

CLEADALE, EIGG

DATA STRUCTURE REPORT



(Completion of excavation from NE, photograph 034)

PROJECT 0503EIGG
May 2005

carried out by
David Lynn
on behalf of
Eddie Scott

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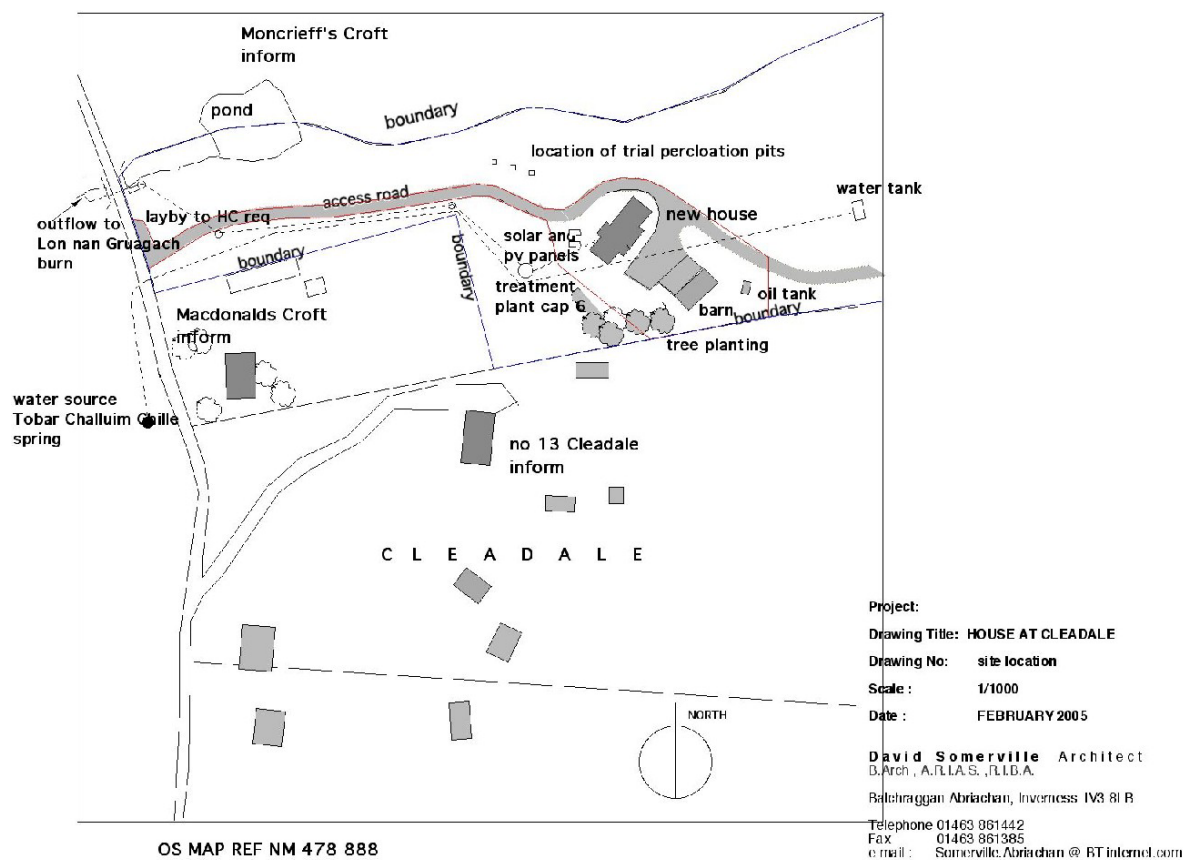
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Location Maps



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1.0 Executive summary

This report describes an archaeological watching brief on the excavation of a development site for a house construction at Croft 4, Cleadale, Isle of Eigg. It was commissioned by Eddie Scott as the developer in response to a planning requirement for an archaeological watching brief. The brief was carried out by David Lynn in April 2005.

No archaeological deposits or artefacts were encountered, with the only finds being 24 sherds of assorted modern pottery in topsoil from the environs of a derelict croft next to part of the access route, along with a modern plastic chess piece or collar stud.

2.0 Introduction

The archaeological watching brief on the excavation of a development site for a house construction at Croft 4, Cleadale, Isle of Eigg was commissioned in response to a planning requirement for an archaeological watching brief set by Highland Council Archaeology Service in February 2005 (reference LO-04-602). The brief was carried out on 8-11 April 2005.

3.0 Site location, topography and geology

The site is located at Croft 4, Cleadale, Isle of Eigg, Highland Region (NGR NM 478/888), on the east side of the public road. The landscape is a hillside sloping up from the shore and beach of Laig Bay to the west to finish underneath the basalt cliffs of the Beinn Bhuide ridge. The development area therefore rises eastwards from the road, lying in a hummocky area of small glacially sheared outcrops separated by small hollows and plateaus, intersected by westward dry and flowing water courses from the cliff slope to the sea, with several springs shown in the immediate vicinity on current OS maps. Ground cover was largely grass-based, with some areas of reed. Some patches had heavy bramble and bracken cover, though at this time of year the bracken had died back ahead of the spring growth, and the ground surface profile was clearly visible.

The underlying drift geology consists of glacial soils and till, while the solid geology consists of various Jurassic sediments; the recognised sources do not give specific detail for Cleadale beyond suggesting a mixture of calcareous sandstones, shales and limestones (Hudson & Allwright 2003, p8; Richey et al 1987, p34), giving a degree of explanation for the density of springs around the area.

4.0 Archaeological background

Highland Council Archaeology Service specified an archaeological watching brief *“because there is a potential for finds or features of interest to be discovered during site works. A watching brief enables any discoveries to be recorded quickly and efficiently as they appear with minimum delay or disruption to the development ... the application site lies within an area with recorded prehistoric and early Christian remains. A putative hut circle lies within the croft area. Further unrecorded buried remains may also survive. These features should be identified and recorded in detail before they are damaged or destroyed ... The area to be covered by this assessment should be the entire development area, including any proposed services, access roads, works compounds, borrow pits or other ancillary works”* (see Appendix 12.7).

A desk-based investigation was carried out for the development area in March 2005 using archaeological/historical records, maps and aerial photographs from visiting the following main sources:

- the Highland Council Sites and Monuments Record (SMR) in Inverness
- the National Monuments Record of Scotland (NMRS) based at the Royal Commission of Ancient and Historical Monuments of Scotland (RCAHMS) in Edinburgh, with additional material supplied by Steve Boyle from the recent detailed survey of Eigg which investigated visible and recorded field remains, early map evidence and other early bibliographic references
- vertical stereo aerial photographic coverage held by RCAHMS.

The first survey work on Eigg was the estate map drawn by William Bald in 1805/6, followed by Ordnance Survey 1st and 2nd edition mapping in 1877 and 1898 respectively; these all show the various contemporarily visible crofting landscape features of the Cleadale area, though with nothing to indicate specifically archaeological features in the area, nor any evidence for structures directly within the development footprint. The first archaeological inventory followed survey work in 1926, with only two sites recorded on Eigg (RCAHMS 1928, pp 220-1), neither of which lie anywhere near Cleadale. Archaeological summaries from the last 20 years or so (eg Wade Martins 2004 – first published in 1987; Dressler 1998) show nothing for the development area, but start to show a wealth of archaeological and crofting remains in the surrounding area, as does the preliminary summary of recent intensive surveying by RCAHMS (RCAHMS 2003). The hut circle cited by Highland Council Archaeology Service in the project specification was identified in 1996/7 through a local survey (Cushion 1997, p3, Site 6) and is the only recorded archaeological site in the immediate vicinity (see Section 7.0 below).

5.0 Aims and objectives

The aims of this watching brief were:

- to identify and record any features or objects of archaeological importance that could be damaged or destroyed by this development, while minimising any delays or disruption to the development project.

The objectives were:

- to observe all ground-breaking work and topsoil disturbance, and to identify, expose and fully record any archaeological features, structures and deposits encountered to locate their position precisely and to record their form by written description and photograph
- to sample material from any archaeological deposits and features in order to gather information on the contemporary environment and on soil formation processes, as well as material for dating.

6.0 Methodology

6.1 Project design

A composite area was machine-excavated using a 14m long straight-edged bucket on a back-acting machine. The main components were:

- a 2.5m wide access track for 130m from the public road to the house site
- a house site of 16m x 5.5m and garden
- a 2m² pit for a Balmoral Cap 6 or similar water tank
- a water supply route 100m long from the tank site to the house.

Original estimates for the excavated area were up to 700m², but this reduced onsite to about 450-500m² as explained below (Section 6.2). The excavated area was taken down through topsoil to solid subsoil or bedrock, during which it was monitored for the presence of archaeological features, with care taken to avoid over-excavation. Any archaeological deposits would be cleaned by hand and recorded using pro-forma sheets, digital and colour slide photography and scale drawings. Standard arrangements were agreed with Highland Council Archaeology Service beforehand for any significant or complex discoveries, which would be left *in situ* until strategies were agreed for safeguarding or recording them and their subsequent treatment within the site development. Any discovered human remains would be reported to the local police and would not be excavated.

6.2 Onsite circumstances

With the excavation team arriving on site, some changes to the methodology were made from the original scheme. The excavated area was reduced from the original estimate as it became clear that utilities cabling could be incorporated within the access road excavation, rather than needing its own trench, and that a track width of 2.5m was sufficient, rather than the intended originally 3.0m. A nearby disused quarry (NM 47769/89076 alt 59m, as marked on current OS maps) provided a handy source of soft rock for the track bed, avoiding the need for onsite sourcing.

The intention had been to excavate eastward from the road to create the access track and the house site in one continuous run, but this changed after the first stretch of the track had been stripped with no archaeology revealed. Severe overheating problems with the excavator meant a major concern over how long it would last before seizing, so the immediate priority changed to assessing the house site. A strip trench was dug west to east across the whole site plateau and through the house footprint, with a perpendicular trench from the south dug to meet the mid point and create a T-outline. A small side trench was dug to the southwest of the T-outline, giving a finished trench plan of a figure 4 (see photographs). Nothing even faintly archaeological showed in the trenches, enabling the plateau to be assessed as clean and a resumption of the track excavation. The water pipe route was excavated at the tank site and for two intermediate test pits, again because of the uncertainty about the excavator lasting out, and also revealed nothing archaeological, enabling the pipe route to be assessed as clean. The track excavation was completed by the close of the excavation period, but the problems with the excavator meant that a secondary objective, of laying a rubble bed along the track was left half finished at the close.

These changes in methodology resulted in a reduced excavated area through a combination of a more efficient methodology and enforced circumstances, but the reduction does not affect the confidence of the assessment that the development site contains no surviving archaeological deposits; minor additional ground disturbance during the construction and the subsequent use of the house, such as garden development, is therefore regarded as archaeologically safe.

No excavation took place west of the road, although an arc-shaped turning area measuring 11m N-S x 3m W-E was created by dumping quarried rubble opposite the access track entrance on top of disturbed roadside ground.

Conditions for the excavation were good, despite snow flurries and rain and drizzle which did not hinder the excavation or prevent assessment. The majority of the excavated area is naturally well drained, showing a clearly identifiable set of sub-surface ground contexts through their colour and texture characteristics.

6.3 Locating features by GPS

A handheld Garmin Geko 201 GPS system was evaluated on this project to locate any features three-dimensionally, giving grid co-ordinate and altitude readings with a claimed accuracy in the manufacturer's literature within 3m. However, the readings took a long time to settle and then often wavered, and the altitude readings sometimes gave problems between locations which visually had obvious differences in height. It is unclear whether these inconsistencies are a product characteristic or reflect satellite orbiting patterns over Eigg; all figures in the text are quoted as displayed on the device, although the likelihood from observation onsite is that a co-ordinate accuracy to 4 figures (ie to within 10m) for each reading is reliable, and that altitudes are probably also reliable within a +/- 10m range of the given figure.

7.0 Results

The results are described sequentially by area according to the original project plan which envisaged excavating progressively eastward from the roadside to create the access track, then the house site and finally the water pipe route. Although this differs from the actual sequence of the excavation as described in Section 6.2, it does not affect the results in any way.

Access track: Excavation started on the eastern roadside at NM 47782/88892 alt 40m, and immediately encountered a pale grey plastic covered BT cable immediately beneath the ground surface, running parallel to the tarmac edge. A short 4.0m wide entry apron was created, narrowing to the 2.5m track width within a short distance. Topsoil 001 consisted of a brown loamy ploughsoil excavated to 0.15m depth, but not bottomed to subsoil. The soil showed good natural drainage, with no field drains apparent here or anywhere else in the excavated area. There was no charcoal flecking, but some scattered and plough tumbled modern pottery sherds (with chipped glazing and end chipping) were collected.

After 25m, topsoil 001 began to show contamination from grey-black midden dumps from the derelict croft adjacent to the south of this track section; excavation deepened to 0.3m, and the number of pottery sherds increased substantially, though without plough chipping and indicating undisturbed midden or rubbish dumping.

Fractured bedrock – “soft rock” - began to appear at this depth and was assigned subsoil context 002. This was immediately followed by an 8m stretch of grey silt on vivid yellow, duck-egg blue, orange-brown, and cream clay lenses as the track crossed a running underground spring; this stretch was excavated down to 0.7m without reaching solid subsoil, with a drainage cut made on the north trackside.

After the boggy area, the track increased its rate of climb into the slope to the south, as well as the general eastward rise, which caused an excavation depth of 0.8m on the track's south edge. Dry red-brown soil and soft rock reappeared as subsoil 002, with topsoil 001 being a boggy black soil, turning dark brown and loamy past the marshy area. After the track passed a boundary marker at NM 47866/88902 alt 48m, all pottery discoveries ceased for the remainder of the excavation, neatly tying the pottery distribution to the presence of the derelict croft rather than resulting from a wider midden distribution or soil improvement pattern. Similarly, no charcoal presence was seen in the remainder of the excavated area.

The final track section climbed steeply into what had appeared to be a small 20m long quarried edge with soft rock exposure and a bumpy surface profile; however there was no significant rubble content in the removed topsoil, and a stretch of cream coloured clay or silt in the exposed subsoil where rock would be expected, suggesting a quirk of natural weathering rather than quarrying for building stone, although quarrying for other materials than solid rock may have occurred. The track crested the ridge on to the house site plateau at NM 47909/88909 alt 55m.

House site: As described in Section 6.2, the house site was excavated by putting down 3 strip trenches, each 1.4m wide to match the bucket width. The main W-E trench ran from NM 47891/88898 for about 25m to NM 47914/88894 alt 56m, with a perpendicular trench running south from the main trench edge at NM 47907/88899 alt 56m for 15m to NM 47901/88884 alt 56m; despite the matching altitude figures from the GPS unit (see Section 6.3), the trench ran downhill to the southern end, which was perhaps 2-3m lower. A third small NW-SE trench was put in for a separate 7m stretch from NM 47892/88895 alt 61m to NM 47898/88889 alt 58m. The excavated area was about 70m², instead of a 16m x 5.5m house footprint of 88m², but covered the length and breadth of the plateau without revealing any archaeological deposits, or even any pottery sherds or charcoal flecking.

Topsoil 001 on the plateau was a medium-brown silty earth, with much root penetration below the grass cover from bracken and bluebell bulbs. Subsoil 002, a pale brown-grey silty soil was reached at 0.1m depth at the western edge of the plateau, gradually changing to a red-brown ploughsoil at 0.35m depth at the eastern end of the main trench.

Water tank and pipe route: The water tank site was excavated at NM 47966/88934 alt 68m for 2.0m x 1.4m and to a depth of 0.4m, amid dense brambles and bracken, showing a rich brown clay soil. The first test pit on the pipe route was opened at NM 47944/88916 alt 61m, measuring 2.2m x 1.6m and 0.3m deep, with bedrock at the base of the scrape, underlying the same soil type as the tank site. The second test pit on the pipe route lay downhill of a tumbled crofting field wall and a modern open drainage gully built 5 years ago to divert hillside runoff after a newly built house to the south of the development area flooded when heavy rain opened a stream course. The pit was dug at NM 47925/88904 alt 56m in dense brambles, measuring 2.1m x 1.4m and 0.4m deep and had the same soil content as the tank site.

Other sites: the putative hut circle mentioned by Highland Council Archaeology Service in their brief was found at NM 48000/88962 alt 73m (SMR no. NM48NE 0051; no NMRS record found). There is nothing to add to the description in the SMR record or its original description (Cushion 1997, p3, Site 6), other than it survives with only the faintest traces amid dense bracken and its original identification would have been an impressive feat of observation. However it is a genuine structural feature which is recognisable as a [very] *“incomplete, probable circular walled feature of 8m diameter.... on a slight knoll”*. It lies well away from the development site and will not be affected – the closest point is the water tank site about 45m downhill to the east.

A possible newly discovered prehistoric structure lies at NM 47691/89069 alt 44m, below the west side of the road opposite the quarry entrance and well away from the development site. It consists of 5 major boulders in an unclear formation on boggy ground at the fringe of a silted freshwater loch. Other subsurface stone can be felt underfoot over a 14m x 7m irregular area. The largest boulder is an irregular upright 1.5m high x 0.7m x 1.4m and appears deliberately placed in a vertical position. The structure looks to have been heavily robbed from its original state and can not be convincingly interpreted in its present form.

8.0 Discussion

8.1 Summary of the fieldwork results

From the perspective of the developer, wishing to build a private house and access within a progressive island community without affecting the island's heritage, the project was successful, and led to the discovery of a previously unrecognised possible prehistoric structure nearby.

The results are limited to a scatter of modern pottery debris in the vicinity of a derelict croft, the majority of which is explained as casual midden disposal. A smaller portion of the assemblage, found in the first 25m or so of the track in plough improved topsoil, suggests a deliberate effort to improve the soil by distributing domestic

rubbish or midden material. While this explanation is generally plausible, it is surprising that any other midden elements, particularly organic material such as animal bone, were not found. Experience of watching briefs elsewhere in modern improved agricultural landscapes confirms the lack of other midden elements within topsoil as the norm, despite often heavy pottery distributions. The general rationale, that soils were being improved by the addition of midden or refuse addition, remains convincing, but the detail is puzzling. If refuse was sorted before distribution, how and why was broken pottery regarded as so beneficial? On the other hand, if the refuse was unsorted, how do the remaining elements disappear so completely – while natural soil processes would attack organic material and ploughing would break up more fragile material, such an apparently complete disappearance is difficult to accept within a time frame of a couple of centuries.

The only other point to highlight is an observation about crofting land use in and around the development area. The topography varies immensely at a micro-level, with densely scattered outcrops and knolls separated by small hollows or plateaus of up to 30m x 30m size. The degree to which these pockets, such as the initial track stretch and the house plateau along with many others visible nearby, were exploited by soil improvement was an impressive indication of the ingenuity and efforts of the crofting regime.

8.2 Interpretive issues

There are no unresolved interpretive issues, nor any further analysis of the results required.

9.0 Recommendations

No further archaeological role is recommended for this project, and there is no residual need for post-excavation work. The finds are all relatively modern artefacts from the recent crofting use of the landscape, without any obvious significance outside their immediate area of origin. Details were submitted to the Treasure Trove Advisory Panel, and Crown title for the assemblage has been disclaimed (Certificate HAA.TTNC.2005/55, issued 22:04:05). The finds have therefore been offered to and accepted by the Eigg Heritage Trust as a potential display and handling collection.

10.0 Acknowledgements

Thanks are due to Eddie and Lucy Scott for co-ordinating the arrangements and hospitality on Eigg. Bob and Mairi were wonderful hosts, and Camille Dressler provided much local information. Kirsty Cameron arranged access at short notice to the Highland Council SMR facilities, and Steve Boyle provided details of as yet unpublished RCAHMS survey work on Eigg and other very useful background material. Alan Saville (National Museums of Scotland) provided a very rapid response on behalf of the Treasure Trove Advisory Panel to disclaim Crown title on the finds assemblage. On-site assistance was provided by Monty and Vince as the excavating team, enabling a full archaeological opportunity despite ongoing technical problems. The location maps were provided by David Somerville, the architect for the project from Inverness.

11.0 Bibliography

- | | |
|----------------|---|
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- Wade Martins S 2004 *Eigg – an island landscape* (3rd edition), PWM Heritage Management, location unknown.

12.0 Appendices

12.1 List of contexts

Area	Context	Description	Interpretation
All	001	Field soils	Topsoil, partly improved by crofting
All	002	Various glacial till, clays and bedrock	Natural subsoil

12.2 List of finds

Area	Find no.	Context	No. of pieces	Material	Description
Track	001	001	24	Pottery	Assorted sherds from modern domestic and workshop items; includes mainly white glazed and semi-glazed, with some blue, black or red patterning
Track	002	001	1	Plastic	Small white plastic composite item, 12 mm high. Probably either a pawn from a

toy chess set or a collar stud

12.3 List of samples

None taken

12.4 List of drawings

None made – working sketches in site book (archived)

12.5 List of photographs

All photographs were taken in colour jpeg format and duplicated in colour slide format

Area	Jpeg no.	Subject	Taken from
General	1	Site area before excavation	W
General	2	Site area before excavation	NW
General	3	Site area before excavation	NW
General	4	Site area before excavation	NW
General	5	Site area before excavation	SE
General	6	Site area before excavation	SE
General	7	Site area before excavation	SE
Track	8	Access track area before excavation	E
Track	9	Access track area before excavation	E
House site	10	House site area before excavation	W
General	11	Site area before excavation	NE
Track	12	Commencing track excavation from road	W
Track	13	Continuing track excavation past derelict croft	W
Track	14	Continuing track excavation past derelict croft	W
General	15	Site area after Day 1 excavation	NE
General	16	Site area after Day 1 excavation	ENE
General	17	Site area after Day 1 excavation	ENE
Water tank	18	Water tank site before excavation	E
House site	19	House site area after strip trenching	ESE
House site	20	House site area after strip trenching	ESE
Water pipe	21	Eastern segment of water pipe route	S

Water pipe	22	Western segment of water pipe route	S
Water pipe	23	Tank pit	E
Water pipe	24	Test pit 1 on pipe route	E
Water pipe	25	Test pit 2 on pipe route	E
Track	26	Continuing track excavation past derelict croft	W
House site	27	House site area after strip trenching – long trench	W
House site	28	House site area after strip trenching – long trench	E
House site	29	House site area after strip trenching – perpendicular trench	N
House site	30	House site area after strip trenching – perpendicular trench	S
House site	31	House site area after strip trenching – short trench	NW
Track	32	Continuing track excavation towards possible quarry	W
Track	33	Continuing track excavation past possible quarry	E
General	34	Completion of excavation	NE
House site	35	Completion of excavation of house and track	E
House site	36	Completion of excavation of house and track	E
House site	37	Completion of excavation of house and track	E
House site	38	Completion of excavation of house and track	E
House site	39	Completion of excavation of house and track	E
House site	40	Completion of excavation of track	E
House site	41	Completion of excavation of track	E
New site	42	Previously unrecorded structure @ NM 47691/89096	E
N/a	43	The finds assemblage	N/a

12.6 Entry for submission to *Discovery & Excavation in Scotland*

LOCAL AUTHORITY:	Highland Council
PROJECT TITLE/SITE NAME:	Number 4, Cleadale, Eigg
PARISH:	Eigg
NAME OF CONTRIBUTOR:	David Lynn

CONTRIBUTOR:	
TYPE OF PROJECT:	Watching brief
NMRS NO(S):	N/a
SITE/MONUMENT TYPE(S):	Crofting landscape, nearby possible hut circle
SIGNIFICANT FINDS:	None
NGR (2 letters, 6 figures)	NM 478 888
START DATE (this season)	08:04:05
END DATE (this season)	11:08:05
PREVIOUS WORK (incl. DES ref.)	None
MAIN (NARRATIVE) DESCRIPTION:	<p>A watching brief was undertaken in April 2005 on the excavation of a development site for a house and access at Croft 4, Cleadale, Isle of Eigg, in response to a planning requirement.</p> <p>No archaeological deposits or artefacts were encountered, with the only finds being 24 sherds of assorted modern pottery in topsoil from the environs of a derelict croft next to part of the access route, along with a modern plastic chess piece or collar stud. The nearby possible hut circle was identified at NM 48000/88962 alt 73m (SMR no. NM48NE 0051; no NMRS record found) in a very fragmented condition.</p> <p>A newly discovered possibly prehistoric structure lies at NM 47691/89069 alt 44m, below the west side of the road to the north west of and well away from the development site. It contains 5 major boulders in an unclear formation on boggy ground at the fringe of a silted freshwater loch. Other subsurface stone can be felt underfoot over a 14m x 7m irregular area. The largest boulder is an irregular upright 1.5m high x 0.7m x 1.4m and appears deliberately placed in a vertical position. The structure looks to have been heavily robbed from its original state and can not be convincingly interpreted in its present form.</p>
PROPOSED FUTURE WORK:	None
SPONSOR OR FUNDING BODY:	Eddie Scott, Eigg
ADDRESS OF CONTRIBUTOR:	Flat 3/2, 4 Lawrence St, Glasgow G11 5HQ
EMAIL ADDRESS:	thedavelynn@yahoo.com
ARCHIVE LOCATION (intended/deposited)	<p>No substantive archive created.</p> <p>Report lodged with Highland Council SMR and NMRS.</p>

PLANNING AND DEVELOPMENT SERVICE Archaeology Unit

Brief for archaeological work at: New House, Croft 4,
Cleadale, Isle of Eigg (ref: LO-04-602)

WATCHING BRIEF

1) Background

An archaeological watching brief is needed at this site because there is a potential for finds or features of interest to be discovered during site works. A watching brief enables any discoveries to be recorded quickly and efficiently as they appear with minimum delay or disruption to the development. The application site lies within an area with recorded prehistoric and early Christian remains. A putative hut circle lies within the croft area. Further unrecorded buried remains may also survive. These features should be identified and recorded in detail before they are damaged or destroyed. This will need to be done by a qualified and experienced archaeologist. This brief sets out in detail who is responsible for what, as well as the terms of reference, objectives, method, monitoring and reporting arrangements.

2) Terms of Reference

This brief specifies what is considered to be the **minimum** acceptable standard of work; proposals that present a higher standard may be offered and accepted. It is assumed that this will form the basis of an agreed approach unless changes are agreed with Highland Council Archaeology Unit in writing before the start of any site works. This brief has been produced for Mr & Mrs E Scott, who will be responsible for the work, including any tendering and contractual arrangements. It sets out in detail who is responsible for what, as well as the terms of reference, objectives, method, monitoring and reporting arrangements.

The area to be covered by this assessment should be the entire development area: including any proposed services, access roads, works compounds, borrow pits or other ancillary works. The work should be carried out by, or under the immediate direction of, a member of the Institute of Field Archaeologists to ensure that work is carried out to professional standards. The Archaeology Unit may refuse to accept work from, or otherwise take action against, archaeologists who fail to carry out work to these standards. The Archaeology Unit would be pleased to comment on tenders submitted in confidence. Tenders should be accompanied by a project design, statement and evidence of competence, including the CV of the Project Director.

The brief has been produced specifically for this scheme based on documents supplied at the time it was issued. It is valid for one year from the date of issue. Before site works start, the proposed arrangements, including a timetable for the work should be agreed with the Highland Council Archaeology Unit in writing.

3) Objectives

To identify and record any features or objects of archaeological importance that could be damaged or destroyed by this development, while minimising any delays or disruption to the development project.

4) Method

a) **Desk-based Assessment**

A check of all relevant archaeological/historical records, maps and aerial photographs should be undertaken. At least the following sources should be checked:

- The Highland Council Sites and Monuments Record (SMR). *Please note - the online SMR 'Am Baile' is not designed for use in development control or for constructing management policy of sites. In order to source the full SMR information required for such studies all consultants should approach the Highland Council Archaeology Unit directly.*
- The National Monuments Record of Scotland (NMRS)
- Vertical stereo aerial photographic coverage held by RCAHMS and the Highland Council Archaeology Unit.
- Ordnance Survey map coverage from 1850 onwards, and any other readily available early cartographic sources held at the National Library of Scotland Map Library.
- Bibliographic references and early parish accounts.

b) **Watching Brief**

A watching brief will be conducted by the Archaeological Contractor on all site ground-works, so that any finds or features of importance can be recorded to professional standards. The Archaeological Contractor will endeavour wherever possible to work with the contractor to ensure that any recording required is done with minimum delay to the site works.

Important Note for architects, builders and site contractors

Those carrying out site clearance and excavation works will need to work closely with the archaeologist and provide all necessary access and other arrangements. They may need to use differing work practices on site than usual to enable the archaeologist to complete the work. For example:

- Where excavating machinery is used, a straight-edged bucket must be used on a back-acting machine. Care will need to be taken to avoid over-excavation, and the advice of the archaeologist on-site should be adhered to on this.
- Archaeologists may need to get quickly into recently cleared areas and this may mean that drivers of excavators may sometimes need to wait briefly, or switch to working other areas.
- Each excavating machine needs to be watched by at least one archaeologist at all times (1:1 ratio). Work should not begin on site until this cover has been set up.
- Because the archaeologist must be able to record any archaeological remains encountered during the work to professional standards, site clearance works may take slightly longer than normal. This should be allowed for in the development project timetable. Occasionally, more extensive excavation may be needed since there will be limited opportunities to preserve features *in situ*. If discoveries are made that would cause significant delays, see paragraph 5 below.
- Human remains must be immediately reported to the local police and to the Highland Council Archaeology Unit and should not be excavated as part of this work. Once areas have been cleared, and any archaeology recorded, there should be no need for further archaeological work in these areas.

c) **Report**

The archaeologist will produce a brief report setting out the results of the work as described below.

5) Monitoring

The Archaeological Contractor is responsible for agreeing arrangements for monitoring with Archaeology Unit staff. We will monitor projects as necessary to ensure that minimum standards are met. Prior notice of fieldwork starting dates - with

contact names, telephone numbers and arrangements for access - must be given to the Highland Council Archaeology Unit. Any unexpectedly significant or complex discoveries, or other unexpected occurrences which might significantly affect the archaeological work and/or the development, must be notified immediately to the applicant and the Highland Council Archaeology Unit. The finds or features must be left *in situ* until arrangements have been agreed for safeguarding or recording them. In the meantime work may continue on other areas of the site.

6) Reporting

a) **Project report**

The archaeologist appointed is responsible for producing a report on the work, and for making sure copies have been received by the recipients listed below. The Archaeological Contractor should allow for all costs when estimating for the work. We require archaeologists to submit satisfactory reports within the agreed deadline.

Apart from any copies required by the client, at least **five** copies of the project report must be produced by the archaeologist. These must be submitted to all of the following **within 4 weeks** of the completion of the fieldwork.

- One paper copy for the Council's Area Planning and Building Control Manager, Fulton House, Gordon Square, Fort William, PH33 6XY.
- One paper copy to be deposited with the Council's Senior Librarian Information Co-ordinator, Libraries Support Unit, 31a Harbour Road, Inverness IV1 1UA. This will be available for public consultation through the public library service.
- One paper copy to be deposited with the Council's Assistant Curator (Archaeology), Museum & Art Gallery, Castle Wynd, Inverness IV2 3EB
- Two copies for the Archaeology Unit, Planning and Development Service, Council Offices, Glenurquhart Road, Inverness IV3 5NX: one paper copy and one copy of the complete report as a *pdf* file, on a computer disc or CDROM. Please ensure that all drawings and photographs are included.

The report must include as a minimum:

- Location plan (bound into the report) showing the project area and archaeological sites and features affected. Grid references must be included.
- Circumstances and objectives of this work, including a copy of this specification.
- The archaeological background of the site, placed in the context of the wider area.
- An analysis of the project results drawing in comparative data as appropriate, and a statement of the significance of the results as per the Burra Charter.
- General comments and proposals for future archaeological projects arising from the carrying out of this project.
- Scale plans and photographs of all significant archaeological features noted.
- A full index to any records or other material generated by the project including the archive location.
- Weather and other conditions affecting fieldwork.
- A list of finds, as appropriate, set out in the required format for Treasure Trove reporting.

b) **Presentation**

Where significant archaeology has been found, the archaeologist must arrange a presentation of the project results to the local community within a year of the completion of the fieldwork.

c) **DES**

A brief summary of the results must be sent to the Council for Scottish Archaeology for inclusion in *Discovery and Excavation in Scotland*.

d) **Copyright**

The Council will assume author's copyright unless advised otherwise. However, the Archaeology Unit reserves the right to make the report available for reference and research purposes, either on paper, or electronically. The completed report will be

made available for immediate public consultation for research purposes at the Highland Council Sites and Monuments Record, and through the public library service. The Archaeology Unit will acknowledge copyright in all cases.

6) Finds

Chance finds can be made during any archaeological fieldwork. Archaeologists should note that advice and facilities for emergency conservation and temporary storage can be offered by Inverness Museum. All finds should be notified for Treasure Trove before the report is submitted.

7) Insurance

The archaeologist appointed must take all necessary measures to conform to the Health and Safety at Work Acts and be covered by all necessary insurance. Section 24 of the Highland Council's revised Contracts Standing Orders states: "*All specifications issued by and contracts entered into with the Council in connection with the carrying out of work or the provision of services shall provide that the contractor holds a valid insurance policy, approved by the Council, for:-*

- (1) *Employers liability - minimum limit - £10m (statutory limit)*
- (2) *Public liability - minimum limit £5m."*

8) General

The archaeologist agrees by undertaking this work to the terms of this brief. He or she must:

- carry out the work according to the Code of Conduct, standards and guidance of the Institute of Field Archaeologists.
- agree a timetable for the work with the client and the Highland Council Archaeology Unit.
- not comment to the press or other media without prior approval from the client and the Highland Council Archaeology Unit.
- fully allow for prevailing weather conditions in northern Scotland.

Any Health and Safety incidents on site involving the archaeologist must be immediately notified to the Health and Safety Executive. This brief has been produced the Highland Council Archaeology Unit, to whom any enquiries should be addressed. No one else has authority to vary its terms.

*Highland Council Archaeology Unit
10 February 2005*