

ARCHAEOLOGICAL WATCHING BRIEF

At Alvaston Parish Church, Derbyshire

ARS Report No: 2023/21
OASIS ID: archaeol5-513518



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An Archaeological Watching Brief at Alvaston Parish Church, Derbyshire

ARS LTD REPORT 2023/21



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Prepared on behalf of: Alvaston Parish Church Council
Date of compilation: 9 March 2023
Compiled by: James Danter
Checked by: Jenny Doole, Cindy Nelson-Viljoen
Approved for issue by: Cindy Nelson-Viljoen
Investigation Report Reference: 140546.1.UCC
Local Authority: Consistory Court Of The Diocese of Derby Faculty
Site central NGR: SK 392353335
OASIS ID: archaeol5-513518

EXECUTIVE SUMMARY

Project Name:	An Archaeological Watching Brief at Alvaston Parish Church, Derbyshire
Site Code:	SMA'23
Planning Authority:	Consistory Court Of The Diocese of Derby Faculty
Investigation Report Ref:	140546.1.UCC
Location:	Alvaston Parish Church, Derbyshire DE24 0PR
Parish:	Alvaston
Hard Geology:	Gunthorpe Member - Mudstone
Superficial Geology:	Allenton Terrace Deposits – Sand and Gravel
Soil Type:	Soilscape 12 – freely draining floodplain soils
NGR:	SK 3923533353)
Date of Fieldwork:	8 March 2023
Date of Report:	14 March 2023

An archaeological watching brief was undertaken at Alvaston, Parish Church, Derby by Archaeological Research Services Ltd (ARS Ltd) on behalf of the Alvaston Parish Church Council (the Client) on 8th March 2023. The purpose of the watching brief was to monitor the repair of underground service water drainage on the northern side of the church tower and to record and excavate any archaeological features or deposits encountered.

The church is a Grade II listed building (List Entry No. 1216019) and as part of the works the Derby Diocesan Advisory Committee advised that “*All below-ground excavation (both internal and external) should be subject to archaeological monitoring by a suitably qualified and experienced individual or organisation, and in line with an approved WSI detailing the proposed archaeological work.*” The scheme was agreed in accordance with guidance from Steve Baker, County Archaeologist for Derbyshire.

No archaeological finds or features were encountered during the fieldwork.

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I INTRODUCTION

1.1 Background and Scope of Work

1.1.1 Archaeological Research Services Ltd (ARS Ltd) was commissioned by the Alvaston Parish Church Council (the Client), to undertake a watching brief at Alvaston Parish Church, Derbyshire (Figure 1), centred at SK 392353335.

1.1.2 The Derby Diocesan Advisory Committee, in accordance with guidance from Steve Baker, County Archaeologist for Derbyshire, has advised that *“All below-ground excavation (both internal and external) should be subject to archaeological monitoring by a suitably qualified and experienced individual or organisation, and in line with an approved WSI detailing the proposed archaeological work”*.

1.1.3 The watching brief comprised the continuous archaeological monitoring of the installation and repair of underground surface water drainage on the north side of the church tower and recording of any archaeological remains revealed during that process.

1.1.4 Works were undertaken in accordance with the Written Scheme of Investigation (WSI) (ASAP Architects 2022; Appendix III) and took place on 8th March 2023.

1.1 Site Location

1.1.5 The development area boundary is indicated in red on Figure 1. The site is located on the south-eastern boundary of Derby, within a medieval church/churchyard site. The PDA is bounded to the north and east by a public open space, by residential properties to the south and by Church Street to the west. The site is roughly centred on NGR SK 392353335. The watching brief was focused on works at the north-western corner of the church.

1.2 Geology and Soils

1.2.1 The underlying solid geology of the PDA consists of Gunthorpe Member – Mudstone which is sedimentary bedrock formed between 247.1 and 237 million years ago during the Triassic period. The superficial geology comprises Allenton Terrace Deposits – Sand and Gravel which is a sedimentary superficial deposit formed between 2.588 million years ago and the present during the Quaternary period. (BGS 2023)

1.2.2 The soils of the PDA are classified by the Cranfield University and Agrifood Institute as *Soilscape 12* which consist of freely draining floodplain soils (Cranfield University 2023).

1.3 Archaeological and Historical Background

1.3.1 The church is a Grade II listed building (List Entry No. 1216019), designated as a confident, if unspectacular, Gothic-Revival design that well represents the work of its architect. It has interior fixtures of special interest—notably an early medieval coffin lid and a substantial fragment of early 18th century wrought ironwork.

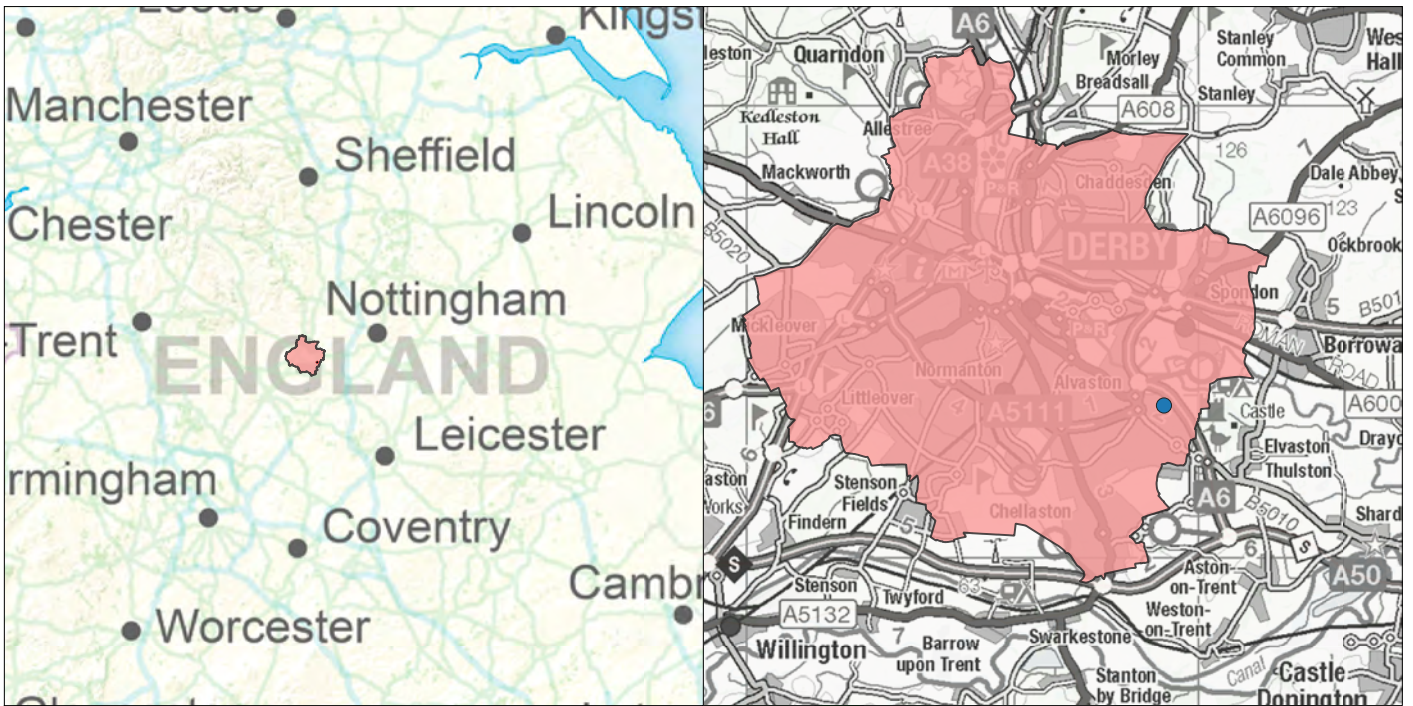
1.3.2 The church was built in 1855-56, designed by architect H.I. Stevens (1806-73) of Derby. Stevens had an established reputation for church building in the East Midlands. The contractor was George Thompson. The new church replaced an earlier church from which a Saxon coffin lid, wall






tablets and a piece from a wrought-iron reredos were retained, which were installed in the new church.

1.3.3 The exterior is mainly of late Perpendicular style, with a Decorated chancel. The 3-stage tower has clasping buttresses, embattled parapets and corner pinnacles. It has a 3-light west window and south door with continuous chamfer. In the middle stage is a round west clock face, under a hood mould. The upper stage has 2-light openings with louvres. Three-bay aisles have 3-light and 2-light windows. The south porch has a steep roof and continuous chamfer to its entrance arch. In the chancel is a 3-light east window, 2-light south window and a doorway with a continuous chamfer. The present north vestry was added in 1999, but above it can be seen the scar of an earlier lean-to vestry roof.

1.3.4 Nave arcades are in Decorated style with octagonal piers and double-chamfered arches. Eastern responds have foliage capitals. The chancel arch is on polygonal responds. The tower arch is obscured by the organ, but has a double-chamfer dying into the imposts. Nave and chancel have hammerbeam roofs; the aisles have tie-beam roofs. Walls are exposed freestone. Floors have tiles, except for raised floorboards beneath the pews.

1.3.5 Wrought ironwork against the west wall of the north aisle is said to have been a reredos erected c. 1739, although it looks like the overthrow of a gate screen. It is possibly by Robert Bakewell (1685 – 1752), one of the foremost architectural iron smiths of the early 18th century, and features generous use of repoussé ironwork, including a trumpet-bearing angel, although done in a rustic manner. Above it is a Queen Anne Royal Arms painted on board. In the porch are two coffin slabs, one said to be of Saxon date, the other dating to the 13th century. There are three 18th century wall tablets in the chancel. A wall monument to Raphe Newman (d. 1617) incorporates a guilloche-moulded border. Other furnishings are mid-19th century or later. The font is octagonal with quatrefoils around the bowl. Simple benches have ends with moulded tops. The 20th century pulpit has linenfold panelling. Choir stalls have ends incorporating blind-tracery panels, and foliage relief panels to the frontals. The wooden reredos has blind tracery. There are three mid-20th century windows of conventional design—two of which are signed by Celtic Studios of Swansea.



<p>Site name: Alvaston Parish Church Council</p> <p>Date: March 2023</p> <p>Drawn by: JL</p> <p>Scale: Varies</p>	<p> Site Boundary</p> <p> Site Location</p> <p> City of Derby</p>	<p>Archaeological Research Services Ltd</p> <p>Angel House Portland Square Bakewell Derbyshire DE45 1HB</p> <p>Tel: 01629 814540</p> <p></p> <p>ARCHAEOLOGICAL RESEARCH SERVICES LTD Trading with Purpose</p> <p>www.archaeologicalresearchservices.com</p>
<p>This drawing: © ARS Ltd</p> <p>Contains Ordnance Survey data. © Crown copyright and database right 2023</p>	<p>Figure 1: Site location</p>	<p></p>

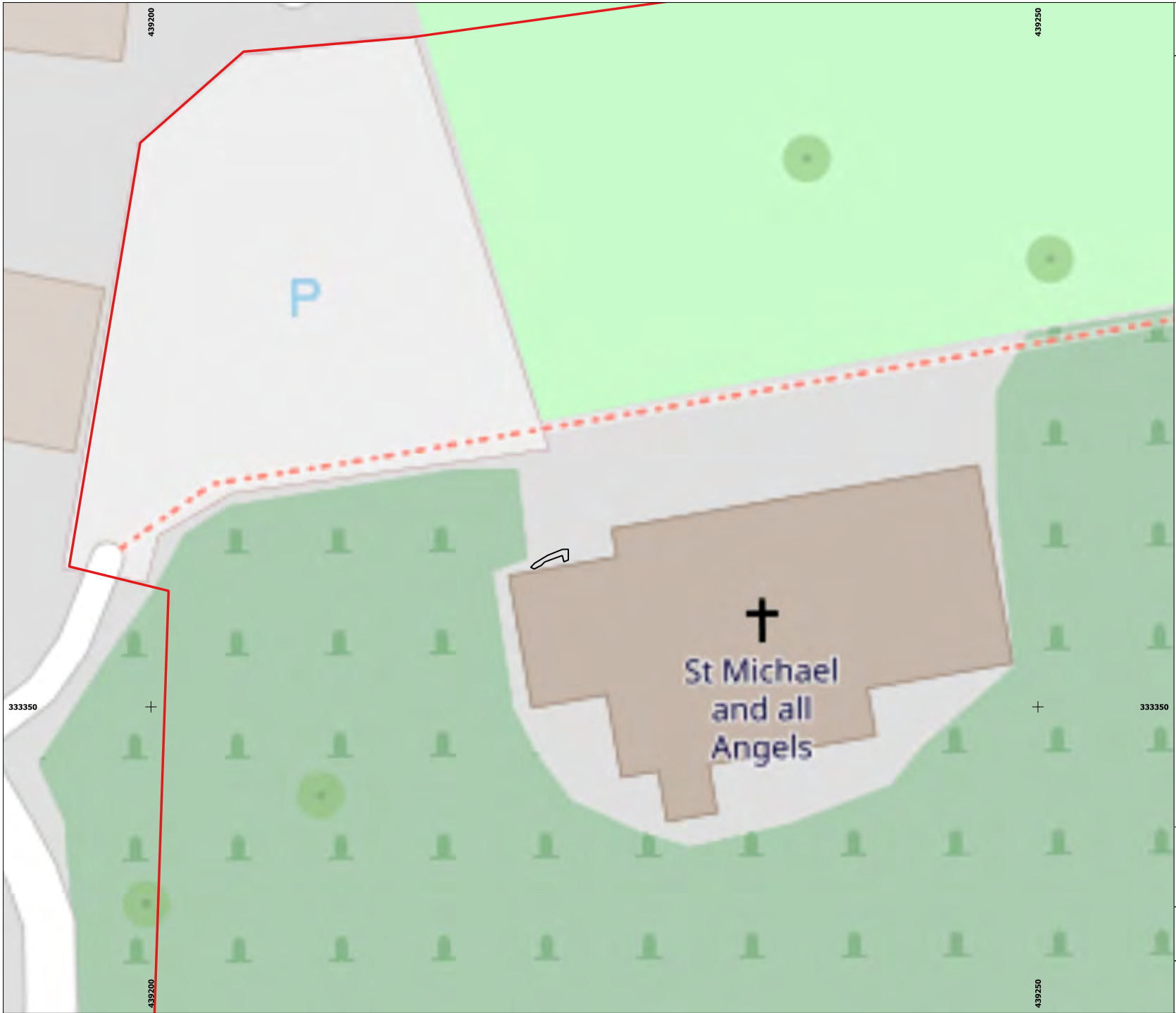


Figure 2: Site Plan

Legend

- Site Boundary
- Trench

0 2 4 6 8 10 m



Site name: Alvaston Parish Church
 Date: March 2023
 Drawn by: JL
 Scale: 1:300 @ A4

Archaeological Research Services Ltd
 Unit 2
 Ablewood's Mill
 Nursery Street
 Sheffield
 S3 8GG



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Tel: 0114 2750140
 www.archaeologicalresearchservices.com

2 AIMS AND OBJECTIVES

2.1 Aims and Objectives

2.1.1 The principal aim of the programme of archaeological works was to recover and record any archaeological remains associated with the current or previous church and graveyard, as well as any surviving archaeological remains associated with past secular activities on the site, and to record and analyse any such remains.

2.1.2 The following objectives were further defined:

- ◆ To excavate and record the archaeological features and deposits encountered.
- ◆ To establish a relative chronological sequence and if possible, a dating framework for excavated deposits and features.
- ◆ To establish the character, extent, form, function and likely status of surviving archaeological deposits to inform the research aims outlined above.

3 METHOD STATEMENT

3.1 Method

3.1.1 The methodology for the watching brief is set out in detail in the Written Scheme of Investigation (ASAP Architects 2022; Appendix II).

3.1.2 Excavation was undertaken by hand under continuous archaeological supervision.

3.1.3 A full and proper record (written, graphic and photographic) was made of the work, using appropriate *pro-forma* record sheets and text descriptions.

3.1.4 A full photographic record was compiled using a digital camera and a register of all photographs was kept. A supplementary record of working images was taken to demonstrate how the site was investigated.

3.2 Professional Standards

3.2.1 The archaeological fieldwork was undertaken in accordance with the Chartered Institute for Archaeologists (CIfA) *Code of Conduct* (2022) and *Standard and Guidance for an Archaeological Watching Brief* (2020).

3.3 Health and Safety

3.3.1 All works were undertaken in full compliance with the Health and Safety at Work Act 1974 and with the Management of Health and Safety Regulations 1992.

3.3.2 A risk assessment (RA No. 035/23/B) was produced before commencement of the work and was adhered to throughout the course of the fieldwork.

4 RESULTS

4.1.1 An overall plan of the watching brief area is presented in Figure 2. A context description table is contained in Appendix I and summary text description is presented below. Photographs of the watching brief results are included in this section.

4.1.2 The overburden across the area subject to excavation was hand excavated down to the depth of development under continuous archaeological supervision. The depth of the excavations did not exceed 0.41m below ground level.

4.2 Site Taphonomy and Condition of Preservation

4.2.1 The site comprises a present-day and historic churchyard with burials located immediately to the north of the excavated area. The ground had previously been disturbed when electric, gas and drain pipes were installed within the last two decades.

4.3 Results

4.3.1 No features or deposits of archaeological significance were encountered during the watching brief.

4.3.2 The topsoil (1), a turf layer over grave earth, was a dark brown sandy silt containing frequent river worn stones. The trench was excavated to a depth of 0.41m below ground level in order to expose the existing water pipe and to install a new run from an existing drain pipe into the current pipe.



Figure 3: Photograph showing the excavated area. Looking south-west, scale 1x1m in 0.5m graduations.

5 DISCUSSION

5.1.1 No archaeologically significant features or deposits were encountered during the course of the watching brief.

6 PUBLICITY, CONFIDENTIALITY AND COPYRIGHT

6.1.1 Any publicity will be handled by the client.

6.1.2 ARS Ltd will retain the copyright of all documentary, photographic and video material under the Copyright, Designs and Patent Act (1988).

7 STATEMENT OF INDEMNITY

7.1.1 All statements and opinions contained within this report arising from the works undertaken are offered in good faith and compiled according to professional standards. No responsibility can be accepted by the author/s of the report for any errors of fact or opinion resulting from data supplied by any third party, or for loss or other consequence arising from decisions or actions made upon the basis of facts or opinions expressed in any such report(s), howsoever such facts and opinions may have been derived.

8 ARCHIVE

8.1.1 As the project produced no archaeologically significant finds it is not necessary to deposit an archive with Derby Museum and Art Gallery.

8.1.2 A digital copy of the report in PDF/A format will be deposited with the Derbyshire Historic Environment Record (HER). The digital archive will be prepared in line with current best practice outlined in *Archaeology Data Service/Digital Guides to Good Practice* (ADS/Digital Antiquity 2011). A copy of the report will be uploaded to the OASIS record for online access via the Archaeological Data Service.

9 ACKNOWLEDGEMENTS

9.1.1 ARS Ltd would like to thank the Client for commissioning the work as well as Mr Chris Rayson for his assistance during the course of the works.

10 REFERENCES

ADS/Digital Antiquity. 2011. *Archaeology Data Service/Digital Antiquity Guides to Good Practice*.

ASAP Architects. 2022. *Written Scheme of Investigation (WSI) For Archaeological Works at St Michael and All Angels Church, Church Street, Alvaston, Derby, DE24 0PR*. ASAP Architects, Ashbourne.

British Geological Survey 2023. Geology of Britain viewer. Available online at: <http://mapapps.bgs.ac.uk/geologyofbritain/home/html> [Accessed 9th March 2023].

Chartered Institute for Archaeologists (CIfA) 2022. *Code of Conduct*. Reading, Institute for Archaeologists

Chartered Institute for Archaeologists. 2020. *Standard and Guidance for an archaeological watching brief*. Reading, Chartered Institute for Archaeologists.

Cranfield University. 2023. Cranfield Soil and Agrifood Institute - Soilscales, Cranfield University. Available online at: <http://www.landis.org.uk/soilscales/9th> [Accessed March 2023].

APPENDIX I CONTEXT DESCRIPTION TABLE

Context	Type	Description / Interpretation	Length	Width	Depth	Finds	Palaeoenvironmental Residues	Estimated Date
1	Deposit	A medium-textured dark brown sandy silt deposit containing frequent river-worn stones / 'Topsoil' deposit within present churchyard – turf over grave earth. Previously disturbed within last 10 years to install services.	2.35m+	0.19m+	0.41m+	None	None	19 th century

APPENDIX II OASIS FORM

Summary for archaeol5-513518

OASIS ID (UID)	archaeol5-513518
Project Name	Watching Brief at Alvaston Parish Church
Sitename	Alvaston Parish Church
Activity type	Watching Brief
Project Identifier(s)	
Planning Id	
Reason For Investigation	Ecclesiastical consent
Organisation Responsible for work	Archaeological Research Services Ltd
Project Dates	08-Mar-2023 - 08-Mar-2023
Location	Alvaston Parish Church NGR : SK 39235 33353 LL : 52.8961975851661, -1.41822322776173 12 Fig : 439235,333353
Administrative Areas	Country : England County : Derbyshire District : Derby Parish : Derby, unparished area
Project Methodology	Archaeological watching brief
Project Results	No archaeologically significant features or deposits were encountered during the course of the works.
Keywords	
Funder	
HER	Derbyshire County Council - unRev - STANDARD
Person Responsible for work	
HER Identifiers	
Archives	

APPENDIX III WRITTEN SCHEME OF INVESTIGATION

**WRITTEN SCHEME OF INVESTIGATION (WSI) FOR ARCHAEOLOGICAL WORKS
AT
ST MICHAEL AND ALL ANGELS CHURCH
CHURCH STREET
ALVASTON
DERBY DE24 0PR**

NOVEMBER 2022

1.0 INTRODUCTION

1.1 PROJECT AND PLANNING BACKGROUND

1.1.1 This Written Scheme of Investigation (WSI) has been prepared on behalf of the Parochial Church Council of St Michael and All Angels Church, Alvaston. It details a scheme of works for an archaeological watching brief at St Michael and All Angels Church, Alvaston.

1.1.2 The proposed development comprises:-
- the repair of underground surface water drainage at the North Tower

This work has been approved by the church architect, Mark Parsons, ASAP Architects.

1.1.3 Derby Diocesan Advisory Committee has advised that:- *'All below-ground excavation (both internal and external) should be subject to archaeological monitoring by a suitably qualified and experienced individual or organisation, and in line with an approved WSI detailing the proposed archaeological work.'*

1.1.4 This WSI confirms the nature of the archaeological works and the objectives and methods to be undertaken by the appointed Archaeologist at All Saints Church comprising an archaeological watching brief in accordance with guidance from Steve Baker Derby DAC Archaeologist and Senior Conservation Archaeologist at Derbyshire County Council Tel: 01629 539773 email: Steve.Baker@derbyshire.gov.uk.

1.2 SITE DESCRIPTION AND LOCATION

The church is listed grade II* and is located on Church Street, Derby within the Diocese of Derby and the local authority of Derby City Council.

2.0 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

2.1 CHURCH LISTING

With reference to The National Heritage List for England (NHLE)

Heritage Category: Listed Building Grade: II

List Entry Number: 1216019

Date first listed: 24-Feb-1977

National Grid Reference: SK3923533353

Parish church of 1855-56 by H.I. Stevens.

MATERIALS: Coursed rock-faced sandstone with freestone dressings, graded slate roof.

PLAN: Aisled nave, lower chancel, west tower, south porch and north-east vestry.

EXTERIOR: The exterior is mainly late Perpendicular style, with a Decorated chancel. The 3-stage tower has clasping buttresses, embattled parapet and corner pinnacles. It has a 3-light west window, and south door with continuous chamfer. In the middle stage is a round west clock face, under a hood mould. The upper stage has 2-light openings with louvres. Three-bay aisles have 3-light and 2-light windows. The south porch has a steep roof and continuous chamfer to its entrance arch. In the chancel is a 3-light east window, 2-light south window and a doorway with continuous chamfer. The present north vestry was added in 1999, but above it can be seen the scar of an earlier lean-to vestry roof.

INTERIOR: Nave arcades are in Decorated style with octagonal piers and double-chamfered arches. Eastern responds have foliage capitals. The chancel arch is on polygonal responds. The tower arch is obscured by the organ, but has a double-chamfer dying into the imposts. Nave and chancel have hammerbeam roofs, the aisles have tie-beam roofs. Walls are exposed freestone. Floors have tiles, except for raised floorboards beneath the pews.

PRINCIPAL FIXTURES: Wrought ironwork against the east wall of the north aisle is said to have been a reredos erected c1739, although it looks like the overthrow of a gate screen. It is possibly by Robert Bakewell (1685-1752), one of the foremost architectural iron smiths of the early C18, and features generous use of repoussé ironwork, including a trumpet-bearing angel, although done in a rustic manner. Above it is a Queen Anne Royal Arms painted on board. In the porch are 2 coffin slabs, one said to be of Saxon date, the other of the C13. There are 3 C18 wall tablets in the chancel. A wall monument to Raphe Newman (d 1617) incorporates a guilloche-moulded border. Other furnishings are mid C19 or later. The font is octagonal with quatrefoils around the bowl. Simple benches have ends with moulded tops. The C20 pulpit has linenfold panelling. Choir stalls have ends incorporating blind-tracery panels, and foliage relief panels to the frontals. The wooden reredos has blind tracery. There are 3 mid C20 windows of conventional design, 2 signed by Celtic Studios of Swansea.

HISTORY: The church was built in 1855-56 by H.I. Stevens (1806-73), architect of Derby. Stevens had an established reputation for church building in the East Midlands. The contractor was George Thompson. The new church replaced an earlier church, from which a Saxon coffin lid, wall tablets and a piece from a wrought-iron reredos were installed in the new church.

SOURCES: Pevsner, N and Williamson, E., The Buildings of England: Derbyshire (1978), 190. Lambeth Palace Library, Incorporated Church Building Society Archives.

REASONS FOR DESIGNATION: The church of St Michael, Alvaston, is designated at Grade II for the following principal reasons: The church is a confident if unspectacular Gothic-Revival design that well represents the work of its architect. It has interior fixtures of special interest, notably an early medieval coffin lid and a substantial fragment of early C18 wrought ironwork.

3.0 PROPOSED WORK

With reference to Proposed Layout produced by Auger 21/09/2021 Job Ref:140546.1

- 3.1 The excavation work to require archaeological supervision is within the area at the north tower of the church.

An existing drain pipe below ground is broken (Line 1) and is blocked from the break in point to the survey abandon point (as shown on the Proposed Layout). This drain line serves surface water from the tower by rainwater pipe RWP1 and connects to Line 2 laid beneath a slabbed path (running parallel to the north side of the church) and leads to the main drain LWA at the church main entrance onto Church Street.

- 3.2 It is proposed that Line 1 is to be capped off and made redundant and a new line of 4 metres created to serve the surface water from the base of RWP1 and to connect to Line 4, an existing clear drain in use. Drain line 4 connects to Line 3 laid beneath the slabbed path and connects to manhole MH1, Line 2 and ultimately the main drain LWA on Church Street.
- 3.3 Archaeological supervision will be required at the excavation of the new 4mm drain line (as shown on the Proposed Layout) and at the cap off point where Line 1 meets Line 2.

4.0 AIMS AND OBJECTIVES

- 4.1 The principal aim of the programme of archaeological works is to recover and record any potential archaeological remains associated with use of the church and the graveyard since the founding of the church, as well as any surviving archaeological remains associated with past secular activities on the site. Any remains will be recorded and analysed during the course of development as part of an archaeological watching brief.
- 4.2 The following objectives will contribute towards accomplishing this aim:-
- To excavate and record the archaeological features and deposits encountered.
 - To establish a relative chronological sequence and if possible, a dating framework for excavated deposits and features.
 - To establish the character, extent, form, function and likely status of surviving archaeological deposits to inform the research aims outlined above.

5.0 WATCHING BRIEF

5.1 COVERAGE

The watching brief will involve the monitoring during the excavation ground works associated with the Proposed Layout produced by Auger 21/09/2021 Job Ref:140546.1

At least one week prior notice of the commencement of the ground works to be given to the Senior Conservation Archaeologist of the DCC:
Steve Baker, Heritage and Design Service, Derbyshire County Council, Shand House, Dale Road South, Matlock, Derbyshire DE4 3RY
Tel:01629 539773 Email: steve.baker@derbyshire.gov.uk

The watching brief will involve the continuous monitoring during all sub-surface groundworks for the drainage connection. Should significant areas of archaeological interest be uncovered during the watching brief, discussions will be undertaken with the Senior Conservation Archaeologist (Derbyshire County Council) for the best archaeological mitigation strategy.

5.2 GENERAL STATEMENT OF PRACTICE

All elements of the archaeological watching brief will be carried out in accordance with the Chartered Institute for Archaeologist (CIfA) *Code of Conduct* (2019) and *Standards and Guidance for Archaeological Watching Briefs* (2020a).

The Archaeologist to be suitably qualified and have substantial experience of archaeological excavation and recording. A full awareness of the archaeological importance of the area surrounding the site and will be fully briefed on the work required by this specification. Each member of staff will be fully conversant with the aims and methodologies of the watching brief and will be given a copy of this WSI to read.

All site operations will be carried out in a safe manner. A risk assessment will be prepared before commencement on site.

Regular contact will be ensured between the Archaeologist and the site project manager to ensure that the Archaeologist is kept up to date with site works and given the chance to respond appropriately and in line with the requirements of the Senior Conservation Archaeologist of the Derbyshire County Council.

The Archaeologist will ensure that heavy plant or machinery will not be operated in the immediate vicinity of any archaeological remains until they have been recorded.

Contractors and plant operators must notify of any observations of archaeological remains immediately to the archaeologist on site.

The on-site archaeologist will be fully apprised of the archaeological potential of the site and will be given, at his/her request, the opportunity to stop site work to investigate potential archaeological features. Adequate time will be negotiated / allowed for recording any such features.

Once archaeological features are identified, the Senior Conservation Archaeologist of the DCC will be notified and a decision taken as to the best method of proceeding.

5.3 METHODOLOGY

Excavation will be undertaken by a suitable mechanical excavator fitted with a toothless ditching bucket or by hand.

Excavated spoil will be scanned visually to recover small finds. Finds so recovered will be recorded with their location of origin ascribed. Finds will be retained and recorded.

Where archaeological features and/or deposits are identified during the watching brief, then a sufficient quantity of the said features will be investigated by hand to allow their date, nature and degree of survival to be ascribed.

5.4 SAMPLING, FAUNAL REMAINS, HUMAN REMAINS AND TREASURE

For sealed and stratigraphically secure deposits that have the potential to provide environmental evidence relating to diet and economy, dating evidence or land use regime, a minimum of 40 litres of sample will be taken, or 100% of the sample if smaller.

In the case of waterlogged or anaerobic deposits a minimum sample size of 20L will be taken.

Should a sequence of superimposed deposits of note be present column sampling may be considered.

In all instances sampling strategies will be in accordance with guidelines issued by Historic England's *Environmental Archaeology: A Guide to the Theory and Practice Methods, from sampling and recovery to post excavation* (Campbell *et al* 2011) and will be targeted in order to provide an evaluation of the type of preservation that may be present.

Sampling strategies for wooden structures should follow the methodologies presented in *Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of waterlogged wood* (English Heritage 2010). For other waterlogged organic finds, guidance provided by Historic England's *Waterlogged Organic Artefacts. Guidelines on their Recovery, Analysis and Conservation* (2018b) will be followed.

Should other types of environmental deposits be encountered, appropriate specialist advice will be sought and an appropriate sampling strategy devised. Samples will be assessed by a suitable specialist with provision for further analysis as required. Advice from the Historic England Scientific Advisor will be taken as appropriate.

Where disarticulated human remains are found, it would be preferable for them to remain on-site for the duration of groundworks until a suitable spot for their reburial can be identified. During their time 'above ground' these remains must be stored in a secure location. Where significant quantities of disarticulated human remains are encountered then a Minimum Number of Individuals assessment will be carried out on site. An appropriate strategy for the reburial of all disarticulated human remains recovered as part of the archaeological watching brief in a suitable location on the site away from likely areas of disturbance will be agreed at the outset with the North Wingfield PCC.

Any articulated human remains encountered must initially be left *in situ*.

If removal is necessary, the human remains will be removed in line with Historic England's *Human Bones from Archaeological Sites: Guidelines for Producing Assessment Documents and Analytical Reports* (2004) and *Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England* (2005) and will be undertaken in accordance with the relevant Ministry of Justice and Diocesan regulations and in discussion with the Senior Conservation Archaeologist of the DCC.

Finds of "treasure" will be reported to the Coroner in accordance with the Treasure Act (DCMS 2008). The Portable Antiquities Liaison Officer will also be notified.

HM Coroner

Coroners Court, 5-6 Royal Court, Basil Close, Chesterfield, S41 7SL

Tel: 01246 201391

Alastair Willis, Finds Liaison Officer

Museum and Art Gallery, The Strand, Derby DE1 1BS Tel: 01332 641 903

The Senior Conservation Archaeologist of the DCC will also be notified and, if necessary, a site meeting arranged to determine if further investigation in the vicinity of the find spot is required.

Should archaeological remains be encountered for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard, then work on site shall cease and the Senior Conservation Archaeologist of the DCC shall be notified immediately. Site works will not re-commence until resources are in place to secure preservation *in situ* or adequate archaeological treatment of the relevant remains.

5.5 RECORDING

The site will be accurately tied into the National Grid and located on a 1:2500 or 1:1250 map of the area.

A full and proper record (written, graphic and photographic as appropriate) will be made for all work, using pro-forma record sheets and text descriptions appropriate to the work. Accurate measured scale plans and section/elevations will be drawn where required at the appropriate scale and in accordance with best practice. In addition to relevant illustrations, provision for rectified photographic recording shall be made, if deemed necessary.

A plan of the excavated areas will be maintained, features notes and section lines recorded. All drawings will be carried out at an appropriate scale and all contexts will be recorded using a single context recording system.

Sample representative levels will be taken to record the maximum depth of excavation and/or natural should no archaeological features be uncovered.

The stratigraphy of the site will be recorded even where no archaeological deposits have been identified.

A full photographic record will be compiled using a digital camera and a register of all photographs will be kept. The photographic record will encompass all encountered archaeological entities. In addition, key relationships between entities, where these help demonstrate sequence or form, will also be photographed. A clearly visible, graduated metric scale will be included in all record shots. A supplementary record of working images will be taken to demonstrate how the site was investigated and what the prevailing conditions were like during excavation.

5.6 FINDS PROCESSING AND STORAGE

All finds processing, conservation work and storage of finds will be carried out in accordance with the ClfA (2014) *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* and the UKIC (1990) *Guidelines for the Preparation of Archives for Long-Term Storage*.

Artefact collection and discard policies will be appropriate for the defined purpose.

Bulk finds which are not discarded will be washed and, with the exception of animal bone, marked. Marking and labelling will be indelible and irremovable by abrasion. Bulk finds will be appropriately bagged, boxed and recorded. This process will be carried out no later than two months after the end of the excavation.

All small finds will be recorded as individual items and appropriately packaged (e.g. lithics in self-sealing plastic bags and ceramic in acid-free tissue paper).

Metal finds will be sampled, processed and analysed in line with *Archaeometallurgy: Guidelines for best practice* (Historic England 2015a), and *Guidelines on the X-radiography of archaeological metalwork* (English Heritage 2006a). Any waterlogged artefacts or ecofacts will be sampled, processed and analysed using *Waterlogged Wood: Guidelines on the Recording, Sampling, Conservation and Curation of Waterlogged Wood* (English Heritage 2010) and *Waterlogged Organic Artefacts. Guidelines on their Recovery, Analysis and Conservation* (Historic England 2018b).

Artefacts, ecofacts and deposits suitable for dating purposes will be identified and obtained in line with *Dendrochronology: Guidelines on producing and interpreting dendrochronological dates* (English Heritage 1998), *Archaeomagnetic Dating: Guidelines on producing and interpreting archaeomagnetic dates* (English Heritage 2006b), and *Luminescence Dating: Guidelines on using luminescence dating in archaeology* (English Heritage 2008).

Vulnerable objects will be specially packaged and textile, painted glass and coins stored in appropriate specialist systems. This process will be carried out within two days of the small find being excavated.

The deposition and disposal of artefacts will be agreed with the legal owner and Buxton Museum and Art Gallery prior to the work taking place. All finds except treasure trove are the property of the landowner.

All retained artefacts and ecofacts will be cleaned and packaged in accordance with the requirements of the recipient museum.

5.7 REPORTING

A report on the results obtained will be produced by the appointed Archaeologist and submitted to the Derbyshire Historic Environment Record, or other nominated personnel, within 8 weeks of the completion of the fieldwork.

The report will include the following:-

- Introductory Statement
- Aims and purpose of the project
- Methodology
- A location plan showing all excavated areas
- Illustrations of all archaeological features with appropriately scaled hachured plans and sections
- An objective summary statement of results
- Conclusions
- Supporting data – photographs
- Index to archive and details of archive location
- References
- Statement of intent regarding publication
- Confirmation of archive transfer arrangements

In the event that the results are negative or minimal then a letter report would be accepted. If significant archaeology is found then a more substantial report will be needed as appropriate.

Should the project produce no archaeologically significant finds, then it is not necessary to deposit an archive with the repository museum, which in this case is:

Derby Museum and Art Gallery, General Office, The Strand, Derby DE1 1BS
tel: 01332 641901, email: info@derbymuseums.org
Main point of contact: Spencer Bailey, Collections Manager
tel: 01332 642233, email: spencer@derbymuseums.org

If the project produces archaeologically significant finds, the Diocesan Archaeological Advisor will be notified at the earliest opportunity, and an accession number will be produced for the site. In addition, a digital, paper and artefactual archive will be prepared consisting of all primary written documents, plans, sections, photographs and electronic data.

The archive will be deposited following the guidance document: *Procedures for the Deposition of Archaeological Archives from Derbyshire at Derby Museums; Produced by: Buxton Museum and Art Gallery, Chesterfield Museum and Art Gallery, Derby Museums, Museums Sheffield, Derbyshire Record Office, in conjunction with Derbyshire County Council Archaeological Services and Peak District National Park Authority; Revised March 2016*

The Senior Conservation Archaeologist of the DCC and Derby Museums Collections Manager will be notified in writing on completion of the fieldwork with projected dates for the completion of the report and deposition of the archive. The date for deposition of the archive will be confirmed in the report and the Senior Conservation Archaeologist of the DCC informed in writing on final deposition of the archive.

All artefacts and associated material will be cleaned, recorded, properly stored and deposited in the archive (see above).

A digital copy of the report in PDF/A format on disc will be deposited with the Derbyshire Historic Environment Record (HER). The digital archive will be prepared in line with current best practice outlined in *Archaeology Data Service/Digital Antiquity Guides to Good Practice* (ADS/Digital Antiquity 2011). A copy of the report will be uploaded as the OASIS record for online access via the Archaeological Data Service.

6.0 HEALTH AND SAFETY

All work will be carried out in accordance with The Health and Safety at Work Act 1974. Specific health and safety policies exist for all out workplaces and all staff employed will be made aware of the policy and any relevant issues.

7.0 INSURANCE COVER

The Archaeologist to have full insurance cover for employee liability (£10 million) public liability (£5 million), professional indemnity (£5 million) and all-risks cover.

8.0 CHANGES TO THE WRITTEN SCHEME OF INVESTIGATION

Changes to the approved methodology or programme of works will only be made with prior written approval of the Senior Conservation Archaeologist of Derbyshire County Council.

9.0 PUBLICATION

If significant archaeological remains are recorded, a summary of the project with, if appropriate, selected drawings, illustrations and photographs will be submitted within 2 years of the completion of the project to Derbyshire Archaeological Journal for publication.

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