



ARCHAEOLOGICAL  
INVESTIGATION  
WRITTEN SCHEME OF  
INVESTIGATION

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ALDI REGIONAL DISTRIBUTION  
CENTRE CAR PARK  
GOLDTHORPE  
SOUTH YORKSHIRE

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**Aldi Stores Ltd**

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ARCHAEOLOGICAL INVESTIGATION METHODOLOGY  
WRITTEN SCHEME OF INVESTIGATION

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ARCHAEOLOGICAL INVESTIGATION METHODOLOGY  
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*Summary*

*This document presents a written scheme of investigation (WSI) for undertaking archaeological strip, map and record of land to the north of the Aldi Regional Distribution Centre (RDC), Goldthorpe Industrial Estate, Goldthorpe, South Yorkshire in support of a planning application for a proposed car park.*

*The WSI is required as the proposed development will have an impact on a material part of a probable Iron Age or Romano-British rectilinear enclosure and radiating field system, as identified through geophysical survey. South Yorkshire Archaeology Service has confirmed that further evaluation by trial trenching is not required and that the next stage of archaeological mitigation work should be archaeological strip, map and record, undertaken during all soil stripping groundworks associated with the development, including the bulk earthworks and associated services and landscaping. The final stage of work will consist of a report, or series of reports culminating in a published account of the investigation, and ultimately the deposition of the site archive within the appropriate regional museum.*

*Paragraph 141 within the National Planning Policy Framework states that 'local planning authorities should require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible' (NPPF 2012).*



## 1.0 INTRODUCTION

- 1.1 This document presents a written scheme of investigation (WSI) for undertaking an archaeological watching brief, and a strip, map and record of land to the north of the Aldi Regional Distribution Centre (RDC), Goldthorpe Industrial Estate, Goldthorpe, South Yorkshire (hereafter 'the Site') (**Figure 1**), in support of a planning application for a proposed car park (NGR 444900 403800).
- 1.2 This written scheme of investigation has been prepared by Northern Archaeological Associates Ltd (NAA) for Aldi Stores Ltd (hereafter 'the Client'). It is informed by a sample geophysical survey of the area and the results of an archaeological excavation to the immediate south of the Site, on behalf of Aldi Stores Ltd, which revealed an extensive late Iron Age and post-Roman field system landscape, as well as an earlier Bronze Age funerary landscape.
- 1.3 The WSI will be submitted to South Yorkshire Archaeology Service to ensure that the archaeological strip, map and record constitutes a scheme of works approved by the local planning authority. The WSI has been developed in consultation with Andrew Lines of South Yorkshire Archaeology Service, to ensure that the archaeological work constitutes a scheme of works that is proportionate to the loss of the regionally significant heritage assets of archaeological interest and that the mitigation is an appropriate scheme of works approved by the local planning authority.
- 1.4 South Yorkshire Archaeology Service has confirmed that further evaluation by trial trenching is not required and that the next stage of archaeological mitigation work should be archaeological strip, map and record, undertaken during all soil stripping groundworks associated with the development, including the bulk earthworks and associated services and landscaping. A programme of archaeological monitoring of drainage works to the immediate south of the soil stripping will also be undertaken. The final stage of work will consist of a report, or series of reports culminating in a published account of the investigation, and ultimately the deposition of the site archive within the appropriate regional museum.
- 1.5 Paragraph 141 within the National Planning Policy Framework states that 'local planning authorities should require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible' (NPPF 2012).
- 1.6 All archaeological works will be undertaken in accordance with relevant standards, guidance and best practice including the Regional Statement of

Good Practice for Archaeology in The Development Process (SYAS 2011), and material published by English Heritage (2008) and Historic England (2015a) and the Chartered Institute for Archaeologists (2014a). All archaeological fieldwork will be subject to post-excavation assessment, and, where necessary, analysis and reporting. If warranted, the results of the work will also be published in an appropriate journal. Subject to the Clients' and landowner agreement, any finds and archives arising out of the archaeological works will be deposited with the appropriate museum service. Copies of all reports will be deposited with the South Yorkshire Sites and Monuments Record held by South Yorkshire Archaeology Service, the recipient museum service and Historic England.

## **2.0 LOCATION, TOPOGRAPHY AND GEOLOGY**

- 2.1 The Site is located on the south-western outskirts of Goldthorpe, at approximately 28m AOD, on c. 0.7ha of gently undulating agricultural land to the immediate west of Goldthorpe Industrial Estate. The Site is partially bounded by Commercial Road to the north, further agricultural land to the north-west and west, by Carr Dike (a partially canalised drain) to the south and by the Goldthorpe Industrial Estate to the east.
- 2.2 The underlying solid geology consists of mudstone, siltstone and sandstone of the Pennine Middle Coal Measures Formation, overlain by superficial deposits of alluvial clay and silt (BGS Sheet 87 – Barnsley).

## **3.0 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND**

- 3.1 The proposed development area has been subject to a desk-based assessment (Davies and Sayer 2001) and partial geophysical survey (Webb 2001) with archaeological monitoring of areas within the Site also undertaken in association with a programme of strip, map and record to the immediate south during the construction of the Aldi RDC (Ross 2014).
- 3.2 The partial geophysical survey revealed evidence for positive linear anomalies suggestive of a late prehistoric enclosure and associated field boundaries (**Figure 2**) – see section 3.8.

### **Bronze Age**

- 3.3 The results of the 2013 archaeological investigations to the immediate south of the Site have confirmed that this landscape has been exploited since at least the Early Bronze Age, with palaeoenvironmental evidence suggesting a cleared and open landscape. Within the RDC site to the south, Bronze Age funerary monuments, including the remains of a cairn or barrow containing at least two

cremation burials, and an oval gully which may have represented the remains of a possible second barrow were excavated. A number of Bronze Age pits were also revealed, one of which contained another cremation burial.

## **Iron Age to Roman**

### *Wider landscape*

- 3.4 The Site is situated within a wider landscape of late Iron Age to Roman settlement enclosures and field systems. These have been recognised, for the most part, as cropmarks during aerial photographic analysis, with the nearest being c. 500m north at Holly Grove Farm (Merrony 1993) and 1.6km to the north at Thurnscoe (Neal and Fraser 2004).
- 3.5 Geophysical survey and trial trench evaluation at Holly Grove Farm revealed evidence for at least two enclosures, a driveway and field boundary ditches. Whilst these remains could not be dated, some of the field boundaries appear to lead south, across the A635 toward the Goldthorpe Industrial Estate and may form part of the same field system identified within the proposed development area.
- 3.6 Excavations to the north of the Site at Thurnscoe revealed evidence for similar archaeological remains, which comprised a series of Romano-British enclosures and associated field systems, linked via a trackway (Neal and Fraser 2004). At Armthorpe excavations revealed progressive sub-division of the land from the Iron Age to the late Roman period, with associated driveways, settlement and corral enclosures, with a large amount of deliberately discarded Roman pottery recovered from one of the field boundary ditches.
- 3.7 Further comparable sites within the immediate landscape include Thurnscoe, Jump (Robinson 2007b) and Upper Woodhead Farm, both near Wombswell (Northamptonshire Archaeology 2003), and Armthorpe, near Doncaster (WYAS 2004).

### *Proposed development area and Aldi RDC*

- 3.8 The partial geophysical survey of the Site revealed evidence consistent with the presence of a small rectilinear enclosure, measuring approximately 26m by 22m, with an associated field system radiating from it. Archaeological monitoring for the access road and service trenches associated with the Aldi RDC to the immediate south, revealed that the radiating ditches survived but were heavily truncated.
- 3.9 These preliminary investigations have also demonstrated that the archaeological remains were preserved beneath c. 400mm of topsoil, and in

places subsoil layers up to 200mm in depth specifically toward Carr Dike. The account below summarises the results of these archaeological investigations.

- 3.10 Work to the immediate south at the Aldi RDC revealed evidence for an extensive field system, which was consistent with the series of positive linear responses identified during geophysical survey. The field system comprised several large fields, delimited by four principal ditches, which were orientated north-east to south-west and north-west to south-east. The fields were subdivided by a series of smaller ditches and the results of the excavation indicated that the entire field system had either been laid out contemporaneously, or that later subdivisions were added and that the ditches were re-cut and cleaned together routinely. The dimensions of these ditches varied from 1.45m to 2.55m in width and from 0.53m to 0.91m in depth and for the most part the ditches were cut into the natural bedrock (Ross *et al*, in prep)..
- 3.11 It was probable that the field system was set out in the late Iron Age or very early Roman period as pre-Roman Iron Age pottery sherds were recovered from low within the primary fills of the ditches. A charred wheat grain recovered from one of the fills of the latest ditch re-cuts, returned a date range of 436-635 cal. AD (SUERC-48120), revealing that the principal ditches of the field system were still open into the post-Roman period (Ross *et al*, in prep).
- 3.12 An additional corner enclosure, or corral, was identified at the intersection of two of the principal ditches, within which a series of pits were encountered, although no dating evidence was recovered. Possible pits located within the enclosure have been tentatively interpreted as resulting from occupation activity.

### **Early medieval**

- 3.13 The below ground remains of two early medieval corn drying ovens were revealed during excavations at Aldi RDC. Comprising two figure-of-eight shaped ovens set within a wide but shallower, roughly rectangular cuts in which a superstructure was presumably housed. The ovens were composed of two adjoining contemporary chambers; a fire chamber, and a drying chamber. The fills were composed of brown, silty sand and contained a large quantity of charred grain, with burnt clay and willow providing evidence for oven collapse (Ross *et al*, in prep).
- 3.14 Radiocarbon dates taken from the charred grain ranged from the early 5th to 6th centuries AD, providing significant evidence for the continuation of the Roman field system.

## **Medieval to Post-medieval**

3.15 Evidence of medieval/post-medieval ridge and furrow cultivation has been identified by the programme of geophysical survey within the proposed development area. Also recorded during survey work across the Aldi RDC site, ridge and furrow was identified surviving as shallow linear furrows during the course of mitigation.

## **4.0 AIMS AND OBJECTIVES**

4.1 The archaeological monitoring of all development related groundworks and the recording and investigation of any archaeological remains which are exposed will seek to achieve preservation by record of those remains.

4.2 The objectives of the archaeological work will be:

- to provide a detailed record of archaeological remains in advance of their loss through construction works;
- to more fully understand the extent, nature and date of archaeological remains; the period of occupation and the relationships between the various periods of human activity;
- to recover and assess any associated structural, artefactual and environmental evidence to help inform understanding of the layout, date, function, phasing, development and economic basis of each area of activity;
- to undertake a programme of investigation which will contribute to the relevant regional research priorities;
- to prepare an illustrated report on the results of the archaeological investigations to be deposited with the South Yorkshire Sites and Monument Record and the National Monuments Record; and
- to undertake further analysis and publish the results in a local, regional or national journal, as appropriate.

## **5.0 METHODOLOGY**

### **Machine Excavation**

- 5.1 The site works should comprise the stripping of topsoil and non-archaeological subsoils across the site, including the area of initial enabling work. The depth of topsoil and subsoil was recorded during the evaluation as between 400mm and 500mm in the eastern half of the site. The removal of overburden (topsoil and subsoil, vegetation, turf, loose stones, rubble, made ground, tarmac, concrete, hardcore, modern building debris, etc) will be undertaken using 360 degree mechanical excavators fitted with toothless or ditching buckets only, although where materials are exceptionally difficult to lift, a toothed bucket may be used temporarily. All soil removal will be under archaeological supervision.
- 5.2 The mechanical excavator will remove overburden under archaeological supervision down to a level at which significant archaeological deposits are identified or down to natural subsoil deposits, where no archaeological deposits are found at a higher level. Care will be taken not to damage archaeological deposits through excessive use of mechanical excavation. Machine excavation from the surface must be taken down in spits to ensure that deposits or features are not over-excavated and that any artefacts in the topsoil and subsoil are recorded.
- 5.3 Mechanical excavation will cease in any areas where archaeological remains are identified and are deemed to be significant by the monitoring archaeologist. Thereafter all archaeological work will be undertaken by hand unless either extensive or deep deposits require removal.
- 5.4 No mechanical excavators, earthmoving and other vehicles should travel on the freshly stripped natural subsoil surface until any archaeological features have been fully examined and assessed and a strategy for their further treatment established or the area has been certified as archaeologically sterile by the monitoring archaeologist and released back to the principal contractor. Barrier fencing may be erected around those areas that are identified as requiring investigation.

### **Archaeological excavation**

- 5.5 Where archaeological features are encountered they will be cleaned and planned prior to excavation. Thereafter, the excavation of all archaeological or palaeoenvironmental features within the stripped area is necessary to understand the full stratigraphic sequence of deposits down to natural subsoil. When the site has been stripped and any archaeological features cleaned and planned, a monitoring meeting will be held on site with South Yorkshire

Archaeology Service to review the excavation sampling strategy.

- 5.6 As a minimum, all discrete archaeological features will be half sectioned in the first instance. Full excavation of some features may then be required but this aspect of the sampling strategy will be decided at an onsite monitoring meeting with South Yorkshire Archaeology Service. It is anticipated that excavated sample sections will constitute 100% of features of a ritual and ceremonial nature (including burials); 50% of all pits and postholes; and a minimum 20% sample of the overall length of linear features, such as ditches and gullies. Where feasible each sample section will not be less than 1m in length, and may typically be 2m in length. Notwithstanding the above, the deposits at junctions or interruptions of linear features will be sufficiently excavated for the relationship between components to be established. Following the hand excavation of 20% of ditches, a mechanical excavator fitted with a toothless ditching bucket will be used to excavate the remainder in order to maximise the potential for the recovery of any significant artefactual deposits. Other types of archaeological deposits such as flint scatters or isolated finds will be excavated and sampled as appropriate. This strategy will be reviewed, at a site meeting, with South Yorkshire Archaeology Service in light of the findings when the work is on-going. This could happen at several stages during the project, but there will be an initial site meeting following the main site strip.

### **Recording**

- 5.7 An initial pre-excavation plan of the site and any archaeological features will be compiled using sub-centimetre GPS. This plan will form the basis of discussion with South Yorkshire Archaeology Service to refine the excavation sampling strategy.
- 5.8 A drawn record of all archaeological features will be made at an appropriate scale. Sections/profiles will normally be drawn at a scale of 1:10. Plans will usually be drawn at a scale of 1:20, although largely blank areas will be recorded at a scale of 1:50. Drawings will include appropriate data on levels relative to Ordnance Datum. Drawings will be located within the site and the National Grid using sub-centimetre GPS.
- 5.9 Written descriptions of archaeological features/deposits will be recorded on *pro forma* context sheets, which employ standard archaeological recording conventions.
- 5.10 A detailed photographic record of the site and any encountered archaeology will be produced during the work. Formal record photographs will be taken on film using 35mm black and white and 35mm colour slides. To supplement these high resolution digital shots will also be taken.

## **Finds retrieval**

- 5.11 Archaeological artefacts will normally be collected as bulk finds, but artefacts deemed to have special significance will be three-dimensionally recorded prior to removal. Finds will be appropriately recorded, processed and submitted for post-excavation assessment.
- 5.12 All finds processing, conservation work and storage will be carried out in compliance with guidelines issued by the Institute for Archaeologists (ClfA 2014b). All recovered finds will be appropriately packaged and stored under optimum conditions. Finds recovery and storage strategies will be in accordance with published guidelines (English Heritage 1995; Watkinson and Neal 2001). If appropriate, provision will be made for site visits from the conservator, particularly if timber structures or fragile finds are exposed which may require specialist lifting.
- 5.13 A systematic metal detecting survey shall be undertaken of all exposed areas within the site if appropriate, including the scanning of topsoil and spoil heaps. It shall be carried out by suitably-experienced individuals working under direct archaeological supervision. All detectorists working on the site shall have signed a form waiving any claim to finds, including those falling within the scope of the Treasure Act 1996 Code of Practice (revised 2002).
- 5.14 In accordance with Historic England (2015b), all iron objects, a selection of non-ferrous artefacts (including all coins) and a sample of any industrial debris relating to metallurgy will be x-radiographed before assessment. Where there is evidence for industrial activity, large technological residues will be collected by hand, with separate samples collected for micro-slags, in accordance with published guidelines (Historic England 2015).
- 5.15 Any artefacts of gold or silver recovered during the course of the archaeological works which are considered to be treasure will be dealt with in accordance with the Treasure Act Code of Practice (HMSO 1996, revised 2002). Any such finds would also be reported to the Finds Liaison Officer for South and West Yorkshire. 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.

## **Burials and pyre deposits**

- 5.16 Any human remains (inhumations and cremations/pyre deposits) encountered during the work will be investigated, planned, recorded and removed. Any such remains will be reported to South Yorkshire Archaeology Service and an application for a 'Licence for the Removal of Human Remains' will be made to the Ministry of Justice. If a burial is partially beyond the extent of excavation

an on-site meeting will be held with South Yorkshire Archaeology Service and the client, to determine the excavation strategy. Where cremated bone and/or pyre deposits are encountered, bulk samples will be taken to ensure complete recovery. Where appropriate, either a conservator or an osteoarchaeologist would attend site to advise on recovery and recording. Recovery and processing of human remains will be undertaken in accordance with published guidelines (McKinley and Roberts 1993; English Heritage 2004; English Heritage and Church of England 2005). Artefactual or ecofactual material will be recovered in accordance with the finds retrieval and sampling methodologies set out elsewhere in this section.

### **Environmental/dating sampling**

- 5.17 From the 11 bulk soil samples (each 10 litres) retrieved during the evaluation, charcoal was recovered from six of the flots and charred cereal grains were recovered from two, both fills of ditches forming the corner enclosure or corral (Ross *et al*, in prep). Therefore it is considered that there is moderate potential for environmental remains and material suitable for scientific dating to be preserved at the site.
- 5.18 Bulk soil samples of 40 litres, where possible, will be taken from appropriate deposits and submitted to the named environmental specialist for assessment of their environmental potential, including charcoal, small bones, cereal grains, pollen, mollusca and macro-environmental material. Particular attention will be paid to the recovery of samples from any waterlogged deposits that may be present. Recovery and sampling of environmental remains will be in accordance with published guidelines (English Heritage 2010, 2014; Campbell *et al* 2011). Samples will be specifically taken for pollen analysis from appropriate deposits (e.g. the primary silts of pits and ditches) to answer targeted questions about the contemporary site environment and activities, and the period immediately following its abandonment. Any other types of samples will be taken as appropriate.
- 5.19 Organic-rich deposits will either be bulk sampled or sampled in extended columns. Parallel samples will also be taken for radiocarbon dating and for plant and macrofossil assessment if appropriate.
- 5.20 Any buried former ground surfaces, which have been protected either by accumulation of overlying sedimentary deposits or burial beneath banks, will be specifically targeted for palaeoenvironmental sampling. The primary focus for palaeoenvironmental studies from such deposits will be pollen, insect macrofossils, wood (range of species), the micromorphological analysis of the palaeosol and a dating program to address and date major changes in the site landscape linked to questions addressing the form and function of the site as well as activities that were undertaken in different enclosures. Advice from the

named environmental specialists will be sought (Historic England 2015c).

- 5.21 Where animal bones are well preserved within archaeological contexts at the site, bulk samples will be taken to retrieve assemblages that can be used to investigate the frequencies and identities of bird and fish bones, and to investigate the relative frequencies of bones of different species (avoiding the inevitable size-based biases in hand-recovered collections). This would inform on site activities and perhaps aid interpretation of certain context types and also the function of specific zones within the enclosure system. In order to achieve this large bulk sediment samples, of up to 100 litres, will be taken from deposits in which animal bones are well preserved and sieved (either wet or dry) through coarse mesh of approximately 5 – 10mm diameter.
- 5.22 Secure contexts will be sampled for dating as appropriate (whether on site or as sub-samples of processed bulk samples). This might include radiocarbon dating, archaeomagnetic dating and dendrochronological dating. Samples for archaeomagnetic dates, if appropriate, will be taken on site by the relevant specialist (English Heritage 2006). Samples for dendrochronological dates, if appropriate, will be taken either on site or from recovered timbers by the relevant specialist in accordance with published guidelines (English Heritage 1998; 2010). Samples will be processed subsequent to initial post-excavation assessment.
- 5.23 Where appropriate, sampling strategies will be reviewed at intervals in consultation with the environmental and botanical specialists and the Historic England Regional Science Advisor. The environmental specialists will be afforded the opportunity to visit the site and to advise on the environmental sampling strategy. Any specialist recommendations will be implemented.

## **6.0 MONITORING**

- 6.1 The South Yorkshire Archaeology Service will be kept informed of the progress of the archaeological work and will be notified of the discovery of any unexpected or important archaeological remains. A monitoring meeting would be held to discuss and agree the strategy for excavation, following the initial phase of stripping and mapping, where significant remains are exposed.
- 6.2 During the course of the work, access will be made available at all reasonable times to South Yorkshire Archaeology Service so that they can inspect the archaeological works being undertaken on site. Access to the site will be on the basis of prior notification and will be subject to any necessary health and safety requirements.

## 7.0 POST-EXCAVATION REPORTING

7.1 On completion of the archaeological fieldwork, a programme of reporting will undertaken in accordance with national and regional guidance and policy (English Heritage 2008; NPPF 2012; ClfA 2014a; Historic England 2015). If following the initial enabling works there is to be a delay before the main site works, then the enabling works will be subject to a separate report following the stages set out below. The stages of the reports will consist of the following:

- an assessment report on the site records and any finds, with recommendations for further study;
- an up-dated project design to include a programme of further reporting linked to research frameworks;
- an analysis report on the site stratigraphy, the fully analysed finds reports and environmental reports; and if required
- a publication report, which would be a synthesised account of the archaeological investigations, focusing on the significance of the site.

7.2 Specialist assessment of each category of artefactual material will follow all relevant guidelines, and include:

- preparation of a descriptive catalogue;
- dating (where possible);
- an assessment of the significance of the assemblage;
- an assessment of the potential for further analysis to contribute to the interpretation of the archaeology of the site;
- an assessment of the potential for further analysis to contribute to artefact studies;
- recommendations for additional artefact illustration and photography; and
- an assessment of the condition of the assemblage and realistic recommendations for conservation, retention or discard and archiving.

- 7.3 Specialist assessment of biological remains with all relevant guidelines and will include:
- preparation of a descriptive table or catalogue;
  - identification of material suitable for scientific dating;
  - an assessment of the significance of the assemblage;
  - an assessment of the potential for further analysis to contribute to the interpretation of the archaeology of the site;
  - an assessment of the potential for further analysis to contribute to environmental studies; and
  - an assessment of the condition of the assemblage and realistic recommendations for retention or discard and archiving.

### **Reporting**

- 7.4 An assessment report will be completed within three months of the completion of each phase of the archaeological investigations (enabling works, main works) or one report for all of the archaeological investigation if they are conducted within a reasonably short period of time of each other. The timeframe may be extended if specialist reports are awaited, in which case a revised date will be agreed with the client and South Yorkshire Archaeology Service.
- 7.5 The report(s) will be prepared in accordance with national and regional guidance and will contain:
- a non-technical summary of the project's results;
  - a summary of the project's background;
  - a site location plan reproduced at an appropriate scale;
  - the site's National Grid Reference;
  - an account of the methodology employed;
  - a full description of the project's results;
  - an interpretation of the results in a local, regional or national context as appropriate;

- all relevant plans and section drawings reproduced at appropriate scales;
- site photographs reproduced at a size of at least 5" by 4", to include general site views, a general view of each investigated area and views of key archaeological features and feature groups;
- photographs of significant artefacts;
- a post-excavation assessment of the written, drawn and photographic records;
- a catalogue and post-excavation assessment of each category of artefact recovered during the fieldwork (including a conservation assessment);
- a catalogue and post-excavation assessment of any faunal remains recovered during the fieldwork;
- a catalogue of any soil samples collected and post-excavation assessment of the results of the soil-sampling programme;
- catalogues and post-excavation assessments and summary reports of all scientific dating procedures or other analyses carried out;
- recommendations for further artefactual and environmental analysis;
- recommendations for additional scientific dating;
- recommendations for publication, if warranted (see paragraph 7.8, below);
- a full bibliography;
- appendices containing unedited copies of specialist reports;
- an appendix containing a list and summary description of all contexts recorded;
- a summary of the contents of the project archive and its location, together with its accession number and a timescale for its deposition; and
- a copy of the OASIS form for the project.

7.6 If no archaeological remains are identified then a negative report will be completed and deposited with the South Yorkshire Sites and Monuments Record on instruction from Aldi Stores Ltd.

- 7.7 If further analysis is required, then an Updated Project Design specification will be produced in accordance with national and regional guidance (English Heritage 2008; ClfA 2014b) and agreed in writing with South Yorkshire Archaeology Service. The full analysis of any recommended further work would then be undertaken in accordance with the Updated Project Design, and a full post-excavation report produced that will include the analysis reports and a detailed stratigraphical statement on the excavation.
- 7.8 If required by South Yorkshire Archaeology Service, the results of the archaeological investigations will need to be published within a local, regional or national journal as appropriate. This report will form a synthesised account of the archaeological remains, the finds and environmental data set within a local, regional or national context. This will be the final report on the archaeological investigation and it would be completed within 18 months of the completion of the fieldwork.
- 7.9 A copy of all completed post-excavation assessment and analysis reports will be submitted for inclusion within the South Yorkshire Sites and Monuments Record on instruction from Aldi Stores Ltd. A digital copy of all reports will also be supplied.
- 7.10 A summary report of an appropriate length, accompanied by illustrations, will be prepared and submitted in digital format for publication in the appropriate volume of Archaeology in South Yorkshire.
- 7.11 Illustrated notices will be displayed on site, with the client's agreement, explaining what work is in progress and why. Text is to be reproduced as a minimum 16 point font.
- 7.12 Provision will be made for publicising the results of the work locally, e.g. by a presentation at South Yorkshire Archaeology Day and talking to local societies.

## **8.0 PERSONNEL**

- 8.1 NAA has been commissioned by Aldi Stores Ltd to prepare the present WSI. NAA or another archaeological contractor would undertake the archaeological scheme of works and compile the necessary reports.
- 8.2 Gary Brogan, Project Manager, has overall responsibility for the project within NAA.
- 8.3 The archaeological contractor and relevant Project Officer with responsibility for undertaking and reporting on the archaeological works will be assigned prior to the commencement of fieldwork.

8.4 Additional archaeological staff will be engaged to assist with fieldwork as required and will be recruited from personnel with appropriate archaeological experience.

## 9.0 SUB-CONTRACTED STUDIES

9.1 Although the range of artefacts that may be recovered cannot be accurately predicted at this stage, the most common specialist requirements are listed below. This list gives the nature of the material, the name of the relevant specialist that NAA would use and the associated organisation (if applicable). Each of the specialists listed below has a proven record of expertise in their particular field of work and has previously undertaken specialist work for NAA. If another archaeological contractor is appointed to undertake the fieldwork and reporting they must submit their list of specialists to South Yorkshire Archaeology Service for approval. Assemblages will only to be studied if they have come from secure contexts and are relevant to answering specific questions on activities at the site, consumption and the site environment.

<b>Material</b>	<b>Specialist</b>
Worked flint	Peter Rowe
Prehistoric pottery	Alex Gibson / Chris Cumberpatch
Roman pottery	David Griffiths/ Ruth Leary
Anglo-Saxon pottery	Gareth Perry (University of Sheffield)
Medieval & post-medieval	Chris Cumberpatch
Human bone	Malin Holst (York Osteoarchaeology Ltd)
Animal bone	Angela Trentacoste (University of Oxford)
Palaeobotanical remains and molluscs	Lynne F Gardiner (Northern Archaeological Associates Ltd)
Conservation	Ian Panter (York Archaeological Trust)

9.2 Further details of the individuals and organisations listed can be supplied if required.

## 10.0 SITE ARCHIVE

10.1 Archiving work will be carried out in accordance with local policy (Turnpenny

2012), and national guidelines (Brown 2011 and ClfA 2014b). Also in line with the local policy the archaeological contractor will complete and submit a 'Project Initiation Form' to the recipient museum and South Yorkshire Archaeology Service after they have been commissioned but before the start of the fieldwork (Turnpenny 2012, Appendix 1). A 'Mid-Project Agreement Form' will also be sent to the recipient museum and South Yorkshire Archaeology Service at the half-way point of the fieldwork (*ibid*, Appendix 3) and on completion a 'Completion Form' will be submitted (*ibid*, Appendix 4).

- 10.2 The site archive will contain all of the data collected during the investigative work detailed in section 5.0 above, including records, finds and environmental samples. It will be quantified, ordered, indexed and internally consistent.
- 10.3 Adequate resources will be provided during fieldwork to ensure that records are accurate and internally consistent.
- 10.4 Archive consolidation will be undertaken immediately following the conclusion of archaeological fieldwork. As part of this consolidation:
- the site record will be checked, cross-referenced and indexed as necessary;
  - all retained finds will be cleaned, conserved, marked and packaged in accordance with the requirements of the recipient museum;
  - all retained finds will be assessed and recorded by suitably qualified and experienced staff. *Pro forma* recording sheets will be used. Initial artefact dating will be integrated with the site matrix; and
  - all retained environmental samples will be processed by suitably experienced and qualified staff and recorded using *pro forma* recording sheets.
- 10.5 In addition to the site records, artefacts, environmental remains and other sample residues, the archive will contain:
- site matrices where appropriate;
  - a summary report synthesising the context record;
  - a summary of the artefactual record; and
  - a summary of the environmental record.
- 10.6 The integrity of the primary field record will be preserved. Security copies will

be maintained where appropriate.

- 10.7 The archiving of any digital data arising from the project will be undertaken in a manner consistent with professional standards and guidance (Archaeology Data Service/ Digital Antiquity 2011).
- 10.8 An online OASIS form will be initiated immediately before fieldwork commences and key fields will be completed on the *Details, Location* and *Creators* forms. Upon completion of the fieldwork, all parts of the OASIS online form will be completed for submission to the South Yorkshire Sites and Monuments Record. This will include an uploaded .pdf version of the entire report (a paper copy will also be included with the project archive). The OASIS form will be validated by South Yorkshire Archaeology Service once they have received the report, which will become a public document upon submission.
- 10.9 A copy of the report and the full site archive will be deposited with an appropriate local museum on completion of the final report (i.e. within twelve months of the completion of the fieldwork). The beneficiary museum will be determined and contacted in advance of the commencement of fieldwork. Deposition will be subject to the agreement of the client. Deposition shall be in accordance with written guidelines on archive standards and procedures (Society of Museum Archaeologists 1995). The archaeological contractor will liaise with the museum curator regarding requirements for ordering, boxing and labelling the site archive.
- 10.10 In addition to the deposition of the archive, copies of all relevant reports will be deposited with the South Yorkshire Sites and Monuments Record and the Historic England Regional Science Advisor.
- 10.11 Unless agreed otherwise with the local planning authority, the archaeological condition will be considered discharged once the archive and all reports, including any warranted publication report, have been agreed with and deposited.

## **11.0 PROGRAMME**

- 11.1 The works programme has yet to be finalised. However it is anticipated that the programme of works will be undertaken pre-determination in March 2016.
- 11.2 It is anticipated that the first stage would involve the stripping of topsoil, with any archaeological remains exposed by this process would be cleaned, mapped and recorded. The second stage would then be the clearance of archaeological remains as per section 5.6, before being handed over to the principal contractor following monitoring and approval by South Yorkshire Archaeology Service.

## **12.0 CONFIDENTIALITY, COPYRIGHT AND PUBLICITY**

- 12.1 The copyright of any written, graphic or photographic records and reports will rest with the archaeological contractor; that is, with the archaeological organisation undertaking the fieldwork and analysis. The archaeological contractor will grant additional licences in favour of the repository accepting the archive and the South Yorkshire Sites and Monuments Record to use such documentation for their statutory functions and to provide copies to third parties as an incidental to such functions.
- 12.2 During the course of archaeological investigations, no publicity will be entered into with respect to the results of the work without the express consent of Aldi Stores Ltd.

## **13.0 HEALTH AND SAFETY**

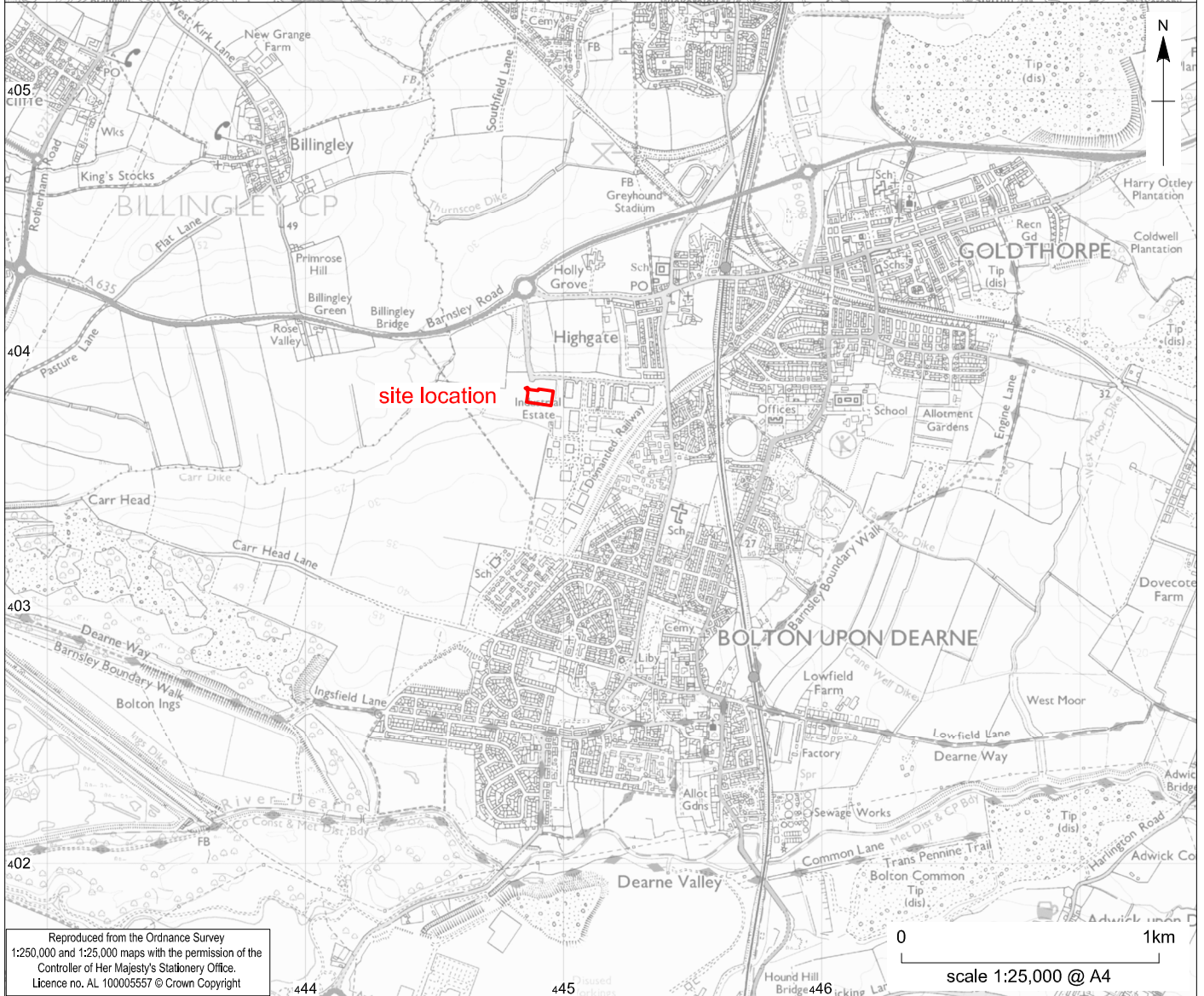
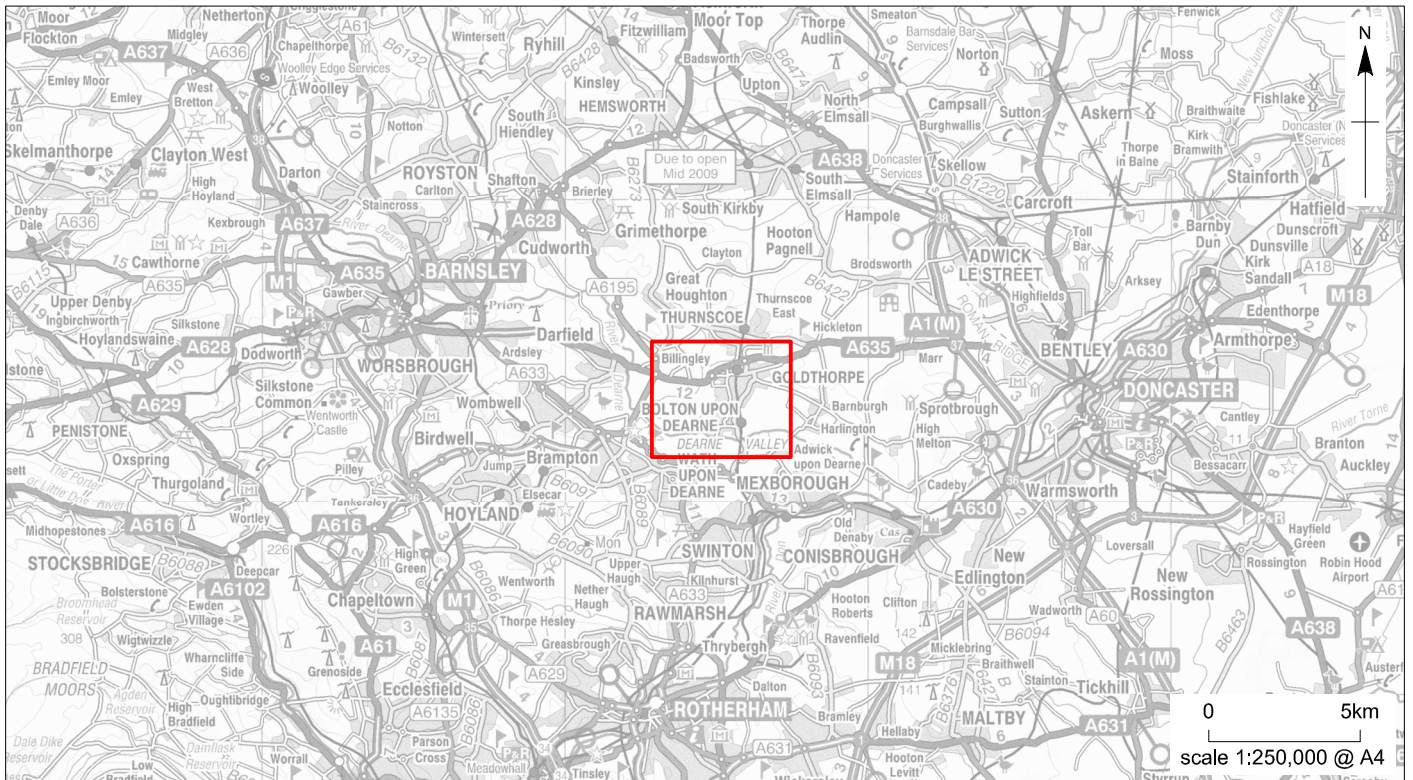
- 13.1 The archaeological contractor will comply with the 1974 Health and Safety Act and its subsequent amendments in all of its operations. The FAME (2010) manual on archaeological health and safety would be followed for site works and it is normal practice to provide first aid boxes, an accident book and a telephone for each project. A risk assessment complying with the Management of Health and Safety at Work Regulations (1999) will be prepared in advance of the commencement of site works. The work will be supervised by a competent member of staff who has all necessary first aid training. Appropriate PPE (safety helmets, reflective jackets and safety boots) will be worn at all times. Site staff will also be appropriately equipped in terms of bad weather gear.
- 13.2 The archaeological contractor would adhere to the sub-contractors duties within the CDM Regulations (2007). The archaeological contractor would co-operate with the principal contractor, the CDM coordinator and the designers.

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Goldthorpe RDC car park: site location

Figure 1

