

The Graveyard at Greetland Methodist Church, Greetland, West Yorkshire: An Archaeological Evaluation and Photographic Record



On behalf of:
Greetland and Lindwell Methodist Church

Planning Reference:12/01210/FUL

CS Archaeology

July 2013

On behalf of: Greetland and Lindwell Methodist Church
C/o Mr. G. Butler
74 Rochdale Road
Greetland
HX7 8HE

National Grid Reference (NGR): SE 0881 2129

Project Number: 117

OASIS ID: csarchae1-155665

Fieldwork, Report and Illustrations by: Chris Scurfield

Planning Reference: 12/01210/FUL

Timing: Site Visits June 2013
Report July 2013

Enquiries to: [CS Archaeology](#)
Manor Farm House
Manor Occupation Road
Royston
South Yorkshire
S71 4SG

T: 01226 722571
M: 07963 586767
E: chrisscurfield@yahoo.com

Frontispiece: view of the present graveyard and church from the southeast

CONTENTS

1	SUMMARY.....	2
3	AIMS AND OBJECTIVES	3
4	METHODOLOGY.....	4
5	RESULTS	4
6	CONCLUSION.....	6
7	RECOMMENDATIONS.....	6
8	REFERENCES	7
8.1	Bibliographic References.....	7
8.2	Internet Sources	7
8.3	Cartographic Sources.....	7
9	ACKNOWLEDGEMENTS.....	7

FIGURES

1	Location Map
2	Site Map
3	Photographic Positions of the Graveyard
4	Trench Plan, Pre Gravestone Removal and with Photographic Positions
5	Photographic Positions within the Graveyard

APPENDICES

1	Archive Inventory
2	Project Brief

1 SUMMARY

- 1.1 This report evaluates a small section of the graveyard at Greetland Methodist Church in advance of construction of a new community building on the site of the church which will extend partially into the former graveyard.
- 1.2 The work consisted of removing the topsoil to reveal a series of grave cuts. These grave cuts correlated to the extant gravestones.
- 1.3 Results of the evaluation have provided a precise trench plan so that the foundation design, of the new building, can avoid disturbing any burials and any other significant archaeology.

2 INTRODUCTION

- 2.1 This report has been commissioned by the Greetwell and Lindwell Church to evaluate the partial destruction of the graveyard at Greetland Methodist Church.
- 2.2 The work is designed to assess the precise locations of all the graves within the evaluation area, and is in response to a planning condition (Ref 12/01210/FUL).
- 2.3 The site consists of an irregular shaped parcel of land within the town of Greetland, Calderdale. It is bounded to the north by Rochdale Road, to the east by Appleby Cottage, to the south by Sunnybank Road and to the west by a public footpath. The existing church is located in a mostly level area with parking to the east on an area of hardstanding. The land slopes away sharply to the south towards Sunnybank Road, with the churchyard being situated on this slope. The geology of the area consists of mudstone, siltstone and sandstone of the Millstone Grit Group, and the soils are recorded as freely draining, slightly acidic loams. The sloping churchyard is overgrown and the majority of headstones and monuments are extant (WYAAS 2013).
- 2.4 The evaluation trench lies within the graveyard which is currently still occupied by gravestones and other memorials.
- 2.5 The site is located in the District of Calderdale and the historic township of Elland cum Greetland.
- 2.6 Greetland Methodist Church is adjacent to a 19th century churchyard that was associated with the original Wesleyan Church that was demolished in 1975. The revised scheme will impact the burial ground as it involves the removal of headstones and burials. The burials within the churchyard date from 1787 to the late 1900s.
- 2.7 The English Heritage document 'Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England' (2005) states that '*if burial grounds, or areas within burial grounds, which may contain interments more than 100 years old, have to be disturbed to a depth that is likely to disturb burials, the relevant areas should be evaluated. Any subsequent exhumations should be monitored, and if necessary, carried out by archaeologists*'. Therefore the aim of the this evaluation is to ascertain the position of potentially threatened burials.

3 AIMS AND OBJECTIVES

- 3.1 The aim of this project is to gather sufficient information to establish the extent, condition, character and date (as far as circumstances permit) of any archaeological features and deposits within the proposed development area, and to record at an appropriate level, archaeological features encountered in the excavation trench.
- 3.2 Specifically, the aim of the work is to record grave cuts within the footprint of the new building in order to enable the developers to locate the piles so that they cause minimal disturbance. It also aims to photographically record the grave stones before they are removed, and to tie these in to a list of inscriptions that has already been

produced.

- 3.3 It is conceivable that a larger, more open area excavation may be identified as being warranted, or alternatively a wider watching brief may be required during ground-works for the development, possibly with provision for rapid salvaging recording. All possibilities will be considered depending upon the results of this exercise and it would be anticipated that if further significant fieldwork is required, then the contractor would draft the specification and agree it with the WYAAS. It is a primary aim of the specified work that all aspects should be placed in the public domain by depositing the results with the WY Historic Environment Record (Registry of Deeds, Newstead Road, Wakefield WF1 2DE).

4 METHODOLOGY

- 4.1 This has been carried out according to the WYAAS brief and to CS Archaeology's standard recording format: 35mm SLR (colour slide and Black & White) incorporating a photographic scale and using archivally stable film formats (Appendix 1). Digital photography has also been taken as a back up and to illustrate the report. Photographs are listed in appendix 1 and are depicted in **Figures 3-5**. Photographic Position numbers (1-63) are used to cross reference the photographs throughout the report and the archive.
- 4.2 Upon completion of the project the archive will be deposited with the WYAS at Wakefield.

5 RESULTS

- 5.1 The graveyard had within the last 12 months been cleared of over growing vegetation which had allowed the comprehensive survey of the gravestones by Greetland and Lindwell Methodist Church. The previous labeling system for the graves/memorial stones has been used during the evaluation, and e.g. F1, represents row F grave No. 1.
- 5.2 The present church building lies to the north of the graveyard (**Plate 1, 20**) dates to the later 20th century. The original church was demolished at some point after the 1960's due to decaying timberwork (pers. comm. Mr. G Butler). An image of the original church (**Plate 2**) has also been recorded. This illustrates the two storied gabled building with entrances to the front southeast elevation, with associated housing.
- 5.3 The graveyard was established across a steep southeast facing slope of Black Brook, a tributary of the Rover Calder. The memorial stones are regularly laid in rows that are aligned northwest southeast (at right angles to the slope: **Plate 3, 6**). The earliest grave date to 1778 (John Hirst: Ref. **D9**) and this is located west of the graveyard's centre. The 1778 date is significant as it provides an approximate date for the Church and graveyard's construction.
- 5.4 The original access to the graveyard appears to have been from the northwest corner. Here there is a flight of stone steps (**Plate 4, 16**), but there is no evidence for any other pathways inside the graveyard.

- 5.5 The graveyard was photographed from a variety of positions (photo positions 1-32: Figure 3). Detailed recording of the evaluation area (Figure 4) took place. Towards the western end of the evaluation trench 3 memorial adjacent stones were recorded (C0, C1 & C2). Memorial stones C1 & C2 (Plates 6 & 7) were known but memorial stone C0 (Plate 5) was rediscovered during the evaluation. Its inscription reads:

Memory
Mary the Wife of Issac Holroyd of
Bankend in Greetland. Who departed on the
30th day of January 1857: aged 52 Years
Afflictions sore, a time I bore
Physicians were in vain
Till God did please to set at ease
And free me from my pain

Also of the above Isaac Holroyd who
Died December 16th 1874
Aged 68 Years
All you are here pass by
As you are now so once was I
As I am now so you must be
Prepare yourselves to follow me

Also Ann Holroyd wife of the above
Who died March 3rd 1904
Aged 90 years

'In Life respected In death lamented'

- 5.6 The area to the east of memorial stones (C1 & C2) were cleaned and 'oval' cuts were revealed (Figure 5). Grave cut C2 measured 0.7 x 0.45m, and grave C1 1.25m x 0.45 indicating that the burial of C1 was a larger/older person and grave C2 John Gledhill who died in 1807 (Plate 7) was a small child.
- 5.7 Probably because of the steep slope the remaining rows within the evaluation area contained up to two memorial stones. Row D contained only 1 memorial stone to Ely Holroyd (Plate 8) who died 1854. Row E, had two memorial stones (Plates 9 & 10) to Benjamin Gledhill and the family vault of the Mitchell family. The removal of the Mitchell memorial stone revealed a 'coffin'-shaped stone lined grave cut. Row F, also had two memorial stones (Plates 11 & 12) to the Geary and Smith families with a third, Ref F0, arranged in tandem with F2 (Plate 13). Grave F0 was notable because there was no inscription.
- 5.8 The evaluation concentrated on the removal of the overburden down the southern side of the trench (Figure 5: Plates 14 & 15). It was this area that was significant in terms of the foundation design.
- 5.9 The evaluation was able to quickly establish the correlation between memorial stones and the underlying grave cuts. Close examination of the exposed surfaces revealed no further cuts.
- 5.10 At the eastern end of the trench the grave cut associated with grave F0 (Plate 13) revealed a regular sized cut a similar to burials C0, D1 and F2.
- 5.11 The evaluation has established a 100% correlation between the memorial stones and the graves and certainly in the area examined during the evaluation no additional graves were revealed.

6 CONCLUSION

- 6.1 The photographic survey has recorded the graveyard from a variety of positions, which has placed it within its local context.
- 6.2 The evaluation has established the 100% correlation between memorial stones and grave cuts within the evaluation trench.

7 RECOMMENDATIONS

- 7.1 Further works are anticipated, principally the removal of the remaining gravestones within the evaluation area, but no further archaeological mitigation is recommended.

8 REFERENCES

8.1 Bibliographic References

WYAAS 2013, *Specification For Trial Trenching To Evaluate And Record Archaeological Remains In Advance Of Development At Greetland Methodist Church*, unpublished curators report.

8.2 Internet Sources

1. <http://www.old-maps.co.uk/maps.html>

8.3 Cartographic Sources

1961 1:25" Ordnance Survey Map (Internet source 1)

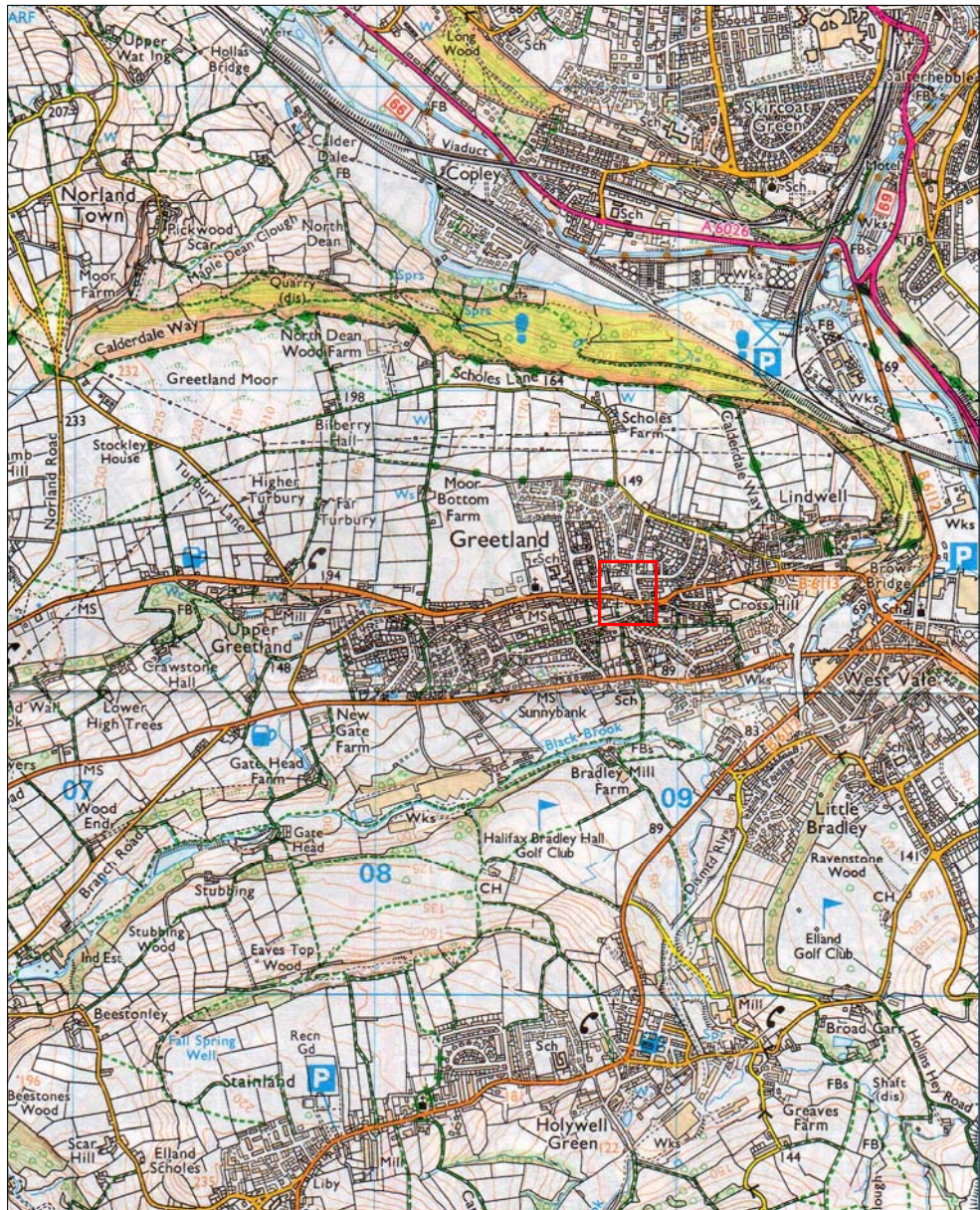
9 ACKNOWLEDGEMENTS

Many thanks to the Greetland and Lindwell Methodists for their hospitality and in particular Mr G. Butler for his considerable insights into the church and graveyard. Further thanks to Mrs R Remmer for writing the brief which has provided a context for the report.

FIGURES



0 10km



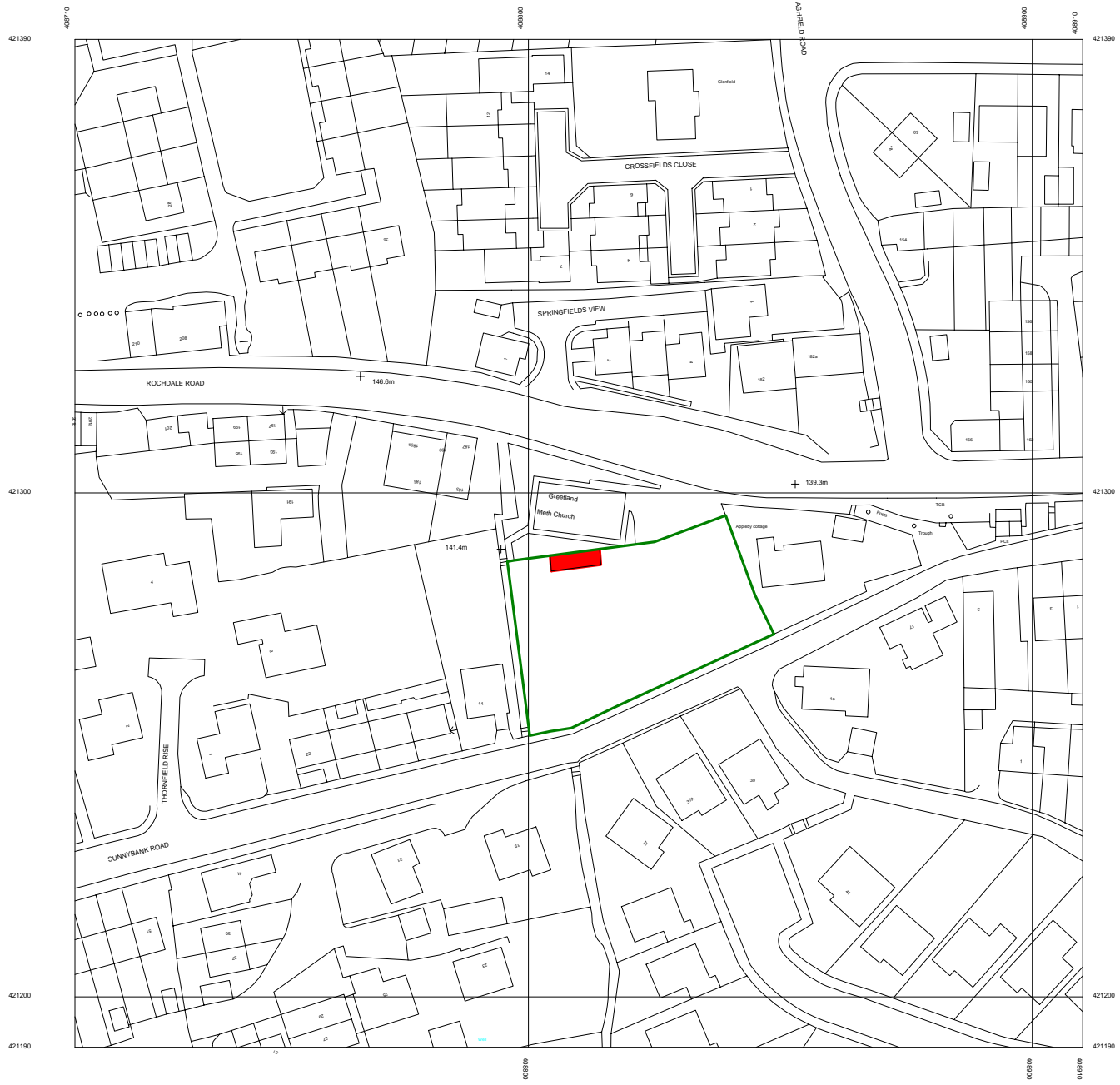
scale 1:25000

for inset see Figure 2

The Graveyard at Greetland
Methodist Church, Greetland,
West Yorkshire: An Archaeological
Evaluation and Photographic Record

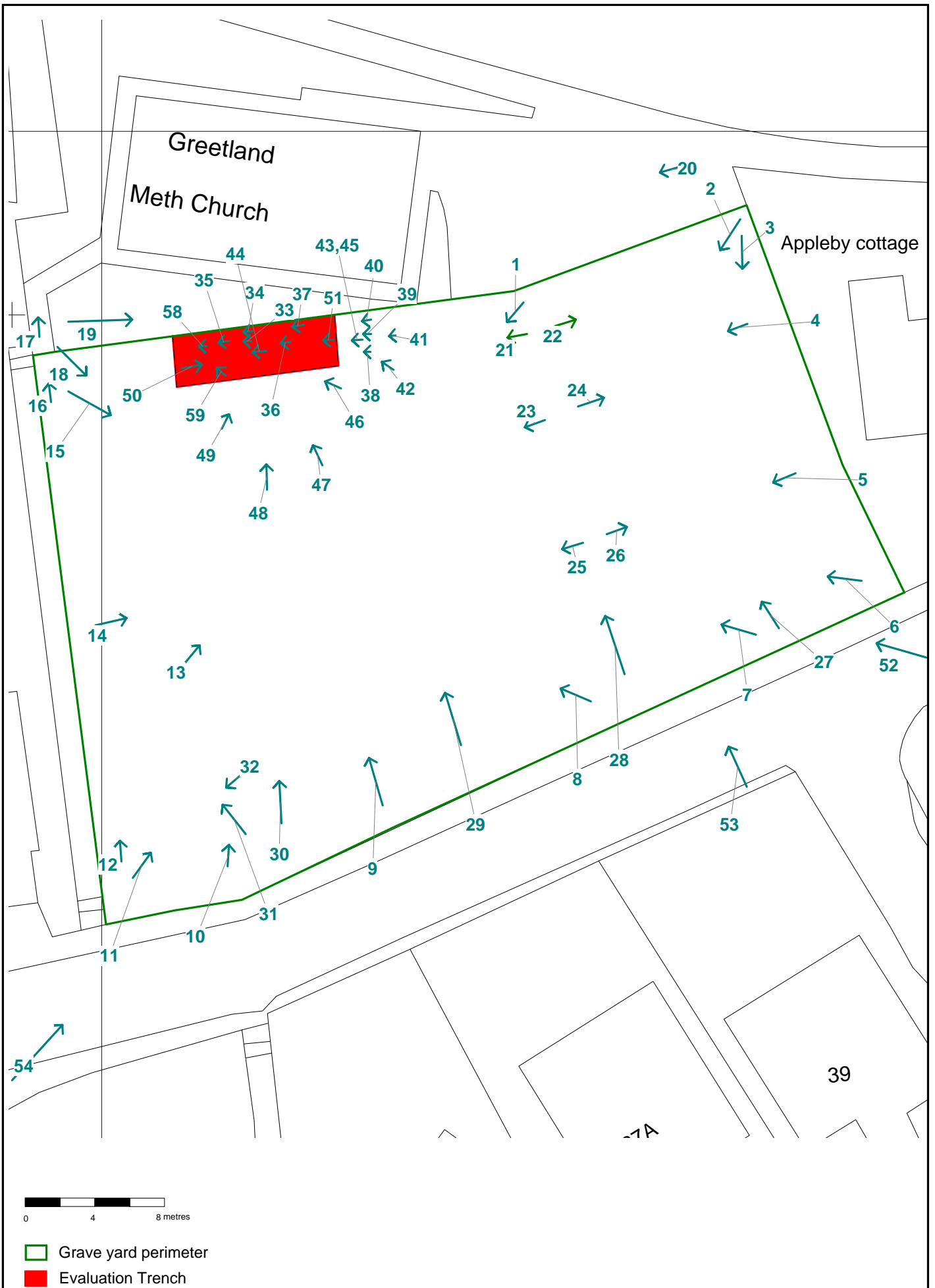
Figure 1: Location Maps

CS Archaeology
July 2013



Key

- Evaluation Area
- Grave yard perimeter

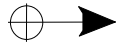


The Graveyard at Greetland
 Methodist Church, Greetland,
 West Yorkshire: An Archaeological
 Evaluation and Photographic Record

Figure 3: Photographic
 Positions within the Graveyard

not to scale

CS Archaeology
 July 2013

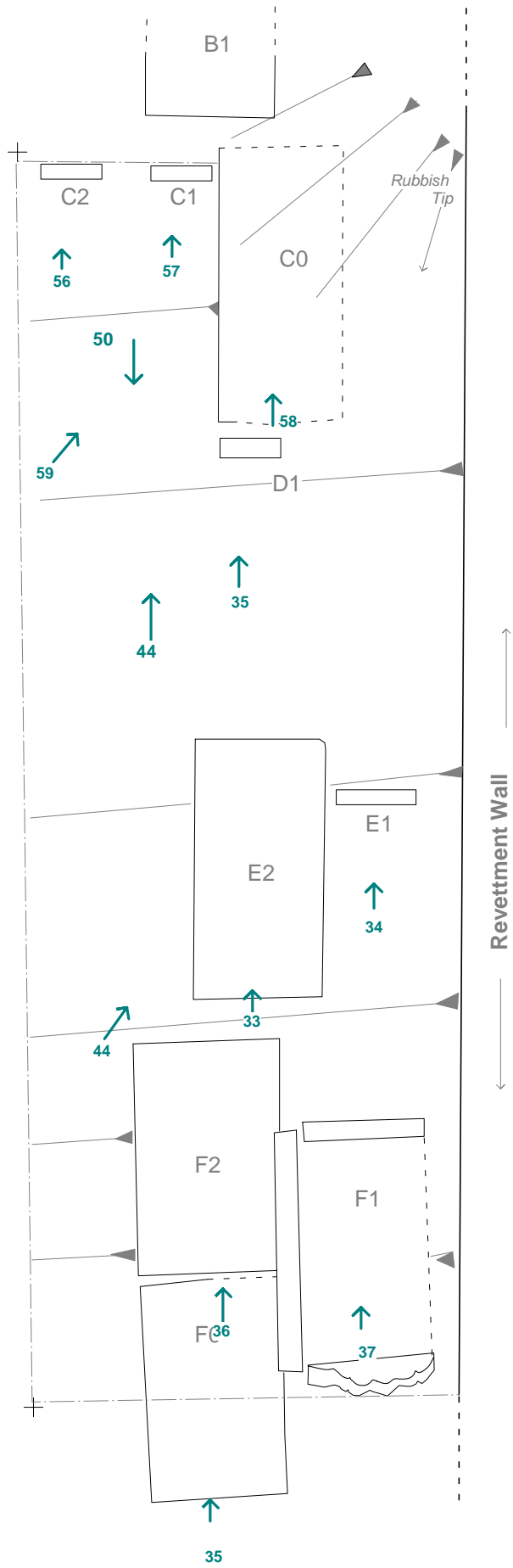


scale 1:50

key

--- Limit of Excavation

↖ 30 Photographic Position and No.



48 →

49 ↘

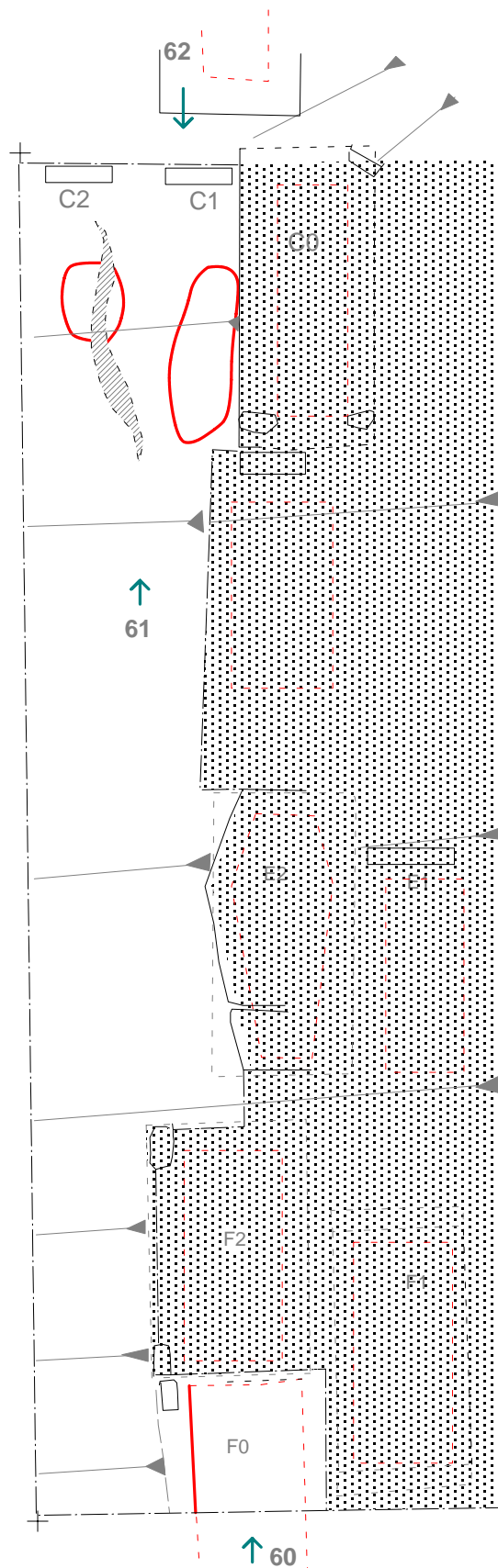
46 ↗

Rettment Wall



key

- Limit of Excavation
- Grave Cuts (confirmed)
- - - Grave Cuts (inferred)
- ▨ Biological Activity
- Unexcavated area
- ↖ 30 Photographic Position and No.



PLATES

With Photographic Position Numbers in italics



Plate 1, 20: general view of the current church building, from the east



Plate 2: view of the original church and associated housing (image photographed from a transfer on a plate), from the southeast



Plate 3, 6: general view of the graveyard , from the southeast



Plate 4, 16: general view of the stone steps, from the southeast



Plate 5, 58: general view of memorial stone C0, from the east



Plate 6, 57: detail of grave Ref. C1 'MR' (n.d.) small stone with a rounded top and narrow shoulders, from the east



Plate 7, 56: detail of 'John Gledhill of Greetland' headstone, vertical with stepped shoulders and a rounded top, dated '1807' (Ref. **C2**), from the east



Plate 8, 35: detail of the vertical gravestone with rounded top (Ref. **D1**) 'Ely Holroyd 1854', from the east



Plate 9, 34: detail of the vertical gravestone with ogee rounded top (Ref. E1)
'Benjamin Gledhill' (n.d.), from the east



Plate 10, 35: detail of raised horizontal gravestone of the Mitchel family (Ref. E2), from the east



Plate 11, 36: Detail of the horizontal gravestone partially obscured (Ref. F2) and dedicated to the Smith family 'Susannah daughter of Joshua Smith ...died 1816', from the east



Plate 12, 37: Detail of the vertical gravestone with triangular (Ref. F1) dedicated to the Geary family. NB Head and foot stone with side stones (fallen), from the east



Plate 13, 57: memorial stone Ref **F0** (uninscribed)



Plate 14, 60: post excavation view of the evaluation trench, from the east



Plate 15, 62: general post-excitation view of the evaluation trench, from the west

Appendices

Appendix 1 – The Brief (WYAAS)

Appendix 2 – The Archive (Photographic Registers)

WEST YORKSHIRE ARCHAEOLOGY ADVISORY SERVICE (WYAAS): SPECIFICATION FOR TRIAL TRENCHING TO EVALUATE AND RECORD ARCHAEOLOGICAL REMAINS IN ADVANCE OF DEVELOPMENT AT GREETLAND METHODIST CHURCH

Specification prepared on behalf of Calderdale Council at the request of Adrian Rose of Rose Consulting (Planning Application reference 12/01210/FUL)

1.0 Summary

1.1 A limited amount of archaeological work consisting of trial trenching and photographic gravestone recording is proposed to help establish the below ground archaeological survival at the above site and to record it if encountered. **Any significant additional work that may be necessary will be covered by a supplementary specification.** This specification has been written by the West Yorkshire Archaeology Advisory Service (WYAAS), the holders of the West Yorkshire Historic Environment Record. Depending upon the results obtained, additional archaeological work may need to be carried out. This additional work will be governed by separate specifications.

NOTE: The requirements detailed in paragraphs 6.3, 6.4, 6.5, 6.6 and 8.1 are to be met by the archaeological contractor **prior** to the commencement of fieldwork by completing and returning the attached form to the WY Archaeology Advisory Service.

2.0 Site Location & Description (please refer to attached map)

Grid Reference: SE 0881 2129

2.1 The site consists of an irregular shaped parcel of land within the town of Greetland, Calderdale. It is bounded to the north by Rochdale Road, to the east by Appleby Cottage, to the south by Sunnybank Road and to the west by a public footpath. The existing church is located in a mostly level area with parking to the east on an area of hardstanding. The land slopes away sharply to the south towards Sunnybank Road, with the churchyard being situated on this slope. The geology of the area consists of mudstone, siltstone and sandstone of the Millstone Grit Group, and the soils are recorded as freely draining, slightly acidic loams. The sloping churchyard is overgrown and the majority of headstones and monuments are extant.

2.2 The trial trenches lie within the graveyard which is currently still occupied by gravestones and other memorials.

2.3 The site is located in the District of Calderdale and the historic township of Elland cum Greetland.

3.0 Planning Background

3.1 A planning permission (12/01210/FUL) for the demolition of the existing church and the construction of a replacement church has been granted by Calderdale Council. In 2010, an application was submitted for a similar scheme (10/01179/OUT)

but the new building was located on the same footprint as the existing church, however, proposed parking for the scheme would have involved ground disturbance within the grave yard. In 2012 the current application was submitted, with the proposed new church being on a different footprint and orientation to the existing church, a new memorial garden south of the new church and landscaping. These works will affect a large number of graves and memorials. It is proposed that the new church will have pile and raft foundations, however, these piles will need to be located to avoid minimal disturbance to the burials.

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

3.3 This specification has been prepared by the WYAAS at the request of Mr. Adrian Rose of Rose Consulting (16 Rhodesia Avenue, Halifax, HX3 0PB. tel: 07751 470545. Ajrose51@yahoo.com), acting on behalf of the applicants, to detail what is required for the evaluation and to allow an archaeological contractor to provide a quotation.

4. Archaeological Interest

4.1 Greetland Methodist Church is adjacent to a 19th century churchyard that was associated with the original Wesleyan church that was demolished in 1975. The revised scheme will impact the burial ground as it involves the removal of headstones and burials. The burials within the churchyard date from the early 1800s to the late 1900s

The English Heritage document 'Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England' (2005) states that '*if burial grounds, or areas within burial grounds, which may contain interments more than 100 years old, have to be disturbed to a depth that is likely to disturb burials, the relevant areas should be evaluated. Any subsequent exhumations should be monitored, and if necessary, carried out by archaeologists*'. A document sent to WYAAS contains gravestone inscriptions from the churchyard and clearly shows that there are burials over 100 years old within the area proposed for the new development and landscaping works.

5. Aim of the Specified Work

5.1 The aim of this project is to gather sufficient information to establish the extent, condition, character and date (as far as circumstances permit) of any archaeological features and deposits within the proposed development area, and to record at an appropriate level, archaeological features encountered in the excavation trenches.

5.2 Specifically, the aim of the work is to record grave cuts within the footprint of the new building in order to enable the developers to locate the piles so that they cause minimal disturbance. It is also aimed to photographically record the grave stones

before they area removed, and to tie these in to a list of inscriptions that has already been produced.

5.3 It is conceivable that a larger, more open area excavation may be identified as being warranted, or alternatively a wider watching brief may be required during ground-works for the development, possibly with provision for rapid salvaging recording. All possibilities will be considered depending upon the results of this exercise and it would be anticipated that if further significant fieldwork is required, then the contractor would draft the specification and agree it with the WYAAS. It is a primary aim of the specified work that all aspects should be placed in the public domain by depositing the results with the WY Historic Environment Record (Registry of Deeds, Newstead Road, Wakefield WF1 2DE)

6. General Instructions

6.1 Health and Safety

6.1.1 The archaeologist on site will naturally operate with due regard for Health and Safety regulations. This work may require the preparation of a Risk Assessment of the site, in accordance with the Health and Safety at Work Regulations. The WYAAS and its officers cannot be held responsible for any accidents or injuries that may occur to outside contractors while attempting to conform to this specification. Any Health and Safety issues which may hinder compliance with this specification should be discussed with WYAAS at the earliest possible opportunity (see section 13.2).

6.2 Location of Services, etc.

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

6.3 Confirmation of Adherence to Specification

6.3.1 Prior to the commencement of *any work*, the archaeological contractor must confirm adherence to this specification in writing to the WYAAS, or state (with reasons) any proposals to vary the specification. Should the contractor wish to vary the specification, then written confirmation of the agreement of the West Yorkshire Archaeology Advisory Service to any variations is required prior to work commencing. Unauthorised variations are made at the sole risk of the contractor. **Modifications presented in the form of a re-written specification/project design will not be considered by the WYAAS.** Any technical queries arising from the specification detailed below should be addressed to the WYAAS *without delay*.

6.4 Confirmation of Timetable and Contractors' Qualifications

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

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

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

6.5 Notification

6.5.1 WYAAS should be provided with **as much notice as possible in writing** (and certainly not less than one week) of the intention to start work. A copy of the archaeological contractor's risk assessment of the site should accompany the notification.

6.5.2 The Calderdale Museums curator, Jeff Wilkinson, should be notified of the date of commencement of fieldwork (Tel.: 01422 352334; email: jeff.wilkinson@calderdale.gov.uk).

6.5.3 As a courtesy, English Heritage's Science Adviser, Andy Hammon, should also be notified of the intention to commence fieldwork. (Tel.: 01904 601983; email: andy.hammon@english-heritage.org.uk).

6.6 Permits & Documentation

6.6.1 Prior to the commencement of fieldwork, the archaeological contractor will determine whether a Ministry of Justice burial licence and/or a faculty licence from the Church, or equivalent, are required.

7.0 Fieldwork Methodology

7.1 Photographic Recording

Each of the gravestones to be removed or buried should be photographed first in both 35mm black and white print and colour slide (or digital) format. The photographs taken should supplement, and be cross referenced to, the existing list of gravestone inscriptions.

7.1.1 Photographs

A record photograph will be taken of each stone as near as possible to square on to the stone. A number of photographs should also be taken to record the current setting of these stones and to include other adjacent memorials.

In addition, a 35mm general colour-slide survey of the site should also be provided (using a variety of wide-angle, medium and long-distance lenses). While it is not necessary to duplicate every black-and-white shot, the colour record should be sufficiently comprehensive to provide a good picture of the form and general appearance of the graveyard.

7.1.2 Digital photography

As an alternative to our requirement for colour slide photography, good quality digital photography may be supplied as an alternative, using cameras with a minimum resolution of 8 megapixels. Note that conventional black and white print photography is still required and constitutes the permanent record. Digital images will only be acceptable as an alternative to colour slide photography if each image is supplied in three file formats (as a RAW data file, a DNG file and as a JPEG file). The contractor

must include metadata embedded in the DNG file. The metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name, the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph. Images are to be supplied to WYAAS on gold CDs by the archaeological contractor accompanying the hard copy of the report.

7.1.3 Detail photographs

In addition, detailed record shots should be made of all features of archaeological and architectural interest identified during the process of appraisal. Typically, items of interest would include:

- Inscriptions
- Decorative features
- Moulding and form of stones
- Evidence for stone tooling/ surface treatment

But this list should not be treated as exhaustive. Every effort should be made to ensure that legible inscriptions can be read in the photographs.

7.1.4 Equipment

Photographs may be taken with either a Medium Format or a 35mm camera. All detail photographs must contain a graduated photographic scale of appropriate dimensions (measuring tapes and surveying staffs are not considered to be acceptable scales in this context). A 1-metre ranging-rod, discretely positioned, should be included in a selection of general shots, sufficient to independently establish the scale of all elements of the structure.

7.1.5 Film stock

All record photographs to be black and white, using conventional (not chromogenic) silver-based film only, such as Ilford FP4 or HP5, or Delta 400 Pro that is replacing HP5 in certain film sizes (such as 220). Dye-based films such as Ilford XP2 and Kodak T40CN are unacceptable due to poor archiving qualities.

7.1.6 Printing

Record photographs should be printed at a minimum of 5" x 4". Every grave to be affected should have at least one photograph showing it clearly in the report. Prints may be executed digitally from scanned versions of the film negatives, and may be manipulated to improve print quality (but **not** in a manner which alters detail or perspective). All digital prints 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. Written confirmation that the materials are acceptable must have been received from the WYAAS prior to the commencement of work on site.

7.1.7 Documentation

A photographic register detailing (as a minimum) location, direction and subject of shot must accompany the photographic record. Position and direction of each photograph should be noted on a scaled copy of the site plan (minimum acceptable scale 1:100), which should also be marked with a north pointer.

7.2 Trial Trench

7.2.1 The footprint of the new church building which falls within the graveyard should be excavated by hand once the gravestones in that area have been recorded and removed. Excavation should be carried out to a maximum depth of 0.5m with the intention of identifying and recording in plan grave cuts.

7.2.2 The proposed depth of excavation can be shallower if articulated human remains are identified. These should be left in situ and undisturbed. Disarticulated human bones and small elements of articulation should be collected and shown to a human bone specialist for a summary analysis prior to reburial. If only disarticulated human remains are encountered then excavation should continue to the full 0.5m.

7.2.3 During excavation, any shroud pins, coffin fittings, jewellery etc should be treated as small finds and their location should be recorded three dimensionally.

7.2.4 All archaeological remains will be hand excavated in an archaeologically controlled and stratigraphic manner sufficient to meet the aims and objectives of the project.

7.2.5 For features other than burials the following excavation strategy will be employed.

- Linear boundary features: a minimum sample of 20% of each linear boundary feature such as ditches and trackways. Each section should be at least 1m wide and, where possible, sections will be located and recorded adjacent to the trench edge. All intersections will be investigated to determine the relationship(s) between the component features. All termini will be investigated.
- Other linear and discrete features: all stake-holes, post-holes, pits, ring ditches, kilns, and other structural/funerary/industrial features will be a minimum of 50% excavated. All intersections will be investigated to determine the relationship(s) between the component features. Where possible, sections will be located and recorded adjacent to the trench edge.
- Built structures: walls, floors etc will be excavated sufficient to establish their form, phasing, construction techniques. All intersections will be investigated to determine the relationship(s) between the component features.

7.2.6 All artefacts are to be retained for processing and analysis except for unstratified 20th-century material, which may be noted and discarded. Finds will be stored in secure, appropriate conditions following the guidelines in First Aid for Finds (3rd edition).

7.3 Method of Recording

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

7.3.2 Section drawings (at a minimum scale of 1:20) must include heights A.O.D. Plans (at a minimum scale of 1:50) must include O.D. spot heights for all principal strata and any features. At least one section of each trench edge, showing a representative and complete sequence of deposits from the modern ground surface to the natural geology, will be drawn.

7.3.3 The actual areas of excavation and all archaeological (and possibly archaeological) features should be accurately located on a site plan and recorded by photographs, scale drawings and written descriptions sufficient to permit the preparation of a detailed archive and report on the material. The trench locations, as excavated, will be accurately surveyed, tied into the O.S. National Grid and located on an up-to-date 1:1250 O.S. map base.

7.3.4 Except where otherwise requested, black and white photography using orthodox monochrome chemical development should be used. Film should be no faster than ISO400. Slower films should be used where possible as their smaller grain size yields higher definition images. Technical Pan (ISO 25), Pan-F (ISO50), FP4 (ISO125) and HP5 (ISO400) are recommended. The use of dye-based films such as Ilford XP2 and Kodak T40CN is unacceptable due to poor archiving qualities. Black and white photography should be supplemented by colour photography; this should be in transparency format (i.e. slides or digital photography as an acceptable alternative, see paragraph 7.3.5 below).

7.3.5 Digital photography: as an alternative for colour slide photography, good quality digital photography may be supplied, using cameras with a minimum resolution of 8 megapixels. Note that conventional black and white print photography is still required and constitutes the permanent record. Digital images will only be acceptable as an alternative to colour slide photography if each image is supplied in three file formats (as a RAW data file, a DNG file and as a JPEG file). The contractor must include metadata embedded in the DNG file. The metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name, the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph. **Any digital images are to be supplied to WYAAS on gold CDs by the archaeological contractor accompanying the hard copy of the report.**

7.4 Use of Metal Detectors

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

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

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

7.5 Environmental Sampling Strategy

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

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

7.6 Conservation Strategy

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

7.7 Treasure Act

7.7.1 The terms of the Treasure Act 1996, as amended, must be followed with regard to any finds that might fall within its purview. Any finds must be removed to a safe place and reported to the local coroner as required by the procedures as laid down in the "Code of Practice". Where removal cannot be effected on the same working day as the discovery, suitable security measures must be taken to protect the finds from theft.

7.8. Unexpectedly Significant or Complex Discoveries

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

7.9 Access/Monitoring Arrangements

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

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

8. Excavation Archives Deposition.

8.1 Before commencing any fieldwork, the archaeological contractor must contact the relevant District museum archaeological curator in writing (copied to WYAAS) to determine the museum's requirements for the deposition of an excavation archive. In this case the contact is: Calderdale Museums, Bankfield Museum, Akroyd Park, Boothtown Road, Halifax HX3 6HG; telephone 01422 352334; Curator: Jeff Wilkinson.

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

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

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

9. Post-Excavation Analysis and Reporting

9.1 Requirement for Further Fieldwork

9.1.1 It is anticipated that upon (or approaching) completion of fieldwork a meeting with WYAAS will be arranged by the archaeological contractor, either at the WYAAS offices or on site, to discuss the results and agree what, if any, additional work may be warranted. The developer should also be invited to attend this meeting. The meeting may take the form of a telephone discussion at WYAAS' discretion. Following the meeting the archaeological contractor will either produce a report (if no further archaeological work is warranted), or draft a specification (if further work is required) to be submitted to WYAAS for written approval prior to the commencement of any further work.

9.1.2 If further fieldwork is required, the results of the evaluation will be integrated into an overall report encompassing all stages of work. However, if a different contractor is employed by the developer to undertake subsequent works, then a full, formal evaluation report (see paragraph 9.3 below) should be prepared and accepted by WYAAS before further fieldwork commences.

9. Post-Excavation Analysis and Reporting

9.1 Finds and Samples

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

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

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

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

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

9.2 Field Archive

9.2.1 A fully indexed field archive shall be compiled consisting of all primary written documents, plans, sections, photographic negatives and a complete set of labelled photographic prints/slides. Standards for archive compilation and transfer should conform to those outlined in *Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation* (Archaeological Archives Forum, 2007). The contractor should also take account of any additional requirements imposed by the recipient museum (see section 9.1 above). An index to the field archive is to be deposited with the West Yorkshire Archaeology Advisory Service (preferably as an appendix in the report).

9.2.2 Prints may be executed digitally from scanned versions of the film negatives, and may be manipulated to improve print quality (but **not** in a manner which alters detail or perspective). **All digital prints, including those presented in the report, must be made on paper and with inks which are certified against fading or other deterioration for a period of 75 years or more when used in combination.**

If digital printing is employed, the contractor must supply details of the paper/inks used in writing to the WY Archaeology Advisory Service, with supporting documentation indicating their archival stability/durability. Written confirmation that the materials are acceptable must have been received from the WYAAS prior to the commencement of work on site.

9.2.3 The original archive is to accompany the deposition of any finds, providing the landowner agrees to the deposition of finds in a publicly accessible archive (see para. 8.4 above). In the absence of this agreement the field archive (less finds) is to be deposited with the West Yorkshire Archaeology Advisory Service.

9.3 Report Format and Content

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

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

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

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

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

9.4 Summary for Publication

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

9.5 Publicity

If the project is to be publicised in any way (including media releases, publications etc.), then it is expected that the WYAAS will be given the opportunity to consider whether it wishes its collaborative role to be acknowledged, and if so, the form of words used will be at the WYAAS' discretion.

10. Report Submission and Deposition with the HER

10.1 A hard copy of the report (plus a digital copy on gold disk) is to be supplied directly to the WYAAS within a period of two months following completion of fieldwork, unless specialist reports are awaited. In the latter case a revised date should be agreed with the WYAAS. Completion of this project and advice from WYAAS on an appropriate mitigation strategy are dependant upon receipt by WYAAS of a satisfactory report which has been prepared in accordance with this specification. Any comments made by WYAAS in response to the submission of an unsatisfactory report will be taken into account and will result in the reissue of a suitably edited report to all parties, within a timescale which has been agreed with WYAAS.

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

10.3 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 non-commercial use by third parties, with the copyright owner suitably acknowledged.

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

10.5 The West Yorkshire HER supports the Online Access to Index of Archaeological Investigations (OASIS) project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The archaeological contractor must therefore complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. Contractors are advised to contact the West Yorkshire HER officer prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, the West Yorkshire HER may place the information on a web-site. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the case officer at the West Yorkshire HER.

11. General Considerations

11.1 Authorised Alterations to Specification by Contractor

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

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

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

11.2 Unauthorised Alterations to Specification by Contractor

11.2.1 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 Officer based on the archaeological information available and are therefore made solely at the risk of the contractor.

11.3 Technical Queries

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

11.4 Valid Period of Specification

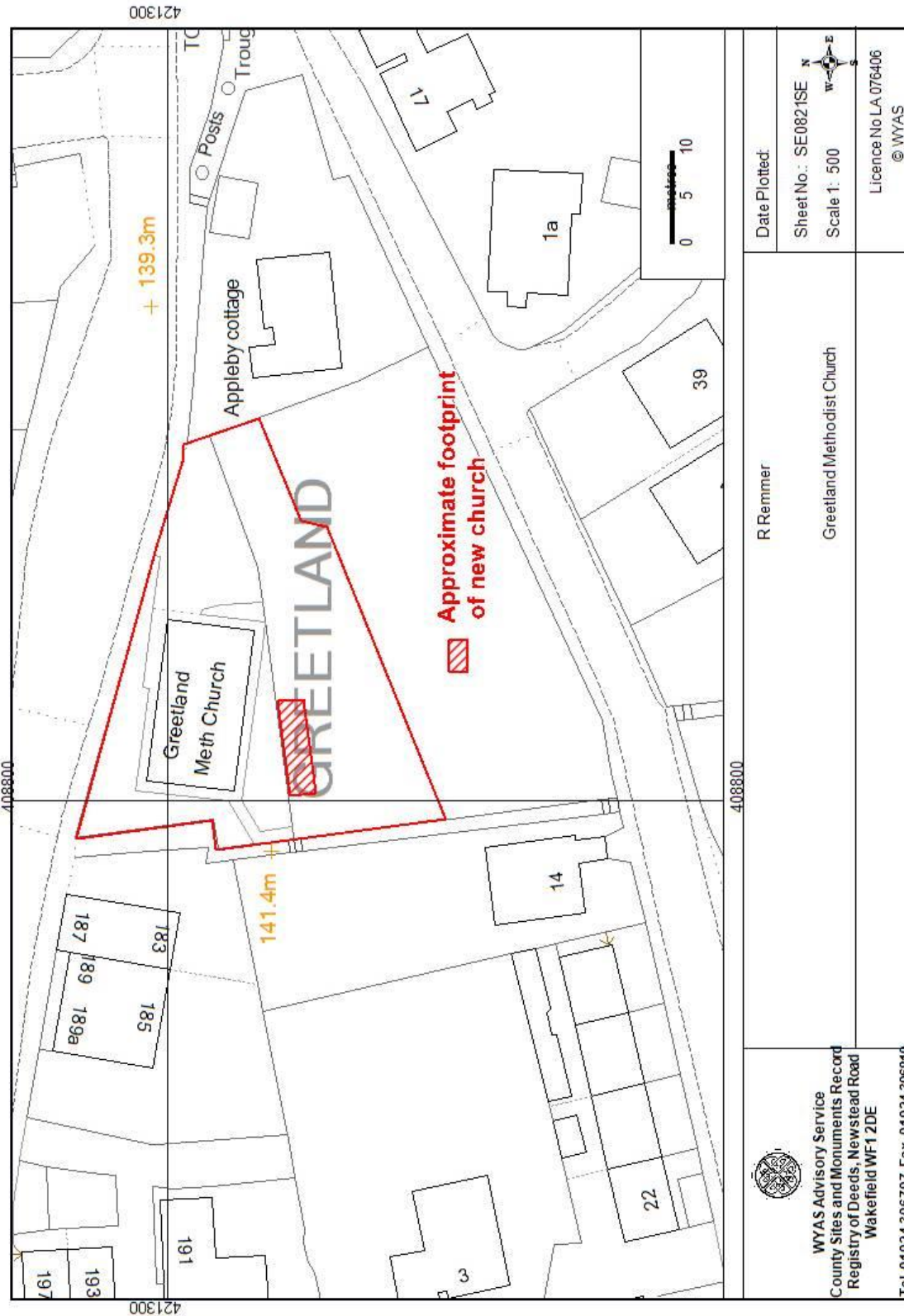
This specification is valid for a period of one year from date of issue. After that time it may need to be revised to take into account new discoveries, changes in policy or the introduction of new working practices or techniques.

West Yorkshire Archaeology Advisory Service
Rebecca Remmer

May 2013

Historic Environment Record
West Yorkshire Archaeology Advisory Service
Registry of Deeds
Newstead Road
Wakefield
WF1 2DE

Telephone: (01924) 305992
Fax: (01924) 306810
E-mail: rremmer@wyjs.org.uk



Date Plotted:
 Sheet No.: SE0821SE
 Scale 1: 500
 Licence No LA 076406
 © WYAS

R Remmer
 Greetland Methodist Church

WYAS Advisory Service
 County Sites and Monuments Record
 Registry of Deeds, Newstead Road
 Wakefield WF1 2DE
 Tel 01924 306797 Fax 01924 306810

APPENDIX 2: THE ARCHIVE

1. PHOTOGRAPHIC REGISTER 35mm Colour Slide and colour digital (12mp)

Position No.	Film/Frame Nos.	Plate	Description	From
1			General view	NE
2			General view	NR
3			General view	N
4			General view	E
5			General view	E
6		3	General view	SE
7			General view	SE
8			General view	SE
9			General view	S
10			General view	SW
11			General view	S
12			General view	S
13			General view	SW
14			General view	W
15			General view	NW
16		4	General view of the stone steps	S
17			General view with dedication stone (Mrs J Booth 1887)	S
18			General view	NW
19			General view	NW
20		1	General view of the single storey church	ENE
21			General view	E
22			General view	W
23			General view	E
24			General view	W
25			General view	E
26			General view	W
27			General view	SE
28			General view	SSE
29			General view	SSE
30			General view	S
31			General view	SSE

The Graveyard at Greetland Methodist Church, Greetland, West Yorkshire:
An Archaeological Evaluation and Photographic Record

32			General view	NE
33		10	Detail of raised horizontal gravestone of the Mitchel family (Ref. E2)	E
34		9	Detail of the vertical gravestone with ogee top (Ref. E1) ' <i>Benjamin Gledhill</i> ' (n.d.)	E
35		8	Detail of the vertical gravestone with rounded top (Ref. D1) ' <i>Ely Holroyd 1854</i> '	E
36		11	Detail of the horizontal gravestone partially obscured (Ref. F2) and dedicated to the Smith family ' <i>Susannah daughter of Joshua Smith ... died 1816</i> '	E
37		12	Detail of the vertical gravestone with triangular (Ref. F1) dedicated to the Geary family. NB Head and foot stone with side stones (fallen)	E
38			Detail of grave Ref. H3	E
39			Detail of grave Ref. H2	E
40			Detail of grave Ref. H1	E
41			Detail of graves Ref. I1 & I2 , with vertical headstones (small) with rounded shouldered tops dedicated to John Gledhill and John Ireland (n.d.)	E
42			General view of the eastern end of the selected graves	SE
43			General view	E
44			General view	E
45			General view	E
46			General view	SE
47			General view	SSE
48			General view	S
49			General view	SSW
50			General view of the evaluation area	W
51		13	General view of the evaluation area	E
52			Detail of the 'blank' horizontal gravestone (No previous Ref., labelled H0 by CS Archaeology)	E
53			General view of the graveyard	SE
54			General view of the graveyard	SSE
55			General view of the graveyard from the other side of the valley	SW
56		7	Detail of grave Ref. C1 ' <i>MR</i> ' (n.d.) small stone with a rounded top and narrow shoulders	E
57		6	Detail of ' <i>John Gledhill of Greetland</i> ' headstone, vertical with stepped shoulders and a rounded top, dated ' <i>1807</i> ' (Ref. C2)	E
58		5	Detail of horizontal stone previously unrecorded, marking the first grave in row C, so CS Archaeology has labelled it C0 . Memory/Mary the Wife of Issac Holroyd of/Bankend in Greetland. Who departed on the/30 th day of January 1857: aged 52 Years/Afflictions sore, a time I bore/Physicians were in vain/Till God did please to set at ease/And free me from my pain/Also of the above Isaac Holroyd who/Died December 16 th 1874 Aged 68 Years/All you are here pass by/As you are now so once was I As I am now so you must be/Prepare yourselves to follow me/Also Ann Holroyd wife of the above/Who died March 3 rd 1904/Aged 90 years <i>'In Life respected In death lamented'</i>	E
59			General oblique view of the revealed gravestone Ref. C0 in context	SE
60		14	Post excavation view of the evaluation trench	E
61			Detail of the western end of the evaluation trench with the removed headstones from C1 & C2 with their associated grave cuts	E
62		15	General post excavation view of the evaluation trench	W
63			Detail of the eastern end of the evaluation trench with the grave cut F0	W

The Graveyard at Greetland Methodist Church, Greetland, West Yorkshire:
An Archaeological Evaluation and Photographic Record

2. PHOTOGRAPHIC REGISTER Black and White (Ilford Delta Professional)

33	1/12		Detail of raised horizontal gravestone of the Mitchel family (Ref. E2)	E
34	1/11		Detail of the vertical gravestone with ogee top (Ref. E1) ' <i>Benjamin Gledhill</i> ' (n.d.)	E
35	1/10		Detail of the vertical gravestone with rounded top (Ref. D1) ' <i>Ely Holroyd 1854</i> '	E
36	1/9		Detail of the horizontal gravestone partially obscured (Ref. F2) and dedicated to the Smith family ' <i>Susannah daughter of Joshua Smith ...died 1816</i> '	E
37	1/8		Detail of the vertical gravestone with triangular (Ref. F1) dedicated to the Geary family. NB Head and foot stone with side stones (fallen)	E
38	1/7		Detail of grave Ref. H3	E
39	1/6		Detail of grave Ref. H2	E
40	1/5		Detail of grave Ref. H1	E
41	1/4		Detail of graves Ref. I1 & I2 , with vertical headstones (small) with rounded shouldered tops dedicated to John Gledhill and John Ireland (n.d.)	E
42	1/3		General view of the eastern end of the selected graves	SE
43	1/2		General view	E
44	1/1		General view	E
45	2/36-5		General view	E
46	2/34		General view	SE
47	2/33		General view	SSE
48	2/32		General view	S
49	2/31		General view	SSW
50	2/30		General view of the evaluation area	W
51	2/29		General view of the evaluation area	E
52	2/28		Detail of the 'blank' horizontal gravestone (No previous Ref., labelled H0 by CS Archaeology)	E
53	2/27		General view of the graveyard	SE
54	2/26		General view of the graveyard	SSE
55	2/25		General view of the graveyard from the other side of the valley	SW
56	2/24			E
57	2/23		Detail of ' <i>John Gledhill of Greetland</i> ' headstone, vertical with stepped shoulders and a rounded top, dated ' <i>1807</i> ' (Ref. C2)	E
58	2/22		Detail of horizontal stone previously unrecorded, excavated from a rubbish dump and marking the first grave in row C, so CS Archaeology has labelled it CO . Memory/Mary the Wife of Issac Holroyd of/Bankend in Greetland. Who departed on the/30 th day of January 1857: aged 52 Years/Afflictions sore, a time I bore/Physicians were in vain/Till God did please to set at ease/And free me from my pain/Also of the above Isaac Holroyd who/Died December 16 th 1874 Aged 68 Years/All you are here pass by/As you are now so once was I	E

The Graveyard at Greetland Methodist Church, Greetland, West Yorkshire:
An Archaeological Evaluation and Photographic Record

			As I am now so you must be/Prepare yourselves to follow me/Also Ann Holroyd wife of the above/Who died March 3 rd 1904/Aged 90 years <i>'In Life respected In death lamented'</i>	
59	2/21		General oblique view of the revealed gravestone Ref. C0 in context	SE
60	2/20		Post excavation view of the evaluation trench	E
61	2/19		Detail of the western end of the evaluation trench with the removed headstones from C1 & C2 with their associated grave cuts	E
62	2/17-16		Post excavation view of the evaluation trench	W
63	2/13		Detail of the eastern end of the evaluation trench with the grave cut F0	W