
A WRITTEN SCHEME OF INVESTIGATION FOR AN ARCHAEOLOGICAL
WATCHING BRIEF AT MILL HOUSE, 10 LONG BUILDINGS,
SAWLEY ROAD, SAWLEY BB7 4LE
BY J M TRIPPIER ARCHAEOLOGICAL AND SURVEYING CONSULTANCY
FOR MR AND MRS R. STEPHENS

1. INTRODUCTION

1.1 Circumstances

1.1.1 J. M. Trippier Archaeological and Surveying Consultancy has been instructed by Mr and Mrs Stephens to carry out an archaeological watching brief during groundworks in connection with an extension to their home at Mill House, 10 Long Buildings, Sawley Road, Sawley BB7 4LE

1.1.2 The proposed development has been the subject of a planning and listed building consent application to Ribble Valley Borough Council (Application Numbers 3/2017/0349&0350) and the subsequent grants of permission contained a condition (no.6) which stated that

‘No development shall take place until the applicant, or their agent or successors in title, has secured the implementation of a programme of archaeological recording and analysis. This must be carried out in accordance with a written scheme of investigation, which shall first have been submitted to and agreed in writing by the Local Planning Authority.

Reason: To ensure and safeguard the recording and inspection of matters of archaeological/historical importance associated with the site’.

The Lancashire Archaeology Advisory Service (LAAS), who provide advice to the planning authority, have now confirmed that the said programme should comprise an **archaeological watching brief** during the excavation work required for the new extension.

This Written Scheme of Investigation (WSI) has been prepared by the appointed archaeological contractors in response to those requirements.

1.2 Site location

1.2.1 The subject site is located adjacent to the west gable of Mill House which itself forms the westernmost property of a row known as ‘Long Buildings’. The location and site of the new extension are shown edged red and green respectively on the plan supplied by the clients’ agent which is attached at Figure 1.

- 1.2.2 It is proposed to remove an existing ornate 'Victorian style' conservatory at the north-west of the west gable and construct a simplified and more solid extension. In part, the extension extends the existing garage range.

1.3 Archaeological and historical background

- 1.3.1 The subject property is located in the area thought to be the site of the corn mill belonging to the adjacent Sawley Abbey. The mill was powered by water from a mill stream, the line of which forms the rear of the properties on the west side of Sawley Road. The earthworks of the mill race and associated ponds (as well as other earthworks of the abbey complex) were surveyed by English Heritage and were discussed in their report of 2005 (*Sawley Abbey, Sawley, Lancashire: A Cistercian monastic precinct and post-medieval Landscape*) which stated that 'in the sale particulars of the Sawley Abbey Estate in 1935(LCRO Ref.DDX2096/1)Lot 5 is described as 'Formerly the Old Abbey Mill' and is labelled on the accompanying plan as the long building...in the 1970s and 1980s this building was partially derelict; ... and it was noted that there was late medieval masonry incorporated into the west end (Coppack et al 2002, 111). It is almost certain that this was originally the medieval mill which was then retained as the village mill following the Dissolution, before becoming a Wesleyan Chapel in the 19th century. This building has been converted and currently contains a number of private dwellings.' (It is apparent from the historic mapping –see Image 3 of the Heritage Asset Statement -that the Chapel was actually located more centrally in the long building and did not include the subject property, No 10).
- 1.3.2 The existing conservatory, which was built in 1989, was the subject of an archaeological watching brief during its construction in case it revealed remains of the mill or mill race. Instead the footings for this structure showed that the ground at this end of the building had been raised to level the garden at this end of the building, and no early remains were encountered. The demolition of this structure has, therefore, no archaeological implications. As the proposed replacement is likely to require deeper foundations than the extant conservatory there is an increased possibility that earlier remains would be impacted.

2. AIMS AND OBJECTIVES

- 2.1 The aim of the watching brief is to gain information about the area thought to be the site of the corn mill belonging to the adjacent Sawley Abbey, the archaeological resource within the subject area including its presence or absence, character and extent, integrity, state of preservation and relative quality in order to make an assessment of its worth in the appropriate context.

2.2 The objectives of the watching brief are:

- To record the presence of any archaeological features and deposits
- To establish, wherever possible, the depth of any archaeological remains and their state of preservation
- To recover artefactual material, especially any that can be used for dating purposes
- To attempt to interpret the function of any archaeological remains

2.3 The results of the watching brief may be used:

- To produce a record of the location, nature and date of any archaeological remains encountered on the site;
- To add to knowledge about previous history of activity on the current site and its surroundings;
- To provide information to influence future planning in the area.

3. METHODOLOGY

- 3.1 The archaeological programme as specified by LAAS will be a comprehensive watching brief - where archaeologists are present at all times during the groundwork operations- and will include **the formal archaeological supervision**, monitoring and recording all groundworks associated with the excavation for new foundations, footings, slabs and services.
- 3.2 When archaeological features are encountered the on-site archaeologist will require sufficient time to clean them up to an archaeologically acceptable standard and to record them as described at para. 3.3 below. The intention of the archaeological watching brief is not to unduly delay the work of other contractors on site. This work will not, therefore, prejudice the progress of the main or subsidiary contractor's work, except by prior agreement and on-site co-operation.
- 3.3 An adequate written record will be maintained of archaeological features and finds encountered using trench recording sheets. Archaeological contexts will be recorded using the standard multiple context method and all contexts identified in face sections will be given unique numbers and described on pro-forma sheets.
- 3.4 The location of all archaeological features and finds will be indicated on the trench recording sheets and on a measured site plan. Sections and plans of significant archaeological features will be drawn on dimensionally stable media at 1:20 or 1:10 scale as appropriate. Metric spot heights for trenches and archaeological features will be recorded and related to the Ordnance datum.

- 3.5 An adequate photographic record will be prepared. This will include 35mm black and white prints and high resolution digital photography illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include more general photographs that illustrate the nature of the works undertaken and their site context.
- 3.6 Alternatively photographs will be digital only using RAW –JPEG format files for image capture; saved as TIFFs for archive purposes.
- 3.7 The watching brief will be carried out by appropriately qualified and experienced archaeologists adhering to the current best practice and to the Standards and Guidance of the Institute of Field Archaeologists.

4. UNEXPECTEDLY SIGNIFICANT OR COMPLEX DISCOVERIES

- 4.1 Should there be, in the professional judgement of the archaeologist on site, unexpectedly significant or complex discoveries made that warrant more detailed recording than possible within the terms of this WSI, then the archaeological contractor will urgently contact the planning authority and their advisers with the relevant information to enable the matter to be resolved with the developer. The clients and their advisers will need aware that this may result in further work involving extra cost.
- 4.2 Any human remains that are discovered must initially be left in-situ, covered and protected. If removal is necessary, this must comply with the relevant legislation, any Home Office and local environmental health regulations and English Heritage's and The Church of England's *Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England* (2005) where relevant.
- 4.3 The terms of the Treasure Act, 1996 will be followed with regard to any finds, which might fall within its purview. Any such finds will be removed to a safe place and reported to the local coroner as required by the procedures laid down in the "Code of Practice". Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.

5. POST-EXCAVATION/POST-RECORDING WORK AND REPORT PREPARATION

- 5.1 On completion of the fieldwork, any samples will be processed and all finds cleaned, identified, assessed, dated (if possible), marked (if appropriate) and properly packed and stored in accordance with the requirements of national guidelines. A fully indexed field archive will be compiled consisting of all primary written documents, plans, sections, and fully labelled photographs. Labelling of photographs will be in indelible ink on the *back* of the print and will include film and frame number; date recorded and photographer's name;

name and address of site; national grid reference. A quantified index to the field archive will form an appendix to the report. The original archive will accompany the deposition of any finds; providing the landowner agrees to the deposition of finds in a publicly accessible archive.

- 5.2 A report will be produced to provide background information, a summary of the works carried out, a description and separate interpretation of any features and finds identified. As a minimum it will include a full bibliography, a quantified index to the site archive and as an appendix, a copy of this WSI. The report illustrations will include, as a minimum, a location map at a reasonable scale plus any drawings and photographs.
- 5.3 If nothing of archaeological interest is identified during the course of the watching brief, then a summary record will be prepared rather than a full report but with sufficient details for Historic Environment Record (HER) purposes. Illustrations will not be provided although black and white prints or RAW –JPEG format digital files saved as TIFFs will form part of the archival record. The summary record will include: (1) details of the commissioning clients; (2) the nature of the development and resultant ground disturbance; (3) the approximate position of any ground disturbance viewed with relation to adjacent existing fixed points; (4) the date(s) of fieldwork; (5) name(s) of fieldworker(s); (6) written observations on the nature and depth of deposits observed (this may include annotated sketch sections); (7) the conditions under which they were observed (for example, details of weather conditions, ease of access and views, attitude of other organisations *etc.*); (8) a quantified index to the field archive; (9) details of the archive's present location and intended deposition and (10) a copy of this WSI.
- 5.4 Copies of the report should be supplied to the client and the Lancashire HER. The report will become publicly accessible once deposited with the Lancashire Sites and Monuments Record. The archaeological contractors will also complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. It is understood that once a report has become a public document by submission to or incorporation into the HER, Lancashire HER may place the information on a web-site.

6. DEPOSITION OF ARCHIVE

- 6.1 The paper archive resulting from the watching brief will be deposited with the Lancashire County Record Office and any finds of interest will be deposited with an appropriate local museums service such as Clitheroe Castle Museum or the Museum of Lancashire.
- 6.2 The site archive shall be conserved and stored according to the *UKIC Guidelines for the preparation of excavation archives for long-term storage (1990)* and the *Museum and Galleries Commission Standards in the Museum Care of Archaeological collections (1992)* 'Standards for the preparation and transfer of archaeological archives.'

- 6.3 Before commencing any fieldwork, the archaeological contractor will contact the relevant District museum archaeological curator to determine the museum's requirements for the deposition of an excavation archive.

7. HEALTH AND SAFETY

- 7.1 The archaeologist on site will naturally operate with due regard for Health and Safety regulations. In this case, where archaeological work is carried out at the same time as the work of other contractors, regard should also be taken of any reasonable additional constraints that these contractors may impose. This work may require the preparation of a Risk Assessment of the site, in accordance with the Health and Safety at Work Regulations. The watching brief will conform to the current best practice and to the Standards and Guidance of the Institute of Field Archaeologists and the Health and Safety Manual of the Standing Conference of Archaeological Unit Managers.

8. STAFFING

- 8.1 The sitework will be undertaken by either Steven Price BA (Hons), MPhil, PIFA or John Trippier BA (Hons) MRICS, PIFA who will also manage the project and prepare the report. Both are experienced archaeological practitioners well known to LAAS.

9. INSURANCE

- 9.1 The archaeological contractor has appropriate professional indemnity and public liability insurance.

10. CONTRACT

- 10.1 The Contractor has entered into a written agreement with the client. That agreement and this Written Scheme of Investigation will form a contract binding on both parties.

11. BIBLIOGRAPHY

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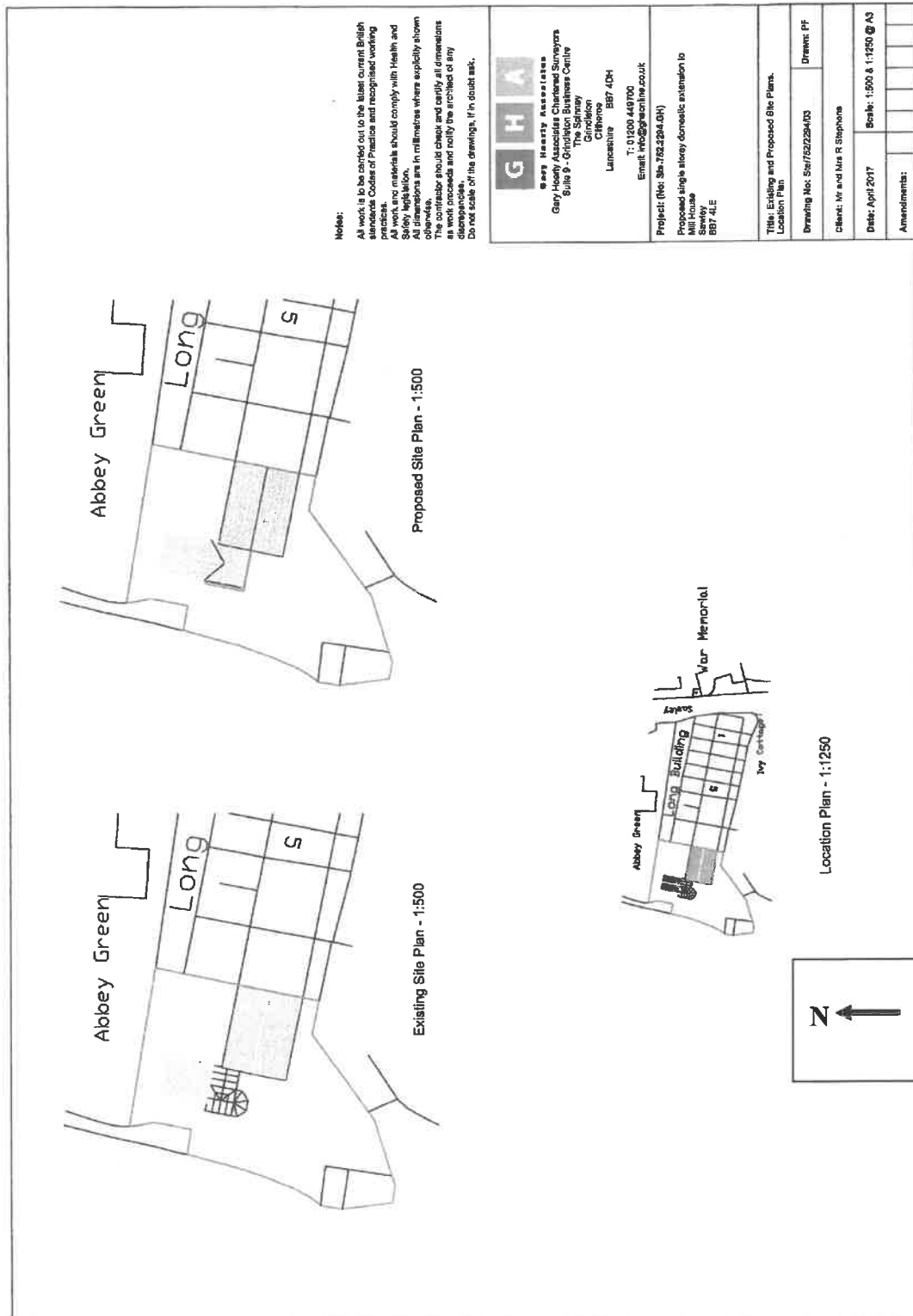


Figure 1: Location Plan
Provided by Clients' Agent (not to scale)

