

WEST YORKSHIRE ARCHAEOLOGY SERVICE - SPECIFICATION FOR A GEOPHYSICAL SURVEY – SCHOLES MOATED SITE

Specification prepared for Mr Chris Hassell, parish clerk to the Barwick in Elmet and Scholes Parish Council

1.0 Summary

1.1 A limited amount of archaeological work consisting of a geophysical survey is to be carried out to help establish the archaeological significance of the above site and aid in the future management of the site.

1.2 This specification has been written by the West Yorkshire Archaeology Advisory Service (WYAAS), the holders of the West Yorkshire Historic Environment Record.

2.0 Site Location & Description (see attached location plan)

Grid Reference: SE 3830 3637

2.1 The site consists of an area of approximately 2.7 hectares in the village of Scholes, c.8km north-east of Leeds city centre. It is bounded to the southeast by Leeds Road, to the north and northeast by the back gardens of the houses fronting Main Street, and to the West by fields.

2.3 The site is located within Leeds District and historically, the Township of Barwick in Elmet

3. Archaeological Background

3.1 The site consists of the truncated earthwork remains of the northern part of a medieval moat and associated additional earthwork banks and ditches, a possible fishpond, a variety of ridge and furrow, plus other possibly significant features. This is one of the best surviving moated sites in the Leeds District, and is of regional significance. There are also good surviving documentary references to the site from the 14th century onwards, which serve to increase its archaeological significance.

3.2 An archaeological evaluation and excavation carried out at Scholes Lodge Farm in 2006 directly to the north of the site identified features of medieval date. A ditch, which was interpreted as part of an enclosure or boundary that extended from the survey area, terminated within the Scholes Lodge Farm site and excavation demonstrated that it was likely to have been in use between the 11th and 16th centuries. On the western side of this ditch the remains of a medieval building were found, comprising a number of large post holes, along with drainage ditches and gullies. Pottery evidence suggested that this building dated to the mid 11th to the mid 13th centuries and may have been used for dairying.

3.3 Analysis of the pottery indicated a hiatus in activity on the site between the late 13th and late 15th centuries, with only some residual material from the later 15th and 16th centuries evident. Two post medieval buildings and a well were also discovered during the excavations.

3.4 The medieval structure found at Scholes Lodge Farm was close enough to the moated manor house to have been part of the manorial complex. It is possible that the manorial complex could have covered an area of up to 1 hectare. The actual area enclosed by the moat is relatively small, and it is likely that it only ever contained the manor house, with the other lesser building outside the moat but possibly enclosed by a ditch or wall.

3.5 The site of the manor may originally been elsewhere, and may have moved to this site in the late 12th century or 13th century exploiting the water from Carr Beck to fill the moat. Moats were becoming popular around this time as a display of wealth and as a means of defence. Moats often formed part of a highly complex system of enclosures, and aerial photographs of Scholes moated site show possibly contemporary earthworks extending from the moat. One of these was the ditch excavated at Scholes Lodge Farm.

3.6 The moat complex was probably abandoned during the 14th or 15th centuries when moats were going out of fashion. The manor may have been relocated elsewhere as at this time there was a ceramic hiatus on the Scholes Lodge Farm site. The ditch may have been deliberately in-filled in the 15th or 16th century to allow remodelling on the site for agricultural reasons.

4. Aims of the Survey

4.1 To gather sufficient information to establish presence/absence, character and extent of any archaeological and historic features and deposits within the area (as far as possible within the limits of this specification).

4.2 It is a primary aim of the specified work that a report should be placed in the public domain by depositing the results with the WY Historic Environment Record (Registry of Deeds, Newstead Road, Wakefield WF1 2DE).

5. General Instructions

5.1 Health and Safety

The archaeologists on site will naturally operate with due regard for Health and Safety regulations, and the contractor must ensure that all relevant requirements are met with regard both to site personnel and to members of the public. This work may require the preparation of a Risk Assessment of the site, in accordance with the Health and Safety at Work Regulations prior to submission of the tender. **The WYAAS and its officers cannot be held responsible for any accidents that may occur to outside contractors engaged to undertake this work while attempting to conform to this specification.**

5.2 Confirmation of Adherence to Specification

Prior to the commencement of *any work*, the archaeological contractor must confirm adherence to this specification in writing to the WYAAS, or state (with reasons) any proposals to vary the specification. Should the contractor wish to vary the specification, then written confirmation of the agreement of the WYAAS to any variations is required prior to work commencing. Unauthorised variations are made at the sole risk of the contractor (see para. 11.2, below). **Modifications presented in the form of a re-written project brief will not be considered by the WYAAS.**

5.3 Confirmation of Timetable and Contractors' Qualifications

Prior to the commencement of *any work*, the archaeological contractor should provide the WYAAS **in writing** with a projected timetable for the site work, and with details regarding staff structure and numbers. *Curriculum vitae* of key project members (the project manager, site supervisor, any proposed specialists *etc.*), along with details of any specialist sub-contractors, should also be supplied to the WYAAS (if *C.V.s* have not previously been supplied). All project staff provided by the archaeological contractor must be suitably qualified and experienced for their roles. The timetable should be adequate to allow an appropriate professional job to be undertaken subject to the judgement of the WYAAS.

5.4 Documentary research

Prior to the commencement of *fieldwork*, the SMR should be visited by either the project manager or the site supervisor, in order to gain an overview of the archaeological/historical background of the site and environs. In addition to providing a knowledge base for the work in hand, the results of this assessment may be incorporated into the contractor's report where they are considered to contribute to that report, but any extraneous material should be omitted. The results of this exercise should be used to help inform the placement of geophysical survey grids. The results of this exercise should be used to inform the whole project. **Please note, however, that a formal desk-based report is not required and the results of this stage of work should be incorporated in the final report.** No charge will be made by the HER for this visit.

6. Survey Methodology

Geophysical survey contractors are expected to adhere to the English Heritage *Geophysical Survey in Archaeological Field Evaluation* (2008), but also see para. 6.2 below.

6.1 Data Collection

6.1.1 The site is to be subject to a magnetic (gradiometer) survey recording data at 0.25m. intervals. Data is to be recorded at 0.25m. stations on 1.0m. spaced traverses. Data may be acquired by rapid survey measuring to (nominally) 0.1nT or better in the first instance. If during the survey, it appears that useful results might only be obtained by higher resolution measurements, and if this would add significantly to the survey time, then the client and the WYAAS should be contacted and the matter discussed and agreed before implementation.

6.1.2 The gradiometer survey is to be carried out over the entire 2.8 hectare site area (subject to physical constraints).

6.2 Data Presentation

The results of the gradiometer survey should be processed and the results then discussed at a meeting between the contractor and the WYAAS (the client may also wish to attend). The results of the gradiometer survey should be presented in at least two different formats at a minimum 1:500 scale, one of which must be an X/Y trace plot. There must also be an accompanying interpretation drawing at an appropriate scale.

7.1 Notification

The project will be monitored as necessary and practicable by the WYAAS, in its role as “curator” of the county’s archaeology. The Advisory Service should receive as much notice as possible and certainly one week, of the intention to start fieldwork. This notification is to be supplied in writing (by e-mail or fax if necessary). As a courtesy, English Heritage’s Regional Science Adviser should also be notified of the intention to commence fieldwork (contact Dr Andy Hammon: tel. 01904 601983; email andy.hammon@english-heritage.org.uk). A copy of the contractor’s risk assessment should accompany notification of intention to commence work.

8.0 Archives Deposition.

8.1 Potential Transfer of Data to the ADS

There is a potential that the digital archive may merit curation by the ADS (Archaeology Data Service, Department of Archaeology, University of York, King’s Manor, York YO1 7EP, tel. 01904 433954, <http://ads.ahds.ac.uk>; email: info@ads.ahds.ac.uk). The decision that the archive merits such deposition will be made by the WYAAS upon receipt and appraisal of the report, on the basis of the type and quality of archaeological remains. The contractor will then be informed in writing of any need to transfer material to the ADS. There is a charge for depositing archive material with the Archaeology Data Service, and the potential charge will need to be included as a contingency sum within the tender (clearly defined as such). Before commencing any fieldwork, the archaeological contractor must contact the ADS in writing to determine their requirements for the deposition of a geophysical survey archive.

9. Unexpectedly Significant or Complex Discoveries

9.1 Should there be unexpectedly significant or complex discoveries made that warrant, in the professional judgement of the archaeologist on site, more detailed recording than is appropriate within the terms of this specification, then the archaeological contractor should urgently contact the WYAAS with the relevant information to enable them to resolve the matter with the developer.

10.0 After Completion of Fieldwork

10.1 Report Production: Format and Content

A report should be produced, which should include background information on the need for the project, a description of the methodology employed, and a full description and interpretation of results produced. It is not envisaged that the report is likely to be published, but it should be produced with sufficient care and attention to detail to be of academic use to future researchers. Location plans should be produced at a scale which enables easy site identification and which depicts the full extent of the site investigated (a scale of 1:50,000 is not regarded as appropriate unless accompanied by a more detailed plan or plans). Details of the style and format of the report are to be determined by the archaeological contractor, but should include survey details sufficient to allow accurate re-location of the survey grids on the ground, a full bibliography of sources used, a quantified index to the site archive, and as an appendix, a copy of this specification.

10.2 Summary for Publication

The attached summary sheet should be completed and submitted to the WYAAS for inclusion in the summary of archaeological work in West Yorkshire published occasionally by this office.

10.3 Publicity

If the project is to be publicised in any way (including media releases, publications etc.), then it is expected that the WYAAS will be given the opportunity to consider whether it wishes its collaborative role to be acknowledged, and if so, the form of words used will be at the Advisory Services' discretion.

10.4 Consideration of Appropriate Mitigation Strategy

The report should not give a judgement on whether preservation or further investigation is considered appropriate, but should provide an interpretation of results, placing them in a local and regional, and if appropriate, national context. However, a client may wish to separately commission the contractor's view as to an appropriate treatment of the resource identified.

10.5 Report Deposition

10.5.1 A copy of the report is to be supplied to the Historic Environment Record held by the WYAAS within a period of two months following completion of fieldwork unless specialist reports are awaited. In the latter case a revised date should be agreed with the Advisory Service. The report will be supplied on the understanding that it will become a public document after an appropriate period of time (generally not exceeding six months). A copy shall also be supplied to English Heritage's regional Science Adviser at the same time (Dr Andy Hammon, English Heritage, 37, Tanner Row, York YO1 6WP).

10.5.2 The West Yorkshire HER supports the Online Access to Index of Archaeological Investigations (OASIS) project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The archaeological contractor must therefore complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. Contractors are advised to contact the West

Yorkshire HER officer prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, the West Yorkshire HER may place the information on a web-site. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the case officer at the West Yorkshire HER.

11. General considerations

11.1 Authorised Alterations to Specification by Contractor

11.1.1 It should be noted that this specification is based upon records available in the Historic Environment Record. Archaeological contractors submitting tenders should carry out an inspection of the site prior to submission. If, on first visiting the site or at any time during the course of the recording exercise, it appears in the archaeologist's professional judgement that:

- i) a part or the whole of the site is not amenable to evaluation as detailed above, and/or
- ii) an alternative approach may be more appropriate or likely to produce more informative results,

then it is expected that the archaeologist will contact WYAAS as a matter of urgency. If contractors have not yet been appointed, any variations which WYAAS considers to be justifiable on archaeological grounds will be incorporated into a revised specification, which will then be re-issued for redistribution to the tendering contractors.

11.2 Unauthorised Alterations to Specification by Contractor

11.2.1 It is the archaeological contractor's responsibility to ensure that they have obtained WYAAS's consent in writing to any variation of the specification prior to the commencement of on-site work or (where applicable) prior to the finalisation of the tender. Unauthorised variations are made solely at the risk of the contractor.

11.3 Technical queries

It is the archaeological contractor's responsibility to ensure that they have obtained the WYAAS's consent in writing to any variation of the specification prior to the commencement of on-site work or (where applicable) prior to the finalisation of the tender.

11.4 Valid period of specification

This specification is valid for a period of one year from date of issue. After that time it may need to be revised to take into account new discoveries, changes in policy or the introduction of new working practices or techniques.

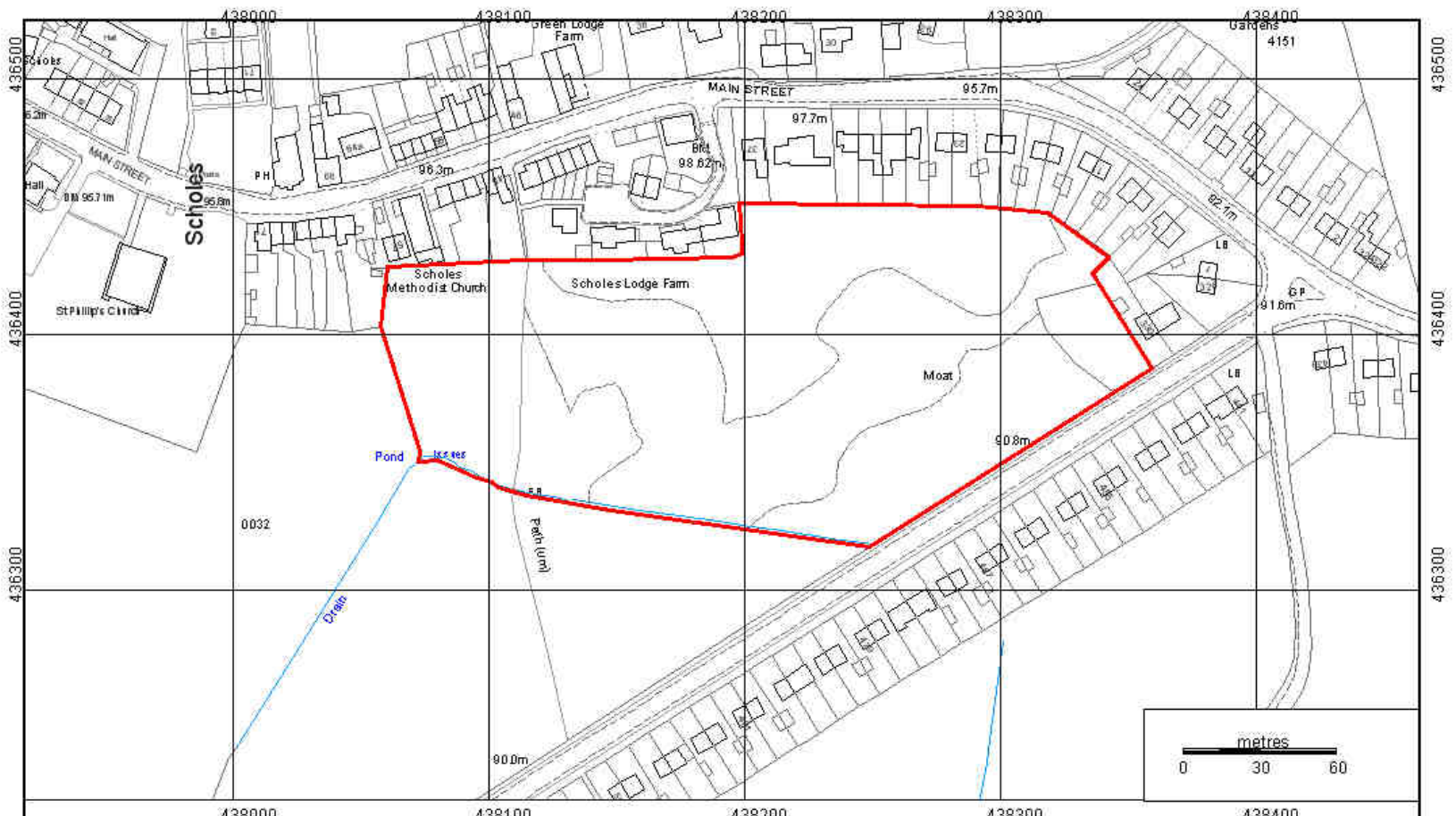
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Geophysical Survey
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 Scholes Moated Site

Date Plotted:
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