

**MAP**

**ARCHAEOLOGICAL PRACTICE Ltd.**

**Des Winks Car Showroom  
Hopper Hill Road  
Eastfield  
Scarborough  
NorthYorkshire**

**SE 76383 61143**

**13/00477/FL**

**MAP 10.45.213**

**Archaeological Strip and Record**

**MAP  
ARCHAEOLOGICAL PRACTICE LTD**

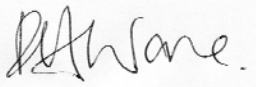
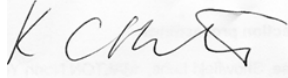
**DES WINKS CARS LTD  
HOPPER HILL ROAD  
EASTFIELD  
SCARBOROUGH  
NORTH YORKSHIRE**

**SE 76383 61143**

**13/00477/FL**

**MAP 10.45.2013**

**Archaeological Strip and Record Report**

<b>Report Prepared By</b> 	<b>Report Authorised By</b> 
<b>Date:</b> <b>19/12/2013</b>	<b>Date:</b> <b>19/12/2013</b>

**DES WINKS CARS LTD  
HOPPER HILL ROAD  
EASTFIELD  
SCARBOROUGH  
NORTH YORKSHIRE**

**SE 76383 61143**

**13/00477/FL**

**MAP 10.45.2013**

**Archaeological Strip and Record Report**

**1. Introduction**

- 1.1 An Archaeological Strip and Record was undertaken by MAP Archaeological Practice Ltd at Des Winks Cars Ltd, Hopper Hill Road, Eastfield, Scarborough, North Yorkshire (SE 76383 61143, Fig. 1) during November 2013. The work involved monitoring the groundworks associated with the extension of the current dealership to create a new pavillion sales/showroom area and customer car parking in two phases at Des Winks Cars Ltd, Hopper Hill Road, Eastfield, Scarborough, North Yorkshire (Planning Application Decision 13/00477/FL).
- 1.2 The Strip and Record was designed to provide the appropriate level of recording for archaeological remains, deposits or finds that might be affected by the development, in accordance with the recommendations of the National Planning Policy Framework (March 2012).
- 1.3 The work was undertaken under instruction of SDA Architects Ltd on behalf of Des Winks Cars Ltd. All work was funded by Des Winks Cars Ltd.
- 1.4 All maps within this report have been produced from the Ordnance Survey with the permission of the Controller of Her Majesty's Stationery Office, Crown Copyright, Licence No. AL 50453A.

## **2. Site Description**

- 2.1 The site lies approximately four miles to the south of Scarborough, within the parish of Seamer, in the Borough of Scarborough, North Yorkshire. The Business Park lies to the east of the A64 and the modern settlement known as Crossgates and south of Eastfield. The proposed development site consists of an extension to car showroom to the east of the current premises located at the south-western corner of the present Scarborough Business Park, which is situated at the south side of Dunslow Road and on the west side of Hopper Hill Road.
- 2.2 The geology at the site consists of glaciofluvial deposits, mainly of sands and gravels, underlying coarse loamy, non-calcareous soils of the Wick 1 Association (Mackney *et al.* 1983).

## **3. Aims and Objectives**

- 3.1 The aims of the Archaeological Recording Brief were to record and recover any archaeological remains that were affected by the development, and to prepare a report summarising the results of the work.

## **4. Methodology**

- 4.1 The monitored groundworks involved the topsoil stripping of the access road, the area of the proposed extension, pavilion and car park and the excavation of a large tank.
- 4.2 All excavations were undertaken by a back-acting mechanical excavator, operating under full archaeological supervision.
- 4.3 A written and photographic record was made of all deposits encountered during the groundworks.

## **5. Results**

- 5.1 A topsoil strip in the area of the area of the proposed development was observed and the excavation of a large tank area. The topsoil was removed to reveal natural deposits of sand, gravel and clay.
  
- 6.2 No archaeological features, deposit or finds were present in either the wind turbine base or associated infrastructure.

## **6. Conclusions**

- 6.1 All groundworks taking place on the site were watched under archaeological supervision, no finds or features of archaeological interest were encountered.



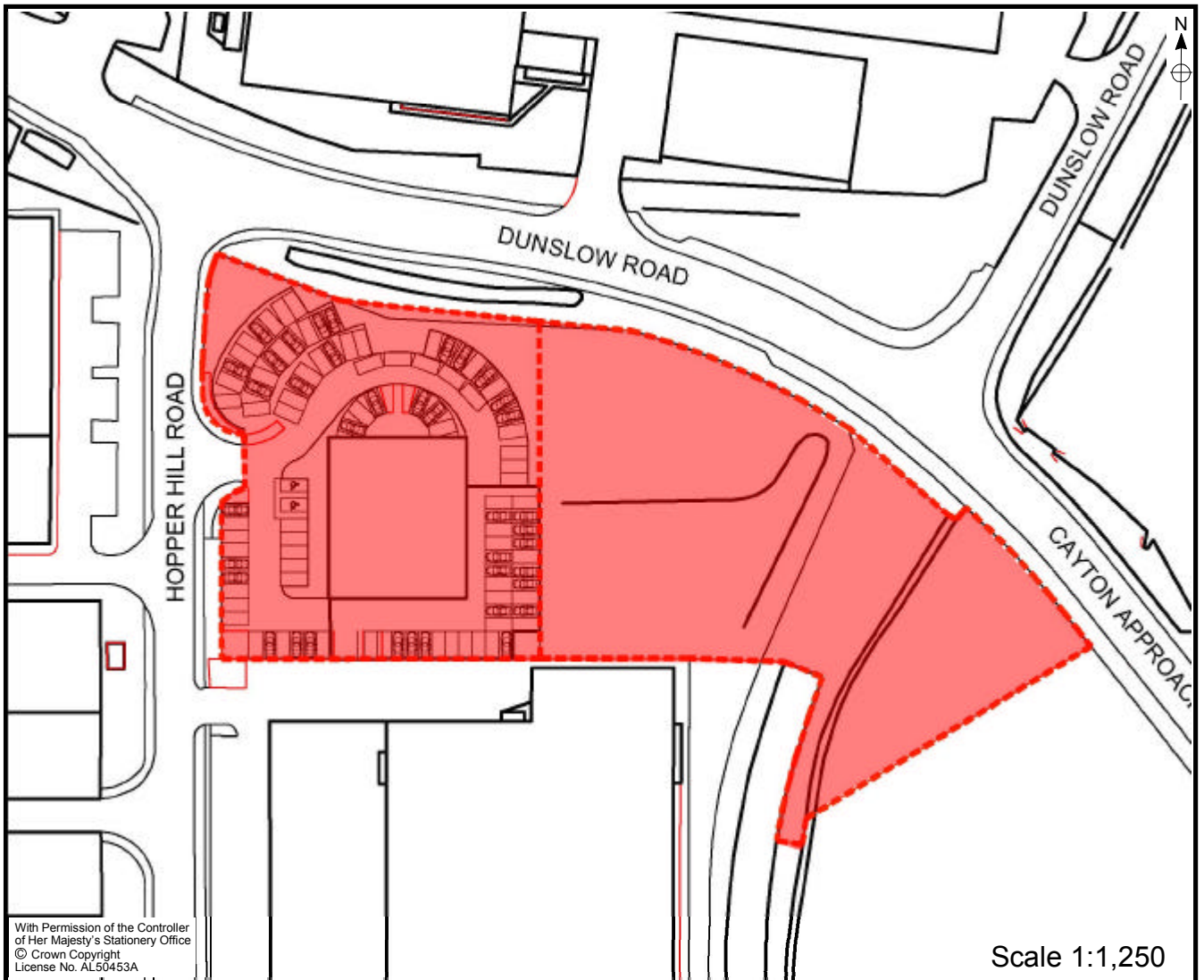


Figure 2. Location of Archaeological Strip & Record Area.



Plate 1. View of Site after Stripping. Facing South-west.



Plate 2. View of Site during excavation of Tank. Facing West.





Plate 3. View of Extension Area, Facing South-west.



Plate 4. View of Foundation Trench. Facing West.

**WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL STRIP  
AND RECORD**

**DES WINKS CARS LTD  
HOPPER HILL ROAD  
EASTFIELD  
SCARBOROUGH  
NORTH YORKSHIRE**

**Prepared for Mr M Wray of Des Winks Cars Ltd**

**by**

**MAP Archaeological Practice Ltd**

**Tel. 01653 697752  
enquiries@map-arch-ltd.demon.co.uk**

**DES WINKS CARS LTD  
HOPPER HILL ROAD  
EASTFIELD  
SCARBOROUGH  
NORTH YORKSHIRE**

**WRITTEN SCHEME OF INVESTIGATION FOR  
ARCHAEOLOGICAL STRIP AND RECORD**

**1. Summary**

- 1.1 Archaeological recording is to take place during the extension of the current dealership and create a new pavillion sales/showroom area and customer car parking in two phases at Des Winks Cars Ltd, Hopper Hill Road, Eastfield, Scarborough, North Yorkshire (Planning Application Decision 13/00477/FL).

**2. Purpose**

- 2.1 This written scheme of investigation (WSI) represents a summary of the broad archaeological requirements to mitigate the impact of development proposals upon the archaeological resource and to comply with the archaeological planning condition. This is in accordance with the National Planning Policy Framework (March 2012). No work on site should commence until the implementation of the scheme is the subject of a standard ICE Conditions of Contract for Archaeological Investigation agreement between the Client and the selected archaeological contractor.

**3. Location and Description**

- 3.1 The proposed development area is located at Des Winks Cars Ltd, Hopper Hill Road, Eastfield, Scarborough, North Yorkshire.

**4. Archaeological and Historical Background**

- 4.1 The proposed development lies within an area of archaeological interest. Previous development related archaeological investigations in this vicinity have found evidence of settlement activity dating from Neolithic through to Anglo Saxon periods. Immediatley to the west of

the application site evidence was found for multi-phase successive settlement from the 1<sup>st</sup> century through to the 6<sup>th</sup> century AD, comprising a Romano-British defended enclosure surrounded by later Romano-British and early Anglo Saxon settlement. In addition evidence of extensive Late Iron Age and Roman period settlement has been discovered to the north west of the site at Crossgates.

## **5. Objectives**

5.1 The objectives of the archaeological work are to :

1. to determine by means of targeted archaeological excavation the character, extent and nature of the archaeological remains within the development area,
2. to locate, recover, identify, assess and conserve (as appropriate) any archaeological artefacts exposed during the course of the excavation,
3. where appropriate, to undertake a post-excavation assessment after completion of fieldwork and site archive to assess the potential for further analysis and publication, and to undertake such analysis and publication as appropriate,
4. to prepare and submit a suitable archive to the appropriate museum.

## **6. Access, Safety and Monitoring**

- 6.1 Access to the site should be arranged through the commissioning body.
- 6.2 It is the archaeological contractor's responsibility to ensure that Health and Safety requirements are fulfilled. Necessary precautions should be taken near underground services and overhead lines. A risk assessment

should be provided to the commissioning body before the commencement of works.

6.3 The project will be monitored by the Historic Environment Team, NYCC, to whom written documentation should be sent ten days before the start of the excavation including:

1. the date of commencement,
2. an opportunity to monitor the works.

6.4 Where appropriate, the advice of the English Heritage Regional Advisor for Archaeological Science, (Yorkshire and Humber Region) may be called upon to monitor the archaeological science components of the project. Archaeological contractors may wish to contact him to discuss the science components of the project before submission of tenders.

6.5 It is the archaeological contractor's responsibility to ensure that monitoring takes place by arranging monitoring points as follows:

1. a preliminary meeting or discussion at the commencement of the contract.
2. progress meeting(s) during the fieldwork phase at appropriate points in the work schedule, to be agreed.
3. a meeting during the post-fieldwork phase to discuss the draft report and archive before completion.

6.6 It is the responsibility of the archaeological contractor to ensure that any significant results are brought to the attention of the Historic Environment Team, NYCC and the commissioning body as soon as is practically possible. This is particularly important where there is any likelihood of contingency arrangements being required.

## **7. Brief**

7.1 The archaeological contractor should be informed in advance of the correct timing and schedule of site preparation and preliminary excavation works associated with the construction of the proposed

development. A specified timetable should be agreed within which the archaeological excavation may be carried out prior to further construction commencing.

- 7.2 All excavations within the proposed development area should be observed by an archaeologist to record any archaeological deposits, features or finds.
- 7.3 Archaeological work within the area of proposed development should include the initial supervision of the preliminary site/topsoil strip areas down to the top of archaeological deposits. Overburden such as turf, topsoil, made ground, rubble or other superficial fill materials may be removed by machine using a back-acting excavator which should be fitted with a toothless or ditching bucket. Mechanical excavation equipment shall be used judiciously, under archaeological supervision down to the top of archaeological deposits, or the natural subsoil (C Horizon or soil parent material), whichever appears first. Bulldozers or wheeled scraper buckets should not be used to remove overburden above archaeological deposits. Topsoil should be kept separate from subsoil or fill materials.
- 7.3 Any excavation below 400mm from the ground surface should be halted to allow the archaeological contractor to observe, clean and assess any archaeological remains on the site. Using the information and artefacts collected to this stage, all features and deposits should be assessed as to their origin or function, probable date, and importance for further recording. Features and layers identified as having potential for further recording should be excavated by hand, sampled, and recorded as set out below. This is in order to fulfil Objectives 5.1.1 and 5.1.2 above and in order to understand the full stratigraphic sequence. In case of query as to the extent of investigation, a site meeting shall be convened with the Historic Environment Team Leader, NYCC.

- 7.4 The character, information content and stratigraphic relationships of features and deposits should be determined. All linear features, such as ditches, should have their shape, character, and depth determined by hand excavation of sections. A minimum sample of 20% of each linear feature of less than 5m in length and a minimum sample of 10% of each linear feature greater than 5m in length (each section will be not less than 1m wide) should be excavated. All junctions of linear features should have their stratigraphic relationships determined, if necessary using box sections. A 100% sample of all stake-holes should be excavated, and all pits, post-holes and other discrete features should be half-sectioned by hand to record a minimum of 50% of their fills, and their shape. Any other unknown or enigmatic features should be investigated similarly. Large pits, post-holes or deposits of over 1.5m diameter should be excavated sufficiently to define their extent and to achieve the objectives of the investigation, but should not be less than 25%. All intersections should be investigated to determine the relationship(s) between features.
- 7.5 The project should be undertaken in a manner consistent with the guidance of MoRPHE and professional standards and guidance (IFA 2006). Scientific investigations should be undertaken in a manner consistent with the English Heritage best-practice guidelines (2003). An outline strategy of sampling for scientific dating, geoarchaeology and soil science (Canti 1996), biological analysis (English Heritage 2011), artefact conservation and analysis (Watkinson and Neal 1998), and analysis of technological residues (English Heritage 2001), ceramics, and stone should be agreed with the Local Authority, in consultation with the English Heritage Regional Advisor for Archaeological Science (RA) before commencement of site work. This strategy should be based on the results of previous archaeological work in the area. The strategy will be subject to variation as appears necessary during the excavation, following consultation with the Local Authority and the RA.

- 7.6 All specialists in Archaeological Science (both those employed in-house by the archaeological contractor or those sub-contracted) should be named in project documents. Agreement of specialists must always be obtained before their names are listed. Their competence to undertake proposed investigations, and the availability of adequate laboratory facilities and reference collections should be demonstrated. There should be agreement in writing on timetables and deadlines for all stages of work.
- 7.7 All deposits should be fully recorded on standard context sheets, photographs and conventionally-scaled plans and sections. Each excavation area should be recorded to show the horizontal and vertical distribution of contexts. The elevation of the underlying natural subsoil where encountered should be recorded. The limits of excavation should be shown in all plans and sections, including where these limits are coterminous with context boundaries.
- 7.8 Any significant unstratified artefacts or small finds should be collected. Metal detecting, including the scanning of topsoil and spoil heaps, should only be permitted subject to archaeological supervision and recording so that metal finds are properly located, identified, and conserved.
- 7.9 Using the information and artefacts collected to this stage, all features and deposits should be assessed as to their origin or function, probable date, and importance for further excavation. Features and layers identified as having potential for further recording should be fully excavated, sampled, and recorded. Full excavation should be carried out on features and deposits of limited potential where the stratigraphic relationships, phasing or origin of these are still unclear. Further excavation may also be needed to expose the full stratigraphic sequence across the site.



- 7.10 All artefacts and ecofacts visible during excavation should be collected and processed, unless variations in this principle are agreed with the Senior Archaeologist, NYCC. In some cases, sampling may be most appropriate. Finds should be appropriately packaged and stored under optimum conditions, as detailed in *First Aid for Finds* (Watkinson & Neal, 1998). A regular transfer of finds from the site to the conservation laboratory is desirable, particularly in the case of long term excavations
- 7.11 Where there is evidence for industrial activity, macroscopic technological residues (or a sample of them) should be collected by hand. Separate samples (c. 10ml) should be collected for micro-slags hammer-scale and spherical droplets). In these instances, the guidance of English Heritage (2003) should be followed.
- 7.12 Samples should be collected for scientific dating (radiocarbon, dendrochronology, luminescence dating, archaeomagnetism and/or other techniques as appropriate). For this excavation, tenders should allow provision for a minimum of four dates using scientific techniques.
- 7.13 Buried soils and sediment sequences should be inspected and recorded on site by a recognised geoarchaeologist. Samples may be collected for analysis of chemistry, magnetic susceptibility, particle size, micromorphology and/or other techniques as appropriate, following the outline strategy presented in the Project Design, and in consultation with the geoarchaeologist. The guidance of Canti (1996) and English Heritage (2011) should be followed.
- 7.14 All securely stratified deposits should be sampled, from a range of representative features, including pit and ditch fills, postholes, floor deposits, ring gullies and other negative features. Positive features should also be sampled. Sampling should also be considered for those features where dating by other methods (for example pottery and artefacts) is uncertain. Bulk samples should be collected from contexts

containing a high density of bones. Spot finds of other material should be recovered where applicable.

7.15 Coarse sieved samples for the recovery of animal bones and other artefact/ecofact categories should be 100 litres plus. Flotation samples, for the recovery of charred plant remains, charcoal, small animal bones and mineralised plant remains, should be between 40 and 60 litres in size, although this will be dependent upon the volume of the context. Entire contexts should be sampled if the volume is low. Whenever possible, coarse sieved samples (wet or dry) and flotation samples should be processed during fieldwork to allow the continuous reassessment and refinement of sampling strategies. Samples from waterlogged and anoxic deposits, which might contain plant macros and entomological evidence, taken for General Biological Analysis (GBA), should normally be 20 litres in size. The English Heritage guidance should be consulted for details of sample size for other specialist samples that may be required. Allowance should be made for a site visit from the contractor's environmental specialists/consultants where appropriate.

7.16 In the event that any human remains are encountered, they must be treated at all stages with care and respect. Excavators must be aware of, and comply with, the relevant legislation and the Ministry of Justice Exhumation Licence and local environmental health concerns. Burials should be recorded *in situ* and subsequently lifted, washed in water (without additives), marked and packed to standards compatible with McKinley and Roberts (1993). Site inspection by a recognised specialist is desirable in the case of isolated burials, and necessary for cemeteries. Proposals for the final placing of human remains following study and analysis will be required in the Project Design. Further guidance is provided by English Heritage (2004). For this excavation, tenders should allow provision for any human remains to be subject to carbon and nitrogen isotope study.

### Post-Excavation Assessment

- 7.17 Upon completion of archaeological fieldwork, where appropriate, a post-excavation assessment should be undertaken and an assessment report produced in accordance with the guidance of MoRPHE (English Heritage 1991). The assessment report should summarise the evidence recovered and should consider its potential for further analysis, review the programme of archaeological science, update the project design as necessary and provide costings for the post-excavation analysis stage of work, with proposals for the production of a final report and/or publication. The site assessment report should include reports on all aspects of Archaeological Science investigated, and include assessment of their suitability for analysis, so as to inform the updated project design.
- 7.18 Assessment of artefacts should include x-radiography of all iron objects (Jones ed. 2006), after initial screening to separate obviously modern debris, and a selection of non-ferrous artefacts (including all coins and a sample of any industrial debris relating to metallurgy). An assessment of all excavated material should be undertaken by conservators and finds researchers in collaboration. Where necessary, active stabilisation/consolidation will be carried out, to ensure long term survival of the material, but with due consideration to possible future investigations. Once assessed, all material should be packed and stored in optimum conditions, as described in Watkinson and Neal (1998).
- 7.19 Assessment of any technological residues should be undertaken. Processing of all samples collected for biological assessment, or sub-samples of them, should be completed. Assessment will include recording the preservation state, density and significance of material retrieved, to inform up-dated project designs. Methods presented in English Heritage (2011) should be followed. Unprocessed sub-samples should be stored in conditions specified by the appropriate specialists.

7.20 Samples collected for geoarchaeological assessment should be processed as deemed necessary by the specialist, particularly where storage of unprocessed samples is thought likely to result in deterioration. Appropriate assessment should be undertaken (see Canti 1996, English Heritage 2011). Animal bone assemblages, or sub-samples of them, should be assessed by a recognised specialist (English Heritage 2011). Assessment of human remains should be undertaken by a recognised specialist (English Heritage 2004).

### Analysis

7.21 Within a time agreed with the Historic Environment Team Leader, NYCC, a timetable for post-excavation work should be produced, following consultation (including team meetings for larger-scale sites), with all specialists involved in the project. Agreement of timetables should be made in writing with external specialists.

7.22 A detailed and cost-effective strategy for scientific dating should be prepared, in consultation with appropriate specialists. Samples for dating should be submitted promptly, and prior agreement should be made with the laboratory on turn-around time and report production.

7.23 All artefacts should be conserved and stored in accordance with Watkinson and Neal (1998). Investigative conservation should be undertaken on those objects selected during the assessment phase, with the aim of maximising information whilst minimising intervention. Where necessary, active stabilisation/consolidation will be carried out, to ensure long-term survival of the material, but with due consideration to possible future investigations. Proposals for ultimate storage should follow Walker (1990).

7.24 Appropriate analysis of technological residues should be undertaken, as outlined in English Heritage (2001). Samples or sub-samples collected for all types of biological and geoarchaeological analysis should be processed, and material retrieved analysed by recognised

specialists. Any unprocessed sub-samples should be stored in conditions specified by the specialists, or a reasoned discard policy should be developed (English Heritage 2011).

- 7.25 Analysis of animal bones should be undertaken by a recognised specialist, as specified in the updated project design (see also English Heritage 2002). Analysis of human remains should be undertaken by a recognised specialist, as specified in the up-dated project design.

## **8. Archive**

- 8.1 A field archive should be compiled consisting of all primary written documents, plans, sections and photographs should be produced and cross-referenced. Archive deposition should be undertaken with reference to the County Council's *Guidelines on the Transfer and Deposition of Archaeological Archives*.
- 8.2 The archaeological contractor should liaise with an appropriate museum to establish the detailed requirements of the museum and discuss archive transfer in advance of fieldwork commencing. The relevant museum curator should be afforded to visit the site and discuss the project results. In this instance, the Scarborough Museum is suggested.
- 8.3 The archiving of any digital data arising from the project should be undertaken in a manner consistent with professional standards and guidance (Richards & Robinson, 2000). The archaeological contractor should liaise with an appropriate digital archive repository to establish their requirements and discuss the transfer of the digital archive.
- 8.4 The archaeological contractor should also liaise with the HER Officer, North Yorkshire County Council, to make arrangements for digital information arising from the project to be submitted to the North Yorkshire Historic Environment Record for HER enhancement

purposes. The North Yorkshire HER is not an appropriate repository for digital archives arising from projects.

## **9. Copyright**

9.1 Copyright in the documentation prepared by the archaeological contractor and specialist sub-contractors should be the subject of an additional licence in favour of the museum accepting the archive to use such documentation for their statutory educational and museum service functions, and to provide copies to third parties as an incidental to such functions.

9.2 Under the Environmental Information Regulations 2005 (EIR), information submitted to the HER becomes publicly accessible, except where disclosure might lead to environmental damage, and reports cannot be embargoed as 'confidential' or 'commercially sensitive'. Requests for sensitive information are subject to a public interest test, and if this is met, then the information has to be disclosed. The archaeological contractor should inform the client of EIR requirements, and ensure that any information disclosure issues are resolved before completion of the work. Intellectual property rights are not affected by the EIR.

## **10. Report**

10.1 Following post-excavation assessment and analysis as appropriate, a report should be prepared following the County Council's guidance on reporting: *Reporting Check-List*. The report should set out the aims of the work and the results as achieved, including photographs of operations, description of the remains including all relevant plans and sections, interpretation and assessment of the significance of the remains. The report should also include a listing of contexts, finds, plans and sections, and photographs.

- 10.2 The results from investigations in Archaeological Science, *including negative results*, should be included in the Site Archive and reported to the HER.
- 10.3 A timetable for completion of reports should be agreed with all specialists, and agreements in writing with sub-contracted external specialists are desirable. The time-table should allow for adequate provision by the excavator of contextual information, provisional dating and stratigraphic relationships of contexts. Reports should include clear statements of methodology. The results from scientific analysis should be clearly distinguished from their interpretation. Non-technical summaries of results should be included. Reports on Archaeological Science should be published fully, in the text of printed reports or in the main body of reports disseminated by electronic means, wherever the results merit it.
- 10.4 At least six copies of the report should be produced and submitted to the commissioning body, the Local Planning Authority, the museum accepting the archive, the English Heritage Regional Advisor for Archaeological Science and, under separate cover, North Yorkshire County Council Heritage Section.
- 10.5 If the archaeological fieldwork produces results of sufficient significance to merit publication in their own right, allowance should be made for the preparation and publication of a summary in a local journal, such as the *Yorkshire Archaeological Journal*. This should comprise, as a minimum, a brief note on the results and a summary of the material held within the site archive, and its location.
- 10.6 Upon completion of the work, the archaeological contractor should make their work accessible to the wider research community by submitting digital data and copies of reports online to OASIS (<http://ads.ahds.ac.uk/project/oasis/>). Submission of data to OASIS does not discharge the planning requirements for the archaeological

contractor to notify the Historic Environment Team Leader, NYCC of the details of the work and to provide the Historic Environment Record (HER) with a report on the work.

## 11. Further Information

11.1 Further information or clarification of any aspects of this brief may be obtained from:

**MAP Archaeological Practice Ltd**

**Tel. 01653 697752**

**Fax. 01653 694747**

11.2 This written scheme of investigation is valid for a period of six months from the 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. In addition, depending upon the final design of development, the methodology of the archaeological excavation may need to be modified accordingly.

### 11.3 References

Association for Environmental Archaeology                      1995 Environmental Archaeology and Archaeological Evaluations, Recommendations Concerning the Component of Archaeological Evaluations in England. *Working Papers of the Association for Environmental Archaeology, Number 2.*  
<http://www.envarch.net/publications/papers/evaluations.html>

Canti, M    1996 Guidelines for carrying out Assessments in Geoarchaeology, *Ancient Monuments Laboratory Report 34/96*, English Heritage



- English Heritage 2001 Archaeometallurgy: Centre for Archaeology Guidelines 2001/01  
[http://194.164.61.131/Filestore/archaeology/pdf/cfa\\_archaeometallurgy.pdf](http://194.164.61.131/Filestore/archaeology/pdf/cfa_archaeometallurgy.pdf)
- English Heritage 2011 Environmental Archaeology : A guide to the theory and practice of methods, from sampling and recovery to post-excavation.  
<http://194.164.61.131/Filestore/archaeology/pdf/enviroarch.pdf> (5.93mb)
- English Heritage 2004 *Human Bones from Archaeological sites. Guidelines for producing assessment documents and analytical reports.* Centre for Archaeology Guidelines, unnumbered.  
[http://194.164.61.131/filestore/publications/pdf/free/human\\_bones\\_2004.pdf](http://194.164.61.131/filestore/publications/pdf/free/human_bones_2004.pdf)
- Fenton-Thomas C. 2005 The Forgotten Landscape of the Yorkshire Wolds.
- Geoquest 2004 Land to the north of Main Street, Weaverthorpe
- Institute of Field Archaeologists 2001 Standards and Guidance for Archaeological Excavation  
<http://www.archaeologists.net/modules/icontent/inPages/docs/codes/exc2.pdf>
- Jones, D M (ed.) 2006 Guidelines on the X-radiography of Archaeological Metalwork. English Heritage.
- Lee, E. (2006) *Management of Research Project in the Historic Environment: The MoRPHE Project Managers' Guide.* Swindon: English Heritage.

- McKinley, J &  
Roberts, C 1993 IFA Technical Paper **13**, *Excavation and post-excavation treatment of cremated and inhumed human remains.*
- National Policy  
Planning Framework (2013)
- Smith, A.H. 1937 *The Place-Names of the East Riding of Yorkshire and York.*
- Society of Museum  
Archaeologists 1993 *Selection, retention and dispersal of archaeological collections. Guidelines for use in England, Northern Ireland, Scotland and Wales.*
- Walker, K. 1990 *Guidelines for the preparation of excavation archives for long-term storage*,  
Archaeology Section of the United Kingdom  
Institute for Conservation.
- Watkinson, D &  
Neal, V 1998 *First Aid for Finds (3<sup>rd</sup> edition)*,  
RESCUE & the Archaeological Section of  
the United Kingdom Institute for  
Conservation.

## **APPENDIX 1- SPECIALISTS**

Conservation	Ian Panter	YAT	01904 663036
Prehistoric Pottery	Terry Manby		01430 873147
Roman Pottery	Paula Ware	MAP	01653 697752
Pre-conquest Pottery	Mark Stephens	MAP	01653 697752
Medieval Pottery	Mark Stephens	MAP	01653 697752
Post Medieval Pottery	Mark Stephens	MAP	01653 697752
Clay Tobacco Pipe	Mark Stephens	MAP	01653 697752
CBM	S.Garside – Neville		01904 621339
Animal Bone		WYAS	0113 3837517
Small Finds	Hilary Cool		0116 9819065
Leather	Ian Carlisle	YAT	01904 663000
Textile	Penelope Walton Rogers	Textile Research in Archaeology	01904 634585
Slag/Hearths	Rod Mackenzie		0114 235 2028
Flint	Pete Makey		01377 253695
Environmental Sampling		Diane Alldritt	0141 649 877
Human Remains	Malin Holst	York Osteology Ltd	01904 737509
Radiocarbon/C14 Dating		SUERAC	0141 270136
Dendrochronology		Sheffield University	0114 2220123
Archaeomagnetic	Mark Noel	Geoquest Associates	01624819364

## APPENDIX 2

### Conservation Strategy By Ian Panter of York Archaeological Trust

Artefacts from all categories and all periods will be recovered as a matter of routine during the excavation. When retrieved from the ground finds will be kept in a finds tray or appropriate bags in accordance with **First Aid for Finds**. Where necessary, a conservator may be required to recover fragile finds from the ground depending upon circumstances.

If waterlogged conditions are encountered a wide range of organic materials may be recovered, including wood, leather and textiles. Advice will be sought from a conservator to discuss optimum storage requirements before any attempt is made to retrieve organic finds and structural timbers from the ground.

After the completion of the fieldwork stage, a conservation assessment will be undertaken which will include the X-radiography of all the ironwork (after initial screening to separate obviously modern debris), and a selection of the non-ferrous finds (including all coins). A sample of slag may also be X-rayed to assist with identification and interpretation. Wet-packed material, including glass, bone and leather will be stabilised and consolidated to ensure their long-term preservation. All finds will be stored in optimum conditions in accordance with **First Aid for Finds** and **Guidelines for the Preparation of Excavation Archives for Long-Term Storage** (Walker, 1990).

Waterlogged wood, including structural elements will be assessed following the English Heritage guidelines, **Waterlogged wood: sampling, conservation and curation of structural wood** (Brunning 1996). The assessment will include species identification, technological examination and potential for dating.

The conservation assessment report will include statements on condition, stability and potential for further investigation (with conservation costs) for all material groups. The conservation report will be included in the updated project design prepared for the analysis stage of the project.

## References

Brunning, R. 1996

*Waterlogged wood. Guidelines on the recording, sampling, conservation and curation of waterlogged wood.* English Heritage, London.

Walker, K. 1990 *Guidelines for the preparation of excavation archives for long-term storage*, Archaeology Section of the United Kingdom Institute for Conservation.

Watkinson, D. and Neal, V. 1998 *First Aid for Finds (3<sup>rd</sup> edition), RESCUE and the Archaeology Section of the United Kingdom Institute for Conservation.*

### Environmental Strategy By Diane Alldrit

The on-site environmental sampling strategy will systematically seek to recover a representative sample of botanical, molluscan (both terrestrial and aquatic), avian and mammalian evidence from the full range of contexts encountered during the excavation. This will enable, at the assessment stage, the possibility for radiocarbon dating material to be obtained, and for an initial analysis of the economic and environmental potential of the site. In order to achieve this, a bulk sample (BS, Dobney *et al* 1992) comprising an optimum size of 28litre of sediment (where possible) should be taken from **every stratigraphically secure and archaeologically significant context**. In practice it may not always be possible to obtain 28l of sediment from certain features during the assessment stage, for instance from partially excavated pits or post-holes, in which case a single bucket sample, c.10 to 14litre should be taken at the site supervisors discretion. Deposits of mixed origin, for instance topsoil, wall fills and obvious areas of modern contamination, should be avoided where possible, as these will contain intrusive material and not provide secure radiocarbon dates.

All buckets and other sampling equipment must be clean and free of adherent soil in order to prevent cross-contamination between samples. If dry soil is to be stored for any length of time it should be kept in cool, dry conditions, and away from strong light sources. However, it is preferable to process samples as soon as possible after excavation.

Bulk soil samples shall be processed using an Ankara-type water flotation machine (French 1971) for the recovery of carbonised plant remains and charcoal. The flotation tank should contain a >1mm mesh for collection of the retent or 'residue' portion of the sample (which may contain pottery, lithics and animal / bird bone, in addition to the heavier fragments of charcoal which do not float). The 'flot' portion of the sample, which may include carbonised seeds, cereal grain, charcoal and sometimes mollusc shell, should be captured using a nest of >1mm and >300micron Endicot sieves. Flotation equipment, including sieves, meshes, brushes and so forth must be meticulously cleaned between samples in order to prevent contamination of potential radiocarbon dating material. All material resulting from flotation will be dried prior to microscopic examination. Flotation is not suitable for the

recovery of pollen or for processing waterlogged samples, which shall be discussed below.

Where there is potential for waterlogged preservation, shown for instance by the presence of wood and other organic or wet material, then a 5 to 10litre size sample should be taken (GBA sample, Dobney *et al* 1992). This material is to be retained for later processing using laboratory methods to enable the recovery of waterlogged plant material and insects. For assessment purposes a 1litre sub-sample of the organic sediment from each potential waterlogged sample shall be processed using laboratory wash-over methods, and once processed **kept wet**. All waterlogged samples awaiting processing should be kept damp, preferably stored in plastic sealable tubs, and in cool conditions. Where large waterlogged timbers are recovered these should be stored under refrigerated conditions and an appropriate conservator consulted.

If sediment suitable for pollen analysis is encountered, for instance rich organic peaty deposits, or deep ditch sections with organic preservation, the archaeobotanical specialist is to be consulted prior to any sampling taking place. These deposits would require sampling with large kubiena tins and require the specialist to be on-site. Pollen analysis, even at assessment level, would subsequently impose a considerable cost implication should it be carried out.

The specialist is available to provide consultation and advice on the environmental sampling strategy throughout the course of the excavation and during post-excavation processing if required.

### **References**

Dobney, K. D., Hall, A. R., Kenward, H. K. and Milles, A. 1992 A working classification of sample types for environmental archaeology. *Circaea* 9 24-26.

French, D. H. 1971 An Experiment in Water Sieving. *Anatolian Studies* 21 59-64.

