
**CARVILLE ROAD
WALLSEND
TYNE AND WEAR**

ARCHAEOLOGICAL EVALUATION



MARCH 2023

**The Archaeological
Practice Ltd.**



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WALLSEND
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Frontispiece: Working shot of Trench 2 being excavated.

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SUMMARY

This document reports on a process of archaeological evaluation conducted in March 2023, as part of a proposed development at Carville Road, Wallsend, Tyne and Wear (NZ 19865 66137). The archaeological monitoring follows a Specification for the works set out by the Tyne and Wear Archaeology Service (Appendix 1 - MON 18174). Monitoring was required due to the site's location adjacent to the Roman Fort of Segedunum (Wallsend), the line of Hadrian's Wall, and within the proposed area of Roman civilian settlement adjacent to the Fort.

The evaluation took the form of two trenches on the site of the former Carville Arms Public House, and more precisely to the rear (west) of the site of the main building itself, which had been demolished some years ago. Both trenches were orientated roughly east-west and measured 10m in length.

Both trenches were excavated down to the natural clay and banded sand levels, which was more visible towards the western ends of the trench. The eastern ends (in particular within Trench 1) contained the foundations, services, and structure of the Carville Arms, which had been cut into the natural levels. It was apparent that any pre-existing archaeological and/or topsoil levels had been terraced away prior to the construction of the Carville Arms. Given that these trenches were located within the less disturbed area of the former carpark behind the Public House, it is assumed that the disturbance and removal of any archaeologically significant levels will have occurred throughout the site.

In view of the findings of the evaluation, excavations carried out on the foundations of the new build require no further archaeological intervention.

It is further recommended that any groundworks in the wider vicinity, given the archaeological significance of the area, should be considered on their own merits with respect to the need for archaeological intervention.

1. INTRODUCTION

1.1 Location and Planning Background

This document reports on a process of archaeological evaluation conducted in March 2023, as part of a proposed development at Carville Road, Wallsend, Newcastle upon Tyne (NGR: NZ 19865 66137). The site is currently an area of scrub ground on the site of the former Carville Hotel Public House (now demolished).

The archaeological evaluation follows a Specification for the works set out by the Tyne and Wear Archaeology Service (Appendix 1 – MON 18174), which explains that archaeological mitigation was required in accordance with paragraph 194 of the National Planning Policy Framework due to the proximity of the Scheduled Monument of Segedunum Roman Fort (<https://historicengland.org.uk/listing/the-list/list-entry/1005914>), (<https://www.twsitelines.info/SMR/198>) approximately 100m to the southeast. In addition, an assessment and evaluation at 52 Carville Road to the south (HER event 2658 report 2006/56) identified three Roman ditch or gully features and the remains of a stone-built structure immediately outside the fort defences.

The Archaeological Practice Ltd was appointed to oversee the groundworks at the behest of Pavillion NE Ltd.



Figure 1. Location map of the evaluation site (highlighted) in Wallsend, Tyne and Wear

1.2 Previous Archaeological Assessment and Investigation

An archaeological desk based assessment was undertaken for the site immediately to the south in 2006 by North Pennines Archaeology Ltd. (HER event 2723 report 2006/126). This concluded that the site had medium to high potential for archaeological remains of the Roman period, due to the proximity to the Scheduled Monument of Segedunum Roman Fort. In addition, an assessment and evaluation at 52 Carville Road to the south (event 2658 report 2006/56) identified three Roman

ditch or gully features and the remains of a stone-built structure immediately outside the fort defences.

Following the archaeological desk based assessment, two trial trenches were excavated on the site (HER event 2748 report 2006/156). These found that previous demolition of Victorian houses and subsequent landscaping to create a turning circle for the Carville Hotel had removed any archaeological potential on the site.

1.3 Cultural Heritage Background and Constraints

1.3.1 Romano-British Period (43BC to 400AD)

Although it is very likely that there was earlier occupation of the immediate area prior to the Iron Age, some of the earliest signs of human activity date to the later Iron Age and the time up to the arrival of the Romans in the early Second Century. This takes the form of linear cord rig agricultural marks found beneath a number of the fort buildings of Segedunum, as well as beneath the site of Hadrian's Wall to the south-west of the current site. From this it appears that the area was well cultivated at this time and that by extension there was an associated (and as yet undiscovered) settlement within the vicinity.

The Roman arrival in the Wallsend area is conventionally dated to the construction of the fort of Segedunum as an extension to the by-then existing line of Hadrian's Wall at Newcastle (Pons Aelius). This would likely place it in the later 120s – 130s AD. There is however a likelihood that construction of the fort and extended Wall line began somewhat earlier as an early revision to the initial Wall construction plan in the mid-120s.

Either way, the arrival of the Romans defined Wallsend as a distinct place on the map and a centre of settlement in the area. The current site lies a short distance to the north-west of the fort, and north of the line of the Wall itself and associated northern ditch. This would put it in what is often seen as 'barbarian territory' and it might therefore not initially be an area in which we might expect to find signs of Roman occupation. However, it is a mistake to see the line of Hadrian's Wall and its forts as an unchanging military bastion separating the civilised south from the barbarian north, and more and more recent evidence is coming to light that shows both civilian and military activity within the areas north of the forts along the Wall.

Much of this activity is associated with the mid-second to early third centuries, which was a time that saw the establishment, expansion, and eventual contraction of civilian settlements (vici) outside many of the forts along the Wall. It is thought that these semi-official or officially overseen settlements provided a place for non-military personnel to interact (as merchants, families, taverns, etc) with the forces inside the forts. The fact that such a settlement could exist in the first place implies a degree of stability within the surrounding area, and this is especially the case with those vicus buildings that we are beginning to find evidence for to the north of the protective line of the Wall and forts.

Such stability is likely to have been somewhat sporadic, and comparatively short-lived. In an occupation that lasted from 43AD to 410AD (officially), a considerable amount of ups and down in cultural exchange and acceptance (or lack thereof) between the ruling Imperial system and the native tribes can be expected. At Segedunum we see the vicus buildings to the immediate south and west of the fort become surrounded by a defensive bank and ditch, implying that even in the area immediately protected by the Wall and Fort there was growing fears for safety. This might well have seen the abandonment of any similar buildings and activity to the north of the fort in the area of the current site. The vicus itself seems to have been entirely abandoned by around 270AD.

1.3.2 The Early Medieval Period (410AD to 1066AD)

The Roman fort at Segedunum seems likely to have been abandoned by the Romans around 380AD, although many of the later Roman levels of the fort have been destroyed by later agricultural activity on the site. But this date would fit a general thinning out and removal of military forces in the area at some point prior to the 'official' abandonment of the islands by the Romans in 410AD.

Anglian and/or native re-occupation of the fort site after the end of Roman Britain is hinted at by the presence of a small number of artefacts in the upper levels of the archaeology there, but once again these were heavily disturbed by later agricultural activity and are somewhat tenuous. Slowly, the site of the fort, and presumably the current study area, were reclaimed as agricultural fields as the medieval village of Wallsend developed to the north of this area.

1.3.3 Medieval Period (1066AD to 1485AD)

From the late eleventh century, the township of Wallsend was part of the bishopric of Durham. Wallsend is first attested as a place name c.1085 (as 'Wallesende') (Ekwall, 1960, 493). During this period, the occupation of Wallsend village to the north and north-east of the current site drew the focus of occupation and development away from this area, which appears to have been ploughed over and turned over to agricultural use.

1.3.4 Post Medieval and Modern Periods (1485AD to the present)

The 1780s saw the sinking of the Wallsend A and B pits within the immediate vicinity of the site (the B pit is preserved adjacent to a length of Hadrian's Wall to the south-west of the site). The continuing establishment and development of the coal trade became a major factor in the continued development of Wallsend and saw the associated construction of a number of waggonways and staithes in the area to facilitate the trade, along with cottages and homes for the workers there. The current site does not appear to have been directly impacted by these developments.

The first shipbuilding yard in Wallsend was opened in 1863, and a decade later the arrival of Coulson, Cooke and Company established what was to become Swan Hunter's shipyard to the south of the fort site. This again brought with it major development in the area, and as a result of shipbuilding and coal mining, the suburban development of Wallsend spread across both the current site and that of the former Roman fort to the south-east.

Associated with this development was the construction of The Carville Hotel on the current site in 1893. This was a period of great expansion in Wallsend - the population had doubled from 10,000 in 1885, with no increase in the public houses. A Mr Morris submitted a petition with 1000 signatures in support of his application for the construction of a new Public House here. There was a large assembly room above, in which a number of societies regularly met, including the Boilermakers (No 1) Society. Also known as Carville Heaven and Harry's Bar, it remained a part of the local community until it was closed in 2010, shortly before being burned down. Following that the site was levelled and has remained as rough scrub and concrete surfacing since then.

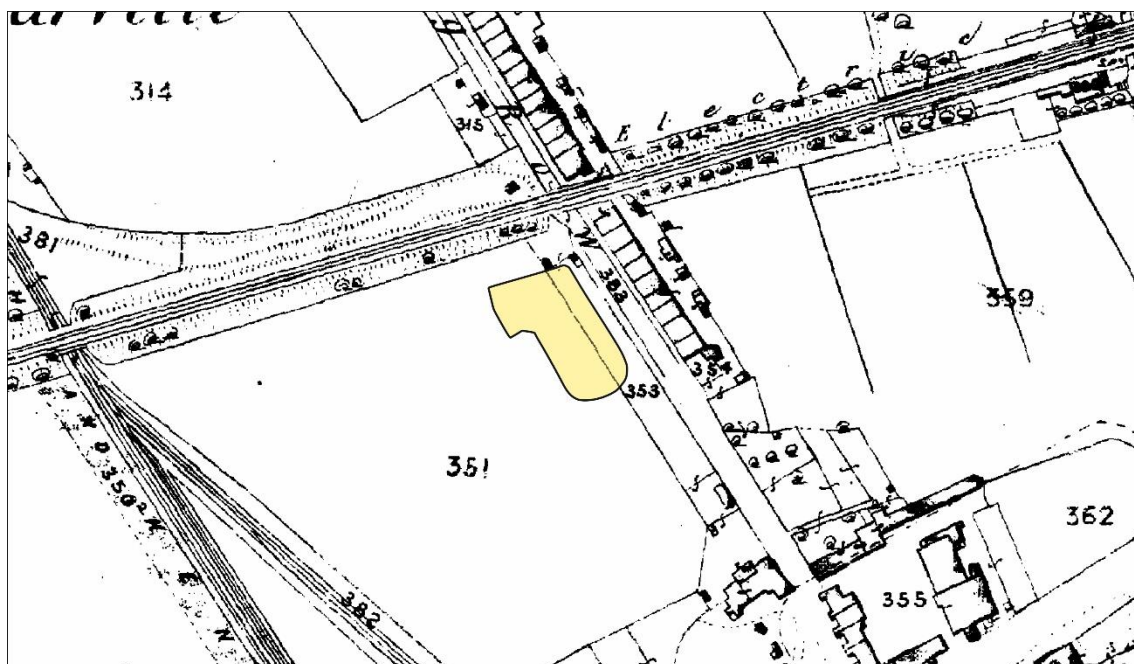


Figure 02. 1859 OS map of the evaluation site (highlighted)

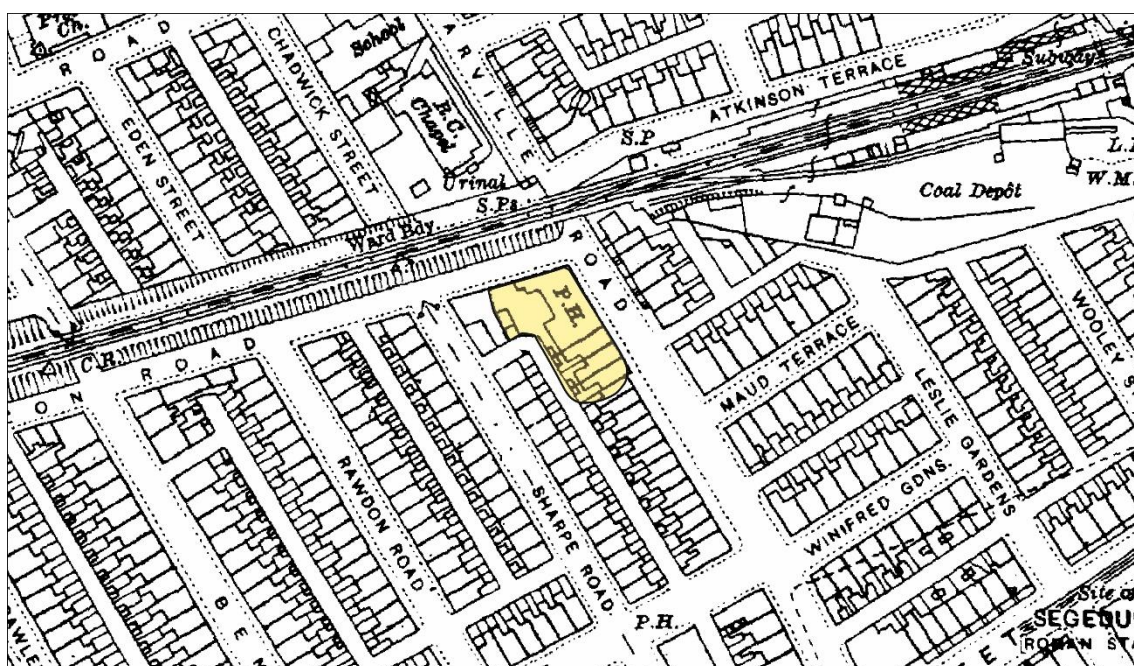


Figure 03. 1919 OS map of the evaluation site (highlighted)

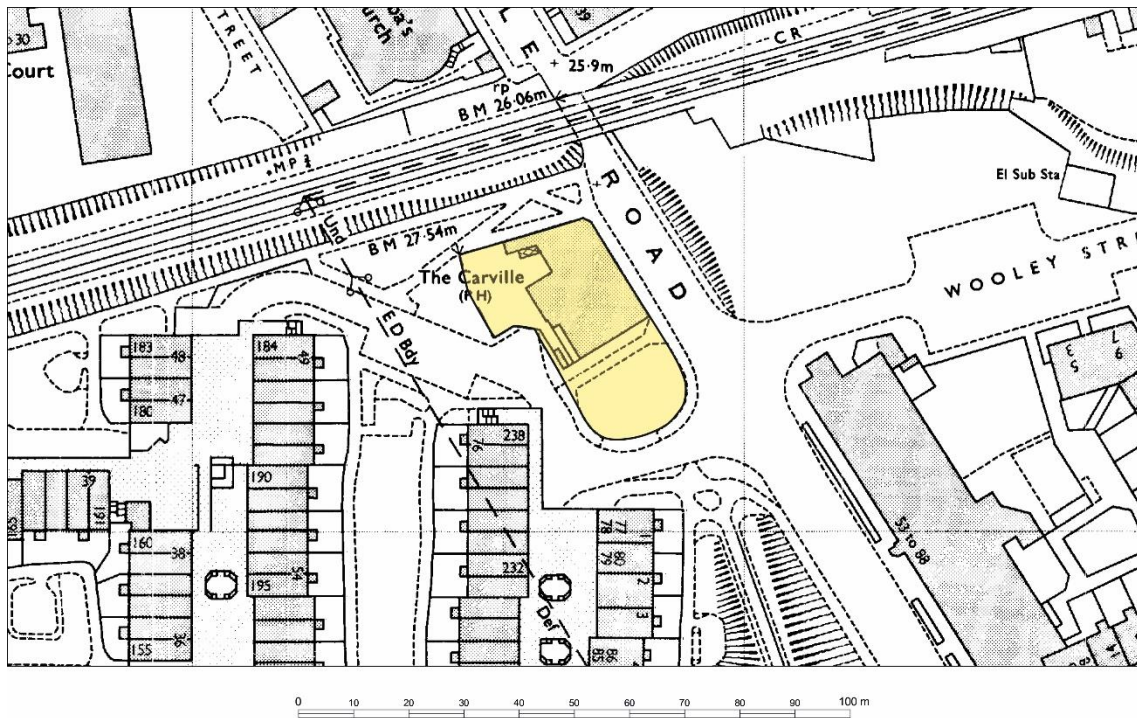


Figure 04. 1981 map of the evaluation site (highlighted)

2. AIMS AND OBJECTIVES

2.1 Definition of an Archaeological Evaluation

An Archaeological Evaluation is defined as:

"...a limited programme of non-intrusive and/or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts and their research potential, within a specified area or site on land, in an inter-tidal zone or underwater. If such archaeological remains are present, field evaluation defines their character, extent, quality and preservation, reports on them and enables an assessment of their significance in a local, regional, national or international context as appropriate." (CifA, 2020, 4)

2.2 Aims

The overall aim of the project was to record and advance understanding of the significance of the archaeology to be lost as a result of the development of the site. The project had to investigate the extent, character and chronology of any archaeological features present on the site, in order to understand and interpret them with reference to comparable sites.

2.3 Objectives of the Evaluation

- To record and characterise any archaeological deposits of significance observed during the groundworks in order to allow for the formulation of a mitigation strategy to allow for the further recording, preservation, or management of the resource during further works on the site.
- To establish the date, character and significance of any archaeological and palaeoenvironmental deposits, including in relation to other similar features within the area.
- To ensure there is a permanent record of the work undertaken deposited with the local Historic Environment Record (HER) and made available online.
- To ensure all work is undertaken in compliance with the Code of Conduct of the Chartered Institute for Archaeologists (CifA) (2021), the CifA Standard and Guidance for field evaluations (2020), and Yorkshire, the Humber & the North East: a Regional Statement of Good Practice for Archaeology in the Development Process (2019).
- To ensure compliance with the project Specification written by Tyne and Wear Archaeology Service (Appendix 1 - MON 18174).

The trenches were initially excavated by mechanical excavator using a toothless ditching bucket to remove modern layers, after which the trenches were cleaned, and where necessary, further excavated and recorded by hand. All such excavations were undertaken by suitably trained and experienced archaeologists from The Archaeological Practice Ltd. The evaluation took place on Tuesday March 21st 2023.

2.4 Research Agendas

Located to the northwest of the Roman Fort and Vicus of Segedunum (Wallsend), the archaeological evaluation work at Carville Road had the potential to uncover remains dating predominantly to the Roman period. Any information provided could potentially address gaps in knowledge identified in the North-East Regional Research Framework for the Historic Environment (NERRF) 2006. The Roman research agenda of the published NERRF includes key research priorities Riii. The Roman military presence, which may be addressed by this project.

Hadrian's Wall is a World Heritage Site and has a specific Research Framework, Frontiers of Knowledge (Vol 1 Vol 2). This summarizes and assesses the existing knowledge base for Hadrian's Wall, and identifies and prioritises an agenda of key themes and a strategy for future research.

3. METHODOLOGY

The evaluation took the form of two Trenches (*Figure 05*). These trenches were positioned in the western part of the site, largely beyond the footprint of the former Carville Hotel, which was assumed to have had a significant impact on any surviving remains. Trench 1 was to the north of Trench 2 and both trenches measured 10m long by 1.5m wide.



Figure 05. Evaluation Trench Location

The setting out of the trench was undertaken by the archaeological contractor, and the excavations were carried out mechanically and manually by archaeologically competent staff, topsoil and unstratified modern material being removed mechanically by a machine using a wide toothless ditching blade, under continuous archaeological supervision in successive level spits down to the first significant archaeological horizon or the natural subsoil.

Spoil was kept close-by and rapidly backfilled into the trenches at the conclusion of the work.

The trench was of sufficient depth to establish either the presence of natural sub-soil or the presence of any archaeological remains.

The photographic record of the monitoring was undertaken in high-resolution digital format with a minimum resolution of 14 megapixels. Photographs were taken of any archaeological and palaeoenvironmental features in addition to general site photography locating the individual features in their wider context.

All areas of groundworks were located and tied to the National Grid. All archaeological features were to be located accurately within the specified area and their height also accurately recorded above Ordnance Datum. The same level of accuracy would be applied to measuring the respective heights of the top and base of excavations if features were discovered.

The Field Investigation was carried out by means of an Archaeological Evaluation; all work was undertaken in compliance with the Code of Conduct of the Chartered Institute for Archaeologists (Cifa) (2021), the Cifa Standard and Guidance for Watching Briefs (2020), Yorkshire, the Humber & the North East: a Regional Statement of Good Practice for Archaeology in the Development Process (2019), and the Tyne and Wear Archaeology Service Specification for Archaeological Monitoring (Appendix 1 - MON 18174).

4. RESULTS

4.1 Location and Dimensions *(see Figs. 05, Plates 01-07)*

The evaluation took the form of two trenches (Fig. 03). These trenches were positioned in the western part of the site, largely beyond the footprint of the former Carville Hotel, which was assumed to have had a significant impact on any surviving remains. Trench 1 was to the north of Trench 2 and both trenches measured 10m long by 1.5m wide.

4.2 Trench 1 *(Fig. 05, Photos 01-04)*

Trench 1 was located in the north-western part of the site, a short distance from the northern site boundary. Orientated in an approximately east-west direction, the trench measured 10m long by 1.50m wide, with an approximate depth of 1m.

The uppermost layer within the western 3.50m of the trench was the 0.07m thick concrete surface [101] associated with the former carpark to the rear of the Carville Hotel. This lay above a 0.34m thick levelling layer of modern rubble [102]. To the east of this was a 0.30m thick hard stand layer [105] of mixed grey dolomite and brick contemporary with concrete surface [101]. Beneath these layers was a redeposited mixed yellow sand [103] containing lenses of grey clay and occasional brick fragments. This lay directly above the firm pinkish grey boulder clay [104] which rose from a depth of 0.94m below the modern surface at the western edge of the trench to 0.65m below the modern surface at a point approximately 4m from the western end of the trench, where the foundations, walls [106], and east-west services [107] of the brick-built Carville Hotel cut down through the trench from the modern surface to beyond the excavated depth (0.95m) of the trench. The truncated natural clay [104] was occasionally visible between these foundations and services. Any archaeologically significant layers or features within the eastern 6m of the trench had been truncated by the construction of this building.

It is significant that there was no trace of a buried soil horizon or earlier ground level within this trench as might have been expected had the redeposited and levelling material been placed upon an existing ground level. Instead, it would appear that any such horizons had been cleared away prior to the construction of the Carville Hotel – an act which would also have removed any archaeological material present on the site.

Context List

- [101] Concrete yard surface. 0.07m thick.
- [102] Levelling deposit of mixed rubble. 0.34m thick.
- [103] Redeposited mixed sand layer. Up to 0.50m thick.
- [104] Natural firm boulder clay at base of trench.
- [105] Hard stand layer between Carville Hotel and concrete yard. 0.30m thick.
- [106] Foundations of Carville Hotel. Brick. Entire depth of trench +
- [107] Services associated with Carville Hotel.



Photo 01. Trench 1 looking west



Photo 02. Trench 1 looking east



Photo 03. Trench 1 north-facing section, showing redeposited yellow sand directly over brown natural clay



Photo 04. Trench 1 north-facing section, looking south-west, showing disturbance caused by Carville Hotel building and services towards eastern end of trench

4.3 Trench 2 (Fig.05, Photos 05-07)

Trench 2 was located approximately 6.5m to the south of Trench 1 and was also orientated in a roughly east-west direction. This trench measured 10m long, 1.50m wide, with an approximate depth of 1m.

The uppermost layer within the westernmost 6m of the trench was the 0.07m thick concrete surface [201] associated with the yard/carpark of the Carville Hotel, along with the approximately 0.10m thick associated mixed brick rubble makeup layer [202]. This abutted a 0.30m thick area of concrete and brick hard-standing [203] between the yard and the north-south running brick walls of the Carville Hotel [205] which lay within the eastern 2m of the trench (including a brick-built manhole [2060 within the south-eastern corner of the trench). Immediately beneath the modern layers of the yard and hard-stand were natural levels [204]. These were a mix of clean pink-brown clay and tan sand containing manganese staining and were present at a depth of 0.17-0.30m below the modern surface.

As with Trench 1, there was no evidence of any surviving buried soil horizons or occupation layers as might have been expected had the ground here been unaltered during the construction of the Carville buildings. It therefore appears that this part of the site had also been truncated down to natural levels prior to or during the construction of the Carville Hotel.

Contexts

- [201] Concrete yard/carpark. 0.007m thick.
- [202] Makeup/levelling layer for 201. 0.10m thick.
- [203] Rubble/brick hard-stand area. 0.30m thick
- [204] Banded natural levels. Clay and sand.

- [205] Carville Hotel brick foundations and walls. Continue beneath excavation.
- [206] Manhole adjacent to 205



Photo 05. Trench 2 looking west

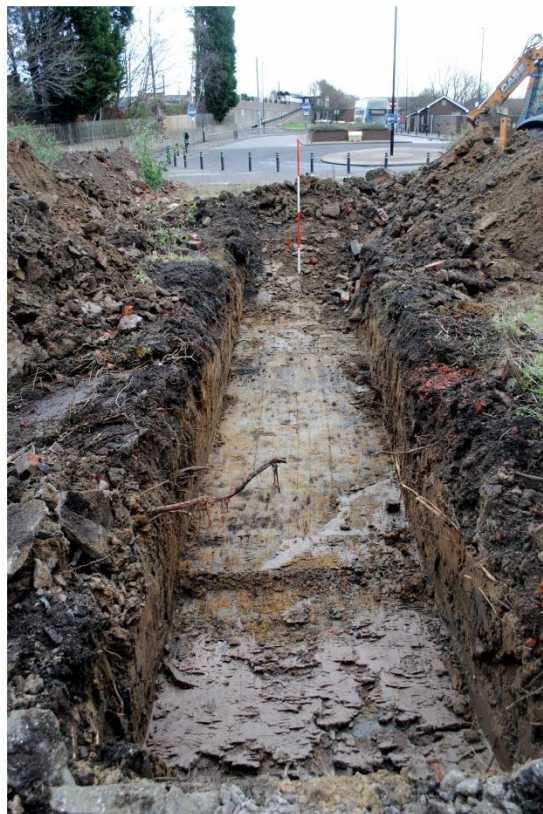


Photo 06. Trench 2 looking east



Photo 07. Trench 2 looking south-west, showing disturbed manhole adjacent to Carville Hotel (foreground) and trench cut through natural deposits (rear)

5. CONCLUSIONS

5.1 Although within an area of great historic significance, it is apparent that any historic or archaeologically significant levels on the current site had been removed at some time prior to, or more likely during, the construction of the Carville Hotel. Beneath the remains of this structure and associated yards/makeup levels were the natural clays and sands, with no evidence of any former soil or ground levels, or archaeological features.

5.2 Recommendations

No further archaeological mitigation is recommended for the current site.

Although no archaeological remains were recorded during this evaluation, and in view of the importance and Scheduled status of the site, it is recommended that any groundworks in the wider vicinity should be considered on their own merits with respect to the need for archaeological intervention.

6. REFERENCES

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HE (Historic England), 2017, *The Setting of Heritage Assets: Historic Environment Good Practice Advice Note 3* (2nd Edition). Swindon: Historic England.

Hodgson, 2003, *The Roman Fort at Wallsend (Segedunum)*, Newcastle upon Tyne

MHCLG (Ministry of Housing, Communities and Local Government), 2019, *National Planning Policy Framework (NPPF)*, presented to Parliament by the Secretary of State for Housing, Communities and Local Government by Command of Her Majesty, February 2019. Her Majesty's Stationary Office.

Symonds, M. and Mason, D. (eds) *Frontiers of Knowledge. A Research Framework for Hadrian's Wall, Part of the Frontier of the Roman Empire World Heritage Site*. Vol 1 & 2.

APPENDIX 1

Tyne and Wear Archaeology Service

Specification for Archaeological Trial Trenching at Carville Road, Wallsend

Planning reference:

N/A TWAS reference:

MON18174 Date of

issue: July 2022

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To receive this document in a different format please contact the officer named above.

Introduction

The principles of this specification apply to archaeological fieldwork in Tyne and Wear including evaluation by trial trenching, excavation and archaeological monitoring (watching brief).

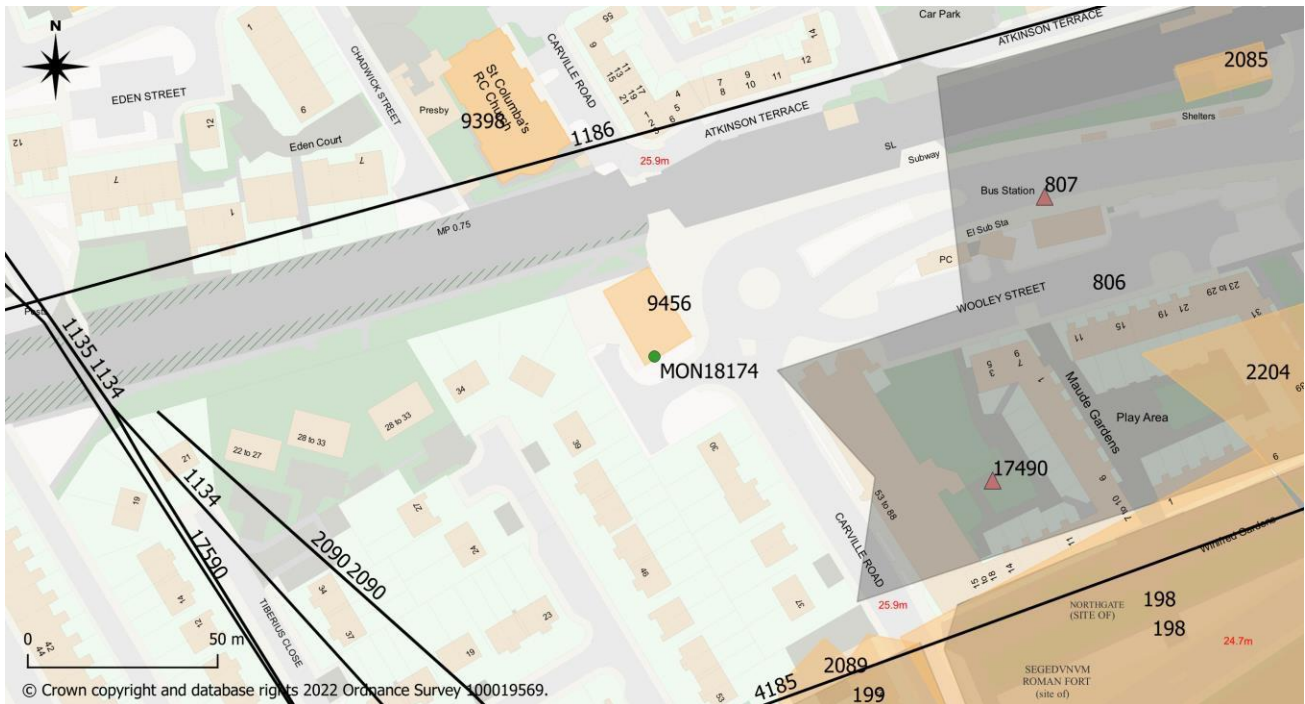
A Written Scheme of Investigation is not required for this work.

All fieldwork should be carried out to the relevant standards and guidance produced by the [Chartered Institute for Archaeologists](#), and with reference to the wide range of specialist guidance produced by [Historic England](#), in particular guidance on [Archaeological Science](#) and [Surveying and Recording Heritage](#). An A-Z of Historic England guidance was [published in 2018](#). Projects likely to involve the potential for environmental sampling and other scientific investigation should be discussed with the Historic England [science advisor for the North East](#). If you are unsure which guidance applies, please contact the Tyne and Wear Archaeology Officer.

In addition, all fieldwork should be carried out in accordance with *Yorkshire, the Humber & the North East: a Regional Statement of Good Practice for Archaeology in*

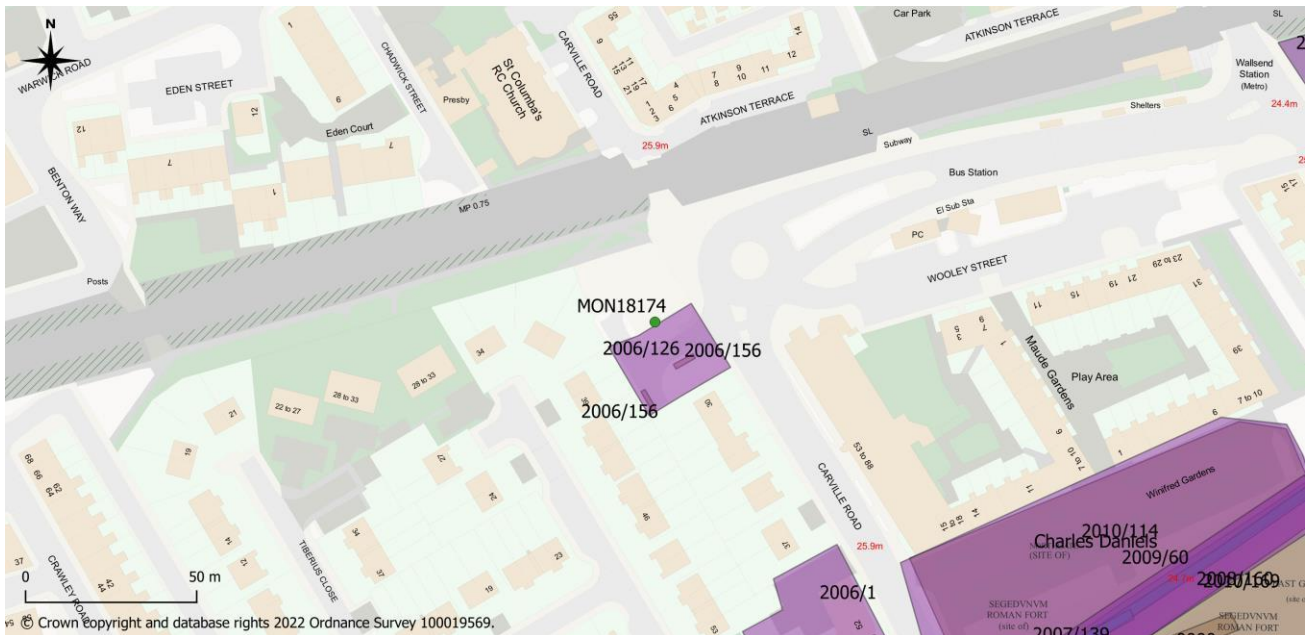
the Development Process (2019, available on request).

This specification is for the archaeological trial trenching of land at the site of the former Carville Hotel, Carville Road, Wallsend located at NZ2986566137.



Archaeological trial trenching is required in order to understand the potential impact of the proposal on the significance of any heritage assets with archaeological interest, in accordance with paragraph 194 of the National Planning Policy Framework.

An archaeological desk based assessment was undertaken for the site immediately to the south in 2006 by North Pennines Archaeology Ltd. (event 2723 report 2006/126). This concluded that the site had medium to high potential for archaeological remains of the Roman period, due to the proximity to the Scheduled Monument of Segedunum Roman Fort (<https://historicengland.org.uk/listing/the-list/list-entry/1005914>) (<https://www.twsitelines.info/SMR/198>) approximately 100m to the southeast. In addition, an assessment and evaluation at 52 Carville Road to the south (event 2658 report 2006/56) identified three Roman ditch or gully features and the remains of a stone-built structure immediately outside the fort defences.



Following the archaeological desk based assessment two trial trenches were excavated on the site (event 2748 report 2006/156). These found that previous demolition of Victorian houses and subsequent landscaping to create a turning circle for the Carville Hotel had removed any archaeological potential on the site. As the Hotel itself, a Victorian building (<https://www.twsitelines.info/SMR/9456>), was not demolished until c2010, the areas immediately adjacent to it should not have been disturbed. The hotel building was partially cellared, but the site does not appear to have been landscaped since the building was demolished.

The appointed contractor must review these reports before commencing.

Aims

The overall aim of the project is to understand the significance of the archaeology and inform future planning decisions. The project should investigate the extent, character and chronology of the archaeological features present on the site, in order to understand and interpret them with reference to comparable sites.

The project should be carried out with reference to the relevant research agendas of the [North-East Regional Research Framework for the Historic Environment \(NERRF\)](#) (2006). The NERRF is [currently being revised](#). The Roman research agenda of the published NERRF includes key research priorities Riii. The Roman military presence and Riv. Native and civilian life, which may be addressed by this project.

Hadrian's Wall is a [World Heritage Site](#) and has a specific Research Framework, *Frontiers of Knowledge (Vol 1 Vol 2)*. This summarizes and assesses the existing knowledge base for Hadrian's Wall, and identifies and prioritises an agenda of key themes and a strategy for future research.

Monitoring by Tyne and Wear Archaeology Service

The fieldwork will be monitored by the Tyne and Wear Archaeology Officer. The Archaeological Contractor must give as much written notice as possible of the start of fieldwork, and keep the Tyne and Wear Archaeology Officer informed of progress, so that a site visit can be arranged if required.

Health and Safety

The appointed contractor must produce a risk assessment, or RAMS (Risk Assessment and Method Statement) if required by a main contractor, in line with legislative requirements and industry best practice. Health and Safety will always take priority over archaeological requirements. If any elements of the fieldwork cannot be completed due to health and safety issues, this should be clearly stated in the report.

Methodology

The archaeological fieldwork must be undertaken by professional archaeologists with proven experience of undertaking similar projects, and with appropriate skills and experience to undertake work to the highest professional standards.

Two trial trenches measuring 1.5m by 10m at base should be excavated, as shown on the attached plan. If site conditions constrain the trial trenching, the location or size of the trenches may be varied in consultation with the Tyne and Wear Archaeology Officer.



Removal of topsoil or overburden by machine to the level of archaeological deposits or natural subsoil must be carried out using a toothless ditching bucket, except when ground conditions make a toothed bucket necessary. Machine work must be supervised by an archaeologist. Exposed archaeological deposits and structures must be cleaned by hand.

Larger features should be sampled at 50% and smaller features at 100%, unless they may be so significant as to merit preservation *in situ*. All stratigraphic relationships should be investigated where it is possible to do so within the confines of the trench. Where related

features extend outside trenches, consideration should be given to extending trial trenches. Burials should be recorded and left in place unless they are known to be under threat of imminent disturbance such as planned geotechnical site investigation.

Sampling

All fills and deposits should be assessed for their potential for environmental sampling and scientific dating, and samples taken accordingly. Archaeological deposits may have the potential for the preservation of a wide range of environmental evidence, as discussed in the [Historic England guidance](#), and specialist advice should be sought prior to and during all projects. Consideration should be given to the nature of the site and the potential for preservation by factors such as waterlogging. Scientific dating is particularly important for sites with little or no artefactual evidence.

Recording

The written record of archaeological features, stratigraphy, finds and samples should be undertaken using *pro forma* indices and record sheets, according to industry standards. Drawings (plans, sections and elevations) should be produced at standard scales as appropriate (1:10, 1:20, 1:50, 1:100 etc.). References to cardinal directions should use the [standard 16 point system](#) with no further subdivision. All site survey and the site location should be tied in to the British National Grid, and heights recorded relative to ordnance datum.

Digital photographs should be taken using a high-resolution DSLR camera with sensors exceeding 10 Mega Pixels, producing either TIFF files or RAW files which must be converted to TIFF before archive deposition. The photographs should be recorded in an index recording the image number, subject, any scales used, direction facing, date the picture was taken and who took it.

All photographs should be in focus, with an appropriate use of depth of field; they should be adequately exposed in good natural light, or where necessary well-lit by artificial means (not by camera-triggered electronic flash). The use of a tripod is recommended, particularly for the interior of buildings.

Finds

Bulk finds (pottery, animal bone etc.) should be collected by context. Small finds (metal objects, worked pottery sherds, worked bone etc.) should be recorded and located individually. Finds should be packed and stored to ensure minimal deterioration before their removal from site, according to the guidance in *First Aid for Finds* (D Watkinson and V Neal, third edition 2001, RESCUE/UKIC). A new edition of *First Aid for Finds* is expected in [summer 2022](#).

For sites where large assemblages are anticipated, a selection strategy should be developed prior to fieldwork starting. The Chartered Institute for Archaeologists has produced a [Toolkit](#) to assist in the production of a strategy.

Human Remains

Human remains must be treated with dignity and respect by all parties on site including non-archaeological contractors, and in accordance with [Historic England advice](#). Excavation areas should be shielded from public view where necessary. Where human remains are known to be present, an osteoarchaeologist should be involved in the project from the outset.

The excavation of human remains requires a licence from the [Ministry of Justice](#). Where human remains are found unexpectedly, a licence must be obtained before proceeding with excavation. If human remains are known to be present a licence should be obtained in advance of fieldwork.

In Christian burial grounds under Church of England jurisdiction a faculty is required rather than a licence, and reburial is generally carried out following any scientific investigation. The guidance issued by the Advisory Panel on the Archaeology of Burials in England (APABE) regarding [best practice](#) should be followed.

Treasure

Any finds which might fall under the [Treasure Act 1996](#) must be reported to the Coroner in whose district they were found within 14 days of discovery and to the [regional Finds Liaison Officer](#).

Post-fieldwork assessment, analysis and reporting

Post-fieldwork assessment, analysis and reporting must be carried out to the relevant standards and guidance produced by the [Chartered Institute for Archaeologists](#), and with reference to the wide range of specialist guidance produced by [Historic England](#). All site records must be ordered, checked for internal consistency, quantified and indexed. All classes of artefacts and ecofacts must be assessed by suitably qualified and experienced specialists and consideration given to the potential for further analysis.

The report must contain the following sections as a minimum:

1. Non-technical summary
2. Introduction
3. Aims and objectives
4. Methodology
5. Results
6. Conclusions
7. Archive location
8. Appendices, including a copy of this specification
9. Illustrations
10. References and bibliography

The report must be submitted digitally as a pdf and as a bound paper report to the Tyne and Wear HER.

Publication

Significant archaeological sites will require publication in a regional or national journal (such as [Archaeologia Aeliana](#), the [Durham Archaeological Journal](#), the [Arbeia Journal](#), or [Industrial Archaeology Review](#)) as appropriate. Other forms of public engagement and dissemination such as site open days, popular publications and interpretation panels may also be required for some sites.

Archive

Following assessment and reporting, the physical archive including all site records and retained artefacts and ecofacts must be prepared in accordance with the [ClfA Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives](#), and with the requirements of the receiving body. For Tyne and Wear these are:

- Great North Museum: Hancock for Hadrian's Wall and the medieval town of Newcastle (contact Keeper of Archaeology andrew.parkin@newcastle.ac.uk).
- Tyne and Wear Archives and Museums for the rest of Tyne and Wear (Gateshead, outer Newcastle, North Tyneside, South Tyneside and Sunderland) (contact Alex Croom at Arbeia Roman Fort 0191 277 1410).

The Great North Museum: Hancock charges a fee for archive deposition as described in the [Archaeological Archive Deposition Policy](#).

The physical archive should be deposited with a second copy of the bound paper report.

The digital archive including all photographs, CAD files etc. must be submitted to the Tyne and Wear HER on an archive quality CD, and archived with the [Archaeology Data Service \(ADS\)](#). The likely cost of archiving with the ADS and their requirements for archived material should be established before tendering for the project. Proof of archiving with the ADS will be required by the Tyne and Wear HER.

The project must be registered with [OASIS](#) in order to signpost the project nationally, and the reference number included in the report.

If you have any queries about this specification, require full website links or notice any broken links, please contact the officer named above.

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