



Carn Gwavel Wellbeing Centre Mary's, Isles of Scilly Written Scheme of Investigation for archaeological watching brief

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Client: Council of the Isles of Scilly
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Project background

Planning application P/17/065/FUL for a single storey extension, new external play area, buggy store and associated works has been approved subject to number of conditions. Condition C3 for P/17/065/FUL states:

C3 A) No 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:

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

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

C) The development shall not be 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.

[Note: The archaeological recording condition will normally only be discharged when all elements of the WSI including on site works, analysis, report, publication (where applicable) and archive work has been completed.]

Reason: This is a pre-commencement condition that requires details that were not submitted as part of the application, but are required to fully understand the impact upon the Islands archaeological, historic and built environment, to be submitted and agreed by the Local Planning Authority. This is to ensure those characteristics which contribute to the status of the Isles of Scilly as a Conservation Area, Area of Outstanding Natural Beauty and Heritage Coast are preserved or enhanced. In accordance with the requirements of Policy 1 of the Isles of Scilly Local Plan 2005.

This Written Scheme of Investigation (WSI) for archaeological work during the development has been prepared by Cornwall Archaeological Unit, Cornwall Council (CAU) for the Council of the Isles of Scilly and is designed to satisfy the minimum requirements for archaeological recording to discharge Condition 3 of the planning consent.

Site location and description

Carn Gwaval Wellbeing Centre (NGR SV 01703 10381) and the adjacent Five Islands School provide a key service to the island population by providing an educational establishment. The school is located just east of Hugh Town, which is the largest settlement on the Isles of Scilly. Access is primarily afforded by Old Town Road, which forks off to provide direct access. Craftikids Nursery is a privately owned day nursery located within the Carn Gwaval Wellbeing Centre.

The proposed works comprise a single storey extension attached to the existing nursery, internal refurbishment of the existing, a new external play area and canopy, secure fencing to the new and existing external play areas, a buggy store, cycle stands and new concrete hardstanding.

The new 58m² extension will be located on the site of the existing nursery courtyard and external stores. The new 55m² play area will be provided to replace the existing paved courtyard (25m²) and small external grassed area (21m²) containing the mud kitchen.

Site history

Five Scheduled Monuments lie within 500m of the site: Ennor Castle, Old Town. NHLE 1014994; The Old Quay, NHLE 1015656; World War II pillbox 250m south-east of Carn Gwaval Farm, NHLE 10016513; Cat's Coffin World War II pillbox, Old Town, NHLE 1016514; and Iron Age/Romano-British fogou 170m south of Carn Gwaval Farm, NHLE 1020141. The fogou is in a field only 60m to the west of the site, its full extent is undetermined and there is a possibility of associated features in the vicinity that are as yet unidentified. While these Scheduled Monuments, and their setting, will not be affected by the development, the monuments' close proximity to the site justifies archaeological investigation in consideration of the prospect of prehistoric and historic settlement in this area of known ancient and historic activity.

Other archaeological sites in the vicinity recorded in the Cornwall and Isles of Scilly HER include: PRN 7746 (SV9100 1034) a worked stone (possibly prehistoric) built into the hedge in the lane leading from the west to Carn Gwaval school; PRN 7580 (SV9088 1033) Prehistoric flint scrapers and hammer stones at Penold; PRN 7564.01/7564.02 (SV9106 1013) cordoned ware prehistoric pottery and a flint blade to the north of Old Town Church; PRN 7564.03 (SV9106 1013) late medieval or post-medieval pottery to the north of Old Town Church; PRN 7769 (SV9120 1040); Late Neolithic/Early Bronze Age flints and Bronze Age sherds, Trench Lane, Old Town; PRN 7565.02 (SV9135 1033) medieval and post-medieval sherds and clay pipe stems, Trench Lane, Old Town. Collectively this evidence would seem to indicate a richness and diversity of archaeological evidence for prehistoric and historic activity in the immediate environs of the site.

However, an extensive programme of test pit monitoring, geophysical survey and evaluation trenching carried out prior to the building of the Five Islands School proved largely unproductive. The results of the archaeological work were a little surprising in that this was considered an area of comparatively high archaeological potential because of its proximity to the Lower Moors and Old Town beach, where extensive palaeoenvironmental deposits have been recorded, to the Iron Age fogou, and to Ennor Castle, the focus of settlement on St Mary's during the medieval period. It can only be concluded that for much of history the area was open heathland or wetland which was enclosed, perhaps in the post-medieval period, and that its main use since then has been agricultural (Johns *et al* 2010).

Aims and objectives

Ground works associated with the development may disturb buried archaeological remains. Therefore the Project Archaeologist(s) will be present during any ground reduction works, including the establishment of any compound, in order to identify and record any features of interest.

Research aims

The work may contribute to the Research of the Isles of Scilly Historic Environment Research framework:

- Research Aim 22: 'Improve our understanding of medieval and later settlements, buildings and landscapes'; and
- Research Aim 51: 'Deepen our understanding of medieval and later defence and conflict sites' – we need to learn more about Ennor Castle during the medieval period and carry out fieldwork to assess its context and collect and analyse pottery from gardens in the immediate vicinity.

Site specific 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;
- To establish the nature of the activity on the site;
- To identify any artefacts relating to the occupation or use of the site; and
- To provide further information on the archaeology of the Carn Gwavel area from any archaeological remains encountered.

Working methods

All recording work will be undertaken according to the Chartered Institute for Archaeologists (CIfA) guidance (CIfA 2014a). Staff will follow the CIfA *Code of Conduct* (2014b). The Chartered Institute for Archaeologists is the professional body for archaeologists working in the UK.

Terminology will be consistent with the Historic England Thesaurus (FISH, 2016. *Thesaurus of Monument Types*, Forum on Information Standards in Heritage)

Desk-based assessment

Prior to the commencement of on-site works the project archaeologist will familiarise themselves with the site by examining the information held by the Cornwall and Scilly Historic Environment record (HER) and in published sources.

Archaeological recording

The existing paving slabs and concrete yard surfaces can be removed without archaeological supervision. The building contractor will notify the project archaeologist when these have been removed so that they can inspect the site.

Subsequently the project archaeologist will be present during all ground works associated with the development, including the establishment of a compound; a toothless grading bucket will be used for the removal of any overburden (ostensibly topsoil and disturbed modern deposits). The first revealed substratum will then be hand cleaned to test for the presence of archaeological features, deposits and finds with resulting evidence being recorded as appropriate.

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

If significant archaeological deposits are exposed, all works will cease and a meeting convened with the client and the Development Management Archaeological Advice Officer (DMAAO) to discuss the most appropriate way forwards.

Recording

- A location plan will be made, plotting the areas of ground works onto the Ordnance Survey Mastermap at 1:200.
- The heights of all features identified will be tied into the Ordnance Datum if appropriate.
- The location of features recorded during the watching brief will be plotted onto a drafting film overlay to the prepared location plan.
- All finds from significant stratified contexts will be accurately located on the location plan at an appropriate scale.
- All archaeological contexts will be described to a standard format linked to a continuous numbering sequence. All contexts recorded will be recorded via the medium of CAU *pro forma* context recording sheets.
- Registers of drawings, photographs, finds and contexts, samples will be maintained during the fieldwork.
- The excavated spoil will be carefully inspected for finds.

Site planning policy

- Site drawings (plans, sections, locations of finds) will be made by pencil (4H) on drafting film; all plans will be linked to the prepared location map and to the national grid; all drawings will include standard information: site details, personnel, date, scale and north-point.
- Site plans will be drawn at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be more appropriate.
- Site drawings (plans and sections) will be digitised and converted into AutoCAD drawings.

Photographic record

- The photographic record will consist of prints in black and white together with the negatives. Digital photography will be used for report illustration.
- Photographs will include a record of significant features and general working shots.
- A metric scale, site and context identifier, and a north arrow where appropriate, will be included in all record shots.
- The photographic record will be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.
- CAU follows Historic England guidance on digital image capture and file storage (2015).

Finds

- All finds will be retained from each archaeological context excavated.
- All retained finds, where appropriate, will be washed.
- All pottery and other finds where appropriate, will be marked with the site code and context number.

Sampling

- The Historic England Assistant Science Advisor (South West) will be consulted for advice if required (Samantha Stein 0117 9750689).

- Environmental sampling will be guided by *Environmental Archaeology* (English Heritage 2011).
- Other Historic England guidance will be consulted as appropriate including *Geoarchaeology* (English Heritage 2004) and *Archaeometallurgy* (English Heritage 2001).
- The archaeologist undertaking the watching brief will assess the potential for environmental sampling.
- If suitable deposits are identified the following types of sample will be taken as appropriate:
 - Bulk sampling
 - Monolith sampling
 - Macro & Micro Flora Analysis (including pollen analysis)
 - Macro & Micro Fauna Analysis
 - Radiocarbon dating for artefact analysis

Human remains

Any human remains which are encountered will initially be left *in situ* and reported to the DMMAO and the appropriate authorities. If removal is necessary this will comply with the relevant Government regulations. If burials are encountered their legal status will be ascertained and recording and/or removal will comply with the legal guidelines.

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

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

Creation of site archive

To include:

- Any black and white negative film will be catalogued and deposited with the site archive.
- Colour digital images taken as part of the site archive will be either converted from colour to black and white negative film and added to the site archive, or deposited with the Archaeological Data Service (ADS).
- Preparation of finished drawings.
- Modern finds may be discarded after cataloguing and not deposited as part of the site archive.
- Completion of the Historic/ADS OASIS online archive index.

Archive report

A written report will include:

- Summary
- Project background
- Aims and objectives
- Methodology
- Location and setting
- Designations

- Site history
- Archaeological results
- Conclusions
- References
- Project archive index
- Supporting illustrations: location map, historic maps, plans, elevations/sections, photographs

A paper copy and a digital (PDF) copy of the report, illustrations and any other files will be held in the Cornwall HER. Paper copies of the report will be distributed to the client, to local archives and national archaeological record centres.

Contingency for assessment, analysis and publication

A contingency is allowed for analysis, publication and dissemination of results. The DMMAO will notify the contractor of such a need within four weeks of receipt of the archive report.

Archive deposition

An index to the site archive will be created and the archive contents prepared for long term storage, in accordance with CAU standards.

The archiving will comprise the following:

1. All correspondence relating to the project, the WSI, a single paper copy of the report together with an electronic copy on CD, stored in an archive standard (acid-free) documentation box.
2. A2 drawn archive storage (plastic wallets for the annotated record drawings).
3. The project archive will be deposited at the Isles of Scilly Museum, Church Street, St Mary's, TR21 0JT.
4. Digital data will be stored on the Cornwall Council network which is regularly and frequently backed up.

CAU uses the following file formats for stored digital data:

- DOCX Word processed documents
- XLSX Spreadsheets
- PDF Exports of completed documents/reports/graphics
- JPG Site graphics and scanned information
- DNG or TIF Digital photographs
- DWG AutoCAD drawings, measured surveys
- MXD ArcView GIS (electronic mapping) data
- AI Adobe Illustrator graphics

Timetable

The study is anticipated to be commenced during January 2018. CAU would prefer at least three weeks' notice before commencement of work, in order to allocate field staff and arrange other logistics.

The archive report will be completed within 3 months of the end of the fieldwork. The deposition of the archive will be completed within 3 months of the completion of the archive report.

Monitoring and Signing Off Condition

Monitoring of the project will be carried out by the DMMAO. Where the DMMAO is satisfied with the archive report and the deposition of the archive written discharge of the planning condition will be expected.

1. The DMMAO will monitor the work and should be kept regularly informed of progress.
2. Notification of the start of work shall be given preferably in writing to the DMMAO at least one week in advance of its commencement.
3. Any variations to the WSI will be agreed with the DMMAO, in writing, prior to them being carried out.
4. If significant detail is discovered, all works must cease and a meeting convened with the client and the DMMAO to discuss the most appropriate way forward.

Monitoring points during the study will include:

- Approval of the WSI
- Completion of fieldwork
- Completion of archive report
- Deposition of the archive

References

- CIfA, 2014a. *Standard and guidance for an archaeological watching brief*, CIfA, Reading
- CIfA, 2014b. *Code of Conduct*, CIfA, Reading
- English Heritage 2001. *Centre for Archaeology Guidelines: Archaeometallurgy*, English Heritage
- English Heritage, 2004. *Centre for Archaeology Guidelines: Environmental Archaeology*, English Heritage
- English Heritage, 2011. *Centre for Archaeology Guidelines: Environmental Archaeology*, 2nd edition, English Heritage
- Historic England 2015. *Guidance note on Digital Image Capture and File Storage*. Historic England, Swindon
- Johns, C, Sturgess, J, and Shepherd, F, 2010. *New Five Islands School Base Proposed Site, Carn Gwaval, St Mary's, Isles of Scilly: Archaeological assessment and evaluation*, Truro (Historic Environment Projects, Cornwall Council)
- Johns, C, ed, 2012. *Scilly Historic Environment Research Framework: Resource Assessment and Research Agenda*, Truro (Historic Environment Projects, Cornwall Council)

Cornwall Archaeological Unit

Cornwall Archaeological Unit is part of Cornwall Council. CAU employs 20 project staff with a broad range of expertise, undertaking around 120 projects each year.

CAU is committed to conserving and enhancing the distinctiveness of the historic environment and heritage of Cornwall and the Isles of Scilly by providing clients with a number of services including:

- Conservation works to sites and monuments
- Conservation surveys and management plans
- Historic landscape characterisation
- Town surveys for conservation and regeneration
- Historic building surveys and analysis
- Maritime and coastal zone assessments
- Air photo mapping
- Excavations and watching briefs
- Assessments and evaluations
- Post-excavation analysis and publication
- Outreach: exhibitions, publication, presentations

Standards



CAU is a Registered Organisation with the Chartered Institute for Archaeologists and follows their Standards and Code of Conduct.

<http://www.archaeologists.net/codes/ifa>

Terms and conditions

Contract

CAU is part of Cornwall Council. If accepted, the contract for this work will be between the client and Cornwall Council.

The views and recommendations expressed will be those of CAU and will be presented in good faith on the basis of professional judgement and on information currently available.

Project staff

The project will be managed by Charlie Johns, BA MCIfA, who will:

- Discuss and agree the detailed objectives and programme of each stage of the project with the client and the field officers, including arrangements for health and safety.
- Monitor progress and results for each stage.
- Edit the project report.

- Liaise with the client regarding the budget and related issues.

The fieldwork will be carried out by Charlie Johns, Carl Thorpe (BSc) or Katharine Sawyer (MA, PhD) all of whom have extensive experience of carrying out archaeological watching briefs in the Isles of Scilly.

Charlie Johns BA MCIfA

CAU Archaeology Projects Officer with special responsibility for projects in the Isles of Scilly. Projects in Scilly have included: the Bryher sword and mirror cist burial excavation; the Lyonesse Project, a study of the evolution of the coastal and marine environment of the islands; and the Scilly Historic Environment Research Framework (SHERF) as well as numerous watching briefs.

Carl Thorpe BSc

Archaeologist with CAU. His extensive fieldwork experience includes excavations at Tintagel and miscellaneous watching briefs over 20 years in Cornwall and Scilly covering a wide range of sites dating from the Neolithic to the post-medieval. Carl is a specialist in post-Roman pottery and has a detailed knowledge of Cornish and Scillonian later prehistoric, Romano-British, medieval and post-medieval ceramics.

Katharine Sawyer MA (Cantab), MSc, PhD

Katharine is an experienced archaeologist who lives on St Mary's and has carried out numerous watching briefs in Scilly from May 2000 to the present. Her PhD thesis, published in 2015, was entitled '*Isles of the Dead? The Setting and Function of the Neolithic and Bronze Age Chambered Cairns and Cists of the Isles of Scilly*'.

Report distribution

Paper copies of the report will be distributed to the client, to local archives and national archaeological record centres.

A digital copy of the report, illustrations and any other files will be held in the Cornwall HER and also supplied to the client on CD or other suitable media.

Copyright

Copyright of all material gathered as a result of the project will be reserved to Cornwall Archaeological Unit, Cornwall Council. Existing copyrights of external sources will be acknowledged where required.

Use of the material will be granted to the client.

Freedom of Information Act

As Cornwall Council is a public authority it is subject to the terms of the Freedom of Information Act 2000, which came into effect from 1st January 2005.

CAU will ensure that all information arising from the project shall be held in strict confidence to the extent permitted under the Act. However, the Act permits information to be released under a public right of access (a "Request"). If such a Request is received CAU may need to disclose any information it holds, unless it is excluded from disclosure under the Act.

Health and safety statement

CAU follows Cornwall Council's *Statement of Safety Policy*.

Prior to carrying out on-site work CAU will carry out a Risk Assessment.

Insurance

CAU is covered by Cornwall Council's Public and Employers Liability Insurance, with a policy value of £50m. The Council also has Professional Negligence insurance with a policy value of £10m.

*Charlie Johns
Archaeology Projects Officer
13/11/2017*

Cornwall Archaeological Unit

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