



Extension to Sevenstones Inn Lower Town, St Martin's, Isles of Scilly: Archaeological Watching Brief

Katharine Sawyer

Report No: 2018/2

Report No

2018/2

Report Name

Extension to Sevenstones Inn, Lower Town,
St Martin's, Isles of Scilly: Watching Brief

Report Author

Katharine Sawyer

Event Type

Watching Brief

Client Organisation

Mr D and Mrs E Crees

Client Contact

Monuments (MonUID)

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Fieldwork dates (From) (To)

12/12/2017

28/1/2018

(Created By)

Katharine Sawyer

(Create Date)

8/6/2018

Location (postal address; or general location and parish)

Lower Town, St Martin's, Isles of Scilly

(Town – for urban sites)

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(Postcode)

TR25 0QW

(Easting) X co-ord

SV 91677

(Northing) Y co-ord

16228

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1 Project background

In January 2017 Mr and Mrs Crees were granted planning permission, in respect of application number P/16/132, for the construction of an extension to the Sevenstones Inn.

Katharine Sawyer was commissioned by Mr and Mrs Crees to undertake an archaeological watching brief during ground works in order to satisfy pre-commencement condition C8.

The site is located in Lower Town, on the southern side of the western end of St Martin's, at SV 91677 16228. It is at approximately 20m above sea level, to the north of the road from Lower Town Quay.

There are several archaeological sites near the development; on Tinkler's Hill, approximately 50m to the north, there is a scheduled prehistoric cairn cemetery and field system (DCO 678) which includes several Bronze Age cairns (MCO 31613, MCO 31617). There are two prehistoric findspots (MCO 30817, MCO 31463) about 70m to the west and an early mediaeval Christian grave (MCO 30816) less than 100m to the south of the development (figure 1).

The area is characterised as valley and hillslopes with bulb strips (Land Use Consultants 2002) and the site is surrounded by hillslope bulb strips of the late 19th/20th centuries and anciently enclosed land (prehistoric to early post-mediaeval) (Land Use Consultants 1996) (figure 2).

2 Aims and objectives

The site-specific aims 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 or use of the site
- to provide further information on the archaeology of the site from any archaeological remains encountered.

3 Working methods

The watching brief was carried out according to the methodology in a Written Scheme of Investigation (Sawyer, 2017, see Appendix 1), based on a Brief for Archaeological Investigation by the Development Management Archaeological Advice Officer, Cornwall Council (Taylor, 2017, see Appendix 2).

4 Results

Groundworks for the extension commenced on 12 December 2017. The Sevenstones Inn public house is on a terrace cut, by hand, into the steep hillslope in 1974/75. The extension is at the eastern end of the public house and an area measuring approximately 8.5m east-west was to be cleared. The hillslope was then to be removed to form a level terrace measuring about 10m north-south (figure 3). The spoil from the excavation is to be used to create a new terrace below the existing one on the southern side of the public house. There is to be no disturbance to the ground surface in this area.

Excavation for the extension was carried out by machine; the slope was cleared of vegetation and a fine, light-brown, dry topsoil was exposed, approximately 0.3m deep and sandy towards the upper part of the hillslope. Below this was a light orange-brown ram with many stones, including some large boulders (figure 4). Because of the steepness of the slope and the nature of the terrain, it was not possible to hand clean the stripped area (figure 5).

A site visit was made on 28 January 2018, by which time most of the ram and bedrock had been removed to the level of the terrace for the public house (figure 6).

There were no structures, features or finds, other than 20th and 21st century rubbish.

5 References

Land Use Consultants, 1996. *Isles of Scilly: Historic Landscape Assessment and Management Strategy*. Unpublished report for the Duchy of Cornwall

Land Use Consultants, 2002. *The Isles of Scilly: A landscape assessment of the Area of Outstanding Natural Beauty*. Countryside Agency, Wetherby

Sawyer, K, 2017. *Sevenstones Inn, Lower Town, St Martin's, Isles of Scilly TR25 0QW. Written Scheme of Investigation for a Programme of Archaeological Recording during Groundworks*

Taylor, S, 2017. *Brief for Archaeological Investigation*. Cornwall Council

6 Project archive

The documentary and photographic archive is deposited at the Isles of Scilly Museum, Church Street, St Mary's TR21 0JT.

Historic England/ADS OASIS online reference: katharin1-318957

Figures

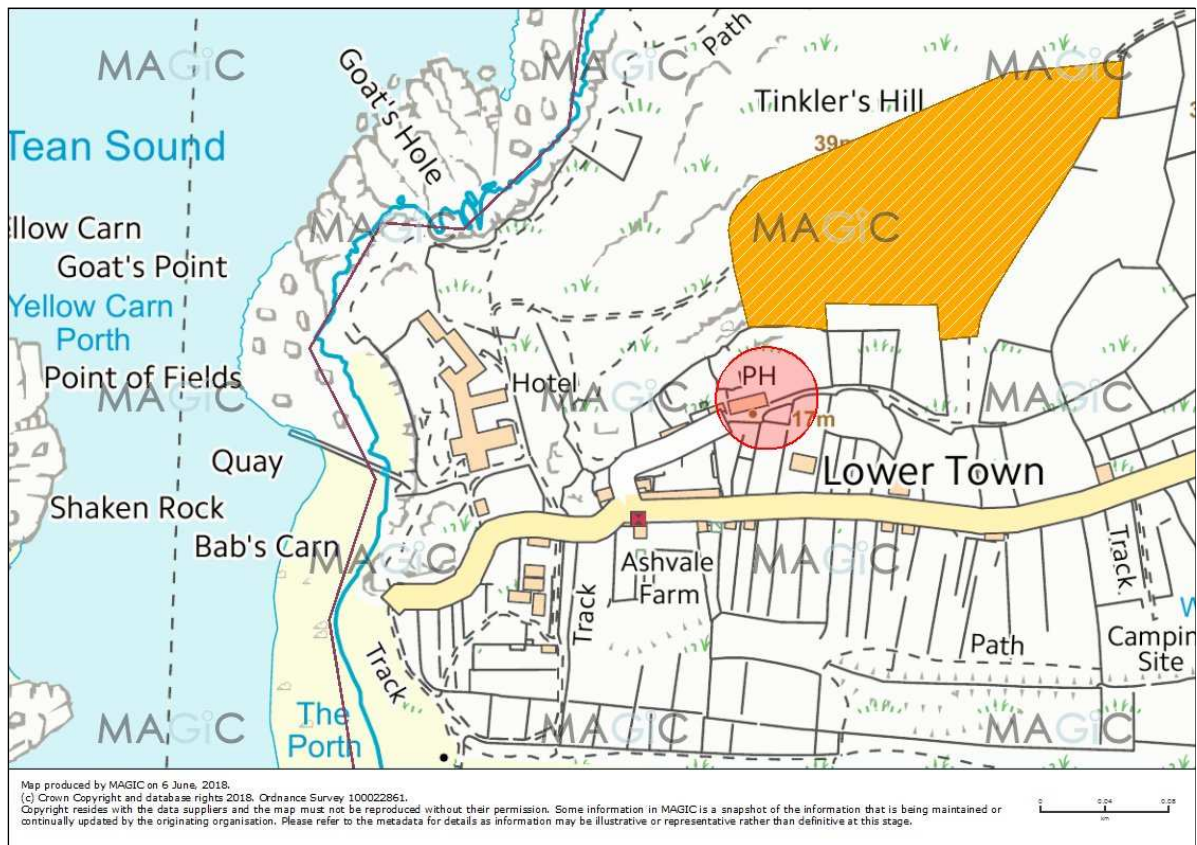


Figure 1 Location map (site circled in red, Scheduled Monuments hatched in orange, Listed Building red square)

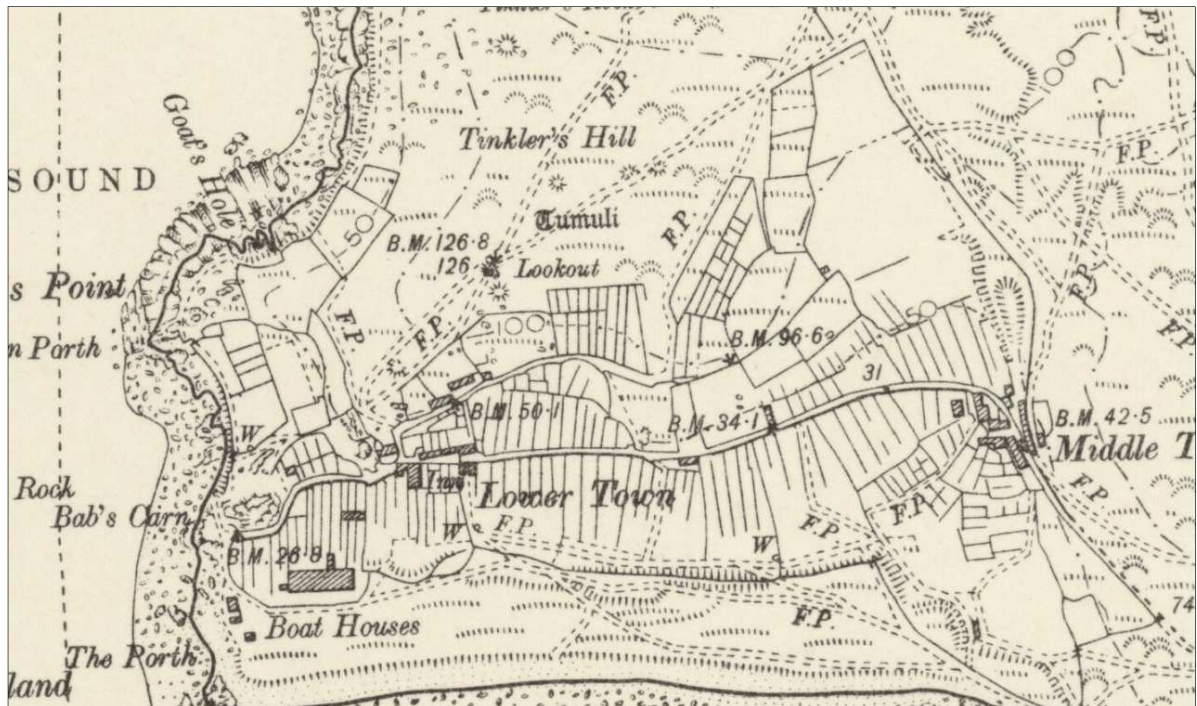


Figure 2 Extract from 2nd edition 1:2,500 Ordnance Survey map (1906)

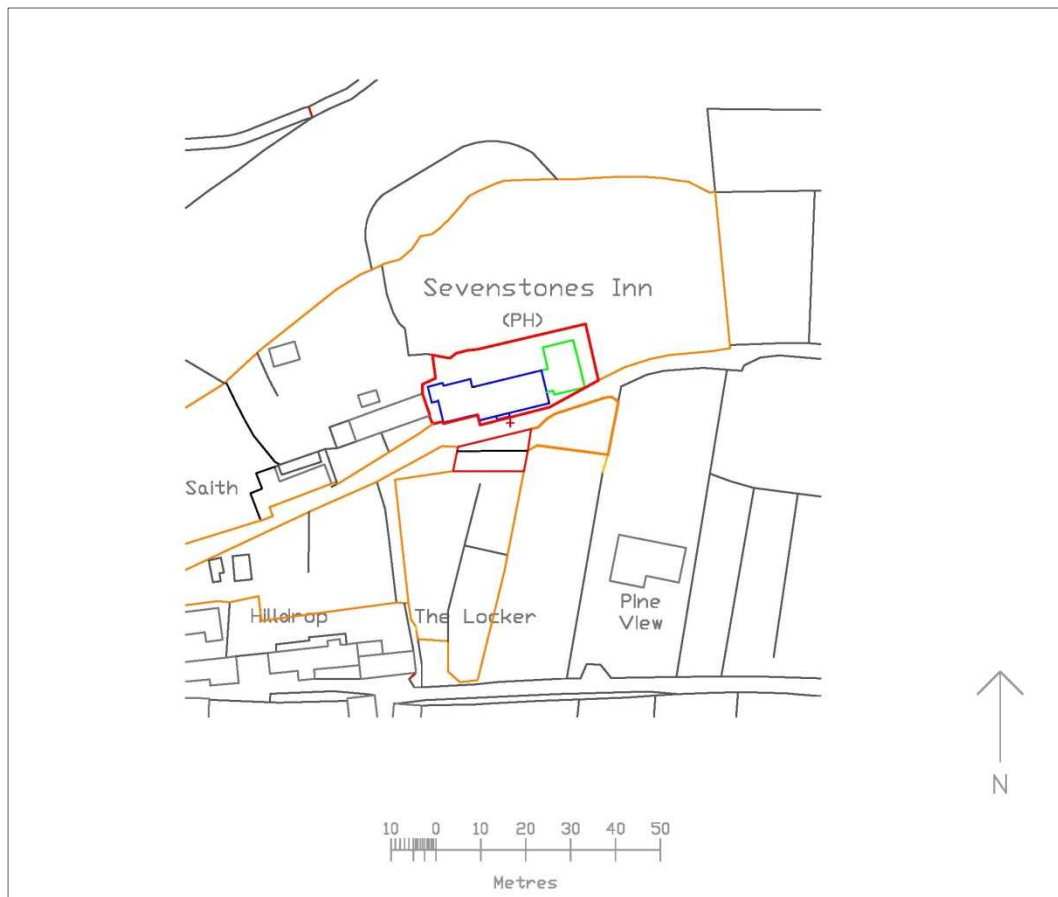


Figure 3 Site plan showing area monitored outlined in green



Figure 4 Section on northern side of site



Figure 5 Hillslope following stripping



Figure 6 Site following removal of ram and bedrock

Appendix 1 Written Scheme of Investigation

**Sevenstones Inn, Lower Town,
St Martin's, Isles of Scilly TR25 0QW
Written Scheme of Investigation for a Programme
of Archaeological Recording during Groundworks**

Client: Mr D and Mrs E Crees
Tel: 01720 423777/07957 792721
E-mail: sevenstonesinn@gmail.com

1 Site location and description

The site is on the southern side of St Martin's in the small settlement of Lower Town, at NGR SV 91677 16228. It lies approximately 20m above sea level to the north of the road from Lower Town quay. The area is characterised as valley and hillslopes with bulb strips (Land Use Consultants 2002). The site is surrounded by hillslope bulb strips of the late 19th/20th century and anciently enclosed land (prehistoric to early post-mediaeval) (Land Use Consultants 1996).

The proposed development consists of an extension to the eastern end of the public house to provide a function room and office. The spoil from the excavation for this will be used to create a new terrace below the existing one on the southern side of the site but there will be no disturbance to the ground surface in this area.

2 Project background

Following a planning application submitted on 20 December 2016 (application number P/16/132), Mr and Mrs Crees were granted planning permission for the development.

Permission for development was granted subject to an archaeological recording pre-commencement condition, C8:

"No development hereby approved shall take place until the applicant has secured the implementation of an archaeological watching brief in accordance with a Written Scheme of Investigation (WSI) submitted by the applicant and approved in writing by the Local Planning Authority."

Reason: This is a pre-commencement condition that requires details that were not submitted as part of the application but are required in the interests of understanding historical evolution of the islands. 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 follows the Brief for Archaeological Investigation for the development, produced by the Development Management Archaeological Advice Officer, Cornwall Council (DMAAO). The Brief is included at Appendix A.

3 Archaeological and historical background

The Cornwall and Scilly Historic Environment Record includes several sites near to the development. There is a scheduled prehistoric cairn cemetery and field system on Tinkler's Hill

approximately 50m to the north of the development (DCO 678), which includes several Bronze Age cairns (MCO31617; MCO31613). Two prehistoric findspots (MCO30817; MCO31463) have been recorded about 70m to the west and an early mediaeval Christian grave was uncovered less than 100m to the south of the development (MCO30816).

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
- determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- establish the nature of the activity on the site
- identify any artefacts relating to the occupation or use of the site
- provide further information on the archaeology of the site from any archaeological remains encountered.

5 Methodology

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, at the Isles of Scilly Museum and in any relevant publications.

5.2 Archaeological fieldwork

An archaeologist will be present during all groundworks 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); digital colour photographs will be used for report illustration. 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) all finds, where appropriate, will be retained and placed in sealable plastic bags which will be labelled immediately with the site code (SS17) 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 DMAAO and the appropriate authorities (including the Coroner). If burials are encountered their legal status will be ascertained and recording and/or removal will comply with legal guidelines.

If they are to be removed this will be done 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.

The Chartered Institute for Archaeologists' *Standards and guidance for an archaeological watching brief* will be followed in the execution of the project.

The Historic England Science Advisor for the South-West (Hayley McParland 0117 975 0689, Hayley.McParland@historicengland.org.uk) will be consulted for advice, if necessary.

Finds work, sampling, etc will be guided by the ClfA *Guidelines for Finds Work* and the Historic England 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 and Mrs Crees and the DMAAO 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 Archaeological Unit and/or elsewhere, if appropriate (details of specialist consultants are included in Appendix C).

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 and Mrs Crees, the DMAAO, the Isles of Scilly Museum and Katharine Sawyer.

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

A digital copy of the report in PDF format will be submitted to the Cornwall and Scilly Historic Environment Record. Hardcopies will be provided to the Planning Department of the Council of the Isles of Scilly, Mr and Mrs Crees and the Historic England Archive in Swindon.

A record of the investigation will also be set up on the Historic England/ADS online index (OASIS).

5.5 Archive deposition

A site archive will be prepared, in accordance with the *Management of Research Projects in the Historic Environment (MoRPHE)* (Historic England 2015), upon completion of the project.

The Isles of Scilly Museum have agreed to accept the archive, which will include a copy of the written report. This 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 DMAAO.

6 Monitoring

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

Work is anticipated to start in early December 2017 and the DMAAO will be kept regularly informed of progress.

Any variations to this WSI will be agreed with the DMAAO, 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), MSc, PhD is the archaeological contractor for the project. She is an archaeologist who lives on St Mary's. A c.v. of her relevant qualifications and experience is at Appendix B 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, Archaeology Projects Officer with special responsibility for Scilly, at Cornwall Archaeological Unit, Cornwall Council, for advice and assistance.

The relevant qualifications and experience of Charlie Johns and Carl Thorpe (the other CAU member 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 C.

9 Health and safety statement

Katharine Sawyer holds the NEBOSH National General Certificate in Occupational Safety and Health. Prior to on-site work commencing a Risk Assessment will be carried out and liaison with the contractors will be undertaken to ensure a safe system of work in relation to the archaeological recording.

10 References

- Cornwall Council. Cornwall and Scilly Historic Environment Record
Chartered Institute for Archaeologists, 2014. Standard and guidance for an archaeological watching brief.
Historic England, 2001. Centre for Archaeology Guidelines: Archaeometallurgy
Historic England, 2002. Centre for Archaeology Guidelines: Environmental Archaeology.
Historic England, 2004. Centre for Archaeology Guidelines: Geoarchaeology
Historic England, 2015. Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide
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
Land Use Consultants, 1996. Isles of Scilly: Historic Landscape Assessment and Management Strategy. Unpublished report for the Duchy of Cornwall
Land Use Consultants, 2002. The Isles of Scilly: A landscape assessment of the Area of Outstanding Natural Beauty. Countryside Agency, Wetherby
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, 2009-10. Archaeological recording on the site of the new sports field at Dolphin Town, Tresco, Isles of Scilly, Cornish Archaeology, 48-49
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

Katharine Sawyer
6 November 2017

Appendix A: Curriculum Vitae for Katharine Sawyer

Employment History

May 2000 to date

Freelance Archaeologist/Guide

- Archaeological watching briefs at a number of sites in Scilly and Cornwall
 - carried out both independently and in association with Cornwall Archaeological Unit, 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

2001

NEBOSH National General Certificate in Occupational Safety and Health - Credit

2013

PhD in Archaeology
University of Exeter
Thesis title: "Isles of the Dead? The Setting and Function of the Neolithic and Bronze Age Chambered Cairns and Cists of the Isles of Scilly".

Publications

2015

Isles of the Dead? The Setting and Function of the Bronze Age Chambered Cairns and Cists of the Isles of Scilly, Oxford: Archaeopress Archaeology

2017

'Pumice from Old Quay, St Martin's, Isles of Scilly' in ed Garrow, D and Sturt, F, Neolithic Stepping Stones, Oxford: Oxbow Books

Forthcoming

'Dating the Entrance Graves and Cists of the Isles of Scilly' in ed Brandherm, D and Plunkett, G, Proceedings of the Bronze Age Forum, Belfast, 2013

Appendix B: Qualifications and experience of other possible project staff

Cornwall Archaeological Unit, Cornwall Council Staff

Charlie Johns (BA, MIFA). As an Archaeology Projects Officer with CAU (1991- present) Charlie has special responsibility for 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 the popular archaeological field guide 'Scilly's Archaeological Heritage' (Ratcliffe and Johns 2003); managing the Tresco Playing Field watching brief for the Tresco Estate (Taylor and Johns 2009-10); compiling the Isles of Scilly Rapid Coastal Zone Assessment Survey for English Heritage (Johns *et al* 2004) and managing archaeological recording during construction of the off-island quays for the Duchy of Cornwall (Johns and Sawyer 2008), the St Agnes Affordable Housing site for the Cornwall Rural Housing Association (Taylor and Johns 2010) and St Martin's Community Centre (Johns and Sawyer 2012).

Recent projects include the management of Lyonesse Project, a four-year study of the evolution of the coastal and marine environment of Scilly and the preparation of a Research Framework for the Historic Environment of Scilly (both for Historic England). Since 2005 he has co-directed the 'Islands in a Common Sea' research project in Scilly with Dr Jacqui Mulville of Cardiff University (Johns and Mulville 2011; Johns *et al* 2006), and is currently representative for Scilly on the CBA SW Committee.

Carl Thorpe BSc will undertake initial finds processing, identification and cataloguing and has carried out similar work for Scillonian projects over the last two decades including the Isles of Scilly Electrification Project (Ratcliffe 1991), the Bryher cist burial, Tresco Playing Field and the off-island quays refurbishment. He is currently reassessing the pottery assemblage from the 1971 excavations at East Porth, Samson with a view to final publication in Cornish Archaeology (forthcoming).

Specialists

John Allan MPhil – Medieval/post-medieval pottery specialist: John is the leading authority on medieval and post-medieval pottery in south- west England and author of many publications. He will carry out the pottery assessment and analysis in the event of medieval or post-medieval pottery being recovered

Henrietta Quinnell BA, MIFA, FSA – Prehistoric, Roman, post-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.

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. For her Masters degree she specialised in Archaeobotany and received a distinction for her dissertation on charcoal in Bronze Age cremation burials. 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. He has carried out numerous archaeological evaluations for a variety of organisations, including English Heritage, County Councils, National Parks and Archaeological Consultancies and will undertake assessment and analysis of pollen samples if required.

Claire Ingreth PhD– Animal bone specialist: Claire is an experienced freelance animal bone specialist who will carry out assessment and analysis of animal bone if required.

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

Laura Ratcliffe, BSc – Conservationist: The Royal Cornwall Museum, Truro: Laura graduated in Archeological Conservation from Cardiff University in 2001. Since then she has gained a wide variety of experience both on excavations and in a lab working on a wide variety of archaeological and historical material. She was formerly based at the Royal Cornwall Museum where she is the museum's Collections Manager. Laura will carry out the assessment and conservation of pottery and metalwork on a freelance basis if required.

Radiocarbon Dating Laboratory, Scottish Universities Environmental Research Centre (SUERC): Samples for radiocarbon dating will be sent to SUERC.

Appendix 2 Brief for Archaeological Recording

Date: 17/10/2017

Applicant: Mrs Emily Crees

Address: Seven Stones Inn Lower Town St Martins Isles Of Scilly TR25 0QW

Application: P/16/132

Agent Mr Thomas Jubb

HBSMR:

Development Management Archaeological Advice Officer: Sean Taylor, Cornwall Council, t. 01872 324364 | 07968 892140 e. setaylor@cornwall.gov.uk

Local Planning Authority Officer: Andrew King, Officer: Planning & Development Management, Council of the Isles of Scilly, Town Hall, The Parade, St Mary's, Isles of Scilly, TR21 0LW

This brief is only valid for six months. After this period the Development Management Archaeological Advice Officer (DMAAO) 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 DMAAO and the Local Planning Authority (LPA) have approved the archaeological contractor's WSI.

1 Introduction

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

2 Site Location and Description

- 2.1 The site is located at Ordnance Survey grid reference SV 91677 16228.

3 Planning Background

- 3.1 Planning application P/16/132 has been granted consent subject to the following archaeological recording condition (8):
- 3.2 No development hereby approved shall take place until the applicant has secured the implementation of an archaeological watching brief in accordance with a Written Scheme of Investigation (WSI) submitted by the applicant and approved in writing by Local Planning Authority.
- 3.3 Reason: This is a pre-commencement condition that requires details that were not submitted as part of the application but are required in the interests of understanding historical evolution of the islands. 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) notes that the application site is near Bronze Age cairns (MCO31617; MCO31616), prehistoric findspots (MCO30817; MCO31463), and an early Christian grave (MCO30816) as well as the Scheduled prehistoric cairnfield and field system on Tinkler's Hill (DCO678).

5 Requirement for Work

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.

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 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 WSI.
- 6.2 The archaeological contractor is expected to follow the code of the Chartered Institute for Archaeologists (CIfA).
- 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 CIfA'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 Historic England Thesaurus (FISH, 2016. *Thesaurus of Monument Types*, Forum on Information Standards in Heritage)

7 Archaeological Recording Methodology

- 7.1 Prior to the commencement of onsite 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 Isles of Scilly Museum, the Cornwall Record 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/grading 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 black and white 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 DMAAO 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 DMAAO.
- 8.6 Finds work should be to accepted professional standards and adhere to the ClfA *Guidelines for Finds Work*.
- 8.7 Environmental sampling should be guided by *Environmental Archaeology* ((Historic England Centre for Archaeological Guidelines, 2011, 2nd edition).
- 8.8 Further Historic England guidance that may be helpful includes *Geoarchaeology* (2004) and *Archaeometallurgy* (2001).
- 8.9 The Historic England Science Advisor (South West) will be able to provide archaeological science advice if required (Hayley McParland, 0117 975 0689, Hayley.McParland@historicengland.org.uk).

9 Human Remains

- 9.1 Any human remains which are encountered must initially be left in situ and reported to the DMAAO 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, the DMAAO 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 Historic England/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 DMAAO 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) (Historic England 2015)* 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 DMAAO.
- 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 Historic England Archive (HEA) in Swindon.
- 11.6 A summary of the contents of the archive shall be supplied to the DMAAO.
- 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 DMAAO 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 DMAAO at least one week in advance of its commencement.
- 12.3 Any variations to the WSI shall be agreed with the DMAAO, preferably in writing, prior to them being carried out.