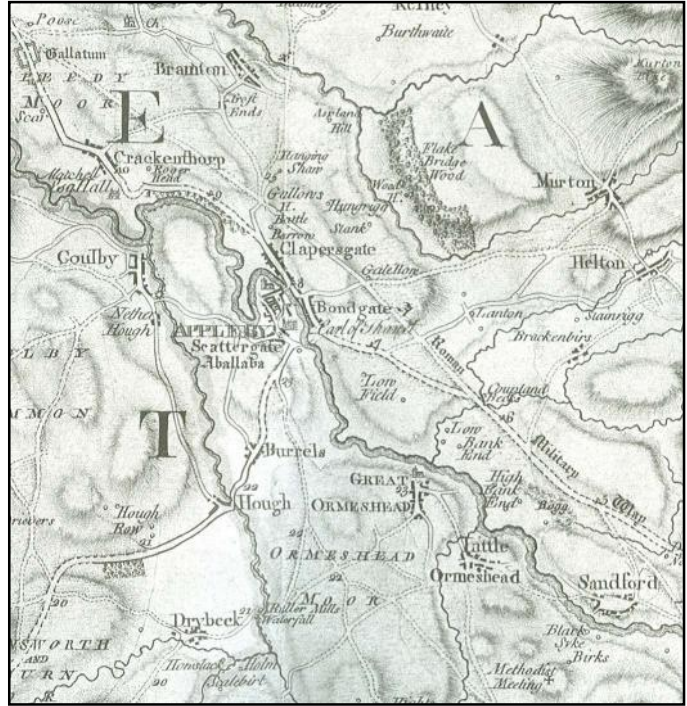
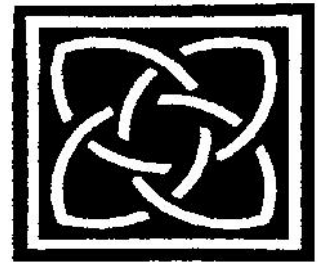


APPLEBY-IN-WESTMORLAND, EDEN VALLEY, CUMBRIA



COMMUNITY ARCHAEOLOGY PROJECT PROPOSAL 20/01/2015



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1 BACKGROUND

- 1.1 This project proposal is for a Community Archaeology Project focused on the town of Appleby-in-Westmorland, in the Eden Valley, Cumbria. It has been prepared on behalf of Appleby Archaeology Group who wishes to facilitate the project in cooperation with local community groups and other project partners.
- 1.2 Appleby-in-Westmorland is situated in a loop of the River Eden in the Upper Eden Valley, in that part of Cumbria that was formerly known as Westmorland, the town of Appleby formerly being County town of Westmorland. The Eden Valley is a soft lowland landscape of undulating mixed farmland and woodland with distinct villages constructed of red sandstone or limestone. The valley contains some of the richest agricultural land in Cumbria, framed by the North Pennines to the east, and the rugged Cumbrian High Fells and Orton fells to the west, merging with the flatter land of the Carlisle fringe and the Solway Basin to the north (Countryside Commission 1998).
- 1.3 The earliest settlement at Appleby-in-Westmorland, appears to have been on the east side of the River Eden, in the area now known as Bongate (HER 4937). It is believed that a Danish manor and village were situated in this area, which was referred to in medieval times as 'Old Appleby'. Old Appleby was held by Scotland at the time of the Norman conquest. However, King William Rufus took Carlisle in 1092, and it is believed that a motte and bailey was constructed in Appleby-in-Westmorland soon after (Holdgate 2006, 13).
- 1.4 The Norman town of Appleby-in-Westmorland was subsequently laid out in the loop of the river to the west of Old Appleby. The axis of the new town was the main street of Boroughgate, which it is believed originally ran from the castle bailey in the south (the highest point in the town), to the church in the north, with long strips of land or 'burgages' laid out either side.
- 1.5 From the end of the 12th century, and throughout the 13th century, Appleby-in-Westmorland prospered as a centre of trade, linked to the surrounding countryside through its market focused on Boroughgate. However, by the end of the 14th century a combination of plague, climate change and Anglo-Scottish disputes left large parts of the town in ruins, and it took until the 16th century to recover (Holdgate 2006, 103-104).
- 1.6 The aim of the proposed Community Archaeology Project is to provide further information on the possible origin and development of Appleby-in-Westmorland, which is currently not well-understood. There has been very little previous archaeological research undertaken within Appleby-in-Westmorland, due largely to the lack of modern development within the historic core of the town. However the limited investigation that has taken place suggests that archaeological remains survive both within the historic core of the town and the surrounding landscape.

- 1.7 The archaeological project will provide an opportunity to identify and record the presence archaeological remains relating to the early history of the former county town, and help document the development of the town in the medieval and post-medieval periods. This will be achieved through a programme of documentary research, survey and archaeological investigation, undertaken primarily by members of the Appleby Archaeology Group and other project volunteers.
- 1.8 This document sets out a methodology for a Community Archaeology Project, focused on the town of Appleby-in-Westmorland. It was produced in accordance with the recommendations of English Heritage as set out in *Management of Research Projects in the Historic Environment* (MoRPHE 2006).

2 APPLEBY-IN-WESTMORLAND: THE MEDIEVAL BOROUGH

- 2.1 The name 'Appleby' is believed to originate from the Danish 'byr' (meaning farmstead) and Old English 'aepple' (apple), meaning 'dwelling or farmstead with an apple tree'. Its earliest documented form is 'Aplebi' in 1130 (Lee 1998).
- 2.2 The earliest settlement at Appleby-in-Westmorland, appears to have been on the east side of the River Eden. It is believed that a Danish manor and village were situated in the area now called Bongate, which was referred to in medieval times as 'Old Appleby' (Higham 1986, 30). Evidence for this early settlement includes a 10th century hogback tombstone, which is built into the north doorway of St Michael's Church in Bongate.
- 2.3 The political situation was complex in the Eden Valley during the 10th century, when it was ceded to the Scottish kingdom of Strathclyde, and attacked by the English under Ethelred in 1000, but was held by Scotland at the time of the Norman conquest (Summerson 1993). King William Rufus took Carlisle in 1092, and it is believed that a motte and bailey was constructed in Appleby-in-Westmorland soon after.
- 2.4 During the 11th to 13th centuries Appleby-in-Westmorland was situated in a kingdom with changing rulers. Under King William Rufus the Eden Valley was held by a number of Norman lords, starting with Ivo Taillebois, and may have been very much a 'frontier land'. However, between 1122 and 1135 Henry I shaped Westmorland into a shire, run by sheriffs. In 1135 King David of Scotland took control of Carlisle, and became the dominant authority in the county until 1157, when Appleby-in-Westmorland was restored to England.
- 2.5 Appleby Castle consists of 12th century earthworks, keep and curtain wall with a 13th century round tower, and 15th century southeast square tower. The castle is believed to have been constructed by Ranulf de Meschines (or Briquessart), who was overlord of the Eden Valley for 20 years from c.1100 (Holdgate 2006, 36). However, it is also thought possible that work was undertaken by Hugh de Morville who was installed at Appleby-in-Westmorland from 1136 under King David. Later works were undertaken by the Clifford family who were resident from the late 13th century until the death of Lady Anne Clifford.
- 2.6 The construction of the castle was followed by a new planned town and economic activity focused on Boroughgate. This new town is also ascribed to Ranulf de Meschines, who as overlord would have benefited from the new town through the payment of rents and tolls. The town was laid out to the north of the castle in the loop of the River Eden, with St Lawrence's Church and graveyard at the north end of the main street, which would also provide a wide market place for trading.

- 2.7 The layout necessitated the construction of a bridge across the River Eden, to provide access to the old town at Bongate, and the road to Carlisle. The new town was also a 'borough', a place where the burgages were free from land taxes, but had other rights granted by the Lord of the manor in return for the rents they paid. The town is believed to have come into existence around 1100, and in 1179 received its first charter (Rollison 1996, 46).
- 2.8 Other Norman boroughs founded around this time included Carlisle, Cockermouth, Egremont, Greystoke, Keswick, Newton Arlosh (Wigton), Penrith, Skinburness, Wavermouth, Kendal and Brough under Stainmore. The new boroughs were inextricably linked to the countryside, providing the market places for agricultural products from the surrounding area. Appleby-in-Westmorland was strategically located on an important trans-Pennine route (the present A66) and developed into an important trading centre, whilst other boroughs failed. Newton Arlosh, Kirkoswald, Greystoke and Pooley Bridge for example never developed into significant settlements (Winchester 1987, 122).
- 2.9 From the end of the 12th century and throughout the 13th century, Appleby-in-Westmorland prospered as a centre of trade, linked to the surrounding countryside through its market focused on Boroughgate. A number of major building projects were undertaken, including the construction of a friary for Carmelite monks to the north of the town, and a leper hospital dedicated to St Leonard at the site of Holm Farm to the west of the town. However, by the end of the 14th century a combination of plague, climate change and Anglo-Scottish disputes had left large parts of the town in ruins, and it took until the 16th century to recover (Rollison 1996, 103-104).
- 2.10 Under the reign of Edward I in the early 14th century border defences were improved,; however, after his death in 1307 the area was left to defend itself. In 1314 Robert Bruce's invasion of England resulted in the ravaging of Appleby-in-Westmorland, as well as Brough and Kirkoswald. Carlisle was besieged on numerous occasions during the 14th century and the surrounding countryside laid waste, and on 26th December 1388 Appleby-in-Westmorland was reputedly almost completely destroyed, never again regaining its former prosperity.
- 2.11 In 1603 the Union of the Crowns brought a lasting peace and stability to the border region. Appleby-in-Westmorland benefited from this political situation, and again began to prosper. During the middle of the 17th century the town came under the control of Lady Anne Clifford, who was an important figure in the history of the area, and did much to restore the castle from its ruinous state. She also worked to improve the town, and constructed the St Anne's Hospital on the west side of Boroughgate in 1653 for the maintenance of 13 poor widows.

- 2.12 The High Cross, which stands at the south end of Boroughgate, was erected in the 17th century, inscribed 'Retain your loyalty Preserve your right'. This cross, and the 18th century Low Cross at the north end of Boroughgate, are replacements of earlier crosses, which marked the limits of the medieval market.
- 2.13 Throughout the 18th and 19th centuries the market town of Appleby-in-Westmorland grew in prosperity. Boroughgate remained an important street in the town and saw the construction of a number of substantial 18th century houses. As the demand for land increased a number of the original burgage plots became in-filled, often with buildings constructed around a courtyard behind the street frontage.
- 2.14 The High Cross was the site of a cheese market and Whitsuntide hiring fair, so remained an important focus for economic activity. Appleby remained the county town of Westmorland until it was dissolved in 1974. It has remained a traditional market town, with very few modern developments having taken place within the medieval core.

3 RESEARCH AIMS AND OBJECTIVES

- 3.1 The earliest evidence for prehistoric activity near Appleby-in-Westmorland comes from Brackenber Moor, situated 3km to the southeast, which has been the focus of research undertaken by the Appleby Archaeology Group. Brackenber Moor has been occupied since at least the Bronze Age, and a number of burial monuments survive from this period, including a cremation monument excavated by the group in 2011 (publication forthcoming). Further evidence for prehistoric activity has been revealed at The Druidical Judgment Seat, a D-shaped enclosure on the east side of Brackenber Moor, which was previously believed to be a Romano-British farmstead (Railton 2012). There is no direct evidence for prehistoric activity in the immediate vicinity of Appleby-in-Westmorland. However, it is possible that this may be revealed during the course of the project.
- 3.2 The closest evidence for Roman activity near Appleby-in-Westmorland is a marching camp at Crackenthorpe, located c.2km to the northwest of the town. The present route of the A66, to the northeast of Appleby-in-Westmorland, is known to follow the course of the High Street Roman Road. It has also been speculated that Appleby Castle may be on the site of an earlier Roman fort or Iron Age hillfort. However, to date, there is no known confirmed archaeological evidence for Appleby-in-Westmorland having been occupied during the Roman period. The possibility of a Roman presence at Appleby-in-Westmorland is a theme that may be explored as part of the project, and the research undertaken may help to confirm whether there was a Roman presence in the town or nearby.
- 3.3 It is recognised that the primary focus of the project will be on the medieval settlement. There has been a paucity of archaeological investigation within the town, meaning that the development of the medieval settlement at Appleby-in-Westmorland is only understood in very broad terms. A lack of published finds

assemblages for the medieval period outside of the urban centre of Carlisle, has been identified as a particular problem for the dating of medieval sites in Cumbria (Brennand 2007, 95). However, recent work at the south end of Boroughgate in Appleby has produced a relatively prolific assemblage of medieval pottery. As a result of this, and previous work, it can be seen that an Eden Valley medieval ceramic tradition is slowly beginning to emerge (Brooks, McCarthy & Railton 2013).

3.4 A number of other research objectives have been identified in the North West Regional Research Framework (Brennand 2007, 102-104) with regard to medieval urban settlements in the region:

- Research is needed to determine whether new boroughs were newly founded plantations or developments from pre-existing non-urban settlements. What evidence survives for pre-existing settlements?
- Market places were a key element of the townscape, but there has been little work to trace their origins and development in the region. Were they the main element in laying out a town, did they move, grow, contract? What was the impact of market centers on the exchange of local products and their relationship with high-status sites?
- Many towns in the North West were associated with castles. How did defense influence the layout of towns, castles and market places?
- There has been a lack of excavation targeting medieval deposits, in particular very few burgages and medieval house plots have been excavated. There is a need to examine the street frontages in medieval towns as well as the back plots.
- Towns were centers of craft industries and potential centers and dispersers of innovation. Research is needed on technological developments and manufacturing specialisation in towns.
- There is a need to discover to what extent medieval buildings survive behind post-medieval facades, which dendrochronological dating may help to address
- Very little is known about the living conditions of ordinary townspeople, their health and nutrition, which environmental sampling may help to address.

3.5 This project therefore has the potential to contribute to a greater understanding of the origins and development of Appleby-in-Westmorland, and to contribute to a number of regional research objectives. The main areas of research are set out below, although it is possible that other sources of information may emerge during the course of the project:

- Desk-based research will be undertaken to collate all available archaeological information about the town, and to determine as far as possible that nature of the archaeological resource and the archaeological

potential of the town. This research will include records of all archaeological sites and previous investigations within a 1km radius in order to place Appleby-in-Westmorland in its historic, archaeological and topographic context. All readily available historic maps and plans of the town will be consulted in order to inform an understanding of the layout and development of the settlement, and to identify possible areas of archaeological potential.

- Topographic and geophysical surveys will be undertaken at key locations within the town to provide metrically accurate, and detailed records of surviving archaeological remains. These surveys will record both visible earthwork remains and potential sub-surface archaeological deposits, and provide key information to inform the locations of subsequent intrusive archaeological investigations. This survey may help to provide evidence regarding town defences, burgages, and settlement patterns.
- Targeted excavations will be undertaken in order to investigate, record and sample potential archaeological features and deposits. These will comprise a series of test pits and linear trenches, which will be located to attempt to answer specific questions about the town's development. Samples will be taken in order to obtain dating evidence, provide information on economic and other activities, and to provide information on health, nutrition, and the local environment.
- Archaeological survey and recording work will also be undertaken of standing structures and key historic buildings within the town in order to investigate and record any evidence for medieval origins, construction, historical development, and use. Detailed documentary research may be undertaken on key building within the town to help inform this work.

3.6 Previous archaeological work has shown that whilst the historical record may be informative regarding the political, social and economic aspects of town life, the archaeological record can provide much to support the documentation, and provide a greater understanding of the history, development and function.

4 BUSINESS CASE

4.1 The staged methodology below addresses all the requirements of the Appleby Archaeology Group and potential funding bodies with regards to the safe management of the site works, and the retrieval and full recording of all classes of archaeological data, in order to meet the projects research objectives.

4.2 The works outlined are to consist of the following:

- Assessment of available published material including previous site reports and records, and re-examination of archaeological evidence from the town;
- Historic map regression to help determine the recent development of the town and identify areas of archaeological potential;

- Geophysical and topographic surveys to record the presence/absence of potential sub-surface archaeological features and deposits;
 - Historic building surveys and focused research projects to investigate in greater detail key aspects of the town and its buildings;
 - Targeted archaeological investigation at key locations within the town, and sampling/recording of any features or deposits identified;
 - An opportunity for the participation of local volunteers in research, survey, building recording and excavation;
 - Assessment of the condition, fragility and significance of the features identified;
 - Publication of the results of the work undertaken as widely as possible, through a series of presentations, reports and journal articles.
- 4.3 The program of works set out is anticipated to fully cover all eventualities for the project. The results will contribute to the archaeological background of Appleby-in-Westmorland, and will help inform the wider research agendas of the region. In addition, it will provide training opportunities and public participation in a range of archaeological research techniques.

5 PROJECT MANAGEMENT

- 5.1 The management of the project will be undertaken by Appleby Archaeology Group. It is proposed that at the start of the project a research sub-committee will be appointed from the group's members to help facilitate the project, with specific tasks and responsibilities assigned between members. The project will primarily be managed by Martin Railton, BA (Hons) MA, MifA, Wardell Armstrong Archaeology Senior Project Manager and Appleby Archaeology Group Committee Member (Research). It is expected Martin will also direct the fieldwork and provide a point of contact for any volunteers participating in the project. A full risk assessment for the project will be undertaken by the Project Manager prior to any fieldwork commencing.

6 COMMUNICATIONS

- 6.1 The Project Manager, will liaise on a regular basis with other members of the project team to check on progress of each stage. Each key stage will be reviewed for efficiency and strength of the approaches taken to the particular work packages. Any weaknesses will be addressed, and steps taken to remedy them.
- 6.2 It is recognised that the primary stakeholders in this project are the Appleby Archaeology Group and project partners, who are facilitating this work, and who wish to see the project completed on time and within budget should grant funding be obtained. Communications will be through the Appleby Archaeology Group, which will be the first point of contact for all project-related enquiries.

- 6.3 Access arrangements for the work in the town will be made by Appleby Archaeology Group with the various landowners, and the Appleby Town Council, prior to the start of the individual survey and recording projects, and the on-going work situation will be communicated at regular intervals. It is understood that various parties will have to be consulted throughout the project, and that access arrangements will need to be in place in advance of each stage of the fieldwork.
- 6.4 Project partners are likely to include Appleby Town Council, the Appleby-in-Westmorland Society (whose members have already been involved in undertaken documentary research on the town), Appleby residents, businesses and community groups, Centre 67 (the Appleby Archaeology Group meeting space), Appleby Tourist Information Centre, Wardell Armstrong Archaeology (professional guidance and specialist services) and the Cumberland and Westmorland Antiquarian and Archaeological Society.
- 6.5 Communication with the wider public is likely to be in the form of local talks, presentations, newsletters, displays in the Tourist Information Centre, newspaper articles in the Cumberland and Westmorland Herald and publication articles.

7 PROJECT REVIEW

- 7.1 The policy of Appleby Archaeology Group is to provide a suitable programme of meeting and events, and to undertake archaeological fieldwork projects to professional standards with continuous improvement in the quality and value of its work. These improvements are made in response to member feedback, committee member suggestions, and advances at every level. The group continually seeks opportunities for best value, and shared services with others in order to provide the most efficient service available. The aims and objectives of Appleby Archaeology group are to provide its members with a service that meets their expectations and is deliverable within the funding available.
- 7.2 It is the responsibility of the Chairman and Secretary to ensure that all group procedures are clearly documented and implemented. Quality is maintained and enhanced by working in a systematic and flexible manner to procedures designed to control and eliminate the occurrence of problems.
- 7.3 The Committee regularly reviews group procedures to ensure its continuing suitability and effectiveness. The results of all such reviews are recorded in the minutes of the committee meetings, and include details of the review findings, conclusions and any corrective or preventative action to be taken. These are submitted to the appropriate members within the committee for implementation and are presented to the membership at an Annual General Meeting.

8 METHOD STATEMENT

- 8.1 The aims and objectives of the project will be achieved through a program of desk-based assessment, topographical survey, geophysical survey, building survey, documentary research, archaeological recording and reporting. All fieldwork will be carried out in accordance with codes and practices outlined by the Institute for Archaeologists (IfA).
- 8.2 This proposal is for an initial stage of archaeological desk-based assessment of readily available information on Appleby-in-Westmorland, in order to collate all that is known about the town. This will include a historic map regression. The purpose of the topographical and geophysical surveys is to further define the potential archaeological remains present and inform the location of intrusive test pits and trenches. This work will provide additional information on the location, condition, and type of archaeological remains present and allow sampling of suitable archaeological deposits. It is possible that this will result in a further stage of targeted archaeological excavation. The archaeological work will provide the opportunity to obtain dating evidence, and provide information on site processes, including economic and other activities, and to provide information on the local environment, living conditions and health, following the post-excavation assessment of all finds and samples recovered. A detailed report will be produced for each sub-project undertaken, and it is expected that the final results of the project will be published in a suitable form to contribute to academic objectives.

9 STAGES, PRODUCTS AND TASKS

9.1 *Project Set-Up*

- 9.1.1 Project set-up will include the creation of a CAD drawing containing the layout of the modern town, combined with digital Ordnance Survey data. The CAD drawing will be created using AutoCAD software, and will form the basis of all future project work.
- 9.1.2 Following this a preliminary list of key locations within the town will be produced, to be used as a basis for focused research as a series of sub-projects. These sub-projects will focus on particular research objectives identified above.

9.2 *Desk-Based Research*

- 9.2.1 The desk-based research will involve a search for information on all cultural heritage sites previous archaeological investigations within a 1km radius of the town centre, in accordance with nationally recognised guidelines. This will help inform the subsequent phases of archaeological work.
- 9.2.2 The desk-based assessment will involve the consultation of the Cumbria Historic Environment Record in the first instance. This will include the collection of all available information held within the HER database within 1km of the town, in order to achieve an understanding of the nature of the existing resource regarding the geographical, topographical, archaeological and historical context.

- Aerial photographs for the area will be examined in order to gain an adequate understanding of the context of the archaeological work.
- 9.2.3 Following this the Cumbria Records Office will also be consulted in order to study maps and documents relevant to the study area. This will include the collection of historic maps, including Tithe or Enclosure maps and early Ordnance Survey maps. Early cartographic evidence, such as surveys and terriers, will be consulted in order to achieve an understanding of the medieval and early post medieval landscape. 18th and 19th century mapping will also be consulted. Several secondary sources and journals, such as the Transactions of the Cumberland and Westmorland Antiquarian and Archaeological Society, will also be consulted.
- 9.2.4 The desk-based assessment will be undertaken in accordance with the Institute for Archaeologists *Standards and Guidance for Historic Environment Desk-Based Assessments* (IfA 2011a).
- 9.3 *Topographical survey*
- 9.3.1 Where required, topographical survey may be undertaken within the town at suitable locations to record visible earthworks and structures. This will comprise a metric survey of all visible features, including all earthwork banks, ditches, trackways, ponds, and ridge and furrow, as well as other upstanding remains, such as relict stone walls and buildings. The objective of the surveys is to provide an accurate record in plan of the archaeological features present, supplemented by pertinent earthwork profiles.
- 9.3.2 In addition a regular series of spot heights will be recorded in order to produce contour data, including any earthwork ditches and banks. Contour data will be collected as required (approximately every 1m) across the surface in order to generate contours at 0.2m intervals.
- 9.3.3 Detailed survey of all elements within the survey area will be undertaken at 1:500 scale, the tolerances of the survey corresponding to +/- 150mm. The scale selected is considered most appropriate for showing earthwork detail clearly and accurately. The full ground plan of all the structures and earthworks within the survey areas will be surveyed by GPS, following accepted methodologies (English Heritage 2007). All co-ordinates and levels will be generated in metres to three decimal places, and presented as easting, northing and height; the co-ordinates will be expressed as Ordnance Survey National Grid (OSNG), and heights as Ordnance Survey height datum. The GPS data will be downloaded onto a laptop at the end of each day for initial data processing. The digital data will then be imported into Trimble Business Manager software for the creation of digital surface models and contour plans.
- 9.3.4 Photographs will also be taken of upstanding features using digital photography. Photograph numbers and shot directions will be recorded on the pro-forma field record sheets. Digital photographs will be downloaded onto a laptop for storage at the end of each day, and backed up onto the at the end of the project.

- 9.3.5 The topographical surveys will be supplemented with a written description of the earthworks present, and hachured sketch plans, which will be used to inform the production of the reports and final illustrations.
- 9.3.6 The metric surveys will be conducted in accordance with English Heritage guidelines (Riley & Wilson-North 2001), and will correspond to English Heritage Level 3 survey (English Heritage 2007).
- 9.4 *Geophysical survey*
- 9.4.1 Geophysical surveys may be undertaken at suitable locations define the archaeological deposits present. The solid geology of Appleby-in-Westmorland comprises New Red Sandstone, overlain by glacial deposits of boulder clay (BGS 2001).
- 9.4.2 Geomagnetic survey is considered to be one of the most appropriate geophysical techniques, given the non-igneous environment, and the expected presence of archaeological features at depths of no more than 1.5m. This technique involves the use of hand-held gradiometers, which measure variations in the vertical component of the earth's magnetic field. These variations can be due to the presence of sub-surface archaeological features. Geomagnetic measurements will be determined using a Bartington Grad601-2 dual gradiometer system, with twin sensors set 1m apart. This will be undertaken using a 20m grid with a traverse interval of 1m and sample interval of 0.25m.
- 9.4.3 In addition, an earth resistance survey will be undertaken. This will provide a complimentary data set to the geomagnetic survey, and is considered particularly appropriate given the possible presence of stone buildings. The earth resistance survey will be undertaken with a Geoscan RM15 Resistance Meter using the same 20m grid with a traverse interval of 1m and sample interval of 0.5m. When an electric current is injected into the ground it encounters sub-surface resistance. This resistance will vary according to the water content of the soils, which may reflect changes in geology, but also varies according to the presence of stone buildings, walls, foundations and floors, and also trackways, ditches and voids.
- 9.4.4 Geophysical survey data will be processed using TerraSurveyor software, to produce 'grey-scale' images of the raw data. A palette will show the relationship between the grey shades and geomagnetic or earth resistance values. Raw data will be processed in order to further define and highlight the archaeological features detected. The resulting grey-scale images will be combined with site survey data and Ordnance Survey data to produce geophysical survey plans. Colour-coded geophysical interpretation diagrams will be provided, showing the locations and extent of positive, negative and dipolar magnetic anomalies, and areas of high or low resistance. Archaeological interpretation diagrams will also be provided, which will be based on the interpretation of the geophysical survey results, in light of the archaeological and historical background of the site.
- 9.4.5 The geophysical surveys will be undertaken in accordance with English Heritage guidelines (English Heritage 2008), and in accordance with the standard and

guidance of the Institute for Archaeologists (IfA 2011b). The geophysical surveys will be undertaken by volunteers under professional guidance.

9.5 *Computer Modeling*

9.5.1 The topographic and geophysical data will be imported into the project CAD drawing, in order to relate the features identified to the modern and historic maps of the town. The information therein will be used to determine possible intrusive archaeological investigations.

9.6 *Historic Building Survey*

9.6.1 Historic building survey may be undertaken of key buildings within the town in order to obtain information regarding their origins, development and use. The surveys may include visual and photographic surveys, measured surveys of plans or elevations, written descriptions, documentary research, and historic map analysis. It is anticipated that this would be undertaken in consultation with the Appleby-in-Westmorland Society, whose members have already undertaken a great deal of research on properties within the town.

9.6.2 Following the completion of the building survey the survey data will be entered into a database and incorporated into the project site plan. This information will also be provided to update the Cumbria Historic Environment Records.

9.7 *Archaeological Excavation*

9.7.1 Archaeological excavation will be undertaken using targeted test pits and trial trenches in order to investigate and record any archaeological evidence contained at key locations within the town. This work shall involve the systematic examination and accurate recording of all archaeological features, horizons and artefacts identified. All work will be carried out under professional supervision and in accordance with the codes and practices outlined by the Institute for Archaeologists regarding archaeological evaluation (IfA 2008).

9.7.2 The aims and principal methodology of the archaeological investigations can be summarised as follows:

- to determine the presence/absence, nature, extent and state of preservation of archaeological remains;
- to produce a photographic record of all contexts using colour digital and monochrome formats as applicable, each photograph including a graduated metric scale;
- to recover artefactual material, especially that useful for dating purposes;
- to sample any environmental deposits encountered in consultation with appropriate specialists.
- to prepare a site archive in accordance with MoRPHE standards (English Heritage 2006);

- 9.7.3 Any finds recovered will be assessed under the direction of Megan Stoakley, Wardell Armstrong Archaeology (WAA) Finds and Archives Officer. WAA will undertake first aid conservation, but if further conservation is required following the production of an assessment report, there will be extensive consultation with appropriate specialists.
- 9.7.4 Work on any environmental samples will take place at the WAA premises at Carlisle. Further specialist services will be utilised at the University of Durham, if required. Environmental samples would be processed under the direction of Don O'Meara, WAA Environmental Officer, in consultation with Sue Stallibrass, English Heritage Regional Scientific Adviser, North-West Region. Don O'Meara will also assess any animal bone recovered during the evaluation. Human remains will be assessed by Megan Stoakley at WAA, who is a qualified osteoarchaeologist.
- 9.7.5 Recommendations will be made by WAA regarding the suitability of recovered organic deposits and ecofacts for radiocarbon dating.

10 OUTPUTS

10.1 Reporting

10.1.1 Interim reports will be produced for each sub-project focusing on key locations within the town. In summary the sub-project reports will include some or all of the following:

- *The dates on which the project work was undertaken.*
- *A concise, non-technical summary of the results*
- *Background information on the project*
- *A description of the methodology employed, work undertaken and results obtained.*
- *A location plan showing the location of the study area, related to the national grid, and an eight figure Ordnance Survey grid reference*
- *Distribution maps showing the locations and extent of sites identified in the desk-based assessment*
- *A historic map regression*
- *Survey plans showing the locations and extent of archaeological features in relation to the site topography*
- *A description of any geophysical anomalies detected within the study areas*
- *Greyscale plans at an appropriate scale showing the location and extent of any geophysical anomalies*
- *Interpretation of the geophysical survey results in light of the archaeological and historical background of the town*
- *Geophysical and archaeological interpretation diagrams*

- *Trace plots of the unprocessed geophysical data as appropriate*
 - *A synthetic discussion of the nature of the archaeological and historical evidence recorded, and conclusions regarding the significance of the archaeology of each area in relation to local and regional research agendas.*
 - *A review of the methodology employed and an assessment of any problems encountered.*
 - *An assessment of the condition of the earthworks and archaeological features identified;*
 - *A selection of digital photographs showing the work undertaken, and archaeological features identified.*
 - *A complete bibliography of sources from which data has been derived.*
- 10.1.2 Copies of the final reports will be provided to the Cumbria Historic environment project along with a digital version (in PDF format) on CD.
- 10.2 *Publication & Outreach*
- 10.2.1 A final project report will also be compiled, in line with English Heritage MoRPHE guidelines, which will discuss the phasing and history of the town based on the archaeological work undertaken.
- 10.2.2 A synthesis of the results of the fieldwork will be produced for inclusion in a suitable journal, such as the Transactions of the Cumberland and Westmorland Archaeological and Antiquarian Society. The publication will include a description of the fieldwork project, the results obtained, and a discussion of the nature, extent and significance of the archaeological remains recorded with illustrative plans.
- 10.2.3 A short presentation will be made by the project manager and/or members of the group at the conclusion of each sub-project at the Appleby Archaeology group AGM and Members Evening, to which the public are invited. At the conclusion of key stages of the project it is proposed that a public talk may be held on the project at the Appleby Market Hall.
- 10.3 *Project Data*
- 10.3.1 Copies of CAD files will be included in the project archive. Digital images will be supplied in uncompressed TIF file format on CD-ROM or DVD.
- 10.4 *Archive*
- 10.4.1 The project archive will be prepared to the standard specification in Brown, DH, (2007) *Archaeological Archives A Guide to Best Practice in Creation, Compilation, Transfer and Curation*. It is anticipated that this will be deposited with the Penrith and Eden Museum. Copies of the project data will be retained for a minimum of six years.

10.4.2 The project will be registered with the **Online Access** to the **Index** of archaeological investigationS (**OASIS**), where a digital copy of the report will be made available.

11 PROPOSED PROJECT TEAM

11.1 *Appleby Archaeology Group*: Appleby Archaeology Group is a community archaeology group whose focus is practical field archaeology. Most of the Group's activities take place in the Appleby-in-Westmorland area with meetings held in the town, but the groups interests range across the whole of Cumbria. The group is run by a committee of volunteers who organise the groups events and activities, which include talks, site visits, fieldwork projects and conferences. Founded in 1998, the group has over fifteen years of experience in archaeology.

11.2 *Wardell Armstrong Archaeology (WAA)*: Wardell Armstrong Archaeology (formerly North Pennines Archaeology) is the archaeological contracting division of Wardell Armstrong LLP. The company has a fully staffed professional field team and is highly experienced in the assessment and recording of archaeological sites and monuments throughout the north of England. Based near Carlisle, Cumbria, the company has considerable experience extending over more than fifteen years of archaeological investigation. It is proposed that WAA provide some professional support to the group for specialist aspects of the project, including training volunteers, supervision of fieldwork, finds conservation and assessment, environmental analysis and reporting/illustration.

11.3 *Previous Projects*: Appleby Archaeology Group and Wardell Armstrong Archaeology have extensive experience in undertaking previous community archaeology projects on a wide range of sites. Recent projects include:

- ***Brackenber Moor, Appleby, Cumbria***: Five seasons of fieldwork have been undertaken with members of Appleby Archaeology Group, in Oartership with Wardell Armstrong Archaeology and the North Pennines AONB Altogethe Archaeology Project, in order to investigate a long-lived prehistoric landscape. This involved providing training in geophysical survey, field walking, trial trench evaluation and excavation. The project has revealed the remains of a Bronze Age cremation monument (publication forthcoming), a probable Bronze Age barrow, and Iron Age farmstead known as the Druidical Judgement Seat (published in 2009). A lithic assemblage has also been collected through fieldwalking in the wider area.
- ***The Maiden Way, Alston, Cumbria***: A trial trench evaluation was undertaken by members of the Appleby Archaeology Group and Altogether Archaeology Project with supervision from WAA staff, on behalf of the North Pennines AONB. Three sections were excavated across the former Roman Road.

- ***Shaw's Wiend, Appleby-in-Westmorland:*** An archaeological investigation was undertaken by Wardell Armstrong Archaeology prior to the development of a site at the south end of Boroughgate. The work revealed evidence for medieval and later domestic activity at the site. The archaeological features identified represent two main phases of development, relating to the occupation of two burgages in the medieval and post-medieval periods, as well as periods of apparent abandonment. The project provided evidence for a mixed economy in the medieval period, which is consistent with the system of burgage tenure, involving both agriculture and other small-scale economic activities indicative of a semi-urban lifestyle. A significant assemblage of medieval pottery was also recovered. The project was visited by members of the Appleby Archaeology Group, and the results were presented at the group's conference in 2009. This project has provided a starting point for the group's research into the town.
- 11.4 *Staffing:* the archaeological work will be undertaken under the direction of Martin Railton BA (Hons) MA MIfA, WAA Senior Project Manager. Martin specialises in archaeological survey techniques, including: landscape survey, geophysical survey, and building survey, in addition to archaeological excavation and illustration. He has completed numerous similar commercial projects and community archaeology projects, both for Wardell Armstrong Archaeology, and his previous employer, North Pennines Archaeology (NPA). He also has also worked extensively with amateur archaeology societies, including Appleby Archaeology Group, The Lorton and Derwent Fells History Society, The North Pennines Heritage Trust, and the Altogether Archaeology Project Volunteers in the North Pennines AONB.
- 11.5 The manager will be assisted by members of the Appleby Archaeology Group and other project volunteers to undertake the desk-based research, survey work, archaeological recording and excavation work. It is proposed that professional staff from Wardell Armstrong Archaeology will provide training and supervision in aspects of the fieldwork as required.
- 11.5.1 Megan Stoakley, Wardell Armstrong Archaeology (WAA) Finds and Archives Officer will undertake first aid conservation and assessment of finds from the project. Don O'Meara, WAA Environmental Officer, in consultation with Sue Stallibrass, English Heritage Regional Scientific Adviser, North-West Region will undertake the processing and assessment of environmental samples. Don O'Meara will also assess any animal bone recovered during the evaluation. Human remains will be assessed by Megan Stoakely at WAA, who is a qualified osteoarchaeologist.
- 11.6 Reporting will be undertaken by Martin Railton, the project manager, with illustration by Adrian Bailey, WAA Illustrator.

12 INSURANCE COVER

12.1 Appleby Archaeology Group maintains £2 million Public Liability Insurance; £2 million Product Liability Insurance; and £10 million Employers Liability Insurance and covers up to 19 volunteers on any project at any one time. WAA maintains insurance levels of: £2 million Professional Indemnity Insurance; £10 million Public Liability Insurance; and £10 million Employers Liability Insurance.

13 HEALTH AND SAFETY

15.1 All personnel taking part in fieldwork have a responsibility to adhere to sensible standards of behaviour. Personnel will be made aware that fieldwork activities have inherent hazards which members minimise with appropriate safety precautions. However, the potential dangers make it imperative that personnel co-operate by behaving responsibly in order to reduce the risk of accidents.

15.2 Risk assessments will be undertaken prior to any fieldwork taking place and all participants fully briefed regarding on site hazards and safe working procedure. WAA is accredited within the CHAS (Contractors Health & Safety Assessment Scheme), and is recorded in their database.

15.3 All team members will pay due regard to safe working practices and Ancient Monument Legislation (where appropriate). Team members will be in mobile phone contact with each other at all times. All WAA field work staff involved in the project will hold certificates in first aid for outdoor and remote environments. All team members will carry personal first aid kits and wear the appropriate PPE.

14 SOURCES

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