

RIGMADEN PARK, MANSENGH, KIRKBY LONSDALE, CUMBRIA



Archaeological Watching Brief



Oxford Archaeology North

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William Wilson

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SUMMARY

William Wilson (hereafter 'the Client') has submitted proposals for the development of several single-storey extensions to the house of Rigmaden Park, Mansergh, Kirkby Lonsdale, Cumbria (SD 6100 8478; Planning Ref 5/05/0269). Consequently, Cumbria County Council Historic Environment Service (CCCHES), after consultation with South Lakeland District Council, issued a brief for a programme of archaeological works, including a watching brief during any ground disturbing activities. Oxford Archaeology North issued a project design to carry out the above programme of work in accordance with the CCCHES brief and was commissioned by William Wilson to undertake a watching brief.

The watching brief was carried out over two days in October and November 2005 and comprised monitoring of six test pits and then a q-shaped foundation trench adjoining the north-east corner of the present house. The groundworks, which were between 0.68m and 1.3m deep, revealed a series of stone and brick walls relating to two phases of construction. The earliest, thought to relate to the house built *c* 1678, or even to its medieval predecessor, were north/south aligned, quoin constructed, and survived to over 1m in height. Those of the second phase were aligned east/west and north/south and were likely to relate to part of the house built in 1825 and demolished in 1992. These walls were, from surviving records, identified as being part of the cellar and, indeed, part of a subterranean entrance was observed during the watching brief.

ACKNOWLEDGEMENTS

Oxford Archaeology North (OA North) would like to thank Mr William Wilson for commissioning the watching brief and for his provision of pertinent background and historical information, including the historical plan of the site. Thanks are also due to Jeremy Parsons of CCCHES. The watching brief was undertaken by Steve Clarke whilst the report was written by Jeremy Bradley (who also examined the finds) and illustrated by Marie Rowland. The project was managed by Stephen Rowland who also edited the report.

1. INTRODUCTION

1.1 CIRCUMSTANCES OF PROJECT

1.1.1 William Wilson (hereafter ‘the Client’) has submitted proposals for the development of several single-storey extensions to the house of Rigmaden Park, Mansergh, Kirkby Lonsdale, Cumbria (SD 6100 8478; Planning Ref 5/05/0269; Fig 1). The site is of recognised historical and archaeological significance and, following consultation with South Lakeland District Council (SLDC), Cumbria County Council Historic Environment Service (CCCHES), requested that a programme of archaeological work be undertaken as a condition of planning permission and, accordingly, issued a brief (*Appendix 1*). Following submission of a CCCHES-approved project design (*Appendix 2*) for the programme of works, Oxford Archaeology North (OA North) was commissioned to undertake a watching brief during any ground disturbing activities. The watching brief, conducted over a period of two days in October and November 2005, aimed to examine all soil horizons exposed by the development groundworks, to establish the presence of any archaeological remains, and to record those remains in an appropriate manner. The following report on the watching brief results has been compiled at the request of CCCHES and the Client, and can be amended with the results of any works undertaken in the future.

1.2 LOCATION, TOPOGRAPHY AND GEOLOGY

1.2.1 The proposed development lies in the Lune valley, with the river to the east and the land to the west steeply sloping towards Mansergh Common. The area falls within the eastern extent of the south Cumbria Low Fells, a landscape area characterised by an open landscape of medium to large fields bounded by well-maintained stone walls. Woodland is infrequent and is generally limited to small copses and belts of semi-natural tree and shrubs along water courses (Countryside Commission 1998, 64), although locally there are both areas of probable ancient woodland and small plantations. The underlying solid geology is greywacke, which has been used for the construction of the buildings in the locality.

1.3 HISTORICAL AND ARCHAEOLOGICAL BACKGROUND

1.3.1 The following very brief historical background derives from the CCCHES brief (*Appendix 1*), the OA North project design (*Appendix 2*) and communication with Mr Wilson.

1.3.2 The manor of Rigmaden originated in the Middle Ages and the current building occupies the site of a seventeenth-century house, built by Thomas Godsolve in c 1678. The seventeenth-century house itself replaced an earlier structure which, in 1322, was known to have been occupied by Thomas Warde (W Wilson pers comm). Formerly within the stable yard, and now towards the front of the house, a mounting block has been identified as a thirteenth-century

coffin lid (HER no 4361); however, this interpretation has been disputed on the basis of the shape, and because it bears the Godslove coat of arms (W Wilson pers comm). The extant part of Rigmaden Hall was constructed in 1825 and is a grade II listed building (Number 27710). By 1948 it had fallen into dereliction and was at that time de-roofed and, in 1992, half the building was demolished while the other half was renovated. The area of the planned extension covered *c* 170m² on the north side of the main residence within the area of the former cellars and conservatory demolished in 1992; and was thought to have lain outside of the area occupied by the late seventeenth-century house.

2. METHODOLOGY

2.1 PROJECT DESIGN

- 2.1.1 During the watching brief, the CCCHES-approved project design (*Appendix 2*) was adhered to as fully as possible, and all works were consistent with the relevant standards and procedures of the Institute of Field Archaeologists, and generally accepted best practice.

2.2 WATCHING BRIEF

- 2.2.1 Close liaison was maintained between OA North staff and the site contractor during the watching brief. The monitored groundworks, which comprised six test pits followed by a q-shaped foundation trench adjoining the north-east corner of the present house (Fig 2), were carried out by a mechanical excavator using a 0.8m toothed ditching bucket. The programme of field monitoring comprised observation during the groundworks, the examination of all extant archaeological features and horizons, and the recovery of any artefacts exposed during the excavations.
- 2.2.2 The recording comprised a full description and preliminary classification of revealed subsoil strata and archaeological remains on OA North *pro-forma* sheets, and their accurate location in plan. In addition, an indexed photographic record in colour slide and monochrome formats was compiled.

2.3 ARCHIVE

- 2.3.1 A full professional archive has been compiled in accordance with the project design (*Appendix 2*), and with current IFA and English Heritage guidelines (English Heritage 1991). The paper and digital archive will be deposited with the County Record Office in Kendal on completion of the project and copies of the report will be submitted to the Historic Environment Record (HER) in Kendal.

3. WATCHING BRIEF RESULTS

3.1 INTRODUCTION

3.1.1 The following section presents the results of the watching brief of those groundworks detailed in *Section 2.2.1*. Although the development involved the excavation of several separate interventions, in archaeological terms, these divisions are somewhat arbitrary and, as far as possible, the results have been synthesised to form a coherent whole, with references to individual interventions only where these serve as landmarks. Context descriptions and detailed descriptions of the test pit results are presented in *Appendix 2* and, for the sake of brevity, are not detailed within this section. The area affected covered 170m² on the north side of the main residence on the site of the former cellars and conservatory. The extent of the development groundworks and identified archaeological features are shown on Figure 2.

3.2 THE RESULTS

- 3.2.1 Observations demonstrated that natural geology (**8**) was located at 0.2m and at 0.8m below the present ground surface at the northern and southern ends of the site, respectively. The earliest feature was believed to be wall **5/9**, which extended northwards for some 6.85m from just beyond the north end of the present house. The wall, which appeared to face west and survived to a height of 1.04m, was constructed on a distinctive cobble foundation, with the upper courses built of roughly-squared local stone masonry with quoins at the northern end. Located at the north-east corner of the area under investigation was the remains of an east/west-aligned greywacke wall (**3**) resting on the natural geology (**8**). The wall was 0.92m high and was visible for 1.4m, with sandstone quoins indicating that it was probably south-facing. Immediately adjacent to the base of the wall was a single square flagstone (**4**), probably denoting a floor surface.
- 3.2.2 Located some 3.75m to the west of wall **5/9** was the remains of a further wall (**18**), which was also north/south aligned. The greywacke and sandstone wall survived to a height of 0.6m and was seen to extend northwards for over 8m. Whereas the other walls observed during the watching brief had all been placed on the surface of the natural geology, part of wall **18** was seen clearly to have been erected within a construction trench (**21**). A stone arch was noted at the south end of the wall, indicating the position of a sub-ground-level window and, just to its north, wall **18** was abutted on its western side by brick wall (**19**). Further to the north, and off-set slightly to the west, was another north/south aligned greywacke wall (**22**).
- 3.2.3 Generally, the northern parts of the area under investigation had been backfilled with stone rubble (**1** and **6**), while the central sections had been backfilled with silty clay deposits (**16** and **17**). Demolition deposit **20** had been placed to the west of Wall **18**. These deposits, which date to the recent period

of structural modification in 1992 (W Wilson pers comm), were sealed below both topsoil (**7**, **11** and **13**) and, in places, by imported gravel (**14**).

3.3 THE FINDS

- 3.3.1 Unstratified sherds of unglazed red earthenware flowerpot were found, which were thought to be contemporary with the conservatory that had previously stood on this site.

4. CONCLUSIONS

4.1 DISCUSSION

- 4.1.1 The archaeological observations carried out at Rigmaden demonstrated that several phases of significant and substantial architectural remains are well preserved on the site, having survived various periods of alteration and demolition, the most recent of which took place in 1992. A number of these (walls **18**, **19** and **22**, together with the arched cellar entrance within wall **18**) correlate very closely with a series of features shown on a nineteenth-century plan of Rigmaden and, as such, are likely to pertain to the house built in 1825.
- 4.1.2 Of particular interest are those features located on the eastern edge of the area under investigation, comprising quoin-constructed greywacke and sandstone walls **5/9** and **3**, together with flagstone **4**. As these are not shown on the nineteenth-century plan, they are interpreted as belonging to an earlier structure. From the apparent southward and westward facings of walls **3** and **5/9**, respectively, it may be interpreted that this building lay just to the north of that built in 1825, making flagstone **4** part of an exterior surface. However, it should be considered that these features were observed in the trench section only, and the present interpretation of their facing cannot necessarily be considered definitive. Moreover, the house built *c* 1678 is thought to have lain almost directly beneath those parts of the 1825 structure demolished in 1992 (W Wilson pers comm), and there is thus the possibility that these features represent the remains of an earlier, possible medieval, building.
- 4.1.3 Whilst the programme of groundworks has impacted upon the archaeological resource, this damage, which skirts the historical structures, has been fairly limited. Moreover, the groundworks have been particularly useful in illuminating the survival and state of preservation of architectural features. There is evidence to suggest that significant structural remains may survive, certainly to the north and east of the present house, if not even more widely spread, and the possibility remains that some of these walls, given the similarity of their alignment, may have been incorporated into later structures. Furthermore, outside of the area of the early nineteenth-century cellar, where truncation is likely to be severe, the possibility of encountering remains associated with the post-medieval and medieval use of the site cannot be discounted.

5. BIBLIOGRAPHY

5.1 CARTOGRAPHIC SOURCES

1825 Plan of Rigmaden Hall Cellars (Wilson personal collection)

5.2 SECONDARY SOURCES

Countryside Commission, 1998 *Countryside Character; the Character of England's Natural and Manmade Landscape, vol 2: the North West*, Cheltenham

English Heritage, 1991 *The Management of Archaeological Projects* (second edition), London

Institute of Field Archaeologists (IFA), 1992, *Guidelines for data collection and compilation*

SCAUM (Standing Conference of Archaeological Unit Managers), 1997, *Health and Safety Manual*, Poole

United Kingdom Institute for Conservation (UKIC), 1990, *Guidelines for the preparation of archives for long-term storage*, London

United Kingdom Institute for Conservation (UKIC), 1998, *First Aid for Finds*, London

6. ILLUSTRATIONS

6.1 FIGURES

Figure 1: Site Location

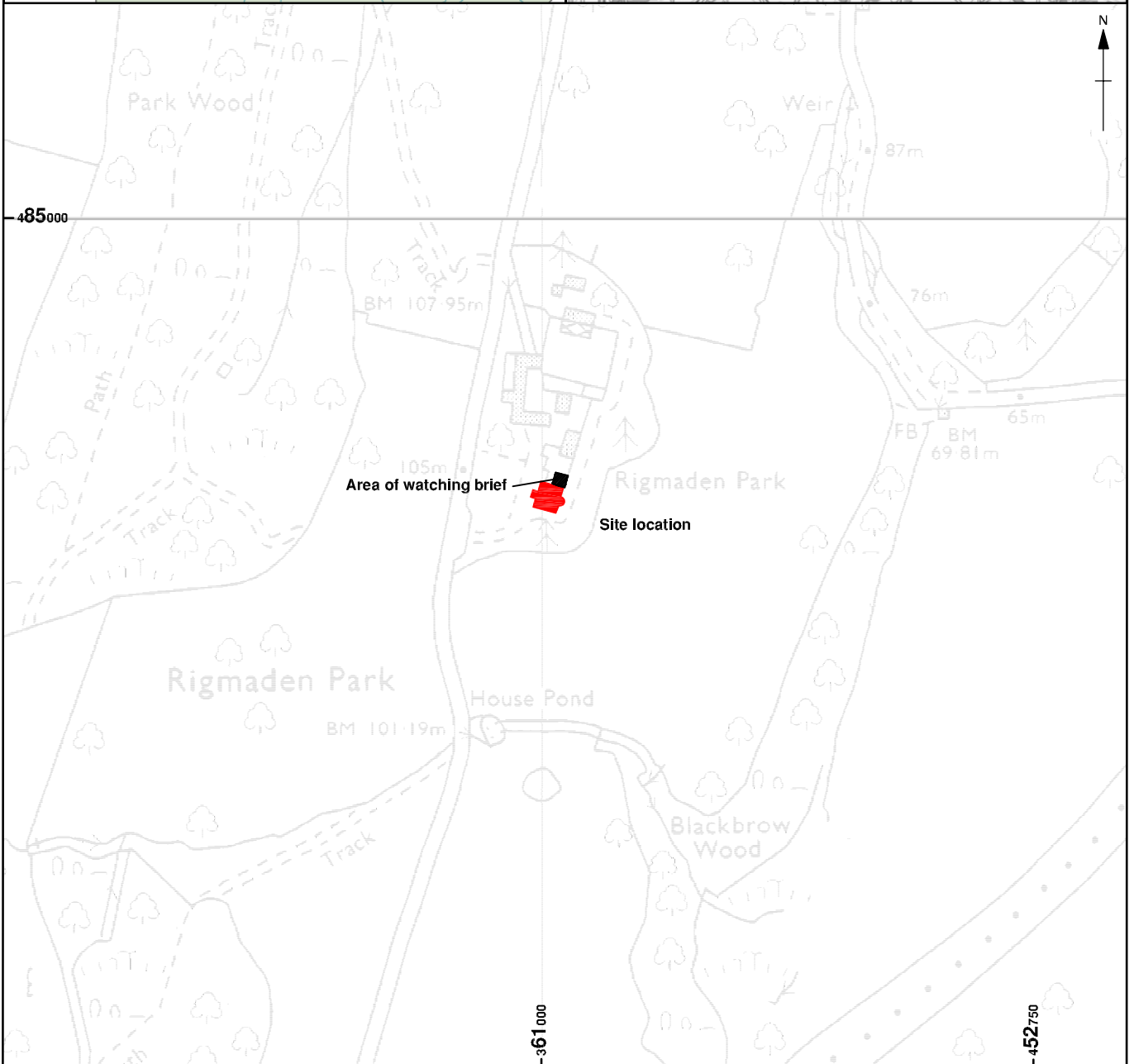
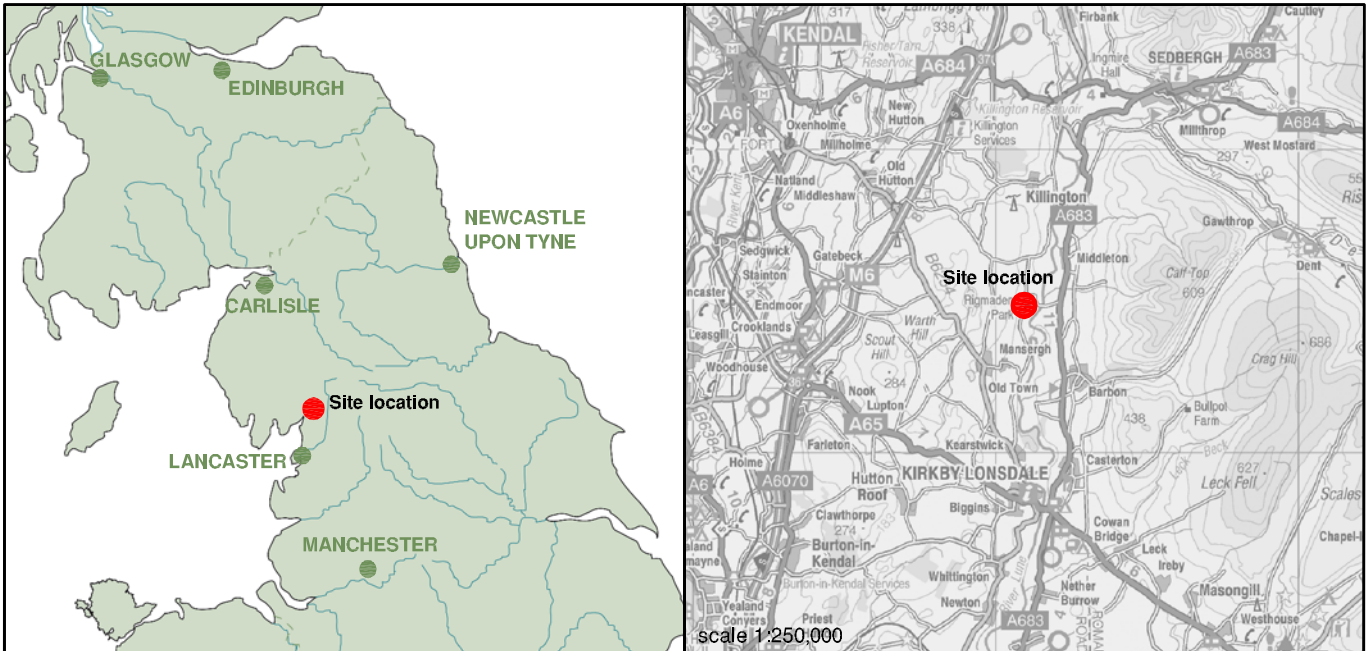
Figure 2: Test pits, footing trenches and watching brief results superimposed upon the *c* 1825 plan of the cellars of Rigmaden Park

6.1 PLATES

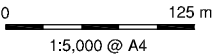
Plate 1: East/west aligned wall (**3**) located at the north-east corner of the site, believed to be part of the *c* 1678 building, seen from the south; 2m scale

Plate 2: North/south aligned wall (**5/9**) viewed from the south-west. The quoins can be seen at the left hand side of the picture, the distinct cobble foundation can also be seen sitting upon the natural geology (**8**)

Plate 3: Part of the east wall (**18**) of the 1825 house, with the archway indicating the entrance to the cellar; 2m scale.

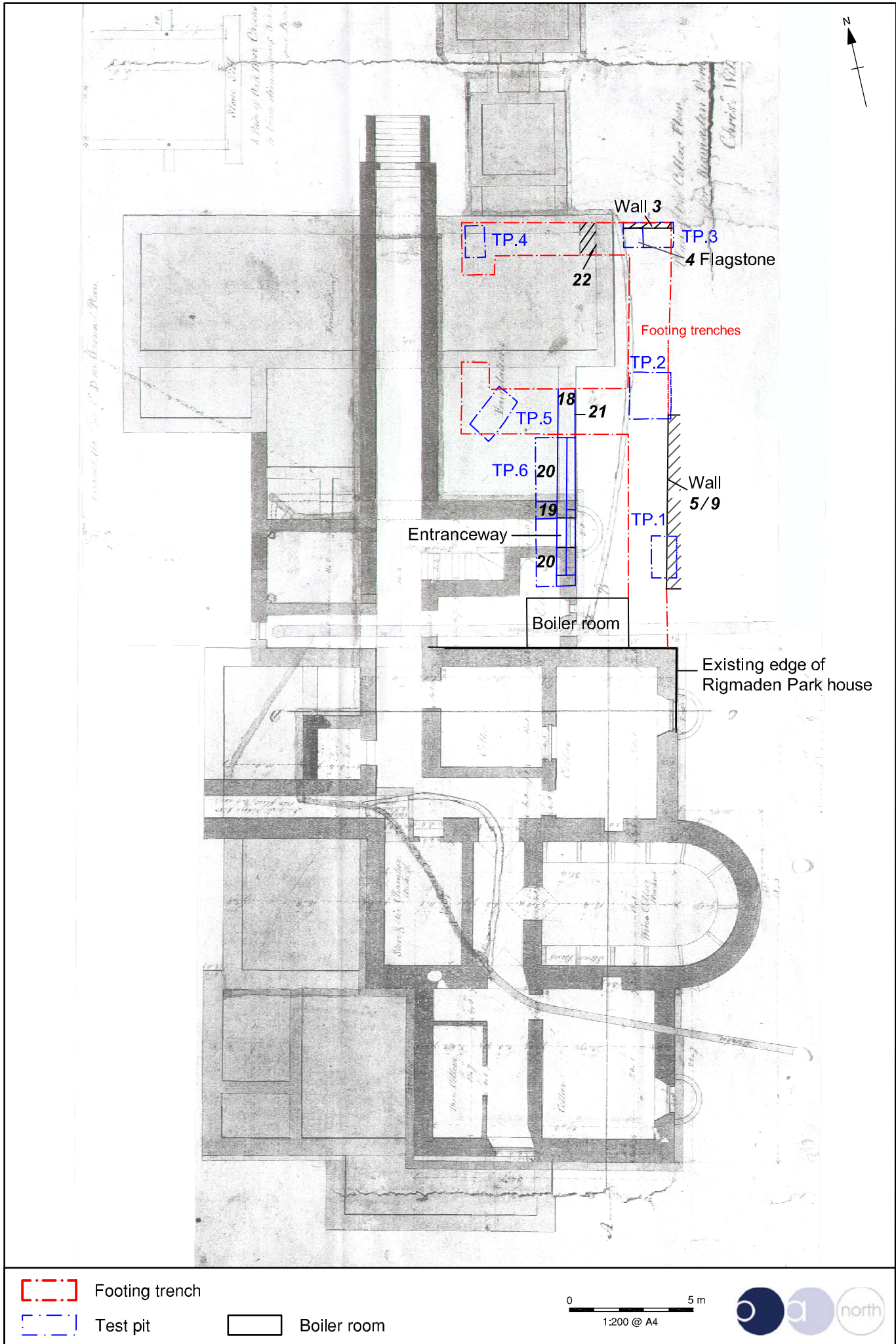


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SPR*L9609*MECR*17.11.08

Figure 1: Site location



SPR*L9609*MECR*17.11.08

- Footing trench
- Test pit
- Boiler room

0 5 m
1:200 @ A4



Figure 2: Test pits, footing trenches, and watching brief results superimposed upon the c 1825 plan of the cellars of Rigmaden Park



Plate 1: East/west aligned wall (3) located at the north-east corner of the site, believed to be part of the c 1678 building, seen from the south; 2m scale



Plate 2: North/south aligned wall (5/9) viewed from the south-west. The quoins can be seen at the left hand side of the picture, the distinct cobble foundation can also be seen sitting upon the natural geology
(8)



Plate 3: Part of the east wall (*I8*) of the 1825 house, with the archway indicating the entrance to the cellar; 2m scale.

APPENDIX 1: PROJECT BRIEF

**BRIEF FOR AN ARCHAEOLOGICAL WATCHING BRIEF
AT RIGMADEN PARK, MANSENGH, KIRKBY LONSDALE
CUMBRIA**

Issued by the

County Historic Environment Service

Environment Unit, Economy, Culture and Environment



COUNTY COUNCIL

Date of Brief: 21 June 2005

This Design Brief is only valid for 1 year after the above date. After this period the County Historic Environment Service should be contacted. Any specification resulting from this Brief will only be considered for the same period.

1. SITE DESCRIPTION AND SUMMARY

Site: Rigmaden Park, Mansergh, Kirkby Lonsdale

Grid Reference: SD 6100 8478

Planning Application No.: 5/05/0269

Detailed proposals and tenders are invited from appropriately resourced, qualified and experienced archaeological contractors to undertake the archaeological project outlined by this Brief and to produce a report on that work. The work should be under the direct management of either an Associate or Member of the Institute of Field Archaeologists, or equivalent. No fieldwork may commence until approval of a specification has been issued by the County Historic Environment Service.

2. PLANNING BACKGROUND

- 2.1 Cumbria County Council's Historic Environment Service (CCCHES) has been consulted by South Lakeland District Council regarding a planning application for single storey extensions and the conversion of the billiard room into a folly at Rigmaden Park, Mansergh, Kirkby Lonsdale.
- 2.2 The scheme affects a listed building and a site of archaeological significance, recorded on the County Historic Environment Record (reference nos. 4361 & 27710). Consequently a programme of archaeological works (a watching brief) during the course of the ground works is required.
- 2.3 This advice is given in accordance with guidance given in Planning Policy Guidance note 16 (Archaeology and Planning) and with policy C19 of the South Lakeland Local Plan.

3. ARCHAEOLOGICAL BACKGROUND

- 3.1 The current Rigmaden Hall is a grade II listed building dating to 1825. The hall stands on the site of a 17th century house. The manor of Rigmaden has medieval origins and a 13th century coffin lid is incorporated into the nearby stables (Historic Environment Record no. 4361).

4. SCOPE OF THE PROJECT

4.1 Objectives

- 4.1.1 To identify any surviving archaeological remains within the development ground works and to investigate and record any revealed archaeological remains or deposits.

4.2 Work Required

- 4.2.1 Before any on site work commences the County Historic Environment Record should be consulted and a *rapid* desk-based survey of the existing resource undertaken. This should include an assessment of those primary and secondary sources readily available in the County Records Office in Kendal.
- 4.2.2 All topsoil stripping, footings and trench cutting must be carried out under archaeological supervision. Any putative archaeological features must then be cleaned by hand and if possible a stratigraphic record made. Finds and environmental samples should be retrieved as appropriate. A reasonable period of uninterrupted access should be allowed to the archaeologist for all necessary archaeological recording.

5. SPECIFICATION

- 5.1 Before the project commences a specification must be submitted to and approved by the County Historic Environment Service.

5.2 Proposals to meet this Brief should take the form of a detailed specification prepared in accordance with the recommendations of *The Management of Archaeological Projects*, 2nd ed. 1991, and must include:

- ❖ A description of the methods of observation and recording system to be used
- ❖ A description of the finds and environmental sampling strategies to be used
- ❖ A description of the post excavation and reporting work that will be undertaken
- ❖ Details of key project staff, including the names of the project manager, site supervisor, finds and environmental specialists and any other specialist sub-contractors to be employed
- ❖ Details of on site staffing, e.g. the number of people to be employed on site per day
- ❖ A projected timetable for all site work and post excavation work (through to final publication of results)

5.3 Any significant variations to the proposal must be agreed by the County Historic Environment Service in advance.

6. REPORTING AND PUBLICATION

6.1 The archaeological work should result in a report, this should include as a minimum:

- ❖ A site location plan, related to the national grid
- ❖ A front cover/frontispiece which includes the planning application number and the national grid reference of the site
- ❖ A concise, non-technical summary of the results
- ❖ A description of the methodology employed, work undertaken, and the results obtained
- ❖ Plans and sections at an appropriate scale showing the location and position of deposits and finds located
- ❖ A brief photographic record of the site must be included, showing any features of archaeological interest. Where the results of the project revealed no significant archaeological remains a single photograph showing an indicative section of trench will suffice.
- ❖ A list of, and dates for, any finds recovered and a description and interpretation of the deposits identified
- ❖ A description of any environmental or other specialist work undertaken and the results obtained
- ❖ The dates on which the project was undertaken

6.2 Three copies of the report should be deposited with the County Historic Environment Record within six months of completion of fieldwork. This will be on the understanding that the report will be made available as a public document through the County Historic Environment Record.

6.3 A summary report should be submitted to a suitable regional or national archaeological journal within one year of completion of fieldwork. If archaeological remains of significance are identified, one or more full reports should also be submitted to a suitable journal or other publication in due course.

6.4 Cumbria HER is taking part in the pilot study for the *Online Access to Index of Archaeological Investigations* (OASIS) project. The online OASIS form at <http://ads.ahds.ac.uk/project/oasis> must therefore also be completed as part of the project. Information on projects undertaken in Cumbria will be made available through the above website, unless otherwise agreed.

7. THE ARCHIVE

7.1 An archive must be prepared in accordance with the recommendations of *The Management of Archaeological Projects*, 2nd ed. 1991, and arrangements made for its deposit with an appropriate repository. A copy shall also be offered to the National Monuments Record.

7.2 The landowner should be encouraged to transfer the ownership of finds to a local or relevant specialist museum. The museum's requirements for the transfer and storage of finds should be discussed before the project commences.

7.3 The County Historic Environment Service must be notified of the arrangements made.

8. PROJECT MONITORING

8.1 One weeks notice must be given to the County Historic Environment Service prior to the commencement of fieldwork.

9. FURTHER REQUIREMENTS

9.1 It is the archaeological contractor's responsibility to establish safe working practices in terms of current health and safety legislation, to ensure site access and to obtain notification of hazards (eg. services, contaminated ground, etc.). **The County Historic Environment Service bears no responsibility for the inclusion or exclusion of such information within this brief or subsequent specification.**

9.2 The Code of Conduct of the Institute of Field Archaeologists must be followed.

9.3 The involvement of the County Historic Environment Service should be acknowledged in any report or publication generated by this project.

10. FURTHER INFORMATION

For further information regarding this Brief, contact

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As part of our desire to provide a quality service to all our clients we would welcome any comments you may have on the content or presentation of this design brief. Please address them to the Assistant Archaeologist at the above address.

APPENDIX 2: PROJECT DESIGN

**RIGMADEN PARK,
MANSEIGH, KIRKBY
LONSDALE,
CUMBRIA**

Rapid Desk-Based
Assessment and Watching
Brief Project Design



Oxford Archaeology North

July 2005

William Wilson

OA North Tender No: t2482

NGR: SD 6100 8478

Planning Application No: 5/05/0269

1. INTRODUCTION

1.1 PROJECT BACKGROUND

William Wilson (hereafter ‘the Client’) has requested that Oxford Archaeology North (OA North) submit proposals for a programme of archaeological work at Rigmaden Park, Mansergh, Kirkby Lonsdale, Cumbria (SD 6100 8478). The Client proposes to build several single storey extensions and convert the billiard room into a folly, and consequently Cumbria County Council Historic Environment Section (CCCHES) has been consulted by South Lakeland District Council regarding the planning application (Planning Application Number 5/05/0269). In response to this CCCHES have issued a brief requesting a rapid desk-based assessment followed by a watching brief during any ground disturbing activities. The following document represents a project design to carry out the above programme of work and has been prepared in accordance with the CCCHES brief.

1.2 HISTORICAL AND ARCHAEOLOGICAL BACKGROUND

- 1.2.1 The site lies in the Lune valley, with the river to the east and the land to the west steeply sloping towards Scout and Warth Hills. Less than 500m to the east, a Roman Road follows the route of the modern A683 and about 750m to the north a Roman milestone, marking the route, was discovered at Hawking Hall in 1836. The manor of Rigmaden originated in the Middle Ages and the current building occupies the site of a seventeenth century house, built c1678, which itself replaced an earlier structure. A thirteenth century coffin lid (HER no 4361) has been incorporated into the nearby stables. The extant part of Rigmaden Hall was constructed in 1825 and is a grade II listed building (Number 27710). By 1948 it had fallen into dereliction and was at that time deroofed and, in 1992, half the building was demolished while the other half was renovated. The area of the planned extension lies within the part demolished in 1992 and is thought to lie outside of the area occupied by the late seventeenth century house.

1.3 OXFORD ARCHAEOLOGY NORTH

- 1.3.1 A North has considerable experience of excavation of sites of all periods, having undertaken a great number of small and large scale projects throughout Northern England during the past 24 years. Evaluations, desk-based assessments, watching briefs and excavations have taken place within the planning process, to fulfil the requirements of clients and planning authorities, to very rigorous timetables. OA North has the professional expertise and resources to undertake the project detailed below to a high level of quality and efficiency. OA North is an Institute of Field Archaeologists (IFA) registered organisation, registration number 17, and all its members of staff operate subject to the IFA Code of Conduct.

2 OBJECTIVES

- 2.1 The following programme has been designed to assess the potential for preserved archaeological remains and to record the archaeological deposits affected by the proposed development of the site, in order to determine their extent, nature and significance. To this end, the following programme has been designed, in accordance with a brief by CCCHES, to provide a desk-based assessment, rapid identification survey and evaluation. The results will provide information as to whether further investigation is required prior to the development taking place. The required stages to achieve these ends are as follows:

2.2 *Rapid Desk-Based Assessment*

To undertake a rapid desk-based assessment of the existing resource including primary and secondary maps and documents.

2.3 **Archaeological Watching Brief**

To undertake a programme of observation and recording during any ground disturbance to determine the quality, extent and importance of any archaeological remains on the site.

2.4 **Report and Archive**

A report will be produced for the Client within eight weeks of completion of the fieldwork. A site archive will be produced to English Heritage guidelines (1991) and in accordance with the *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (UKIC 1990).

3. **METHOD STATEMENT**

3.1 **DESK-BASED ASSESSMENT**

A rapid desk-based assessment will be undertaken as appropriate, depending on the availability of source material. The level of such work will be dictated by the timescale of the project.

3.1.1 **Documentary and cartographic material:** this work will include collation and assessment of information gathered by the Client from the Cumbria Sites and Monuments Record along with any plans, maps, photographs and primary and secondary records provided by the Client and will concentrate specifically upon the history of Rigmaden Park and its grounds. Particular emphasis will be upon the early cartographic evidence which has the potential to inform the post-medieval occupation and land-use of the area.

3.1.2 Any published documentary sources and unpublished documents will also be examined where relevant and time allows. The study will examine any place and field name evidence for the site and its environs.

3.1.3 A desk-based compilation of geological (both solid and drift), pedological, topographical and palaeoenvironmental information will be undertaken. It will be based on published geological mapping and any local geological surveys in the possession of the county council or the client.

3.2 **WATCHING BRIEF**

3.2.1 **Methodology:** a programme of field observation will accurately record the location, extent, and character of any surviving archaeological features and/or deposits within the whole area of the proposed ground disturbance. This work will comprise observation during the excavation for these works, including building foundations and service trenches, the systematic examination of any subsoil horizons exposed during the course of the groundworks, and the accurate recording of all archaeological features and horizons, and any artefacts, identified during observation.

3.2.2 The watching brief will cover the whole of the area to be disturbed by the development including, topsoil stripping, foundation trenches and other earthmoving activities.

3.2.3 Putative archaeological features and/or deposits identified during groundworks, together with the immediate vicinity of any such features, will be cleaned by hand, using either hoes, shovel scraping, and/or trowels depending on the subsoil conditions and, where appropriate, sections will be studied and drawn. Any such features will be sample excavated (ie. selected pits and postholes will normally only be half-sectioned, linear features will be subject to no more than a 10% sample, and extensive layers will, where possible, be sampled by partial rather than complete removal).

3.2.4 During this phase of work, recording will comprise a full description and preliminary classification of features or materials revealed, and their accurate location (either on plan and/or section, and as grid co-ordinates where appropriate). Features will be planned accurately at appropriate scales and annotated on to a large-scale plan provided by the Client. A photographic record will be undertaken simultaneously.

- 3.2.5 A plan will be produced of the areas of groundworks showing the location and extent of the ground disturbance and one or more dimensioned sections will be produced.
- 3.2.6 **Treatment of finds:** all finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the United Kingdom Institute for Conservation (UKIC) *First Aid For Finds*, 1998 (new edition) and the recipient museum's guidelines.
- 3.2.7 **Treasure:** any gold and silver artefacts recovered during the course of the excavation will be removed to a safe place and reported to the local Coroner according to the procedures relating to the Treasure Act, 1996. Where removal cannot take place on the same working day as discovery, suitable security will be employed to protect the finds from theft.
- 3.2.8 All identified finds and artefacts will be retained, although certain classes of building material can sometimes be discarded after recording if an appropriate sample is retained on advice from the recipient museum's archive curator.
- 3.2.9 **Human Remains:** any human remains uncovered will be left *in situ*, covered and protected. No further investigation will continue beyond that required to establish the date and character of the burial. CCCHES and the local Coroner will be informed immediately. If removal is essential, the exhumation of any funerary remains will require the provision of a Home Office license, under section 25 of the Burial Act of 1857. An application will be made by OA North for the study area on discovery of any such remains and the removal will be carried out with due care and sensitivity under the environmental health regulations.
- 3.2.10 **Contingency plan:** in the event of significant archaeological features being encountered during the watching brief, discussions will take place with the Planning Archaeologist or his representative, as to the extent of further works to be carried out. All further works would be subject to a variation to this project design. In the event of environmental/organic deposits being present on site, it would be necessary to discuss and agree a programme of palaeoenvironmental sampling and or dating with the Planning Archaeologist.

3.3 REPORT AND ARCHIVE

- 3.3.1 **Report:** one bound and one unbound copy of a written synthetic report will be submitted to the Client, and a further three copies submitted to the Cumbria HER within eight weeks of completion. The report will include:
- a front cover to include the planning application number and the NGR
 - a site location plan, related to the national grid
 - the dates on which the fieldwork was undertaken
 - a concise, non-technical summary of the results
 - a description of the methodology employed, work undertaken and results obtained
 - plans and sections at an appropriate scale, showing the location of features
 - other illustrations and photographic plates showing, as appropriate, features of interest or to demonstrate the absence of archaeological features.
 - a description of any environmental, finds, or other specialist work undertaken, and the results obtained
 - the report will also include a complete bibliography of sources from which data has been derived.
 - a copy of this project design in the appendices, and indications of any agreed departure from that design
- 3.3.2 This report will be in the same basic format as this project design; a copy of the report can be provided on CD, if required.
- 3.3.3 **Archive:** the results of all archaeological work carried out will form the basis for a full archive to professional standards, in accordance with current English Heritage guidelines (Management of Archaeological Projects, 2nd edition, 1991). The project archive represents the collation and indexing of all the data and material gathered during the course of the

project. It will include summary processing and analysis of all features, finds, or palaeoenvironmental data recovered during fieldwork, which will be catalogued by context. All artefacts will be processed to MAP2 standards and will be assessed by our in-house finds specialists.

- 3.3.4 The deposition of a properly ordered and indexed project archive in an appropriate repository is considered an essential and integral element of all archaeological projects by the IFA in that organisation's code of conduct. OA North conforms to best practice in the preparation of project archives for long-term storage. This archive will be provided in the English Heritage Centre for Archaeology format and a synthesis will be submitted to the Cumbria HER (the index to the archive and a copy of the report). OA North practice is to deposit the original record archive of projects with the County Record Office, Kendal. The material archive (artefacts and ecofacts) will be deposited with an appropriate museum following agreement with the client.
- 3.3.5 **Collation of data:** the data generated will be collated and analysed in order to provide an assessment of the nature and significance of the known surface and subsurface remains within the designated area. It will also serve as a guide to the archaeological potential of the area to be investigated, and the basis for the formulation of any detailed field programme and associated sampling strategy, should these be required in the future.
- 3.3.6 The Arts and Humanities Data Service (AHDS) online database project Online Access to index of Archaeological Investigations (OASIS) will be completed as part of the archiving phase of the project.
- 3.3.7 **Confidentiality:** all internal reports to the client are designed as documents for the specific use of the client, for the particular purpose as defined in the project brief and project design, and should be treated as such. They are not suitable for publication as academic documents or otherwise without amendment or revision. Any requirement to revise or reorder the material for submission or presentation to third parties beyond the project brief and project design, or for any other explicit purpose, can be fulfilled, but will require separate discussion and funding.

4. HEALTH AND SAFETY

- 4.1 OA North provides a Health and Safety Statement for all projects and maintains a Unit Safety policy. All site procedures are in accordance with the guidance set out in the Health and Safety Manual compiled by the Standing Conference of Archaeological Unit Managers (1997). A risk assessment will be completed in advance of any on-site works and copies will be made available on request to all interested parties.

5 WORK TIMETABLE

- 5.1 **Desk-Based Assessment:** this element is expected to take approximately three days to complete.
- 5.2 **Archaeological Watching Brief:** the duration of this element is dependant upon the duration of any ground disturbing activities on the site.
- 5.3 **Report and Archive:** an evaluation report will be submitted within eight weeks of the completion of the fieldwork. However, should an interim statement be required this can be issued within two weeks but instruction must be received from the client prior to completion of the fieldwork.
- 5.4 **Written Instruction:** OA North can execute projects at very short notice once written confirmation of commission has been received from the Client. One weeks notice would be sufficient to allow the necessary arrangements to be made to commence the task and inform CCCHES.

6 PROJECT MONITORING

- 6.1 Access: liaison for site access during the evaluation will be arranged with the client unless otherwise instructed prior to commencement of the archaeological investigation.
- 6.2 Whilst the work is undertaken for the client, the County Archaeologist will be kept fully informed of the work and its results, and will be notified a week in advance of the commencement of the fieldwork. Any proposed changes to the project design will be agreed with CCCHES in consultation with the Client.

7 STAFFING PROPOSALS

- 7.1 The project will be under the direct management of Stephen Rowland (OA North project manager) to whom all correspondence should be addressed.
- 7.2 All elements of the archaeological investigation will be supervised by either an OA North project officer or supervisor experienced in this type of project. Due to scheduling requirements it is not possible to provide these details at the present time. All OA North project officers and supervisors are experienced field archaeologists capable of carrying out projects of all sizes.
- 7.3 Assessment of the finds from the evaluation will be undertaken under the auspices of OA North's in-house finds specialist Christine Howard-Davis BA MIFA (OA North project officer). Christine has extensive knowledge of all finds of all periods from archaeological sites in northern England. However, she has specialist knowledge regarding glass, metalwork, and leather, the recording and management of waterlogged wood, and most aspects of wetland and environmental archaeology.
- 7.4 Assessment of any palaeoenvironmental samples which may be taken will be undertaken by Elizabeth Huckerby MSc (OA North project officer). Elizabeth has extensive knowledge of the palaeoecology of the North West through her work on the English Heritage-funded North West Wetlands Survey. Assessment of any faunal material will be undertaken by Andrew Bates MSc (OA North Supervisor).

BIBLIOGRAPHY

Institute of Field Archaeologists (IFA), 1992, *Guidelines for data collection and compilation*

SCAUM (Standing Conference of Archaeological Unit Managers), 1997, *Health and Safety Manual*, Poole

United Kingdom Institute for Conservation (UKIC), 1990, *Guidelines for the preparation of archives for long-term storage*, London

United Kingdom Institute for Conservation (UKIC), 1998, *First Aid for Finds*, London

APPENDIX 3: CONTEXT LIST

Context	Deposit	Depth	Description
1	Make-up layer	1m+	Building rubble, medium to large sub-rounded and sub-angular limestone, occasional Sandstone. Mixed with 20% greyish brown silty clay with mortar, friable
2	Re-deposited soil	0.65m	Mid-brown silty clay soil with occasional small sub-rounded stone
3	Wall	1m+	Limestone and mortar wall, occasional red brick (handmade). 0.5m thick, 1.4m visible
4	Flagstone		Flagstone, 0.8m x 0.7m visible
5	Wall	1.02m	Limestone and mortar wall with squared quoins and cobble foundation
6	Make-up layer	1.15m+	Limestone rubble and mortar, coarsely layered
7	Topsoil	0.15m	Blackish-brown silty clay soil, friable
8	Natural	0.4m+	Orangey brown firm sandy clay
9	Wall	0.5m+	Limestone and mortar (same as 5)
10	Mortar	0.1m	Layer of mortar varying 0.05m to 0.1m in depth
11	Re-deposited soil	0.45m	Mid-brown silty clay soil with moderate small sub-rounded stone
12	Surface	0.06m	Layer of concrete
13	Re-deposited soil	0.2	Mid-brown silty clay soil with moderate small sub-rounded stone
14	surface	0.3m	Light greyish-brown friable silty clay and 50% gravel/small sub-rounded stones
15	Topsoil	0.05m	Blackish brown silty clay soil, friable and turf
16	Make-up layer	1.05m	Blackish brown silty soil mixed with 80% loose rubble, bluestone, gravel and mortar
17	Backfill	0.55m	Mid-brown silty clay soil with 30% small to medium stones, rubble and mortar
18	Wall		Base of wall 0.6m in width, running north to south the section. The wall was constructed of Limestone with the external face comprising of 2 pieces of square cut Limestone, 2.67m x 0.3m and 2.12m x 0.3m wide, laid end to end.
19	Wall		East/west aligned brick wall, 0.9m thick.
20	Backfill		Deposit of greyish-brown sandy clay soil, 50% inclusions of medium to large sub-rounded and sub-angular stones, brick and mortar.
21	Cut		Construction cut for wall 18
22	Wall		North/south aligned limestone wall