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*LAND TO THE EAST OF THE BUNGALOW,  
1 MIDDLE COLDCOATS, MILBOURNE,  
NORTHUMBERLAND*

ARCHAEOLOGICAL WATCHING BRIEF

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JANUARY 2022

*The Archaeological  
Practice Ltd.*



LAND TO THE EAST OF THE BUNGALOW,  
1 MIDDLE COLDCOATS, MILBOURNE,  
NORTHUMBERLAND

REPORT ON AN ARCHAEOLOGICAL WATCHING BRIEF



*Frontispiece: Site shot, showing reduced ground level within the site area, potentially due to clay quarrying.*

<b>Grid reference (NGR):</b>	<i>NZ 14463 74800</i>
<b>Date of fieldwork:</b>	<i>24<sup>th</sup>-25<sup>th</sup> January 2022</i>
<b>NCC Planning Ref:</b>	<i>20/03665/FUL</i>
<b>Client:</b>	<i>Keith &amp; Jacqui Carmichael</i>
<b>Project code:</b>	<i>AP 22/01</i>
<b>Stage:</b>	<i>Final</i>
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Written Scheme of Investigation for an Archaeological Watching Brief associated with new treatment plant for sewerage disposal.

*Prepared by The Archaeological Practice Ltd., December 2021*

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## SUMMARY

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*The following is a report on archaeological monitoring carried out at The Bungalow, 1 Middle Coldcoats, approximately 2.5km to the north-west of Ponteland. The monitoring was imposed to mitigate the impact of groundworks associated with a new water treatment system for sewerage disposal on land to the east of the property.*

*The groundworks included a deep pit to contain a treatment tank and roughly 60m of pipe trenching. The land on which the groundworks took place is former pastureland on the floodplain and river terraces north of Coldcoats Burn. Suspected medieval enclosures lie on higher ground on both banks of the burn in the vicinity of, but not in, the site area.*

*The aims of the monitoring were to identify and record any archaeological remains as they appeared during the scheme of works without causing significant delays to the groundworks. The monitoring was designed to apply to groundworks associated with the water treatment tank and pipe trenches and any additional landscaping or intrusive groundworks.*

*No archaeological finds or features were encountered during the scheme. Historic quarrying is thought to have taken place within the site area. In the areas of groundworks away from the property, topsoil uniformly overlay natural boulder clay. Adjacent to the property's fence, on a raised area of land, topsoil overlay made ground, almost certainly deposited in the 1960s to create a flat platform prior to construction of the dwelling.*

# 1. INTRODUCTION - PURPOSE OF EVALUATION

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## 1.1 Introduction

The following is a report on archaeological monitoring carried out over one working day split between the 24<sup>th</sup> and 25<sup>th</sup> January 2022 at The Bungalow, 1 Middle Coldcoats (NZ 14463 74800). The site lies half a kilometre to the east of the A696 road and approximately 2.5km to the north-west of Ponteland. The monitoring was imposed by Northumberland County Council to mitigate the impact of groundworks associated with a new water treatment system for sewerage disposal on land to the east of the property.

This system comprised a water treatment tank with associated drainage and a soakaway (*Illus. 05*). The planned groundworks consisted of a deep pit to contain the tank, and roughly 60m of pipe trenching. The land on which the groundworks took place is a large parcel of former pastureland on the floodplain and river terraces north of Coldcoats Burn. Directly to the south of the site area near the proposed outfall of the water treatment system lies a marshy area formed by former channels of the burn which floods seasonally (*pers comm.* Jacqui Carmichael, resident).

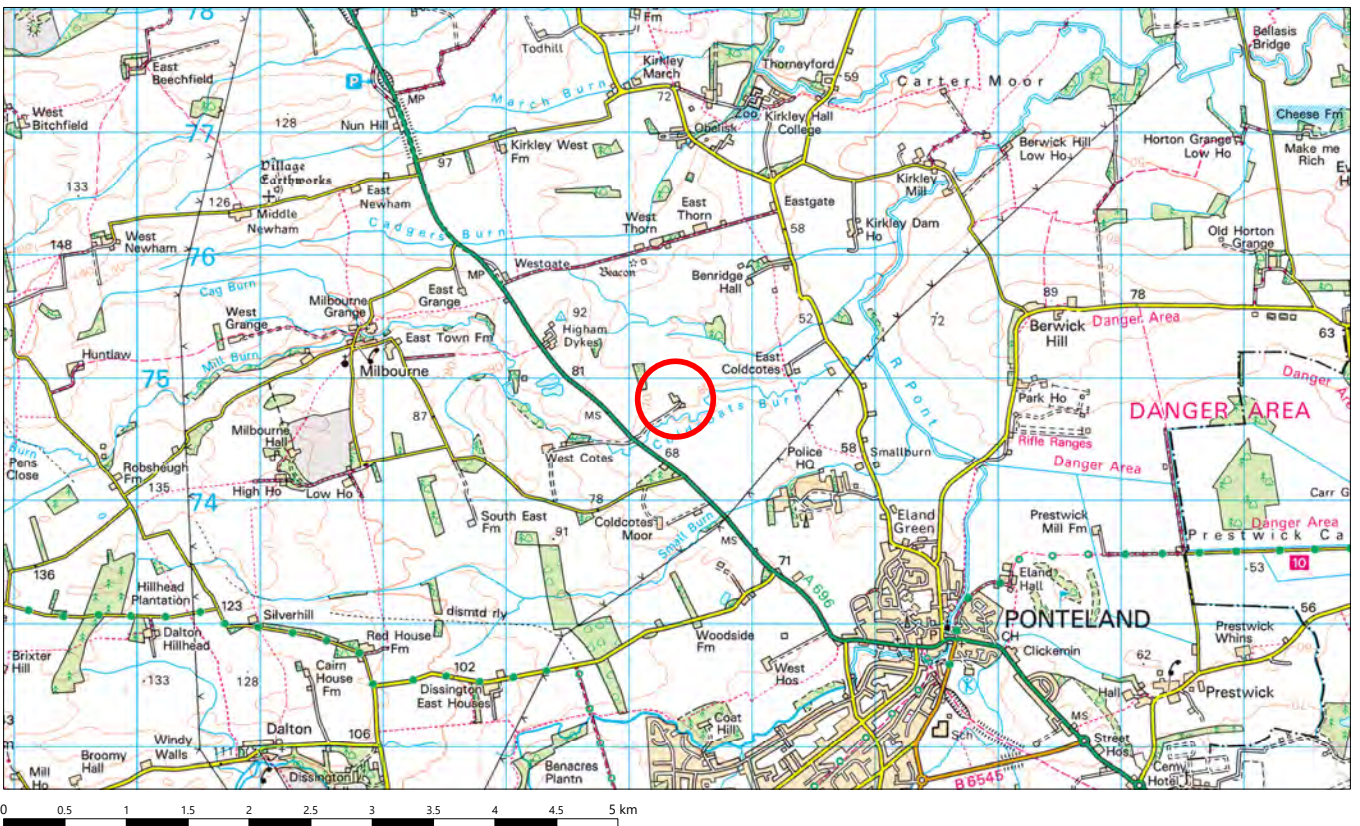
## 1.2 Planning Background

A planning condition was placed on the development requiring that the groundworks associated with the scheme be monitored by means of an archaeological watching brief to mitigate their impact on surviving archaeological features. The archaeological watching brief consisted of monitoring of all ground disturbance associated with the scheme east of the property.

Previous monitoring was carried out by the Archaeological Practice (2020) on the garage at The Bungalow, adjacent to and west of the current site area. No finds or features were encountered. No archaeological projects have been carried out in the current site area.

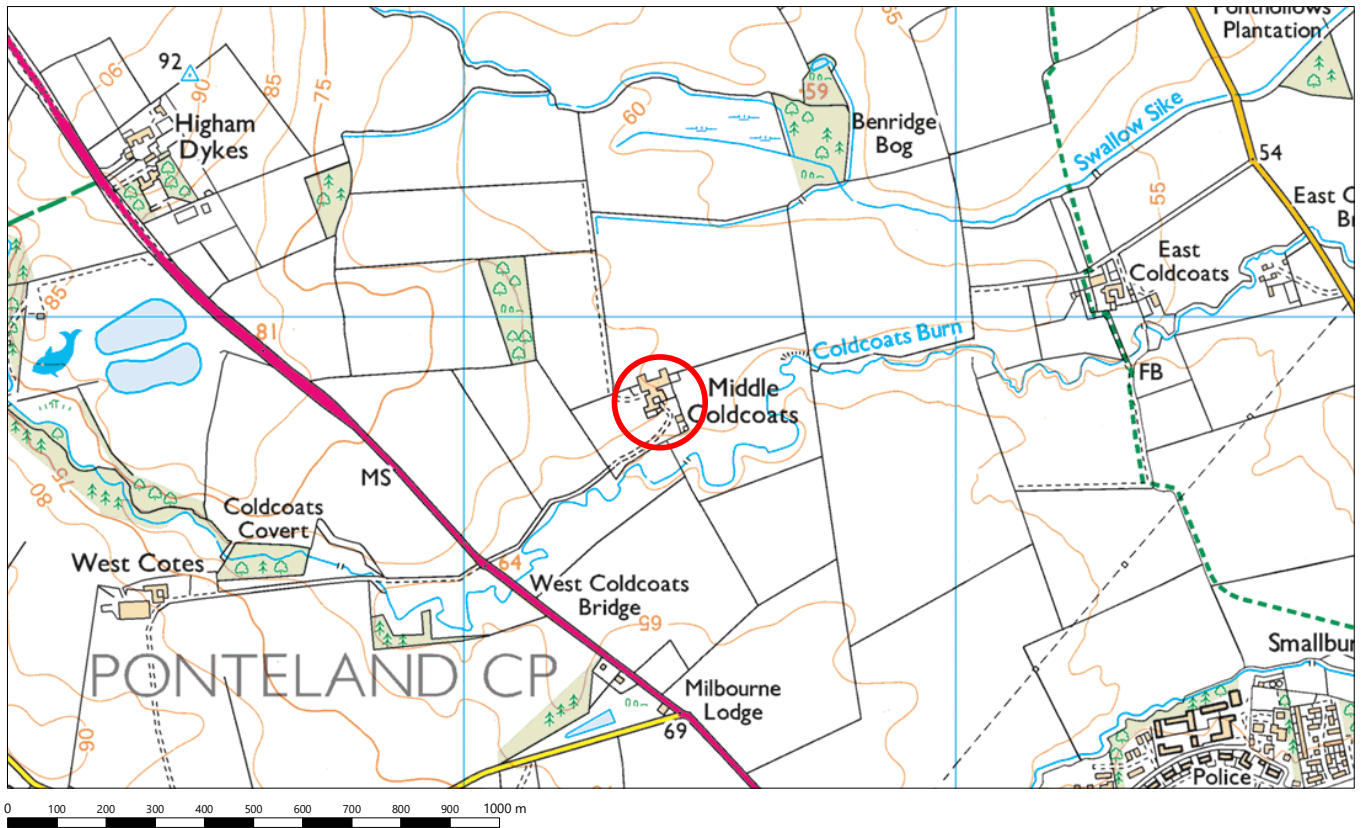


*Illus. 01: Regional view, showing the location of Middle Coldcoats (circled in red) near Ponteland in south-east Northumberland.*



*Illus. 02: District view, showing the location of Middle Coldcoats (circled in red) to the northwest of Ponteland.*

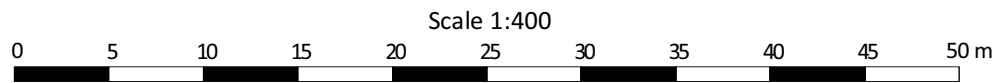
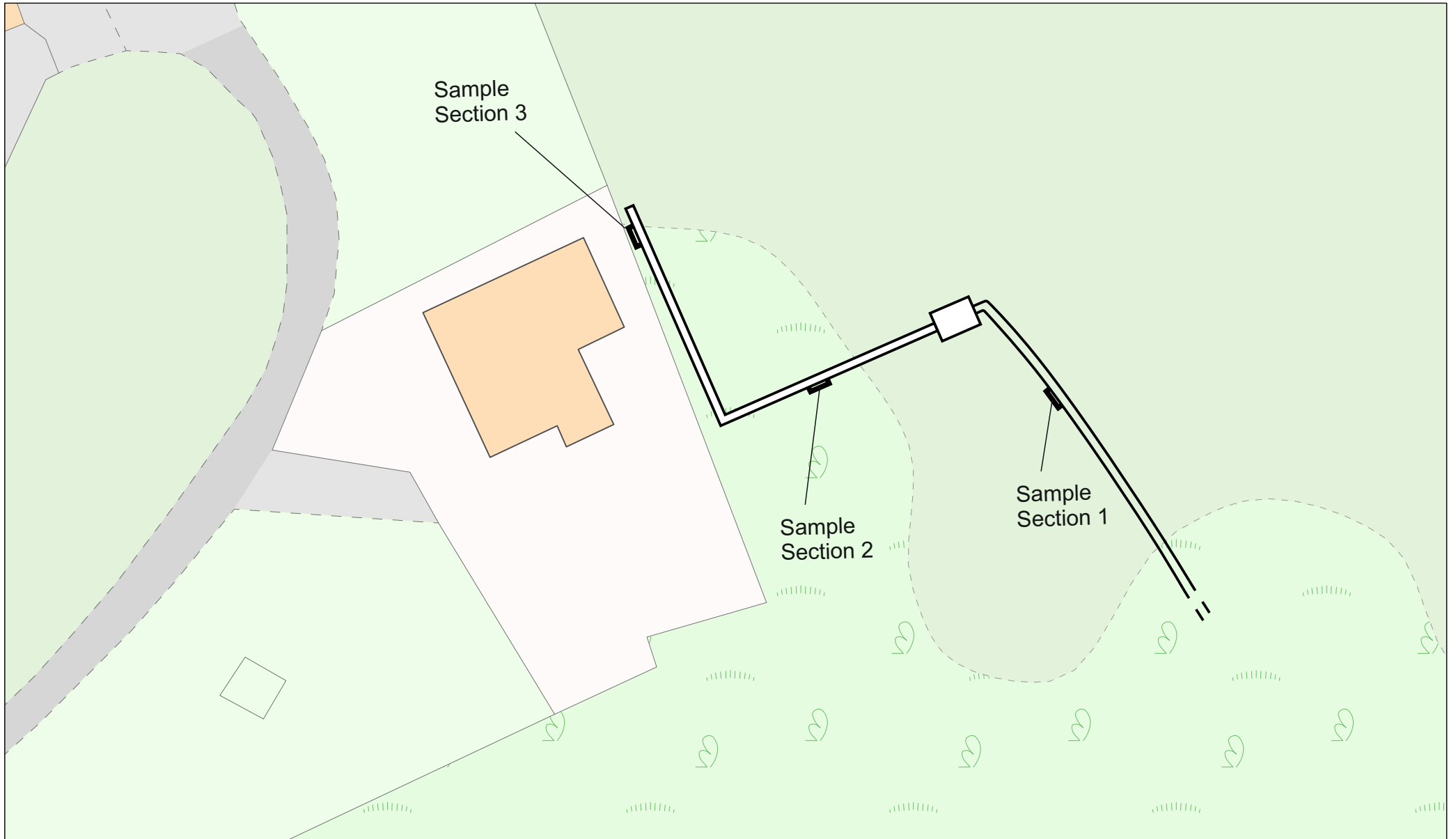




*Illus. 03: Villages view, showing the location of Middle Coldcoats (circled in red) between East Coldcoats and West Cotes.*



*Illus. 04: Street view, showing the location of Middle Coldcoats on the north side of the Coldcoats Burn, with the proposed development area highlighted in red.*



*Illus. 05: Site view, showing a detailed view of The Bungalow, 1 Middle Coldcoats, and the location of the works.*

## 2. CULTURAL HERITAGE BACKGROUND

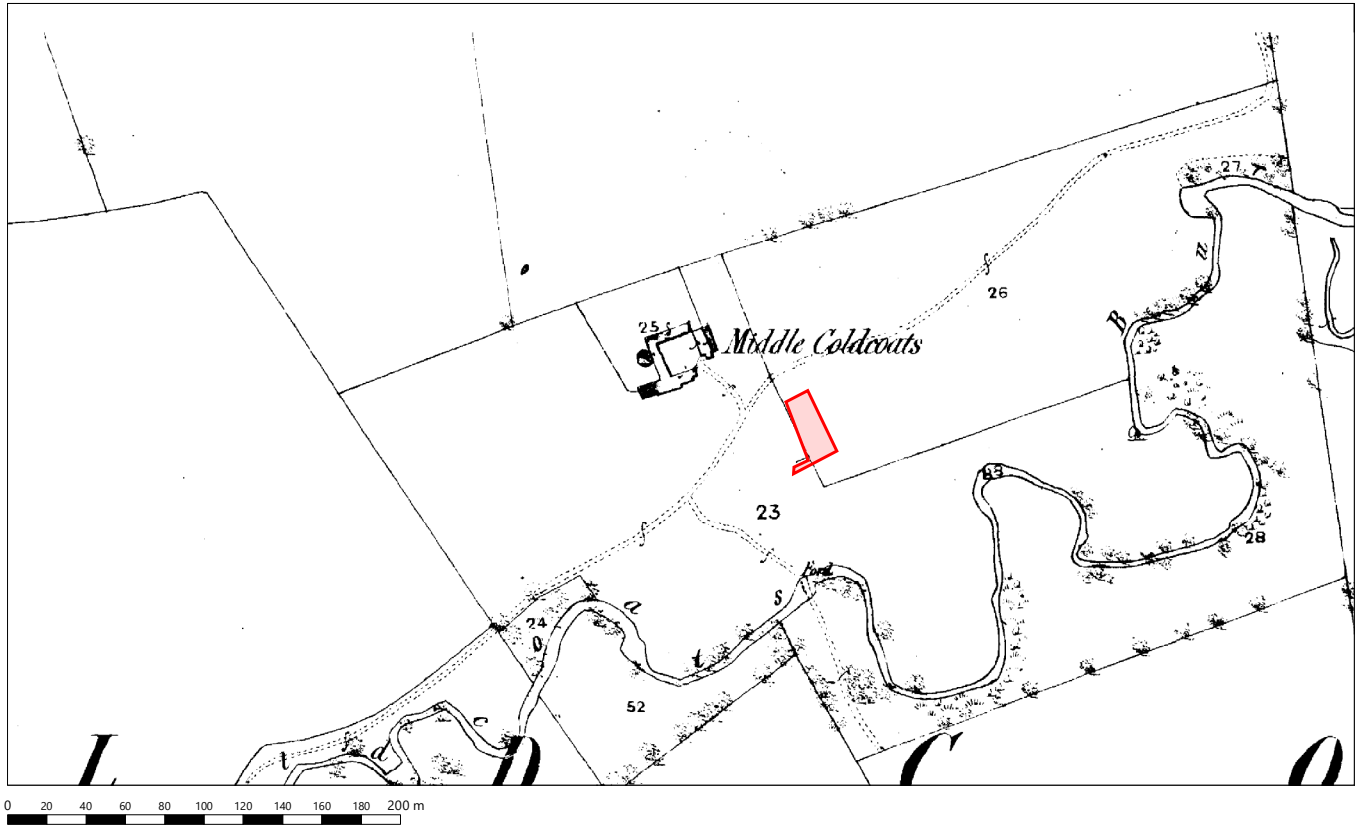
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The manor of Coldcoats was granted to Hugh de Eure in 1268 by the lord of Mitford, marking the earliest documentary reference to settlement at Coldcoats (Wrathmell 1975, 349). Coldcoats does not figure in the 1296 Lay Subsidy Roll, but in 1312, North Coldcoats had two taxpayers. Thereafter the township always appears to have comprised two, three or four settlements, either in the form of small hamlets or individual farmsteads, as assessed by Wrathmell (1975, 349-50). In 1655, East, West and North Coldcoats were recorded, whilst seven tenements were listed at North and South Coldcoats in the 1666/7 call roll for the Mitford court baron (NRO ZAM M15/A20). By the 19<sup>th</sup> century, the tithe (NRO DT 109 S (1841)) and 1<sup>st</sup> edition Ordnance Survey maps show that settlement comprised the farms of East, Middle and West Coldcoats, spaced out along the Coldcoats Burn in an east-west alignment. Also present was a farm called Coldcoats Moor (now styled Coldcotes Moor) to the south, which was likely established on the town's former common moor or waste. All of these appear to be planned farmsteads created in the late 18<sup>th</sup> or early 19<sup>th</sup> Century, consisting of building ranges set around a square or rectangular stackyard.

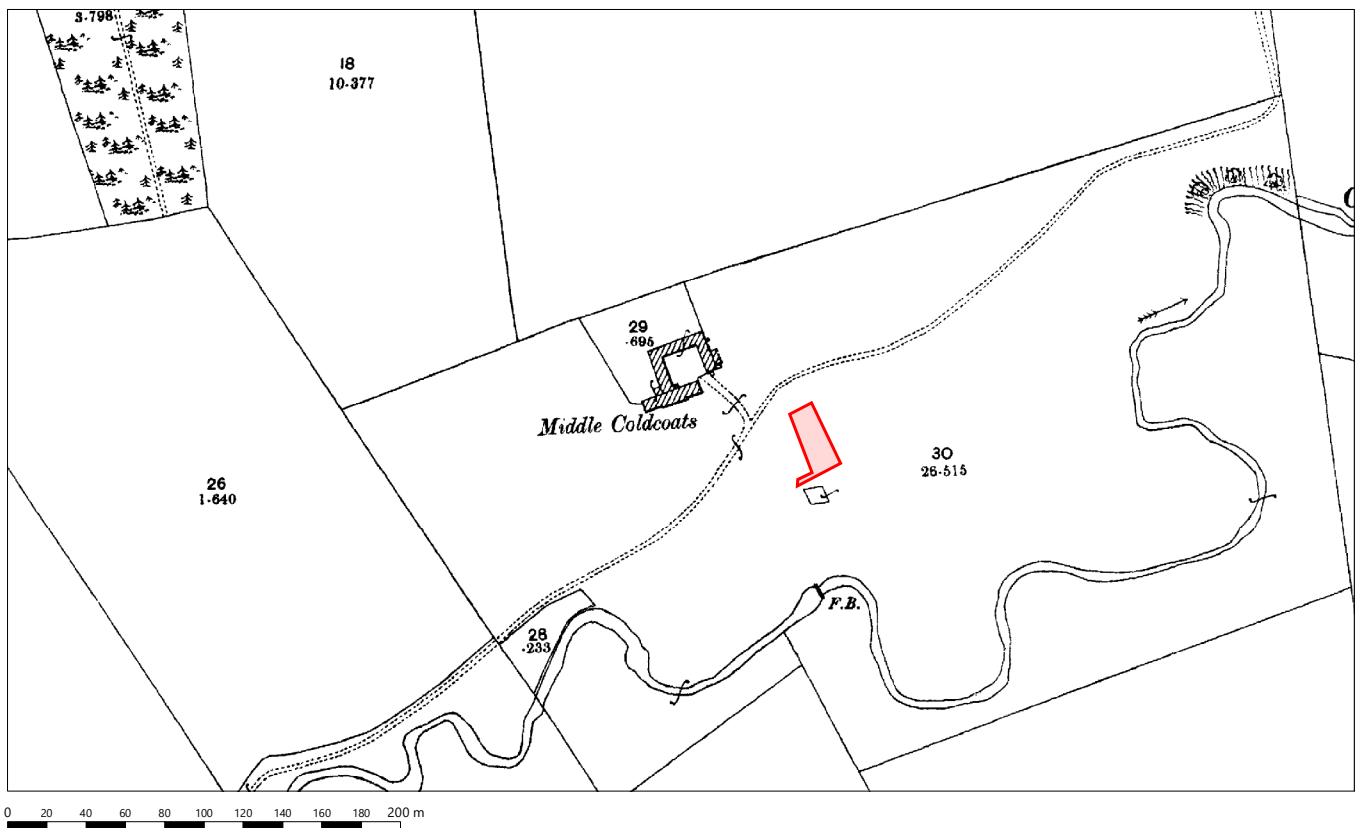
Wrathmell suggests that it is possible for a single village settlement of Coldcoats to have existed before the later 13<sup>th</sup> Century, but that it is equally likely that this is an example of a vill where settlement never fully nucleated. Middle Coldcoats may represent the location of North Coldcoats, with South Coldcoats perhaps laying opposite on the south bank of the Coldcoats Burn. On the higher ground on the south side of the burn, a pattern of possible small square enclosures (potentially tofts) overlain in part by ridge and furrow can be discerned on the most recent LiDAR plot (*Illus. 10*).

Closer to the site area, LiDAR and aerial photography show a number of earthworks to the east of Middle Coldcoats farm on the former pasture field north of the Coldcoats Burn. These earthworks take the form of small embanked linear enclosures - which like those on the other side of the burn - are bounded and perhaps overlain by ridge and furrow. The site area was considered to have less potential for archaeological remains than areas to the north-east, but it was still considered possible that medieval remains might be encountered within the site area.

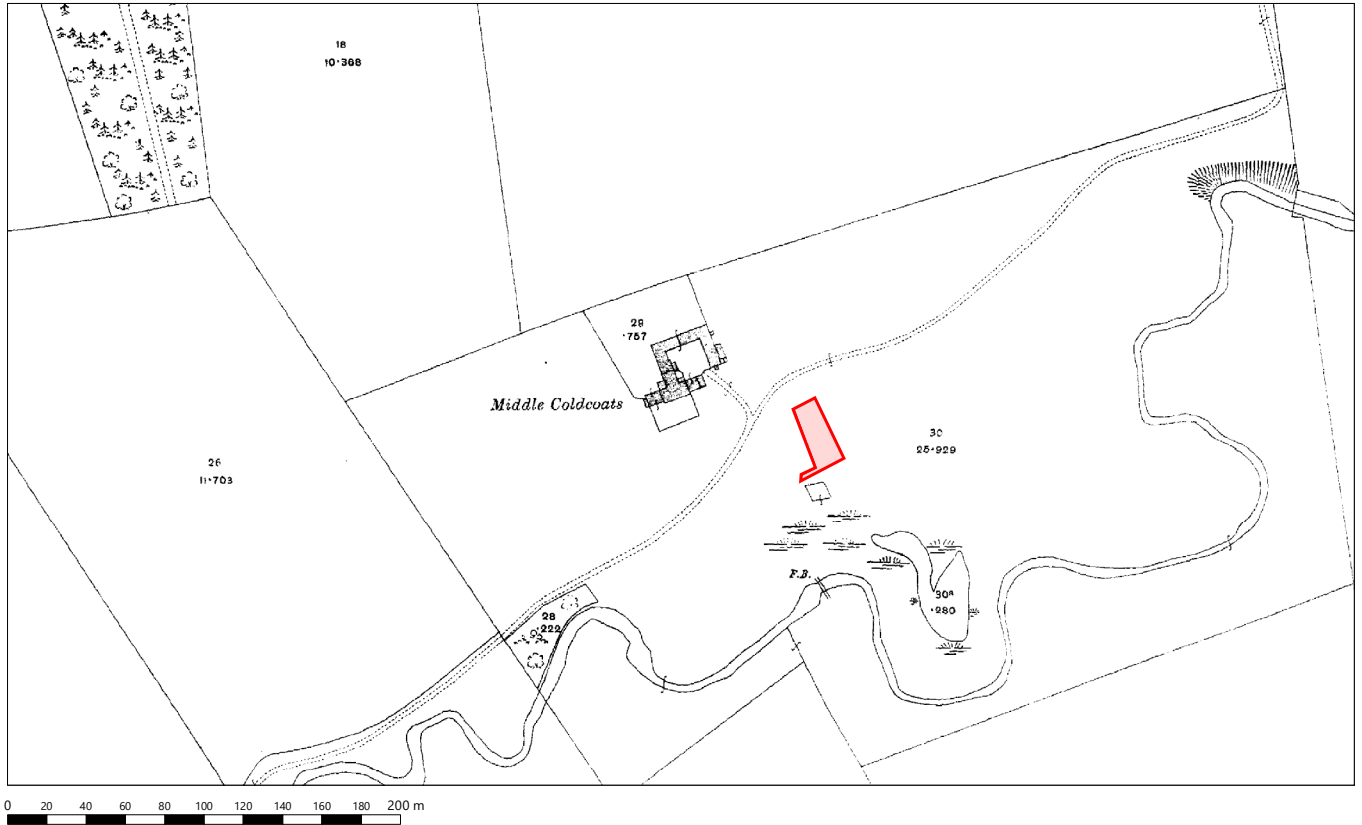
Historic Ordnance Survey (OS) mapping of the development area demonstrates no historic structures or potential archaeological remains throughout the period they cover. The Coldcoats Burn appears to occupy much the same course as it did in c.1858 (the date of the 1<sup>st</sup> edition OS survey plan). The Bungalow was constructed in 1966.



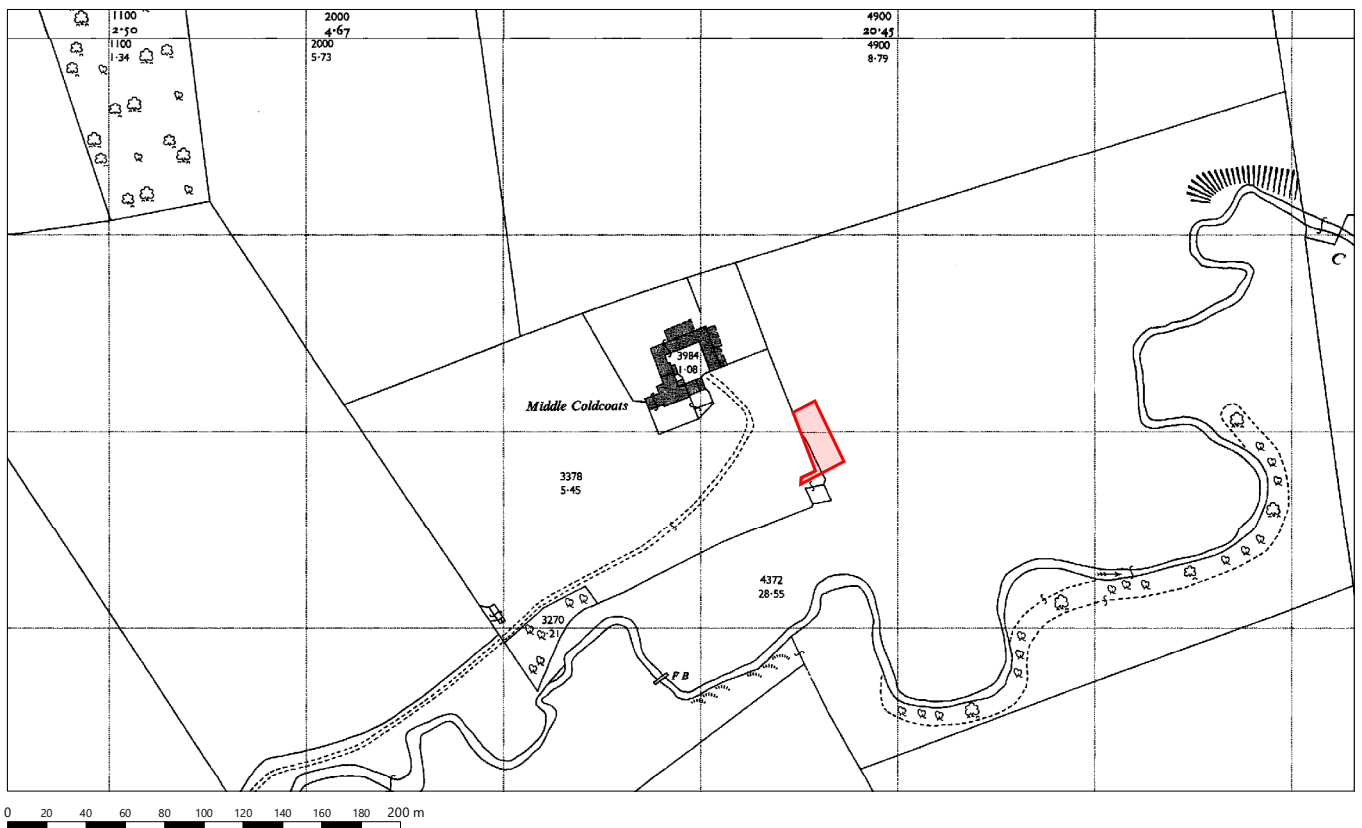
*Illus. 06: Extract of the 1st Edition Ordnance Survey Plan of Northumberland c.1858, showing Middle Coldcoats and the study area (highlighted in red).*



*Illus. 07: Extract of the 2nd Edition Ordnance Survey Plan of Northumberland c.1896, showing Middle Coldcoats and the study area (highlighted in red).*



*Illus. 08: Extract of the 3rd Edition Ordnance Survey Plan of Northumberland c.1916, showing Middle Coldcoats and the study area (highlighted in red).*



*Illus. 09: Extract of the c.1963 Edition Ordnance Survey Plan of Northumberland, showing Middle Coldcoats and the study area (highlighted in red).*



*Illus. 10: LiDAR image of Middle Coldcoats Farm, Bungalow and environs. The study area is bound in red. Copyright Environment Agency 2019/2020.*

### 3. MONITORING PROGRAMME

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The aims of the archaeological works were to identify and record any archaeological remains as they appeared during the scheme of works without causing significant delays to the groundworks. The monitoring was designed to apply to the following works:

- Groundworks associated with the water treatment tank and pipe trenches.
- Any landscaping or intrusive groundworks

Excavation was carried out by a 360° excavator with both toothed buckets and toothless ditching buckets. All excavation was supervised by staff from The Archaeological Practice Ltd.

## 4. RESULTS

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Excavations for the water treatment tank were carried out on the 24<sup>th</sup> January. Topsoil was removed in shallow spits until compact mid-grey boulder clay with frequent large cobbles and small boulders was encountered. This boulder clay was encountered at around 0.60m below ground level (all measurements taken being within 0.05m either side of 0.60m) (*Photo 01*). No features or layers other than loose dark grey-brown topsoil were observed above this horizon, barring the course of an unglazed ceramic land-drain pipe (later removed), and no finds were discovered during these works. These excavations eventually finished at a depth of approximately 2.10m below ground level (*Photo 02*). No change was noted within the boulder clay from 0.60m below ground level to the base of the excavation.

All remaining excavations were carried out on the 25<sup>th</sup> January. A trench for the outfall pipe was excavated from the east side of the water treatment tank and headed south-south-east on land sloping down towards the marshy ground at the southern extent of the site area (*Photos 03-04*). Similar to the hole excavated for the tank, a horizon of compact mid-grey or mid orange-grey boulder clay with frequent large cobbles was encountered, in places as shallow as 0.35m from the surface (*Photo 05*). A further trench from the west side of the water treatment tank was excavated directly west towards the property (*Photos 06-07*). This proved much the same in terms of stratigraphy, with dark grey-brown topsoil above the natural horizon of boulder clay c.0.60m down from the surface (*Photo 08*). Around 1.50m from the boundary of the property, this pipe trench turned 90° to the north, and was excavated in a north-south alignment on notably raised ground running alongside the property's fence (*Photo 09-10*). This raised area, probably associated with the mid-20<sup>th</sup> century construction of The Bungalow, consisted of a thin layer of turf and topsoil overlying mid orange-brown made ground consisting of aggregate, rubble, clay and sand (*Photo 11*). The thickness of this layer varied from 0.10m to 0.35m, overlaying boulder clay in all areas of the trench.

No archaeological finds or features were encountered. Very little modern debris was present in the topsoil and natural horizons were encountered in all areas of excavation.



## 5. SUMMARY CONCLUSIONS & RECOMMENDATIONS

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During the course of the watching brief on land east of The Bungalow, 1 Middle Coldcoats, no finds or features were encountered. In the areas of groundworks away from the property, topsoil uniformly overlay natural boulder clay. Adjacent to the property's fence, on a raised area of land, topsoil overlay made ground, almost certainly deposited in the 1960s to create a flat platform prior to construction of the dwelling.

A notable depression in the area of the water treatment tank pit excavation, on the edge of the floodplain, is likely to represent historic quarrying for boulder clay deposits. If this is the case, the land on which the bulk of the works was carried out on may have been reduced in height by more than a metre in the past. Irrespective of this, the land is close to the marshy ground on the floodplain and is unlikely to have been a location chosen for settlement or for agricultural activities.

There is still the potential for significant archaeological remains relating to medieval and post-medieval settlement on higher ground either side of the Coldcoats Burn. On this basis, any future work taking place in the vicinity of Middle Coldcoats should be taken on its own merits and special care should be taken with any future work occurring on or near noted areas of possible earthwork enclosures.

## 6. REFERENCES

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Archaeological Practice Ltd. (2020) *The Bungalow, 1 Middle Coldcoats, Milbourn, Northumberland: Archaeological Watching Brief of Inspection Pits for New Garage*, Grey Literature, AP 20/22

Wrathmell, S. (1975) *Deserted and Shrunken Villages in Southern Northumberland from the Twelfth to the Twentieth Centuries*, Unpublished Ph. D. thesis, University of Cardiff

APPENDIX 1:  
Photographic Record of Archaeological Watching Brief



**Photo 01.** The pit for the water treatment tank, photographed partially excavated at the horizon of the boulder clay.



**Photo 02.** The pit for the water treatment tank, excavated to full depth.



**Photo 03.** View looking north at the pipe trench to the east of the water treatment tank.



**Photo 04.** View looking north at the pipe trench to the east of the water treatment tank, N of photo 03.



**Photo 05.** West facing view of section of trench east of water treatment tank.



**Photo 06.** View looking west at the pipe trench to the west of the water treatment tank.



**Photo 07.** View looking west at the pipe trench to the west of the water treatment tank, W of photo 06.



**Photo 08.** South facing view of section of trench west of water treatment tank.



**Photo 09.** View looking north at the north-south section of trench to the west of the water treatment tank.



**Photo 10.** View looking north at the north-south section of trench to the west of the water treatment tank, N of Photo 09.



**Photo 11.** West facing view of north-south section of trench west of water treatment tank.

APPENDIX 2:

Land to the East of The Bungalow, 1 Middle Coldcoats, Milbourne, Northumberland, NE20 0DG.  
Written Scheme of Investigation for an Archaeological Watching Brief associated with new treatment  
plant for sewerage disposal.

*Prepared by The Archaeological Practice Ltd., December 2021*



# LAND TO THE EAST OF THE BUNGALOW, 1 MIDDLE COLDCOATS, MILBOURNE, NORTHUMBERLAND, NE20 0DG

Written Scheme of Investigation for an Archaeological Watching Brief associated with new treatment plant for sewerage disposal.

*Prepared by* The Archaeological Practice Ltd., December 2021

NCC Planning Ref: 20/03665/FUL

Grid Reference: NZ 1444 7479

## 1. INTRODUCTION

### 1.1 Background to the Project

**1.1.1** The following represents a project outline for an archaeological watching brief programme in order to mitigate the potential impact of development work associated with a new treatment plant for sewerage disposal, on land to the east of The Bungalow, 1 Middle Coldcoats, Northumberland (*Illus. 01 – 05*, below).

**1.1.2** The proposed development comprises a treatment works for sewerage disposal and associated drainage runs and soakaway, along with an ecological requirement for a scrape beyond the soakaway (*see the proposed site plan in Appendix 1, below*). The site comprises of an almost rectangular parcel of land, aligned NNW-SSE, located directly adjacent to and to the east of the residential property. The area is covered by grass and slopes gently down from the north to the south.

**1.1.3** A planning condition was placed on the development requiring that the groundworks associated with scheme be monitored by means of an archaeological watching brief to mitigate their impact on any surviving archaeological features. This will include monitoring groundworks associated with the following:

- Ground disturbance associated with the sewerage treatment plant and soakaway
- any service and drainage connections
- Scrape required for ecological purposes

**1.1.4** The Northumberland Historic Environment Record has been consulted and a historic map search (*Illus. 06 – 09*) conducted to inform the preparation of the WSI and the operation of the watching brief itself (*see below*).

**1.1.5** The earliest documentary reference to settlement in this area dates back to c. 1268, when the manor of Coldcoats was granted to Hugh de Eure by the lord of Mitford (Wrathmell 1975, 349). Coldcoats does not figure in the 1296 Lay Subsidy Roll, but in 1312 North Coldcoats had two taxpayers. Thereafter the township always appears to have comprised two, three or perhaps four settlements, either small hamlets or individual farmsteads, as documented in the evidence assembled by Wrathmell (1975, 349-50). In 1655 East, West and North Coldcoats were recorded, whilst seven tenements were listed at North and South Coldcoats in the 1666/7 call roll for the Mitford court baron (NRO ZAN M15/A20). By the 19th century, the tithe (NRO DT 109 S (1841)) and 1st edition Ordnance Survey maps show that settlement comprised the farms of East, Middle and West Coldcoats, strung out in a line from east to west along the course of Coldcoats Burn, plus Coldcoats Moor to the south, established on what was presumably the township's former common moor or waste. All appear to be planned farmsteads created in the late 18th or, more probably, early 19th

century, each one consisting of building ranges set around a square or rectangular stackyard.

**1.1.6** Wrathmell suggests that it is possible that there may have been a single village settlement of Coldcoats before the later 13th century, but it is equally likely that this is an example of a vill where settlement never fully nucleated, and there was always more than one hamlet. Middle Coldcoats may represent the location of North Coldcoats. Perhaps South Coldcoats lay opposite, on the south side of Coldcoats Burn, where a pattern of possible small square enclosures (tofts?), some to the south overlain by ridge and furrow earthworks, can be discerned on the most recent LiDAR plot (see *Illus. 10*).

**1.1.7** Aerial photographs and LiDAR show a number of earthworks remains to the east of Middle Coldcoats farm (HER 10976). These take the form of small embanked rectilinear enclosures, which, like those to the south of Coldcoats Burn, are bounded and perhaps partially overlain by fields of ridge and furrow, (see *Illus 10-11*), although later quarrying earthworks make it difficult to establish the precise layout of the medieval settlement. Whilst the most visible enclosures are located to the north-east of the proposed development area, there is also potential for comparable or associated remains to extend into this part of the site.

**1.1.8** Historic Ordnance Survey (OS) maps of the development area demonstrate no historic structures or potential archaeological remains throughout their regression period. Aerial photographs from 2002 onwards shows some surface activity across the proposed development area which could have impacted on upstanding earthworks associated with the medieval settlement but may not have impacted on below ground archaeological remains.

## **2. FIELDWORK METHODOLOGY**

### **2.1 Watching Brief**

**2.1.1** The work will be undertaken by archaeologically monitoring the areas subject to ground disturbance (see *Illus. 05. & Appendix 1 drawings*), whether carried out for the purposes of installation of the sewerage plant and soakaway, services and drainage connections, or the scrape required for ecological purposes. All work will be carried out in compliance with the codes of practice of the Institute of Field Archaeologists (CiFA) and will follow the CiFA Standard and Guidance for Archaeological Watching Brief.

**2.1.2** All archaeological staff will be suitably qualified and experienced for their project roles. Before commencement of work they will have been made aware of what work is required under the specification and they will understand the aims and methodologies of the project.

**2.1.3** The developer will allow the archaeological team access to the site and, in turn, the archaeological contractor will keep Northumberland Conservation, in the person of the Assistant County Archaeologist, apprised of the timing of the works and any significant discoveries made. Unless otherwise agreed, monitoring will be required until the groundworks are completed or an agreed stage in the project has been reached.

**2.1.4** All sections and deposits exposed during construction operations will be systematically examined to identify, excavate, sample and record, as appropriate, any previously unidentified archaeological features which survive within the area of excavation and which are threatened by development works.

**2.1.5** Any archaeological deposits encountered will be recorded photographically. Photographic recording shall also be undertaken where no archaeological features are encountered, and include general working shots.

**2.1.6** In the event of the discovery of archaeological remains which are of greater significance than anticipated, work will cease and the Assistant County Archaeologist and a representative of the developer will be notified. An assessment will be made of the importance of the remains and a mitigation strategy for recording or preservation *in situ*, as appropriate, will be agreed upon by all the parties.

**2.1.7** Should additional staff time and resources be deemed necessary by the archaeological contractor to excavate, record and sample revealed archaeological features, a contingency should be allowed for additional excavation, which has been specified by Northumberland Conservation as up to **20 person days**.

**2.1.8** In the event that hearths, kilns or ovens (of whatever period, date or function) are identified during the watching brief, there will be provision for the collection of at least one archaeo-magnetic date to be calculated from each individual hearth surface (or in the case of domestic dwellings sites a minimum of one per building identified). Where applicable, samples will be collected from the site and processed by a suitably trained specialist for dating purposes. In the event that such deposits or structures are identified, the Conservation Team will be contacted to discuss the appropriate response.

**2.1.9** In the event of human burials being discovered, the archaeological contractor will procure and comply with all statutory consents and licences under the Burial Act 1857. Where any part of a human burial is disturbed the whole burial will be archaeologically exhumed.

**2.1.10** Appropriate procedures under the relevant legislation will be followed in the event of the discovery of artifacts covered by the provisions of the Treasure Act 1996.

## **2.2 Recording**

**2.2.1** A full and proper record (written, graphic and photographic, as appropriate) will be made for all work, using pro-forma record sheets and text descriptions appropriate to the work. Written descriptions should comprise both factual data and interpretative elements. Accurate scale plans and section drawings will be drawn at 1:50, 1:20 and 1:10 scales as appropriate. Sections will be related to Ordnance Datum (i.e. levels will be recorded as above Ordnance Datum – aOD).

**2.2.2** The stratigraphy of the excavation will be recorded even when no archaeological deposits have been identified.

**2.2.3** Where stratified deposits are encountered, a 'Harris' matrix will be compiled.

**2.2.4** The excavation will be accurately tied into the National Grid and located on a 1:1250 or 1:500 map of the area, using a total-station-theodolite.

**2.2.5** All features of archaeological note will be recorded using colour transparencies along with black and white film stock. Digital photographs will be taken as a backup for the entire record. The photographs will include a clearly visible, graduated metric scale. A system will be used for identifying the archaeological features photographed with a register of all

photographs being kept. After processing the digital photographs will be converted to TIFFs (Tagged Interchangeable File Format), in order to retain maximum photographic quality.

**2.2.6** Drawings, photography and written records of discrete features, where deemed necessary, will be sufficient to allow interpretation of the material and the preparation of a report on the site.

## **2.3 Finds Processing**

**2.3.1** All processing, storage and conservation of finds will be carried out in compliance with the relevant IFA and UKIC (United Kingdom Institute of Conservation) guidelines.

**2.3.1** Artefact collection and discard policies will be fit for the defined purpose.

**2.3.2** Finds will be scanned to assess the date range of the assemblage with particular reference to pottery. Artefacts will be used to establish the potential for all categories of finds, should further archaeological work be necessary.

**2.3.3** All bulk finds which are not discarded will be washed and, with the exception of animal bone, marked. Marking and labelling will be indelible and irremovable by abrasion. Bulk finds must be appropriately bagged and boxed and recorded. This process will be carried out no later than two months after the end of the excavation.

**2.3.4** All small finds will be recorded as individual items and appropriately packaged. Vulnerable objects must be specially packaged, and textiles, painted glass and coins stored in appropriate specialist systems. This process will be carried out within two days of the small find being excavated.

**2.3.5** Assessment and analysis of artefacts and environmental samples will be carried out by an approved, named specialist.

**2.3.6** The deposition and disposal of artefacts will be agreed with the legal owner and recipient museum prior to the work taking place. Where the landowner decides to retain artefacts, adequate provision will be made for recording them.

**2.3.7** During and after the watching brief, all objects will be stored in the appropriate materials and storage conditions to ensure minimal deterioration and loss of information (this will include controlled storage, correct packaging, regular monitoring of conditions, immediate selection for conservation of vulnerable material). All storage will have appropriate security provision.

## **2.4 Environmental Sampling and Dating**

The following strategy for environmental sampling has been confirmed with Don O'Meara, Historic England Regional Advisor for Archaeological Science (0191 2691250).

**2.4.1** If significant archaeological deposits are encountered, selective sampling will be carried out in a manner consistent with Historic England's *Management of Research Projects in the Historic Environment* (2015) and *Archaeological Science at PPG16 Interventions: Best Practice for Curators and Commissioning Archaeologists* (English Heritage 2003).

**2.4.2** Deposits/fills with potential for environmental evidence will be assessed by taking up to two bulk samples of 30 litres from any context selected for analysis by the excavator from suitable (i.e. uncontaminated) deposits. Deposits/fills totalling less than 30 litres in volume

will be sampled in their entirety. Samples will be taken from all deposits/fills containing charcoal, unless the contexts are evidently subject to modern contamination.

**2.4.3** Deposits will be sampled for remains of pollen, food residues, microfossils, small boned ecofacts (e.g. fish & insects/micro-fauna), industrial residues (e.g. micro-slugs - hammer-scale and spherical droplets), cloth and timber. Flotation samples and samples taken for coarse-mesh sieving from dry deposits will be processed at the time of fieldwork wherever possible.

**2.4.4** Any significant ecofactual assemblages will be assessed by a recognised specialist.

**2.4.5** Deposits will be assessed for their potential for radiocarbon, archaeomagnetic and Optically Stimulated Luminescence dating. As well as providing information on construction techniques, timbers will be assessed for their potential for dendrochronology dating, in which case sampling will follow procedures in *Dendrochronology: guidelines on producing and interpreting dendrochronological dates* (Hillam 1998) and *Guidelines on the recording, sampling, conservation and curation of waterlogged wood* (R. Brunning 1996). A maximum of 5 samples of material suitable for dating by scientific means (eg: Radiocarbon, Luminescence, Remnant Magnetism, etc.) will be collected.

**2.4.6** Information on the nature and history of the site, aims and objectives of the project, summary of archaeological results, context types and stratigraphic relationships, phase and dating information, sampling and processing methods, sample locations, preservation conditions, residuality/ contamination, etc. will be provided with each sample submitted for analysis.

**2.4.7** Laboratory processing of samples shall only be undertaken if deposits are found to be reasonably well dated, or linked to recognisable features and from contexts the derivation of which can be understood with a degree of confidence.

**2.4.8** Human remains will be treated with care, dignity and respect, in full compliance with the relevant legislation (essentially the Burial Act 1857) and local environmental health concerns. If found, human remains will be left in-situ, covered and protected, and the police, coroner and County Archaeologist informed. If it is agreed that removal of the remains is essential, the Archaeological Practice Ltd, will apply for a licence from the Ministry of Justice. Analysis of the osteological material will take place according to published guidelines, *Human Remains from Archaeological Sites, Guidelines for producing assessment documents and analytical reports* (English Heritage 2004) & <https://web.archive.org/web/20170407160614/http://www.babao.org.uk/assets/Uploads/HumanremainsFINAL3.pdf> produced by the ClfA. This may involve extending the trench to remove a whole skeleton.

**2.4.9** If anything is found which could be Treasure, under the Treasure Act 1996, it is a legal requirement to report it to the local coroner within 14 days of discovery. The Archaeological Practice Ltd. will comply with the procedures set out in The Treasure Act 1996. Any treasure will be reported to the coroner and to The Portable Antiquities Scheme Finds Liaison Officer, Andrew Agate (0191 2085031 or [andrew.agate@twmuseums.org.uk](mailto:andrew.agate@twmuseums.org.uk)), for guidance on the Treasure Act procedures.

Treasure is defined as the following:

- Any metallic object, other than a coin, provided that at least 10% by weight of metal is precious metal and that is at least 300 years old when found
- Any group of two or more metallic objects of any composition of prehistoric date that come from the same find
- All coins from the same find provided that they are at least 300 years old when found, but if the coins contain less than 10% gold or silver there must be at least ten
- Any object, whatever it is made of, that is found in the same place as, or had previously been together with, another object that is Treasure

- Any object that would previously have been treasure trove, but does not fall within the specific categories given above. Only objects that are less than 300 years old, that are made substantially of gold or silver, that have been deliberately hidden with the intention of recovery and whose owners or heirs are unknown will come into this category

**2.4.10** The potential requirement for specialist analyses is an unavoidable risk in all such investigations. Although background research would suggest the likelihood of such analyses being required in this case is relatively low, the possibility can not be entirely dismissed, and the investigation of any features/deposits which are considered significant would be undertaken as a non-negotiable part of this specification. Any such analyses would be carried out by specialists and priced to the client on a cost-only basis.

## 2.5 Production of Site Archive

**2.5.1** The site archive will be prepared according to the guidelines given in Historic England's MoRPHE: <https://historicengland.org.uk/images-books/publications/morphe-project-managers-guide/> and D.H. Brown *Archaeological Archives: A guide to best practice* (2011) [http://www.archaeologyuk.org/archives/aaf\\_archaeological\\_archives\\_2011.pdf](http://www.archaeologyuk.org/archives/aaf_archaeological_archives_2011.pdf). This will include the indexing, ordering, quantification and checking for consistency of all original context records, object records, bulk finds records, sample records, skeleton records (if recovered), photographic records, drawing records, photographs, drawings, level books, site note-books, spot dating records, and conservation records; and ensuring that all artefacts and ecofacts recovered and retained from the site are packed and stored in the appropriate materials and conditions and that all their associated records are complete. This will be completed by the end of the field work. A summary account of the context record will be included and written by the supervising archaeologist.

**2.5.2** The archive will be submitted to the Great North Museum in Newcastle upon Tyne within 6 months of the end of the fieldwork. The location of artefacts will be stated in the archive.

**2.5.3** A copy of the digital archive will be submitted to the Archaeological Data Service (ADS) in York following the standards stipulated by ADS for long term storage and preservation.

## 2.6 Production of Final Report

**2.6.1** The report will be bound, with each page and paragraph numbered. It will include as a minimum the following:

- ❑ Planning application number, Northumberland Conservation reference, OASIS reference number, Archive reference and an 8-figure grid reference
- ❑ A summary statement of methodologies used.
- ❑ A location plan of the site at an appropriate scale and a location plan of the extent of the watching brief at a recognisable planning scale, and located with reference to the national grid.
- ❑ Plans and sections of all features located and recorded at a recognisable and appropriate planning scale.

- ❑ Both above Ordnance Datum (aOD) levels and levels below current ground levels in the text and aOD levels included on plans and sections
- ❑ A summary statement of results.
- ❑ A table summarizing the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds.
- ❑ Conclusions
- ❑ Recommendations

**2.6.2** Copies of the report will be provided within two months of the completion of fieldwork to the developer and Northumberland Conservation . One bound paper copy will be retained at the offices of the Archaeological Practice Ltd. and a digital copy (in PDF format) will be submitted to Northumberland Conservation.

## **2.7 Publication of Results of Archaeological Works**

**2.7.1** A summary of the results of the investigation will be prepared for 'Archaeology in Northumberland' and submitted to Liz Williams, Northumberland HER Officer, by December of the year in which the work is completed.

**2.7.2** The Contractor will, at the request of Northumberland Conservation, also prepare a short report on the work for publication in an agreed journal.

## **2.8 OASIS**

**2.8.1** The Archaeological Contractor will complete the online form for the Online Access to Index of Archaeological Investigations Project (OASIS), following consultation with the Northumberland HER Officer. The Contractor agrees to the procedure whereby the information on the form will be placed in the public domain on the OASIS website, following submission to or incorporation of the final report (see 2.6) into the Northumberland County HER

## **3. EXECUTION OF THE SCHEME OF INVESTIGATION**

**3.1** The Developer has appointed The Archaeological Practice Ltd. as a professionally competent Archaeological Contractor, on agreed terms, to execute the scheme as set out in the brief supplied by the County Archaeology Service.

**3.2** The present project design must be submitted for approval and, if necessary, modification by the County Archaeology Service before work on-site can proceed.

**3.3** The Developer will allow the County Archaeology Service and the appointed contractor all reasonable access to the site for the purposes of monitoring the archaeological scheme, subject only to safety requirements. Up to two site visits may be required by the County Archaeology Service, the first one will be free and after that there will be a charge in line with the County Archaeology Service charging document.

**3.5** The archaeological contractor appointed to manage the execution of the scheme shall ensure that:

**3.5.1** the appropriate parties are informed of the objectives, timetable and progress of the archaeological work

**3.5.2** the progress of the work is adequately and effectively monitored and the results of this are communicated to the appropriate parties.

**3.5.3** significant problems in the execution of the scheme are communicated at the earliest opportunity to the appropriate parties in order to effect a resolution of the problems.

**3.6** The archaeological contractor will carry, and will ensure that other archaeological contractors involved in the scheme carry appropriate levels of insurance cover in respect of Employers Liability, Public and Third Party Liability & Professional Indemnity.

**3.7** The archaeological contractor will liaise with the appointed CDM Planning Supervisor and prepare or arrange for the preparation of a Safety Plan for the archaeological work.

**3.8** At or before the commencement of the scheme the Developer, the appointed Archaeological Contractors, the County Archaeological Officer and other appropriate parties will agree arbitration procedures to be followed in the event of any unresolvable difficulties or disputes arising from the scheme

**3.9** Careful assessment has led to the definition of a number of research objectives which identify with a high degree of likelihood the kind of archaeological deposits which the investigation will encounter. Nevertheless, it is possible that discoveries will be made which could not reasonably have been foreseen on the basis of all the information currently available. Any difficulties arising from unforeseen discoveries will be resolved by discussion between all the parties involved. There will be a presumption, the investigation having been carried out in accordance with the schedule set out in this document, and to the satisfaction of the County Archaeological Officer, and all other considerations being equal, that no executive or financial obligation shall attach to any particular party in the event of unforeseen discoveries being made, and that the executive and financial responsibility for dealing with such unforeseen discoveries shall rest outside the currently agreed scheme of investigation.

**3.10** The Archaeological Contractor(s) appointed to execute the scheme will procure and comply with all statutory consents and licences under the Disused Burial Grounds (Amendment) Act 1981 regarding the exhumation and interment of any human remains discovered within the site, and will comply with all reasonable requirements of any church or other religious body or civil body regarding the manner and method of removal, re-interment or cremation of the human remains, and the removal and disposal of any tombstones or other memorials discovered within the site. The Developer will incur all costs resulting from such compliance.



#### 4. TIMETABLE AND STAFFING

The treatment plant groundworks are scheduled to start by March, 2022.

**Personnel:**

**Archaeological Practice**

PM: Project Manager:

Alan Rushworth

PO: Project Officer:

Marc Johnstone

**Sub-Contractors**

ASDU: Archaeological Services, Durham

University: Environmental Analysis

Jenny Vaughan: medieval and post-medieval pottery

Lindsay Allason-Jones: Roman finds

#### 5. REFERENCES

Archaeological Practice Ltd. 2020. *The Bungalow, 1 Middle Coldcoats, Milbourn, Northumberland. Archaeological Watching Brief of Inspection Pits for New Garage. November 2020.* Grey Literature report, AP 20/22.

WRATHMELL, S, 1975, *Deserted and Shrunken Villages in Southern Northumberland from the Twelfth to the Twentieth Centuries.* Unpublished Ph. D. thesis, University of Cardiff.

**APPENDIX 1:** Developer plan of the proposed treatment plant at The Bungalow, 1 Middle Coldcoats



# The Archaeological Practice Ltd.



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