the archive appears as Appendix 3.

## **2 DESCRIPTION OF THE EARTHWORKS**

2.1 As already noted above, the survey area was located on the northern edge of Middleton Park, within an area of deciduous woodland, at an elevation of c.69m AOD (see figure 1). The ground surface within the survey area is relatively level from east to west, but gradually slopes down from south to north, decreasing in height from 70.45m to 68.00m AOD. The survey area is crossed by an informal cycle track/footpath, aligned virtually north-south. To the south of the medieval boundary, which has a south-west/north-east alignment, the track is formed by a worn strip, with an average width of 3.50m. After crossing the boundary, the track

first bifurcates, with the eastern branch then dividing again into a number of smaller paths.

- 2.2 The survey area is described below in a logical sequence, based on the information gathered in the field. The survey area has been divided into a number of components parts or areas, each one of which has been given a unique identifier number; in some cases, they have also been broken down into sub-components. This has been done purely for the purposes of description, and does not infer any phasing or chronological relationship. Reference should also be made to the survey plan (see figure 2). Finally, in the following text, 'modern' is taken to mean dating to after c.1945.

### **Site 1: The Boundary**

- 2.3 The medieval boundary relating to the woodland dispute runs through the survey area on a north-east/south-west alignment; within the survey area, it has a maximum length of 56.0m and an average width of 4.60m, although this varies somewhat. The boundary is best preserved at the north-east end of the survey area where it forms a parallel bank and ditch. The bank lies to the south-east side of the ditch, and is c.3.0m wide, although less than 0.3m high. The ditch itself is 4.6m wide. The south-east scarp of the ditch is by far the most prominent, standing up to 1.10m in height, but the counterscarp is only 0.3m in height. The ditch has a flattened bottom (see plates 1 and 2).
- 2.4 As it moves south-west, the boundary gradually becomes less well defined, although the south-east scarp remains prominent. The parallel bank and the counterscarp fade out; opposite the point where the counterscarp fades, the south-east scarp is broken by a short linear depression, running north-east/south-west, almost certainly caused by mountain bikes. Further to the south-west, the south-east scarp is badly disturbed where it is crossed by the informal cycle track (see plate 3). A small circular depression has a rounded heap of soil to the south, which appears to represent relatively recent disturbance, perhaps the creation of an cycle obstacle.
- 2.5 Beyond the trackway, the south-east scarp of the ditch again resumes as a more prominent feature up to 1.10m in height (see plate 4), but after a short distance, the alignment of the ditch is interrupted by the collapsed shaft of a later shaft mound (see Site 4). The south-east edge of the shaft mound has itself been disturbed by mountain bikes and walkers using the former base of the ditch as a route, creating a lower scarp running parallel to the original south-east scarp. The latter fades to the south-west of the shaft mound, but reappears after a c.4.0m break (see plate 5).

### **Site 2: Depression and Bank**

- 2.6 There is a depression and bank to the north of the boundary (Site 1), on the northern edge of the survey area, between two footpaths (see plate 6). The bank is curvilinear in plan, aligned north-west/south-east, 6.0m long, 1.0m wide and stands up to 0.4m in height; it appears to have been created for cycle use. The depression to the immediate east is also aligned north-east/south-west, c.2.4m long, 1.2m wide and up to 0.5m deep.



### **Site 3: Depression and Bank**

- 2.7 There is a depression and bank to the north of the boundary (Site 1), on the northern edge of the survey area, to the west of a footpath. Both features extend beyond the detailed survey area. Both are aligned broadly north-south, and are more substantial than the depression and bank (Site 2) to the east. The bank is poorly vegetated, possibly as a result of being created relatively recently (see plate 7).

### **Site 4: Shaft Mound**

- 2.8 There is a shaft mound to the immediate north-west of the boundary (Site 1), in the south-west part of the survey area. In the previous survey by Roe, it was assigned the identifier MP1-37 and described as a post-medieval shaft mound: "Sunken feature with spoil to all sides, suggesting shaft mound" (Roe 2008, 81). The collapse of the shaft has disturbed the line of the boundary, and the south-east edge of the resulting depression has itself been disturbed by mountain bikes and walkers using the bottom of the boundary's ditch as a route. The sub-circular depression forming the collapsed shaft measures a maximum of 9.0m across and is up to 1.5m deep (see plate 8). There is a collar of spoil around the northern and eastern sides of the collapsed shaft, standing up to 1.2m in height; the eastern edge is clipped by a footpath.

### **Site 5: Shaft Mound**

- 2.9 There is a shaft mound to the immediate north-west of the boundary (Site 1), on the south-western edge of the survey area. In the previous survey by Roe, it was assigned the identifier MP1-38 and described as a post-medieval shaft mound: "Shaft mound, spoil to west" (Roe 2008, 81). The shaft mound was only partly surveyed, but is of a similar form and is substantially larger than the shaft mound (Site 4) to the immediate north-east.

### **Site 6: Shaft Mound**

- 2.10 There is a shaft mound set c.20m to the south of the boundary (Site 1), on the southern edge of the survey area. In the previous survey by Roe, it was assigned the identifier MP1-60 and described as a post-medieval shaft mound (Roe 2008, 81). It has been disturbed by the informal cycle track, which runs straight across it (see plate 9). The part of the feature within the survey area is formed by a curvilinear bank, aligned east-west, c.10.0m long, c.6.0m wide and standing up to 1.3m in height. A lower north-west facing scarp leaves the western end to run south-westwards (see plate 10).

## **3 BIBLIOGRAPHY**

### **Secondary Sources**

Collinson, M 1998 'Boundaries, Woods and the Law: The Case of Beeston and Middleton.' *Medieval Yorkshire* no 27, 13-25

English Heritage 2007 *Understanding the Archaeology of Landscapes: A Guide to Good Recording Practice*

English Heritage 2002 *With Alidade and Tape: Graphical and Plane Table Survey of Archaeological Earthworks*

English Heritage 1999 *Recording Archaeological Field Monuments: A Descriptive Specification*

Historic England 2016 *Understanding Historic Buildings: a Guide to Good Recording Practice*

Historic England 2015 *Digital Image Storage and File Capture: Guidelines for Best Practice*

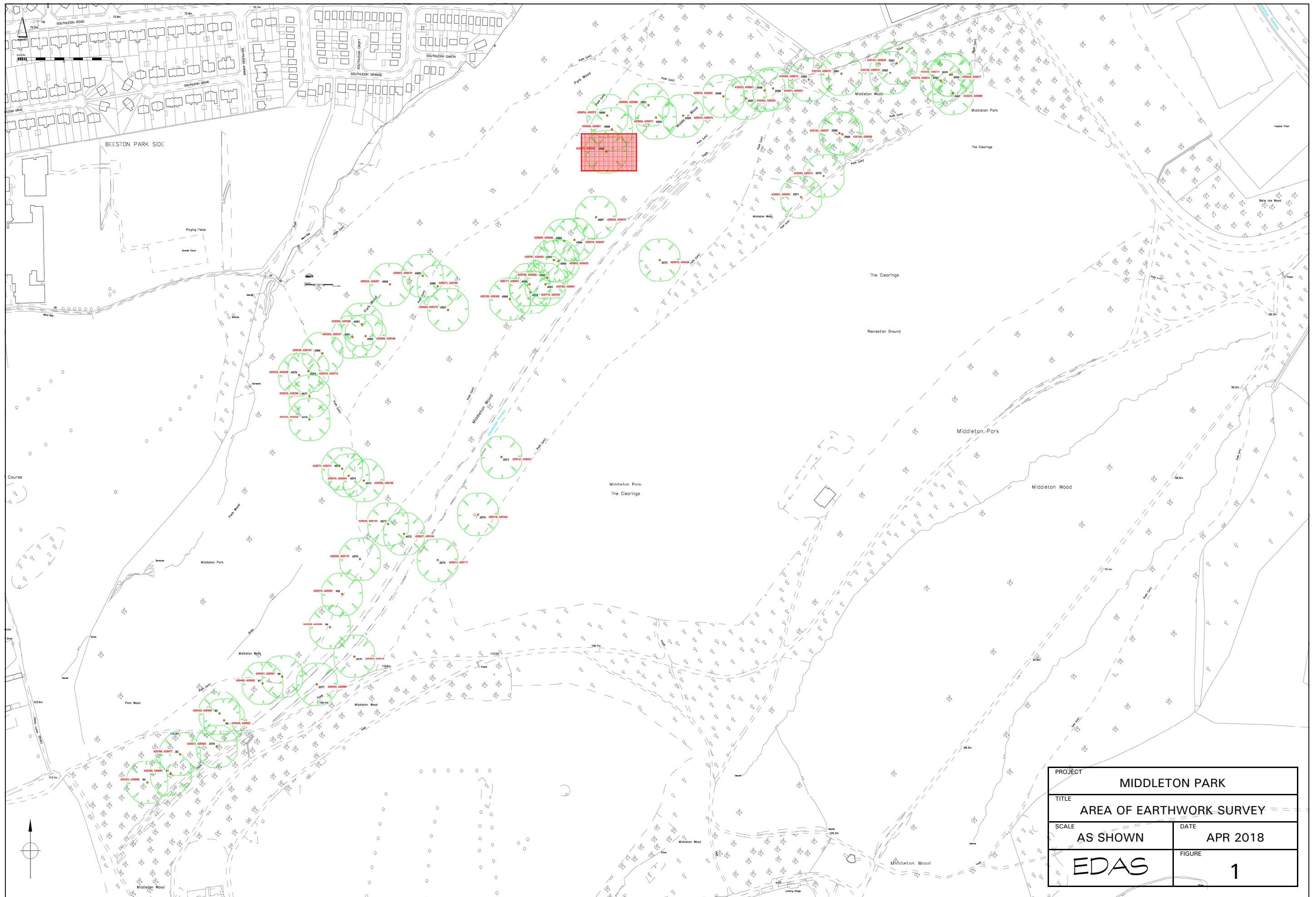
Roe, M 2008 *Middleton Park Community Archaeological Survey* (unpublished Meerstone Archaeological Consultancy archive report for the Friends of Middleton Park, 3 vols)

### **Electronic Sources**

<http://www.fomp.co.uk/index.html> - Friends of Middleton Park (first accessed February 2018)

## **4 ACKNOWLEDGEMENTS**

4.1 The earthwork survey was commissioned by the Parks and Countryside Department of Leeds City Council, and EDAS would like to thank Simon Fagg and Kieron O'Hara for their help and co-operation in carrying out the work. Thanks are also due to David Hunter (WYAAS) and Chris Scurfield (C S Archaeology) for their contributions during the project. The site survey work was undertaken by Shaun Richardson (EDAS) and Benchmark Surveys of Leeds, and Shaun Richardson also produced a draft report. The final report and drawings were produced by Ed Dennison (EDAS), who retains responsibility for any errors or inconsistencies.



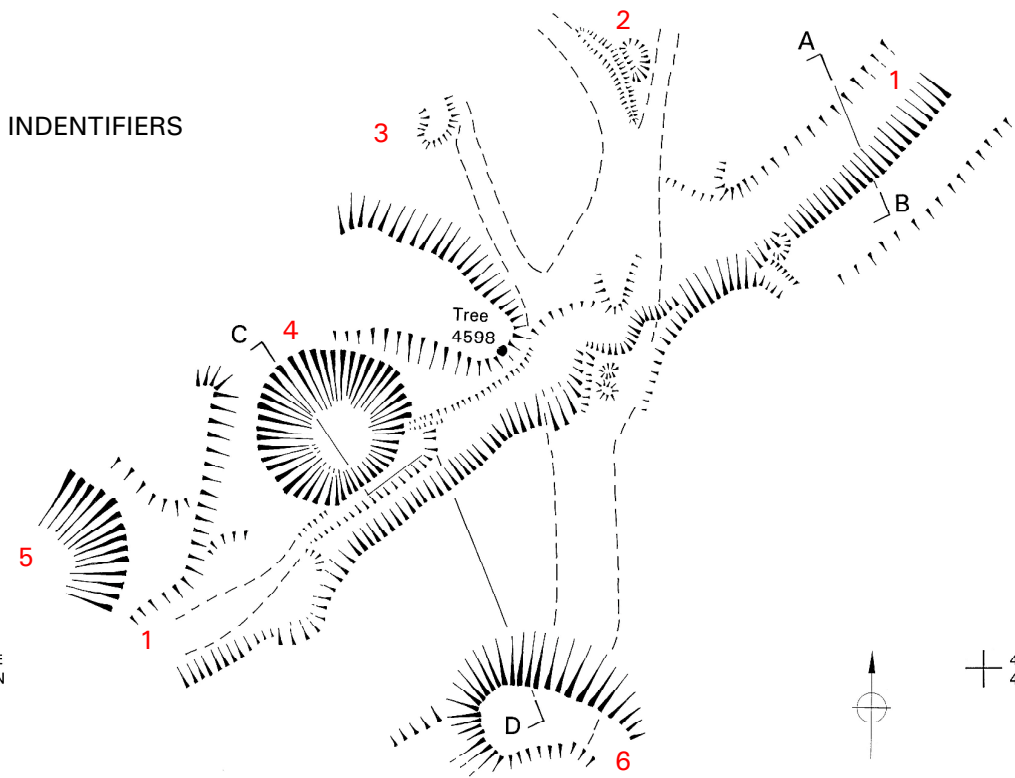
PROJECT		MIDDLETON PARK	
TITLE		AREA OF EARTHWORK SURVEY	
SCALE	AS SHOWN	DATE	APR 2018
EDAS		FIGURE	1

Base plan provided by Leeds City Council, reproduced with permission.

429820E  
429560N

429880E  
429560N

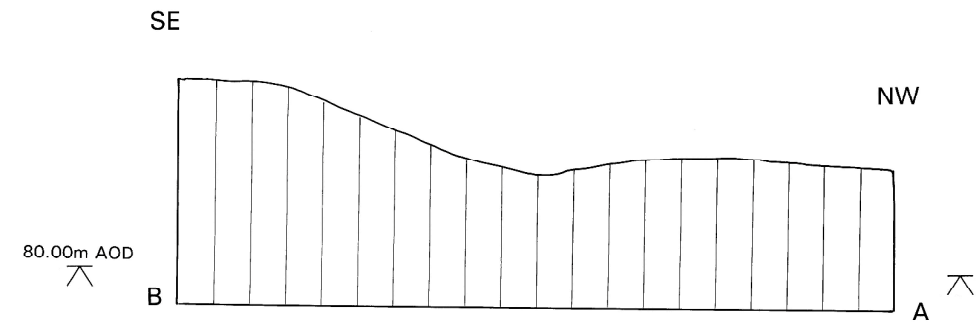
1 SITE IDENTIFIERS



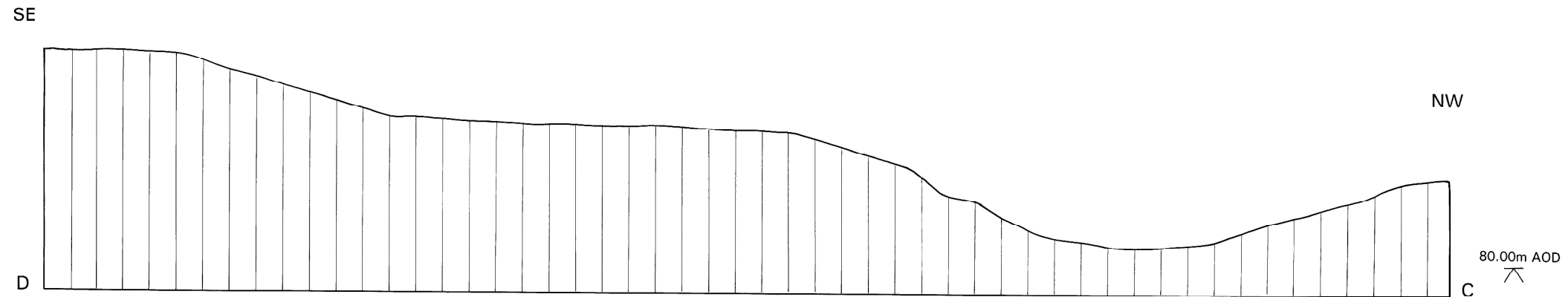
429820E  
429520N

429880E  
429520N

Plan



Section A-B



Section C-D



PROJECT		MIDDLETON PARK			
TITLE				EARTHWORK PLAN AND SECTIONS	
SCALE	AS SHOWN	DATE	APR 2018		
EDAS		FIGURE	2		



Plate 1: Boundary (Site 1), north-east end, looking NE.



Plate 2: Boundary (Site 1), north-east end, looking SW.



Plate 3: Track crossing boundary (Site 1), looking S.



Plate 4: Boundary (Site 1), looking NE.



Plate 5: Boundary (Site 1), south-west end, looking SW.



Plate 6: Track looking towards Site 2, looking NE.



Plate 7: Depression and bank (Site 3), looking NW.



Plate 8: Shaft mound (Site 4), looking W.





Plate 9: Shaft mound (Site 6) with bike track, looking S.



Plate 10: Shaft mound (Site 6), looking E.

APPENDIX 1  
EDAS PHOTOGRAPHIC REGISTER

## APPENDIX 1: EDAS PHOTOGRAPHIC REGISTER

Film 2: 35mm colour slides taken 21st February 2018

<i>Film</i>	<i>Frame</i>	<i>Subject</i>	<i>Scale</i>
2	1	Boundary (Site 1), NE end, looking NE	2 x 1m
2	2	Boundary (Site 1), NE end, looking NE	2 x 1m
2	3	Boundary (Site 1), NE end, looking SW	2 x 1m
2	4	Boundary (Site 1), NE end, looking NE	2 x 1m
2	5	Track looking towards Site 2, looking NE	2 x 1m
2	8	Track crossing boundary (Site 1), looking S	1m
2	9	Boundary (Site 1), NE end, looking NE	2 x 1m
2	10	Boundary (Site 1), NE end, looking NE	2 x 1m
2	11	Boundary (Site 1), looking SW	2 x 1m
2	12	Boundary (Site 1), looking NE	2 x 1m
2	13	Boundary (Site 1), NE end, looking NE	2 x 1m
2	14	Shaft mound (Site 4), looking W	2 x 1m
2	16	Boundary (Site 1), SW end, looking SW	2 x 1m
2	17	Shaft mound (Site 6), looking E	2 x 1m
2	19	Shaft mound (Site 6) with bike track, looking S	2 x 1m

APPENDIX 2  
WYAAS SPECIFICATION

**WEST YORKSHIRE ARCHAEOLOGY ADVISORY SERVICE:  
SPECIFICATION FOR AN EARTHWORK SURVEY AND ARCHAEOLOGICAL  
WATCHING BRIEF AT MIDDLETON PARK, MIDDLETON, WEST YORKSHIRE**

**SE 34330 36230**

**1. Summary**

- 1.1. This specification has been produced on behalf of Leeds City Council at the request of Mr Simon Fagg in relation to planning permission 16/16/06103.
- 1.2. An archaeological earthwork survey and archaeological watching brief and metal detector survey is required during works to create an urban bike park in the northern part of Middleton Park, Leeds. This work will identify and record any archaeological evidence of the medieval township boundary and later mining activity which are revealed and/or disturbed during these works.
- 1.3. This specification has been written by the West Yorkshire Archaeology Advisory Service (WYAAS), the holders of the West Yorkshire Historic Environment Record.

**NOTE:** The requirements detailed in paragraphs 4.2, 4.3, 4.4 and 9.1 are to be carried out by the archaeological contractor **prior** to the commencement of fieldwork.

**2. Archaeological Interest**

- 2.1. A walkover survey of the proposed route established that it would have minimal impact on the remains of historic mining activity located in the woods (planning consent 16/16/06103). However, the route of the cycle track will cross the mediaeval boundary between Middleton and Beeston in 6 places and archaeological work will focus on these locations (see fig. 1) (West Yorkshire Historic Environment Record PRN 4555).
- 2.2. Coal and possibly iron stone mining is documented in Middleton Park from the mid-17<sup>th</sup> century with likely origins in the medieval period. In an area to the east of the bike track the well preserved surface remains of 18<sup>th</sup> century mining are protected as a Scheduled Ancient Monument (National Historic List for England no. 1,017,758 and WY Historic Environment Record PRN 668). These remains include the earthworks showing the locations of enclosures, shafts, winding gear and trackways.
- 2.3. Although archaeological remains on the route of the cycle path are not scheduled they are still considered to be of high significance.
- 2.4. In the northern part of the route the township boundary survives as a shallow depression with a pronounced bank or lynchet of c. 1.5m high on the Middleton side and identified as EWS & WB on figure 1. Mining remains, in the form of hollows and up cast from shafts, are present on both sides of the boundary here. An informal path and obstacle have been constructed here and it is planned to formalise these features in the new route. Additional archaeological

recording comprising an earthworks survey will be carried out here to mitigate any damage or destruction due to construction work.

- 2.5. For an overview of the current understanding of the county's industrial archaeology please see the relevant research agenda which can be downloaded from the WYAAS website:

<http://www.wyjs.org.uk/archaeology-advisory/>

### **3. Aim of the Watching Brief**

- 3.1. The earthwork survey will record the form and relationship of the medieval boundary and later mining remains prior to any construction work taking place.
- 3.2. The aim of the watching brief is to identify and record the presence/absence, extent, condition, character and date (as far as circumstances permit) of any archaeological features and deposits which are disturbed or exposed as a result of "groundworks" during the proposed work.
- 3.3. This archaeological work is intended to mitigate the destruction of any upstanding or buried archaeological remains that may be revealed / disturbed through 'preservation by record' and to place this record in the public domain by depositing it with the West Yorkshire Historic Environment Record (West Yorkshire Archaeology Advisory Service, West Yorkshire Joint Service, Neshaw Lane South, Morley, Leeds LS27 7JQ tel. 0113 393 9959; email wyher@wyjs.org.uk).
- 3.4. The archaeologist shall not excavate any area beyond those to be disturbed/destroyed by the development.

### **4. General Instructions**

#### **4.1. Health and Safety**

- 4.1.1. 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. The West Yorkshire Archaeology Advisory Service and its officers cannot be held responsible for any accidents or injuries that may occur to outside contractors engaged to undertake this watching brief while attempting to conform to this specification. Any Health and Safety issues which may hinder compliance with this specification should be discussed with WYAAS at the earliest possible opportunity (see section 11).

#### **4.2. Confirmation of Adherence to Specification**

- 4.2.1. Prior to the commencement of any work, the archaeological contractor must confirm adherence to this specification in writing to WYAAS, or state (with reasons) any proposals to vary the specification. Unauthorised

variations are made at the sole risk of the contractor (see para. 11.2 below). Modifications presented in the form of a re-written specification/project design will not be considered by WYAAS.

### **4.3. Confirmation of Timetable and Contractors' Qualifications**

4.3.1. 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.)

4.3.2. 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.

### **4.4. Notification and Monitoring**

4.4.1. WYAAS should be provided with as much notice as possible in writing (and certainly not less than one week) by the archaeological contractor of the intention to start the watching brief.

4.4.2. The relevant museums service (see section 9) should be notified in writing of the commencement of fieldwork at the same time as WYAAS by the archaeological contractor.

4.4.3. It is unlikely that the watching brief will be monitored but WYAAS reserves the right to do so. Any notable or unusual health & safety issues regarding the site should be provided to WYAAS when supplying notification of intention to commence the work.

## **5. Fieldwork Methodology**

### **5.1. Earthwork Survey**

5.1.1. Detailed survey will be carried out on the earthwork bank and mining remains in the indicated area. The bank is believed to be the medieval boundary between Beeston and Middleton (shown as thin light blue line on figure 1). These remains requiring survey occupy an area of c. 0.15ha and their approximate position is marked on figure 1.

5.1.2. The detailed earthwork survey should be carried out using tapes and level and electronic total station and should be tied into the national grid and Ordnance Survey datum (tree cover may render GPS unusable). The site boundaries should be plotted on an O.S base map. All identified earthworks should be surveyed, plotting the top and bottom of slope; in the

case of linear features each end, within the survey area, should also be plotted. Where earthwork monuments are encountered, observed bank heights and ditch depths should be recorded; profiles across the earthworks should be drawn. The total station or GPS data (if this technique is applicable given tree cover) can then be used to produce a hachured earthwork survey plan.

- 5.1.3. Horizontal survey interval will vary according to the complexity of the earthworks being surveyed, sufficient to recover an accurate record of the character of the earthworks. The interval between points will normally be no more than 1m on the upstanding earthworks. However, where earthworks have strongly directional components, as is the case with upstanding ridge-and-furrow, a greater spacing in the direction parallel to those components will suffice. In areas of particular complexity (including the areas requiring detailed survey above), hand-drawn detail plans will be produced, to complement the surveyed data.
- 5.1.4. Each earthwork component is to be given a unique identifier code or number. Each individual monument will be located on an O.S. base map and given a brief text description (including dimensions and a description of the monuments condition and any relationships with associated monuments).
- 5.1.5. Archaeological features, exposed archaeological deposits and finds should also be recorded, with an approximate grid reference, but no attempt should be made to excavate these. In the unlikely event of locating surface finds, these may be collected for dating purposes.
- 5.1.6. Record photographs should be taken where possible. These should be colour slides or good quality digital photography using a film or exposed to show good contrast, scales should be included in photographs (see section 5.2.8 and 5.2.9 below). Where earthworks are to be photographed a 30m white tape should be laid over the earthwork so as to show its profile.
- 5.1.7. The earthwork Survey results will be presented as a hachured and annotated drawing at an appropriate scale of not less than 1:500. A profile or profiles of the upstanding remains should also be produced at a scale of 1:50 to illustrate their form. Levels, to the Ordnance Survey datum, should be included on major or important features. The finished drawing must be checked against the earthworks in the field.

## **5.2. Watching Brief**

- 5.2.1. The intention of the archaeological watching brief is not to unduly delay the work of other contractors on site, however, a degree of flexibility is also expected of the developer in order that the archaeologist can fulfil the terms of this specification (see 7.1 below).
- 5.2.2. An archaeologist should be present on site during any excavation. 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 if appropriate, and recorded.

- 5.2.3. Any features/deposits of archaeological interest should be accurately located on a site plan and recorded by photographs, scale drawings and written descriptions sufficient to permit the preparation of a report. 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.
- 5.2.4. The actual areas of ground disturbance (even if no archaeological remains are present) should be recorded on a suitable base map/development plan and the stratigraphic sequence and the depth of the excavations will be briefly recorded. If archaeological remains are identified, their location is to be accurately tied into the National Grid and located on an up-to-date 1:1250 O.S. map base. (Also see para. 8.5 below).
- 5.2.5. Excavated soil should be searched as practicable for finds with a metal detector. All finds, except unstratified 20<sup>th</sup> & 21<sup>st</sup> century material, should be collected and retained for processing.
- 5.2.6. All securely stratified contexts should be sampled for their potential to contribute to environmental and technological analysis and, scientific dating. Additional 'spot' samples should be taken if suitable material is encountered during the watching brief.
- 5.2.7. If, in the professional judgement of the archaeologist on site, the watching brief reveals below-ground conditions which indicate that potentially archaeological deposits are absent, the archaeologist should contact WYAAS to discuss reducing or curtailing the requirements. The work may only be curtailed with the prior agreement of WYAAS and written confirmation of this agreement will be provided by WYAAS.
- 5.2.8. 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 5.1.9 below).
- 5.2.9. Digital photography: as an alternative to colour transparency photography, good quality digital photography may be supplied, using cameras with a minimum resolution of 10 megapixels. Digital photography

should follow the guidance given by Historic England in Digital Image Capture and File Storage: Guidelines for Best Practice, July 2015. 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 both JPEG and TIFF versions. The latter as an uncompressed 8-bits per channel TIFF version 6 file of not less than 25Mbs (See section 2.3 of the Historic England guidance). The contractor must include metadata embedded in the TIFF 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.

- 5.2.10. Any articulated 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 Historic England (2017), a valid Ministry of Justice licence if appropriate, and any local environmental health regulations.

### **5.3. Use of Metal Detectors on Site**

- 5.3.1. Spoil heaps are to be scanned for 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.) Artefacts recovered by metal detecting should be identified in the report.

- 5.3.2. 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 as amended."

## **6. Unexpectedly Significant or Complex Discoveries**

- 6.1. 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 WYAAS with the relevant information to enable the matter to be resolved with the developer.

- 6.2. The terms of the Treasure Act, 1996 as amended, 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.

## **7. Post-excavation Analysis and Reporting**

- 7.1. On completion of the fieldwork, any samples shall be processed and all finds shall be cleaned, identified, analysed, dated (if possible), marked (if appropriate) and properly packed and stored in accordance with the requirements of national guidelines. Finds of 20<sup>th</sup> & 21<sup>st</sup> century date should be quantified and summarily described, but can then be discarded if appropriate. All finds of 19<sup>th</sup> century or earlier date should be retained and archived.

- 7.2. A fully indexed field archive shall be compiled consisting of all primary written documents, plans, sections, and fully labelled photographs/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). Photographic prints should be mounted in appropriate archivally-stable sleeves. Labelling should be on the back of the print in pencil giving film and frame number only and on applied printed labels on the front of the appropriate photographic sleeve which should include:

- film and frame number
- date recorded and photographer's name
- name and address of site
- national grid reference
- specific subject of photograph.

- 7.3. 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 10 below). In the absence of this agreement the field archive (less finds) is to be deposited in the West Yorkshire Historic Environment Record.

- 7.4. A fully illustrated 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 the results, placing them in a local and regional, and if appropriate, national context. 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.

- 7.5. Any digital prints 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 WYAAS, with supporting documentation indicating their archival stability/durability.

- 7.6. Location plans should be produced at a scale which enables easy site identification and which depicts the full extent of the areas covered by the watching brief (a scale of 1:50,000 is not regarded as appropriate unless accompanied by a more detailed plan or plans). Plans should be at an appropriate scale showing: areas excavated and the identified (and, where possible, predicted) archaeological features/deposits. Trench and feature plans must include O.D. spot heights for all principal strata and any features. Section drawings must include O.D heights and be cross-referenced to an appropriate plan.
- 7.7. All artefacts and environmental material will be analysed by a qualified and experienced specialist. Artefact analysis is to include the production of a descriptive catalogue. Finds critical for dating and interpretation should be illustrated.
- 7.8. 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, details of the current and intended location of the archive and, as an appendix, a copy of this specification.

## 8. Report Submission and Deposition with the HER

- 8.1. **The archaeological contractor will supply a hard copy of the report to the client and another hard copy (plus a digital copy on an archive quality "gold" compact disk) directly to the WYAAS within a period of one month following completion of fieldwork**, unless a revised date has been agreed in writing with WYAAS. A copy of the final report (in .pdf format) shall also be supplied to Historic England Science Advisor (Dr Andy Hammon, e-mail address: Andy.Hammon@HistoricEngland.org.uk ). Completion of this project and a recommendation from WYAAS to discharge the planning condition are dependant on 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.
- 8.2. The report will be supplied on the understanding that it will be added to the West Yorkshire Historic Environment Record and will become publicly accessible once deposited with the WYAAS.
- 8.3. 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 use by third parties, with the copyright owner suitably acknowledged.

8.4. 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.

8.5. A brief note or longer article should be prepared for the Council for British Archaeology's Yorkshire Forum publication (please contact the editor ([forum-editor@cbayorkshire.org.uk](mailto:forum-editor@cbayorkshire.org.uk)) or visit the CBA's website for more information.

## **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. In this case the contact is Katherine Baxter, Leeds Museum Discovery Centre Carlisle Road, Hunslet, Leeds, LS10 1LB (Tel.: 0113 2305492; email: [katherine.baxter@leeds.gov.uk](mailto:katherine.baxter@leeds.gov.uk)). Deposition should be confirmed in writing by the archaeological contractor; this correspondence is to be copied to the WYAAS.

9.2. It is the policy of Leeds Museums 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 Leeds Museums. It is the responsibility of the archaeological contractor to meet Leeds Museums' requirements with regard to the preparation of excavation archives for deposition.

## **10. General Consideration**

### **10.1. Authorised Alterations to Specification by Contractor**

- 10.1.1. 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 recording 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 WYAAS as a matter of urgency in order that the matter can be resolved in liaison with the developer and the Local Planning Authority.

## **10.2. Unauthorised Alterations to Specification by Contractor**

10.2.1. It is the archaeological contractor's responsibility to ensure that they have obtained 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 WYAAS being unable to recommend determination of the planning application to the Local Planning Authority based on the archaeological information available and are therefore made solely at the risk of the contractor.

## **10.3. Technical Queries**

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

## **10.4. 11.4 Valid Period of Specification**

10.4.1. This specification is valid for a period of one year from issue. It is the archaeological contractor's responsibility to ensure that they are working to the latest current WYAAS watching brief specification.

**David Hunter**  
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**October 2017**

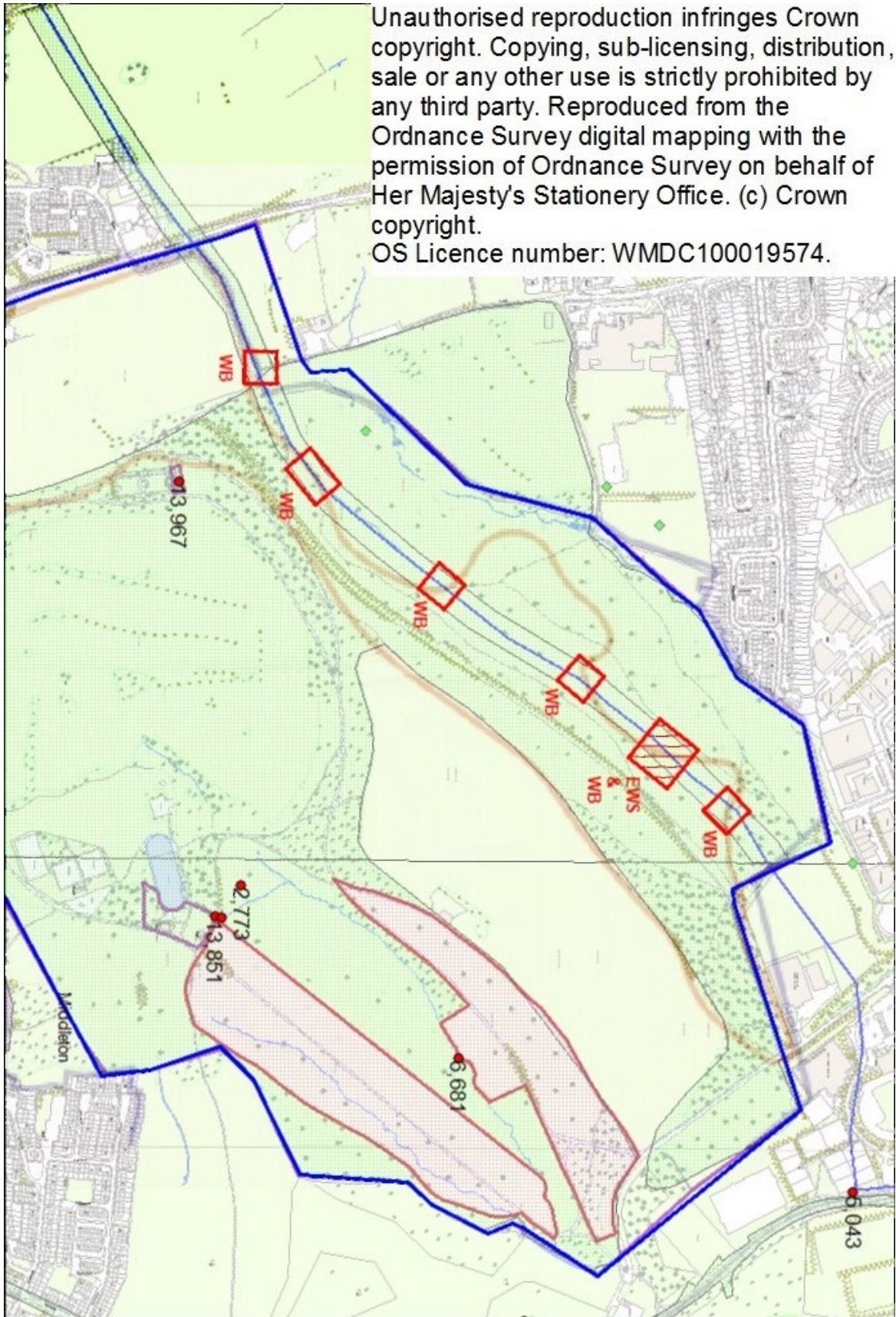


Figure 1 Location of watching brief areas

APPENDIX 3  
EDAS INDEX TO PROJECT ARCHIVE



**ED DENNISON ARCHAEOLOGICAL SERVICES LTD  
ARCHAEOLOGY ARCHIVE**

PROJECT: EARTHWORK SURVEY, MIDDLETON PARK, MIDDLETON, LEEDS  
EDAS JOB NO: 2018/560  
SITE CODE: MWL 18  
ACCESSION CODE: West Yorkshire Archaeological Advisory Service

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- 1 Background information
  - 1.1 WYAAS Written Scheme of Investigation
  - 1.2 Area of earthwork survey
  - 1.3 WYAAS fieldwork notification form and fieldwork summary sheet
  - 1.4 Photocopied article: Collinson, M 1998 'Boundaries, Woods and the Law: The Case of Beeston and Middleton.' *Medieval Yorkshire* no 27, 13-25
- 2 Earthwork survey
  - 2.1 Drawing list (drawings held in separate tube)
  - 2.2 Photographic records (Film 2 - 35mm colour slides)
    - photographic catalogue
    - colour 35mm slides (1 wallet)
- 3 Report
  - 3.1 Text
  - 3.2 Figures and plates
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