

Land North of Sandy Lane Cottage, Middle Town, St Martin's, Isles of Scilly

Archaeological recording



Katharine Sawyer

Report No: 2013/02

A Report for Mr J Smith

Land North of Sandy Lane Cottage, Middle Town, St Martin's, Isles of Scilly

Archaeological recording

Katharine Sawyer, MA(Cantab), MSc, PhD

September 2013

Report No: 2013/02

Katharine Sawyer
Archaeologist and Guide

Alegria, High Lanes, St Mary's, Isles of Scilly, TR21 0NW
Tel: 01720 423326, e-mail: katharine.sawyer@which.net

Acknowledgements

This study was commissioned by Mr J Smith.

The fieldwork was carried out and the report written by Katharine Sawyer.

Advice was provided by Phil Markham, Historic Environment Planning Advice Officer, Cornwall Council.

The views and recommendations expressed in this report are those of Katharine Sawyer and are presented in good faith on the basis of professional judgement and on information currently available.

© Katharine Sawyer 2013

No part of this document may be reproduced, stored in a retrieval system, or transmitted in any form or by any means without the prior permission of the publisher.

Contents

1. Summary	7
2. Introduction	8
2.1. Project background	
2.2. Aims	
2.3. Methods	
2.3.1. Desk-based assessment	
2.3.2. Fieldwork	
3. Background	10
3.1. Location and setting	
3.2. Archaeological and historical background	
4. Results	12
4.1 Desk-based assessment	
4.2 Fieldwork	
5. Discussion	13
6. References	14
6.1. Primary sources	
6.2. Publications	
7. Project archive	15
8. Appendices	16
8.1. Project brief	
8.2. Agreed written scheme of investigation	

List of figures

- 1 Location map
- 2 Plan of site
- 3 Eastern end of southern section

Abbreviations

EH	English Heritage
HER	Cornwall and Scilly Historic Environment Record
HES	Historic Environment Service, Cornwall Council
IfA	Institute for Archaeologists
NGR	National Grid Reference
NMR	National Monuments Record
OS	Ordnance Survey
PRN	Primary Record Number in Cornwall and Scilly HER
SAM	Scheduled Ancient Monument

1. Summary

This report describes the results of the archaeological recording carried out by Katharine Sawyer for Mr J Smith in March 2013 during the excavation of groundworks for a dwelling on land north of Sandy Lane Cottage, Middle Town, St Martin's, Isles of Scilly (NGR SV 9213 1631).

The site was excavated to a maximum depth of about 1.8m and, below the topsoil, only blown sand was uncovered. No features were identified and the only finds were recent bones, probably of a cow.

2. Introduction

2.1 Project background

In 2012, Mr J Smith was granted planning permission, in respect of application number P-12-071, for the construction of a single dwelling on land in field number 2144, approximately 100m north of Sandy Lane Cottage, Middle Town, St Martin's (NGR SV 9213 1631).

Permission for development was granted subject to a number of planning conditions, condition 6 being that:

"No demolition/development shall commence until a programme of archaeological work including a Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*
- 5. Provision to be made for archive deposition of the analysis and records of the site investigation*
- 6. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.*

B) No demolition/development shall take place other than in accordance with the Written Scheme of Investigation approved under condition (A).

C) The development shall not be utilised/occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition (A) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured; or by agreement with the Local Planning Authority in consultation with Historic Environment Advice.

The reason being that:

"The site comprises an area of known archaeological interest where it is the Local Planning Authority's policy to provide for the examination of archaeological remains."

Katharine Sawyer was asked by Mr Smith to act as the archaeological contractor and to provide a written scheme of investigation (Sawyer 2013) for a programme of archaeological recording during this project.

2.2 Aims

The site specific aims of the archaeological recording were:

- to establish the presence/absence of archaeological remains
- to determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- to establish the nature of the activity on the site
- to identify any artefacts relating to the occupation of the site
- to undertake palaeo-environmental investigation as appropriate
- to provide further information on the archaeology of the site from any archaeological remains encountered.

2.3 Methods

2.3.1 Desk-based assessment

During the desk-based assessment historical databases and archives were consulted in order to obtain information about the history of the site. The main sources consulted were as follows:

- Cornwall and Scilly HER
- Historical maps of St Martin's.

2.3.2 Field work

A watching brief was maintained on site during the excavation of groundworks for the dwelling. All layers were excavated by machine under archaeological supervision. Parts of the sections and the base were then cleaned by hand. The excavation of the trench for utilities was not observed.

3. Background

3.1 Location and setting

St Martin's, the third largest of the Isles of Scilly, is located in the north-east of the archipelago. It is 3.5km long and up to 1km wide and rises to a maximum height of 47m above sea level at Chapel Down. The island has a ridge of granite running from east to west forming a spine along the centre of the island with exposed heathlands and coastal dunes to the north and more sheltered hillslopes, with fields used for both pasture and bulb cultivation, to the south.

Geologically, the island is of granite with blown sand covering the ridge in the Plains area in the centre of the island. Blown sand, the result of decomposition of the granite, forms many of the bulb fields and creates the long sandy bays which are a feature of St Martin's. An area of gravel, composed of flint and chert, occurs on Chapel Down (Land Use Consultants 2002, 43).

The site is to the west of the Sandy Lane track, on the southern slope of the island and at an altitude of approximately 30m above sea level. A location map is shown in figure 1 and a site plan in figure 2.

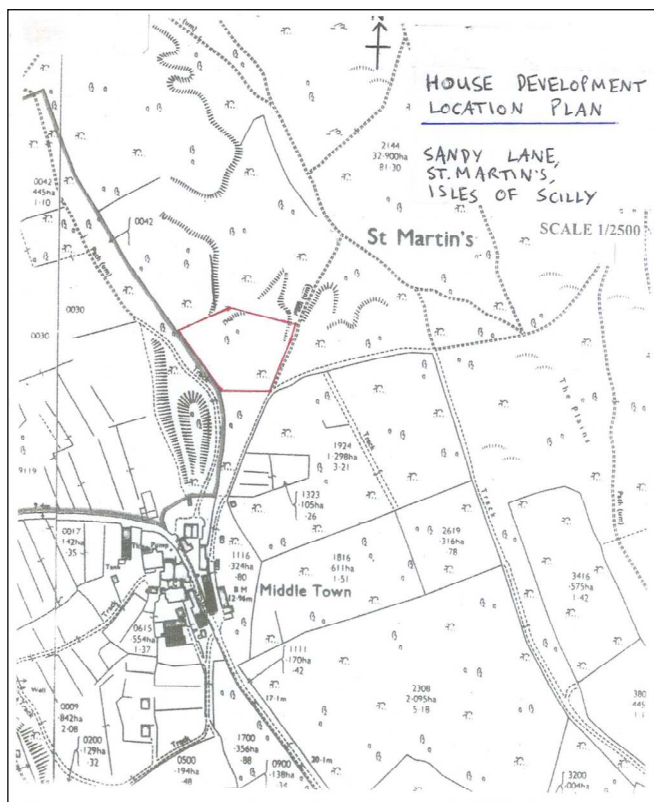


Figure 1 Location map (site outlined in red)

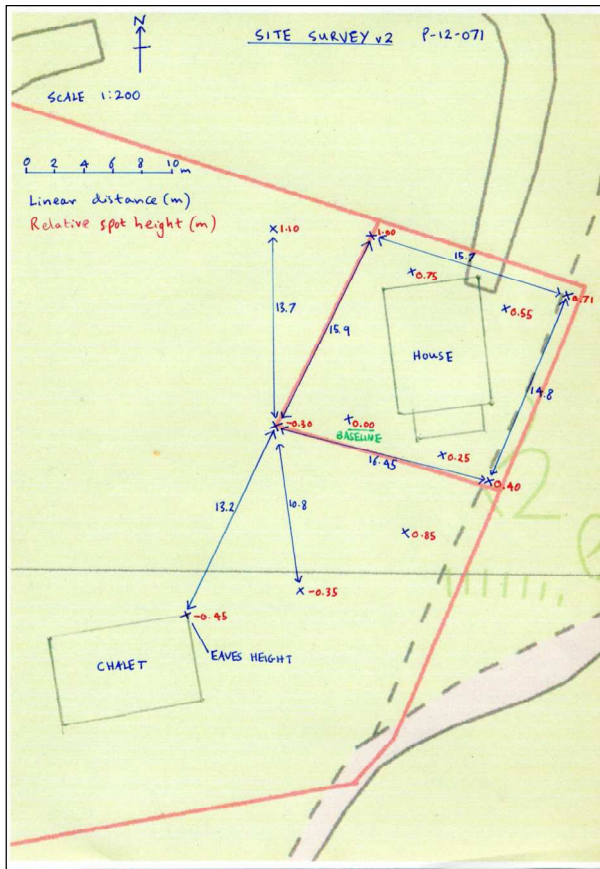


Figure 2 Site plan

3.2 Archaeological and historical background

The Cornwall and Scilly HER lists several sites in the vicinity of the development site. These include a scheduled prehistoric cairn cemetery, field system and settlement on Top Rock Hill, less than 200m away and a Romano-British occupation site and an early mediaeval field system and find spot less than 100m away.

In 2010 archaeological monitoring was carried out during the construction of a holiday chalet some 25m to the south-west of this development site. Only blown sand with vegetation horizons was uncovered and there were no finds or features (Sawyer 2011).

4. Results

4.1 Desk-based assessment

The Historic Landscape Character Assessment (Land Use Consultants 1996) indicates that the area is blown sand. It is within farmland that has been used most recently for the grazing of sheep. Before Mr Smith's tenancy, pits were dug in the field and it appears that these were to obtain sand for building work on the island.

The First and Second Edition OS maps were examined; on the 1890 1:2,500 map, the area of the development site is shown as unenclosed rough grassland, although to the west of it there are enclosed fields. The 1906 1:2,500 map is similar.

4.2 Fieldwork

Archaeological monitoring was carried out on 27 March 2013. The development site is in the north-east part of field 2144 on a north-east to south-west slope. An area of approximately 8.0m east-west and 12.0m north-south was to be dug out to a level base, removing c1.0m in depth in the north-east part and 0.6m in the south-west.

There was a thin covering of turf over a layer c0.05m deep of sand, then a band, again c0.05m in depth, of dark brown organic material including roots and bracken rhizomes. Below this there was pale sand to the base of the excavated area. Some roots were visible to a depth of c0.7m but there were no vegetation horizons.

Animal bones (probably cow and fairly recent) were found in the north-west corner at a depth of 0.8m. These were not retained. In this corner excavation of the footings trench was observed to a depth of 1.8m; only blown sand was revealed.

No features were noted and there were no other finds.

A typical section is shown in figure 3.



Figure 3 Eastern end of southern section

5. Discussion

The evidence from the 1st and 2nd edition OS maps and from local information is for little use of the area of the development until approximately the second half of the 20th century when it was used first as a source of sand for building and subsequently as farmland, mainly for pasture. The deep deposits of blown sand have been recorded elsewhere on St Martin's (Land Use Consultants, 2002).

At this site the sections revealed sand throughout, with no lenses of dark material which were observed when groundworks were dug at the site of the nearby chalet in 2010. The land surface below the blown sand was not reached.

6. References

6.1 Primary sources

Historic Environment Service, Cornwall County Council	Cornwall and Scilly Historic Environment Record
Ordnance Survey, 1890	1:2500 (25 inch) First Edition map
Ordnance Survey, 1906	1:2500 (25 inch) Second Edition map
Viewed online at www.old-maps.co.uk	

6.2 Publications

Land Use Consultants, 1996	Isles of Scilly Historic Landscape Assessment and Management Strategy; unpublished
Land Use Consultants, 2002	The Isles of Scilly: A Landscape Assessment of the Area of Outstanding Natural Beauty; Cheltenham: Countryside Agency
Sawyer, K, 2011	Sandy Lane Chalet, Middle Town, St Martin's, Isles of Scilly: Archaeological recording St Mary's, Isles of Scilly
Sawyer, K, 2013	Land North of Sandy Lane Cottage, Middle Town, St Martin's, Isles of Scilly: Written Scheme of Investigation for a Programme of Archaeological Recording during Groundworks

7. Project archive

The project's documentary and photographic archive will be housed at the Isles of Scilly Museum, Church Street, St Mary's; the site code is SL13. The archive will be deposited by the end of October 2013.

The archive consists of:

- General notes and correspondence regarding the project
- Site notebook
- This report
- Photographic register
- Digital photographs.

8. Appendices

8.1 Project brief

BRIEF FOR ARCHAEOLOGICAL RECORDING

Date: 5th February 2013

Site: Part Field No. 2144 (Land approximately 100m north of Sandy Lane Cottage), Middle Town, St Martin's, Isles of Scilly TR25 0QN

Application: P-12-071

HBSMR: CCO5106

Applicant: Mr Jonathan Smith at the above address

Historic Environment Planning Advice Officer: Phil Markham, Cornwall Council, Historic Environment Service, Council Offices, Dolcoath Avenue, Camborne TR14 8SX t. 07973 813572 e. pmarkham@cornwall.gov.uk

Local Planning Authority Officer: Harriett Bowen, Planning & Development Department, Council of the Isles of Scilly, Old Wesleyan Chapel, Garrison Lane, St Mary's, Isles of Scilly TR21 0JD

This brief is only valid for six months. After this period the Historic Environment Planning Advice Officer (HEPAO) should be contacted. Any written scheme of investigation (WSI) resulting from this brief shall only be considered for the same period. The contractor is strongly advised to visit the site before completing their WSI as there may be implications for accurately costing the project.

Contractors Written Scheme of Investigation (WSI)

No ground works are to be undertaken until the HEPAO and the Local Planning Authority (LPA) have approved the archaeological contractor's WSI.

1 Introduction

- 1.1 This brief has been written by the HEPAO and sets out the minimum requirements for archaeological recording at the above site to discharge condition 6 of the above planning application.

2 Site Location and Description

- 2.1 The site is located at Ordnance Survey Grid Reference SV 9213 1631 in a rural area of St Martin's north of Middle Town.

3 Planning Background

- 3.1 Planning application P-12-071 was submitted on the 11th June 2012 and was for the erection of a single dwelling including the provision of domestic curtilage and

associated drainage works. This application has been approved subject to 13 conditions. Condition 6 states:

- 3.2 *A) No demolition/development shall commence until a programme of archaeological work including a Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:*

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*
- 5. Provision to be made for archive deposition of the analysis and records of the site investigation*
- 6. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.*

B) No demolition/development shall take place other than in accordance with the Written Scheme of Investigation approved under condition (A).

C) The development shall not be utilised/ occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition (A) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured; or by agreement with the Local Planning Authority in consultation with Historic Environment Advice.

- 3.3 *Reason: The site comprises an area of known archaeological interest where it is the Local Planning Authority's policy to provide for the examination of archaeological remains.*

- 3.4 The applicant, their agents and any subcontractors should note that where there are other conditions requiring satisfaction in advance of the commencement of works on site; it is the responsibility of the applicant to liaise with the planning officer concerned to ensure that the timetabling of these works is managed .

4 Archaeological Background

- 4.1 The Cornwall and Scilly Historic Environment Record (HER) records that the application site has a number of archaeological records in the vicinity including the scheduled prehistoric cairn cemetery, field system and settlements on Top Rock Hill, less than 100m away. The HER also records a Romano-British occupation site and an early medieval field system and finds spot less than 100m away.

5 Requirement for Work

5.1 Ground works associated with the development may disturb buried archaeological remains. It is therefore important that a suitably qualified archaeologist(s) is/are present during these works in order to identify and record any features of interest.

5.2 The site specific aims are to:

- Establish the presence/absence of archaeological remains
- Determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- To establish the nature of the activity on the site
- To identify any artefacts relating to the occupation or use of the site
- To undertake palaeo-environmental investigation as appropriate
- To provide further information on the archaeology of the site from any archaeological remains encountered

6 General Methodology

6.1 All stages of the investigation shall be supported by a written scheme of investigation (WSI).

6.2 The archaeological contractor is expected to follow the code of the Institute for Archaeologists (IfA).

6.3 Details including the name, qualifications and experience of the site director and all other personnel (including specialist staff) shall be included within the WSI.

6.4 All of the latest Health and Safety guidelines shall be followed on site.

6.5 The IfA's Standards and Guidance should be used for additional guidance in the production of the WSI, the content of the report and the general execution of the project.

6.6 Terminology will be consistent with the English Heritage Thesaurus.

7 Archaeological Recording Methodology

7.1 Prior to the commencement of on site works the archaeological contractor should familiarise themselves with the site by examining the information held by the Cornwall and Scilly Historic Environment record (HER), the Cornwall Records Office at Truro and the Cornwall Centre at Redruth, where appropriate.

7.2 An archaeologist shall be present during all ground works associated with the development, unless circumstances dictate a different approach. A toothless ditching bucket can be used for the removal of any overburden until the first archaeological horizon is exposed. This will then be hand cleaned as appropriate.

- 7.3 Any surviving remains which will be disturbed or destroyed by the development shall be archaeologically excavated and recorded.
- 7.4 Details of how all archaeological contexts and artefacts will be excavated, surveyed, recovered and recorded shall be provided. The site will be tied into the national grid.
- 7.5 Details of the site planning policy shall be given in the WSI. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.6 The photographic record shall consist of prints in both black and white and colour together with the negatives. Digital photography may be used for report illustration. For both general and specific photographs, a photographic scale shall be included. In the case of detailed photographs it may be appropriate to include a north arrow. The photographic record shall be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.
- 7.7 If significant archaeological deposits are exposed, all works must cease and a meeting convened with the client and the HEPAO to discuss the most appropriate way forwards.
- 8 Finds**
- 8.1 All finds, where appropriate, will be retained from each archaeological context excavated.
- 8.2 All finds, where appropriate, shall be washed.
- 8.3 All pottery, and other finds, where appropriate, shall be marked with the site code and context number.
- 8.4 The WSI shall include an agreed list of specialist consultants, who may be required to conserve and/or report on finds, and advise or report on other aspects of the work including environmental sampling.
- 8.5 The requirements for conservation and storage shall be agreed with the Isles of Scilly Museum prior to the start of work, and confirmed in writing to the HEPAO.
- 8.6 Finds work should be to accepted professional standards and adhere to the Institute for Archaeologists *Guidelines for Finds Work*.
- 8.7 Environmental sampling should be guided by *Environmental Archaeology* (English Heritage Centre for Archaeological Guidelines. 2001/02).

8.8 Further English Heritage guidance that may be helpful includes *Geoarchaeology* (2004) and *Archaeometallurgy* (2001).

8.9 The English Heritage Advisor for Archaeological Science will be able to provide archaeological science advice if required (Vanessa Straker 0117 975 0689).

9 Human Remains

9.1 Any human remains which are encountered must initially be left in situ and reported to the HEPAO and the appropriate authorities (the Coroner), where appropriate. If removal is necessary this must comply with the relevant Government regulations. If burials are encountered their legal status must be ascertained and recording and/or removal must comply with the legal guidelines.

9.2 If human remains are not to be removed their physical security must be ensured, preferably by back filling as soon as possible after recording.

9.3 If human remains are to be removed this must be done with due reverence and in accordance to current best practice and legal requirements. The site must be adequately screened from public view. Once excavated human remains must not be exposed to public view.

10 Results

10.1 The full report including all specialist assessments of artefact assemblages shall be submitted within a length of time (but not exceeding six months) to be agreed between the applicant and the archaeological contractor, Cornwall County Council Historic Environment Service and the Isles of Scilly Museum. A further digital copy shall be supplied on CD-ROM preferably in 'Adobe Acrobat' PDF format.

10.2 The archaeological contractor will undertake the English Heritage/ADS online access to the index of archaeological investigations (OASIS).

10.3 This report will be held by the Cornwall and Scilly Historic Environment Record (HER) and made available for public consultation.

10.4 The report must contain:

- A concise non-technical summary of the project results.
- The aims and methods adopted in the course of the investigation.
- A discussion of the archaeological findings in terms of both the site specific aims and the desk based research.
- A location map, a drawing showing those areas examined as part of the archaeological recording, and copies of any archaeological plans and sections. All plans shall be tied to the national grid.
- All specialist reports and assessments.

- A summary of the archive contents and date of deposition.
 - A context register with brief descriptions shall be included as an appendix.
 - A copy of the brief and the approved WSI will be included as an appendix.
- 10.5 A contingency shall be made within the costs for full publication in an appropriate journal. The HEPAO will notify the contractor of such a need within four weeks of receipt of the report.
- 11 Archive Deposition**
- 11.1 An ordered and integrated site archive will be prepared in accordance with: *Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006* upon completion of the project. The requirements for archive storage shall be agreed with the Isles of Scilly Museum.
- 11.2 If the finds are to remain with the landowner a full copy of the documentary archive shall be housed with the Isles of Scilly Museum.
- 11.3 The archive including a copy of the written report shall be deposited with the Isles of Scilly Museum within two months of the completion of the full report and confirmed in writing with the HEPAO.
- 11.4 Where there is only a documentary archive this will be deposited with the Isles of Scilly Museum.
- 11.5 A copy of the report will be supplied to the National Monuments Record (NMR) in Swindon.
- 11.6 A summary of the contents of the archive shall be supplied to the HEPAO.
- 11.7 Only on completion of 11.1 to 11.5 (inclusive) will there be a recommendation for the discharge of any archaeological recording condition.
- 12 Monitoring**
- 12.1 The HEPAO will monitor the work and should be kept regularly informed of progress.
- 12.2 Notification of the start of work shall be given preferably in writing to the HEPAO at least one week in advance of its commencement.
- 12.3 Any variations to the WSI shall be agreed with the HEPAO, preferably in writing, prior to them being carried out.

8.2 Approved Written Scheme of Investigation

**Land North of Sandy Lane Cottage, Middle Town,
St Martin's, Isles of Scilly TR25 0QN
Written Scheme of Investigation for a Programme
of Archaeological Recording during Groundworks**

Client: Mr J Smith
Tel: 01720 423663

1 Site location and description

A single dwelling is to be erected on land approximately 100m north of Sandy Lane Cottage. The development site is at NGR SV 9213 1631.

2 Project background

Following a planning application submitted on 11 June 2012 (application number P-12-071), Mr Smith was granted planning permission for the development.

Permission for development was granted subject to thirteen planning conditions, condition 6 being that:

"A) No demolition/development shall commence until a programme of archaeological work including a Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*
- 5. Provision to be made for archive deposition of the analysis and records of the site investigation*
- 6. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.*

B) No demolition/development shall take place other than in accordance with the Written Scheme of Investigation approved under condition (A).

C) The development shall not be utilised/occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in

the Written Scheme of Investigation approved under condition (A) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured; or by agreement with the Local Planning Authority in consultation with Historic Environment Advice.”

The reason is that *“The site comprises an area of known archaeological interest where it is the Local Planning Authority’s policy to provide for the examination of archaeological remains.”*

This WSI has been based on the brief provided by Cornwall Council’s Historic Environment Planning Advice Officer (HEPAO) (Markham 2013).

3 Archaeological and historical background

The Cornwall and Scilly Historic Environment Record records that there are a number of archaeological sites in the vicinity of the proposed development. These include a scheduled prehistoric cairn cemetery, field system and settlement on Top Rock Hill, less than 200m away and a Romano-British occupation site and an early mediaeval field system and find spot less than 100m away.

There is no record of previous archaeological work at the site of the development.

4 Project aims

The site specific aims are:

- to establish the presence/absence of archaeological remains
- to determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- to establish the nature of the activity on the site
- to identify any artefacts relating to the occupation or use of the site
- to undertake palaeo-environmental investigation as appropriate
- to provide further information on the archaeology of the site from any archaeological remains encountered.

5 Methodology

The Institute for Archaeology’s *Standards and Guidance for Archaeological Investigation and Recording* will be followed in the execution of the project.

The recording will involve the following phases of work:

1. Desk-based study
2. Archaeological fieldwork
3. Analysis and archiving
4. Report production
5. Archive deposition

5.1 Desk-based study

Prior to the commencement of on-site works, the project archaeologist will familiarise themselves with the site by examining the information held in the Cornwall and Scilly Historic Environment Record, on the 1st and 2nd edition Ordnance Survey maps of the area and in any other relevant publications.

5.2 Archaeological fieldwork

An archaeologist will be present during all ground works associated with the development, unless circumstances dictate a different approach. If work is carried out by machine, where possible a toothless ditching bucket will be used for the removal of any overburden until the first archaeological horizon is exposed. This will then be hand cleaned and recorded as appropriate.

Any surviving remains which will be disturbed or destroyed by the development will be archaeologically excavated and recorded.

Any significant features or layers identified in plan or section will be recorded using the following methodology:

(a) each feature or layer will be assigned a context number from a continuous block of context numbers and recorded on a standard pro forma context sheet, where possible noting the location, extent, nature, character and stratigraphic relationships of any archaeological evidence revealed;

(b) location will be plotted onto a 1:100 plan (drawn in 4H pencil on gridded drafting film);

(c) if appropriate the feature/layer will be planned at 1:20 scale or recorded in section at 1:10 scale (unless circumstances indicate that other scales would be more appropriate);

(d) scaled archive photographs will be taken (35mm black and white prints and negatives and digital colour photographs at 3MP or higher). In the case of detailed photographs a north arrow will be included, where appropriate. A photographic register detailing the feature number, location, direction of shot and other relevant information will be drawn up.

(e) any artefacts from the site (excluding post-1800 unstratified ceramics) will be collected in sealable plastic bags which will be labelled immediately with the site code (SL13) and context number if appropriate. They will be removed from the site for processing and conservation where necessary, in preparation for analysis and archiving.

(f) if human remains are discovered they will initially be left *in situ* and reported to the HEPAO and the appropriate authorities (including the Coroner). If they are to be

removed this will be done in accordance with the relevant Government regulations, with due reverence and in accordance with current best practice and legal requirements. The site will be screened from public view during excavation and, once excavated, the human remains will not be exposed to public view. If human remains are not to be removed their physical security will be ensured by back-filling as soon as possible after recording.

(g) the English Heritage Advisor for Archaeological Science (Vanessa Straker 0117 975 0689) will be consulted for advice, if necessary.

All recording work will be undertaken according to the Institute of Field Archaeologists *“Standard and Guidance for an Archaeological Watching Brief”*.

Finds work, sampling, etc will be guided by the English Heritage Centre for Archaeology Guidelines on Archaeometallurgy, Environmental Archaeology and Geoarchaeology.

If significant archaeological deposits are exposed all works will cease and a meeting will be convened with Mr Smith and the HEPAO to discuss the most appropriate way forward.

5.3 Analysis and archiving

During this phase the results of the fieldwork will be collated for archiving. This will involve the following tasks:

- washing or other cleaning of finds, where appropriate
- marking of pottery, and other finds where appropriate, with the site code and context number
- indexing of site drawings and photographs;
- identification of finds, with the assistance of specialists from Cornwall Council Historic Environment Service and/or elsewhere, if appropriate.

5.4 Report production

A report presenting the results of the archaeological recording will be produced within a time period, not exceeding six months, to be agreed between Mr Smith, Cornwall Council Historic Environment Service, the Isles of Scilly Museum and Katharine Sawyer.

Two copies of the report (one hardcopy and one digital in PDF format) will be submitted to the Cornwall Council Historic Environment Service for addition to the Cornwall and Scilly Historic Environment Record. Copies will also be provided to the Planning Department of the Council of the Isles of Scilly, Mr Smith and the Isles of Scilly Museum and to the English Heritage/ADS online index via OASIS.

The report will have the following contents:

- a concise non-technical summary of the project results

- the aims and methods adopted in the course of the investigation
- a discussion of archaeological findings in terms of both the site specific aims and the desk based research
- location map, a drawing showing those areas examined as part of the archaeological recording, and copies of any archaeological plans and sections. All plans will be tied to the Ordnance Survey national grid
- all specialist reports and assessments
- a summary of the archive contents and date of deposition
- a context register with brief descriptions will be included as an appendix
- a copy of the project brief and the approved written scheme of investigation will be included as an appendix.

The HEPAO will advise, within four weeks of receipt of the reports, whether full publication in an appropriate journal is required. (A contingency for this will be included in the estimate for the work.)

5.5 Archive deposition

A site archive will be prepared, in accordance with *Management of Research Projects in the Historic Environment* (English Heritage 2006), upon completion of the project.

The Isles of Scilly Museum have agreed to accept the archive, which will be deposited within two months of the completion of the full report. Confirmation of the deposition of the archive and a summary of its contents will be supplied to the HEPAO.

6 Monitoring

Groundworks will not commence until written approval for this WSI has been received from the HEPAO. Notification of the proposed start of work will be given to the Local Planning Authority and the HEPAO, in writing, if possible at least one week in advance. Work is anticipated to start in late March 2013.

The HEPAO will be kept regularly informed of progress.

Any variations to this WSI will be agreed with the HEPAO, normally in writing, prior to them being carried out.

7 Copyright

Copyright of all material gathered as a result of the project will be reserved to Katharine Sawyer. Existing copyrights of external sources will be acknowledged where required. Use of the material will be granted to the client.

8 Project staff

Katharine Sawyer MA (Cantab) is the archaeological contractor for the project. She is an archaeologist who lives on St Mary's and she will carry out the work in person. A c.v. of her relevant qualifications and experience is at Appendix 1 of this document.

If any archaeological finds or features come to light for which she does not have the necessary resources or expertise, she will contact Charlie Johns, Senior Archaeologist at Historic Environment Projects, Cornwall Council (HEP) with special responsibility for Scilly, for advice and assistance. (A contingency for this is included in the estimate for the work.)

The relevant qualifications and experience of Charlie Johns, Sean Taylor and Carl Thorpe (the other HEP members of staff who may be involved) and the external specialists, who have agreed to provide contingency support for the work outlined in the WSI, are included at Appendix 2.

9 Health and safety statement

Katharine Sawyer holds the NEBOSH National General Certificate in Occupational Safety and Health. Prior to starting on-site work she will carry out a Risk Assessment and will liaise with the contractors to ensure a safe system of work in relation to the archaeological recording. She is covered by public liability insurance for this work.

10 References

- Cornwall Council. *Cornwall and Scilly Historic Environment Record*
English Heritage, 1991. *The Management of Archaeological Projects: 2nd edition*
English Heritage 2001. *Centre for Archaeology Guidelines: Archaeometallurgy*
English Heritage, 2002. *Centre for Archaeology Guidelines: Environmental Archaeology*.
English Heritage, 2004. *Centre for Archaeology Guidelines: Geoarchaeology*
English Heritage, 2006. *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide*
Institute of Field Archaeologists, 2001a. *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials*.
Institute of Field Archaeologists, 2001b. *Standard and Guidance for an Archaeological Watching Brief*
Johns, C, 2002-3. An Iron Age Sword and Mirror Burial from Bryher, Isles of Scilly, *Cornish Archaeology* 41-42
Johns, C, Larn, R and Tapper, B P, 2004. *Rapid Coastal Zone Assessment Survey of the Isles of Scilly*. HES, Truro
Johns, C and Sawyer, K, 2008. *Isles of Scilly Off-island Quays Refurbishment, : Archaeological Recording*, HES, Truro
Markham, P, 2012. *Brief for Archaeological Recording, Peninnis Farm, St Mary's, Isles of Scilly, TR21 ONA*. HES, Camborne

Ratcliffe, J and Johns, C, 2003. *Scilly's Archaeological Heritage*, Twelveheads Press

Taylor, S R, 2008. *Carn Thomas, St Mary's Archaeological Recording*, HES, Truro

Taylor, S R, 2010a. *Bryher Affordable Housing, Isles of Scilly, Archaeological Recording: Archive Report*, HE Projects, Truro

Taylor, S R, 2010b. *St Martin's Affordable Housing, Isles of Scilly, Archaeological Recording: Archive Report*, HE Projects, Truro

Taylor, S R and Johns, C, 2010. *St Agnes Affordable Housing, Higher Town, St Agnes, Isles of Scilly: Archaeological Mitigation Phase I: Archive Report*, HE Projects, Truro

Taylor S R, and Johns, C, forthcoming. Archaeological recording on the site of the new sports field at Dolphin Town, Tresco, Isles of Scilly, *Cornish Archaeology*

Katharine Sawyer
20 March 2013

Appendix 1: Curriculum Vitae for Katharine Sawyer

Employment History

May 2000 to date

Freelance Archaeologist/Tour Guide/Lecturer

- Archaeological watching briefs at a number of sites in Scilly and Cornwall
 - carried out both independently and in association with Historic Environment Projects, Cornwall Council
- Historic environment aspects of environmental impact assessments, Isles of Scilly
- Site recording in Scilly
- Leading of guided walks, boat trips and short break holidays, teaching of adult education classes
- Research and writing of a series of guided walk leaflets for the AONB Unit of the Council of the Isles of Scilly
- As a Trustee of the Isles of Scilly Museum, identification of artefacts, interpretation and arrangement of displays.

October 1978
to May 2000

A variety of management and consultancy roles in both private and public sector organisations (including English Heritage), mainly in personnel and training.

July 1977 to
October 1978

Various temporary jobs in shops and offices
Work on archaeological excavations at Shaugh Moor, Devon (volunteer), Hambledon Hill, Dorset (volunteer) and Long Ashton, Avon (site supervisor).

Relevant Educational and Professional Qualifications

1977

BA (Hons) in Archaeology and Anthropology, Class 2i
King's College, University of Cambridge

1981

MA, University of Cambridge

1983-84 and
1985-86

Part-time study for PhD on "Social and economic aspects of the early second millennium BC in Wessex" – not completed
Institute of Archaeology, University of London

2001

NEBOSH National General Certificate in Occupational Safety and Health
- Credit

2006-date

Part-time study for PhD on "Isles of the Dead? The Setting and Function of the Neolithic and Bronze Age Chambered Cairns and Cists of the Isles of Scilly", University of Exeter

Appendix 2: Qualifications and experience of other possible project staff

Historic Environment, Cornwall Council Staff

Charlie Johns (BA, MIFA) is a Senior Archaeologist with HE (1991- present). Charlie has special responsibility for HE projects in the Isles of Scilly where he has worked on numerous projects: notably directing the excavation of the Bryher Iron Age sword and mirror burial in 1999 (Johns 2002-3); updating 'Scilly's Archaeological Heritage', the popular archaeological guide to the islands, in 2003 (Ratcliffe and Johns 2003), managing the Tresco Playing Field watching brief for the Tresco Estate in 2003 (Taylor and Johns forthcoming), compiling the Isles of Scilly Rapid Coastal Zone Assessment Survey for English Heritage in 2003-4 (Johns *et al* 2004) and managing archaeological recording during refurbishments to the off-island quays for the Duchy of Cornwall (Johns and Sawyer 2008). Since 2005 he has co-directed the 'Islands in a Common Sea' research project in Scilly with Dr Jacqui Mulville of Cardiff University. He is currently an Honorary Research Fellow in Cardiff University's School of History and Archaeology.

Sean Taylor (BA, MIFA) has worked for Historic Environment Projects since December 2000. During this period he has worked on assessments, watching briefs, excavations, buildings surveys, and landscape surveys. The emphasis has been on developer-funded work and Sean has run three large excavations for HE Projects, at Scarcewater, Camelford, and Plympton, as well as a large number of smaller sites. These have involved managing teams of up to 15 archaeologists, making decisions on site strategy, and supervising site recording. The smaller projects have involved site excavation and recording (context recording, planning, photographing), and include Tresco Playing Field (Taylor and Johns forthcoming), Carn Thomas, St Mary's watching brief (Taylor 2008) and the recent Bryher, St Martin's and St Agnes Affordable Housing development (Taylor 2010a, Taylor 2010b, Taylor and Johns, 2010). He is experienced in the use of EDM survey equipment for planning and landscape and buildings surveys, and GPS equipment for assessments. He is practised in the use of AutoCAD and GIS for analysing data and presenting the results of projects. He has also been responsible for post-excavation analysis, writing archive reports, and publishing the results in academic journals, and producing reports for clients required as part of the planning process.

If required, finds processing, identification and cataloguing will be carried out by **Carl Thorpe BSc**, HE's finds archaeologist who has carried out similar work for Scillonian projects in the last two decades. Carl or another suitably experienced archaeologist from HE will provide Katharine with assistance in fieldwork and taking environmental samples if necessary.

Specialists

Henrietta Quinnell BA, MIFA, FSA – Prehistoric and Roman pottery: Henrietta is a freelance pottery specialist and the leading authority on prehistoric pottery in the south-west. She will carry out the pottery assessment and analysis in the event of prehistoric pottery being recovered.

John Allen MPhil – Mediaeval/post-mediaeval pottery: John works for the Exeter Archaeological Field Unit. He is the leading authority on mediaeval and post-mediaeval pottery in the south-west and will carry out the pottery assessment and analysis in the event of mediaeval or post-mediaeval pottery being recovered.

Julie Jones BA – Archaeobotanist: An experienced freelance archaeobotanical specialist based in Bristol, Julie has carried out palaeoenvironmental assessments and analyses for numerous HE projects.

Dana Challinor MA, MSc – Freelance Charcoal Specialist: Dana's main area of expertise is charcoal analysis and wood species identification, but she also has experience with charred plant remains. She has produced numerous assessment and evaluation reports, as well as reports for publication in journal and monograph formats and was formerly Head of the Environmental Department at Oxford Archaeology. She will undertake assessment and analysis of any suitable charcoal samples, including identification of samples suitable for radiocarbon dating.

Ralph Fyfe PhD – Palynologist: Ralph is lecturer in environmental change in the School of Geography at the University of Plymouth and will carry out any assessment and analysis of pollen samples which is required.

Laura Ratcliffe BSc – Conservationist, Royal Cornwall Museum, Truro: Laura graduated in archaeological conservation from Cardiff University in 2001 and is currently based at the Royal Cornwall Museum. Laura will carry out the assessment and conservation of pottery and metalwork on a freelance basis if required.

Radiocarbon Dating Laboratory, University of Waikato, New Zealand: Samples for radiocarbon dating will be sent the University of Waikato.