



WYAS
**Archaeological
Services**

**Stocks Walk,
Almondbury,
West Yorkshire**

Archaeological Watching Brief

Report no. 4311
June 2025

Client: Stephen & T Ltd



Stocks Walk, Almondbury, West Yorkshire

Archaeological Watching Brief

Summary

ASWYAS were commissioned to carry out an archaeological watching brief during groundworks associated with the construction of a new property close to the historic core of the village of Almondbury, West Yorkshire. The only features recorded were the remains of a drystone wall, likely part of a plot boundary established in the later 19th or early 20th century.



Report Information

Client: Stephen & T Ltd
Address: First Floor, 407 New hey road, Huddersfield, HD33XE

Report Type: Archaeological watching brief
Location: Stocks Walk, Almondbury
County: West Yorkshire
Grid Reference: SE 16703 15015
Period(s) of activity represented: n/a
Report Number: 4311
Project Number: XO44
Site Code: SWK25
Planning Application No.: 2021/90025
Museum Accession No. tbc
OASIS No.: tbc
Date of fieldwork: 9th-11th April 2025, 1st May 2025
Date of report: June 2025
Project Management: Matt Wells
Fieldwork supervisor: Haydn Evans, Steffan Golby
Report: Matt Wells
Illustrations: Matt Wells
Photography: Site staff



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Ver	Author(s)	Reviewer	Approver	Date
1.0	MW	JR	MW	May 25

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1 Introduction

Archaeological Services WYAS (ASWYAS) was commissioned by Stephen & T Ltd to undertake an archaeological watching brief at Stocks Walk, Almondbury, West Yorkshire. The work was undertaken in two phases. The first was between the 9th and 11th of April 2025, and the second was on the 1st of May 2025. The work was undertaken in accordance with the National Planning Policy Framework (NPPF) and a Written Scheme of Investigation (WSI) produced by WYAAS (West Yorkshire Archaeology Advisory Service, Appendix 1).

Site location, topography and land use

The site is located at land off Stocks Walk, Almondbury (Approximate centre: SE 16703 15015; Fig. 1). The site and surrounding area slopes gently from north-west to south-east, and was accessible via Stocks Walk from the south-eastern corner of the site. The site comprises a rectangular piece of land covering an area of approximately 0.03 Ha. At the time of the investigation the site was occupied by an area of mixed hardstanding, tarmac, waste material and topsoil.

Soils and geology

The bedrock geology across the site comprises the Greenmoor Rock Sandstone group, described as sedimentary bedrock formed between 319 and 318 million years ago during the Carboniferous period (BGS 2025). The overlying soils are part of the Dale association: carboniferous and Jurassic clay and shale that is slowly-permeable, seasonally-waterlogged, clayey and fine silty soils on soft rock which is often stoneless (SSEW 1983).

2 Archaeological and Historical Background

The following background is based on that found in the specification produced by WYAAS (Appendix 1).

Stocks Walk lies in an area dominated by All Hallows Church and a Vicarage. There is a local tradition that a mound, possible prehistoric in origin, stood in Heck's Fold between the modern Vicarage and All Hallows Church (West Yorkshire Historic Environment Record MWY10950). It is possible this mound became a meeting point during the early medieval period and acted as a focus for later activity at Almondbury. Historic maps show the medieval occupation at the village of Almondbury occupied Northgate and Westgate with the classic arrangement of medieval crofts and tofts perpendicular to these streets with a back lane to the west. A possible back lane lies to the west of Northgate and may hint at the village's original and simple form. This is marked as a foot path in the 1850s. The surrounding fields had also comprised numerous long narrow strips which are typical of the medieval open field systems. Whilst the church may date to before the 13th century, the earliest mention of the Vicarage is 1485, although it is likely there was a house and associated farm here before this. A tithe barn is also reported to have stood to the north-west of the vicarage.

During much of the medieval period there appears to have been two legally established settlements bearing the name of Almondbury, one at the modern village and the other 2km north-east within the hill fort at Castle Hill. Although Almondbury is listed in the Domesday Survey of 1086, it is not known if this mention represents the settlement at Castle Hill or the village – although the establishment of the motte and bailey castle is undoubtedly later than 1086. Later documentary evidence, such as a market charter obtained by 1294 and mention of burgage holders in 1357 are not specific to their location of these individuals nor their properties. This situation of two possible locations continues up to and beyond 1634 when the settlement at Castle Hill was mapped. The modern village also has a strong claim to be the original location of Almondbury. All Hallows Church dates from at least the 13th century, and possibly earlier, pointing to a settlement at the present village by this date. Any archaeological evidence of medieval activity would significantly increase our current understanding of the origins and form of Almondbury during the medieval period.

3 Aims and Objectives

The aim of the watching brief was to provide information on the presence or absence and the extent, character, chronology, depth of burial and degree of archaeological survival on the site. This would be achieved by objectively recording by means of photographs and selected drawings significant archaeological features and inform on the original and subsequent uses of the site on Stocks walk. This record would then placed in the public domain by depositing it with the West Yorkshire Historic Environment Record.

The objective of the work was to monitor the removal of top and subsoil horizons and assess the resultant areas for their archaeological potential. Any remains were then subject to archaeological excavation.

4 Methodology

All work was undertaken in accordance with the relevant standards (CifA 2023; Historic England 2008). The watching brief was conducted by appropriately qualified and experienced archaeologists who were present during all ground works.

Excavations were opened and the topsoil and recent overburden removed down to the first significant archaeological horizon in successive level spits of a maximum 0.2m thickness, by the use of an appropriate machine using a toothless bucket. Under no circumstances was the machine used to cut arbitrary trenches down to natural deposits. All machine work was carried out under direct archaeological supervision and the machine halted if significant archaeological deposits were encountered. Occasionally the top of the first significant archaeological horizon was exposed by the machine but then cleaned by hand and inspected for features.

All excavations and deposits encountered were accurately located on a site plan and recorded by photographs, scale drawings and written descriptions sufficient to permit the preparation of a report. Section drawings (at a minimum scale of 1:20) included heights and O.D. Plans (at a minimum scale of 1:50) included O.D. spot heights for all principal strata and any features. The areas of ground disturbance were recorded on a development plan and the stratigraphic sequence and the depth of the excavations was recorded. If archaeological remains were identified, their location was accurately tied into the National Grid and located on an up-to-date 1:1250 O.S. map base. Plans produced by the architect for the current works were used as a basis for any observations relative to the watching brief record.

Spoil heaps were scanned for both ferrous and non-ferrous metal artefacts using a Minelab X-Terra 705 metal detector fitted with a 9inch 7.5kHz coil, capable of discriminating between ferrous and non-ferrous material and was operated by an experienced metal detector user. Modern artefacts were noted but not retained.

All excavated archaeological contexts were fully recorded by written records, giving details of location, composition, shape, dimensions, relationships, finds, samples, and cross-references to other elements of the record and other relevant contexts, in accordance with best practice. All contexts, and any small finds and samples from them were given unique numbers. Bulk finds were collected by context. All artefacts were removed from the site for assessment and analysis, and where it was appropriate, their find spots were recorded three dimensionally.

An inventory of the primary archive is presented in Appendix 2 and a concordance of contexts is given in Appendix 3. ASWYAS currently hold the site archive in a stable and secure location.

5 Results

Groundworks subject to archaeological monitoring comprised two phases of excavation (Fig. 2). Firstly the ground level within the site was reduced to a level surface. Next, a series of foundation trenches were excavated.

Ground reduction and site clearance (Plates 1-3) were carried out to level the ground within the site and to clear it of dumped rubble, refuse and soil, built up particularly along the western edge of the site. The excavated material extended to a depth of up to 1.25m along this western edge. To the east, the ground reduction extended only to *c.* 0.2m. Soil excavated here comprised a dark blackish-grey sandy-silt topsoil (100). Once the ground reduction was complete, typically, a mid-yellowish brown sandy-silt subsoil (101) was exposed at the base.

The second phase of groundworks consisted of the excavation of foundation trenches (Fig. 2; Plates 5-8). The trenches typically measured 0.80m to 0.90m wide and between 0.80m and 1.00m deep. They were excavated through the subsoil (101) and into, or at least exposing the surface of, the natural geology (102). The geology consisted of a mid-brown sandstone,

occasionally weathered. The only feature of archaeological interest was a drystone wall (103) exposed in the side of a foundation trench extending into the site from the north. It aligned with a drystone wall beyond the site boundary to the north (Plate 8) and likely represented a continuation of this wall to the south which had since been demolished at the surface, leaving a small amount of foundation *in-situ*. The wall measured up to 0.50m in width, up to 0.60m in depth and was constructed with unbonded small, irregular sub-angular sandstone blocks, measuring no more than 300mm in size.

6 Discussion and Conclusions

The watching brief was successful in meeting its aims and objectives stated above. No problems were found in clearly identifying stratigraphic units in the site. No significant archaeological features were recorded during the groundworks and no finds were recovered. Natural deposits were only exposed in a small area within the site and it is possible that archaeological deposits may exist within the site that were not impacted by the groundworks. Any such deposits will be preserved *in-situ* within the site.

The only feature recorded in the site was the remains of a drystone wall which appears to represent an extension southwards of an extant boundary wall to the north of the site. Historic mapping suggests this boundary was established in the late 19th or early 20th century.

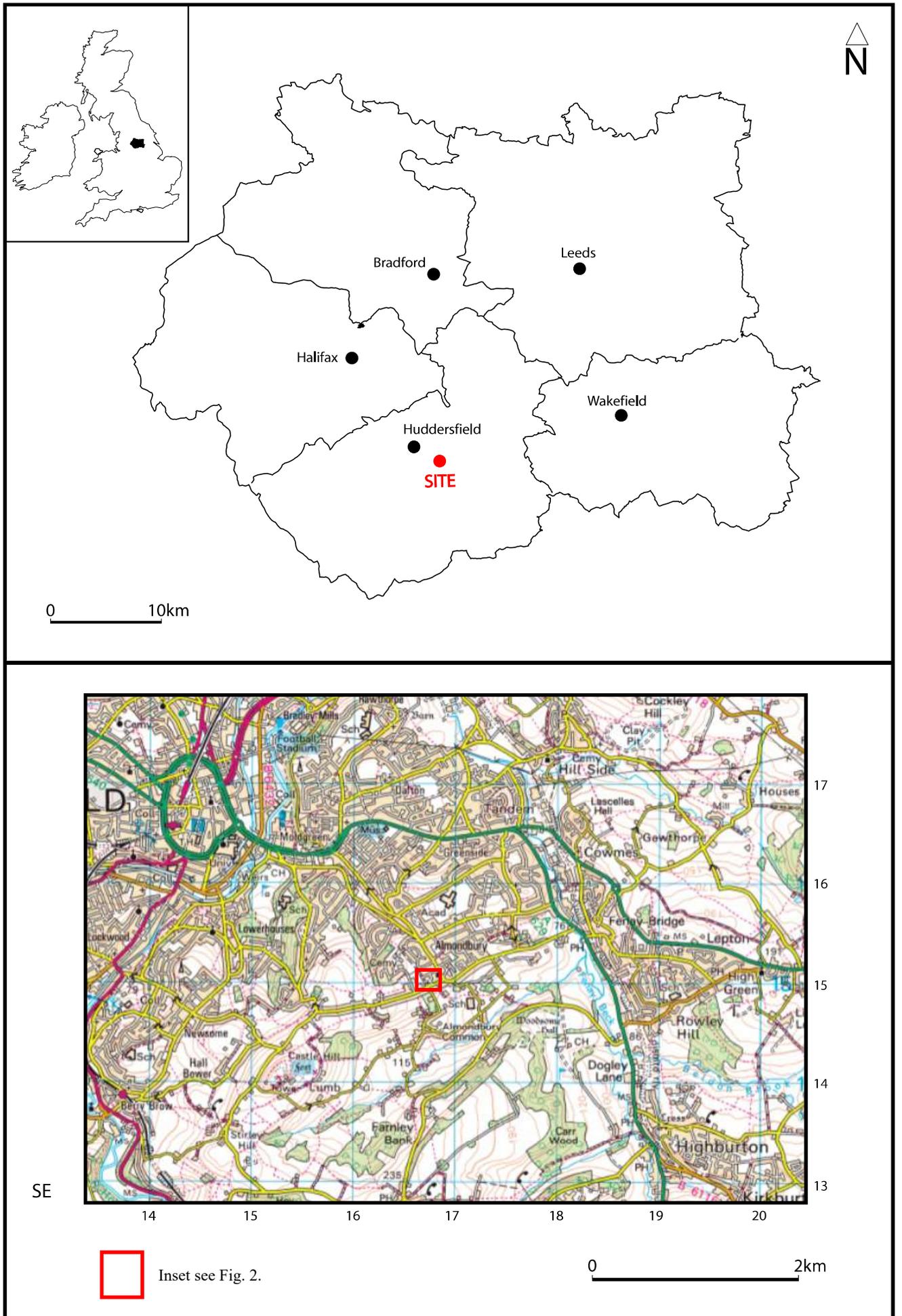


Fig. 1. Site location



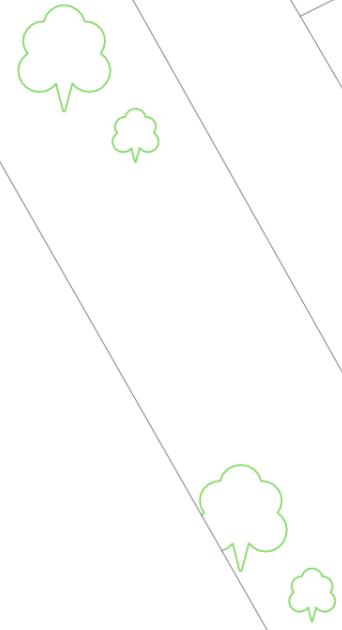
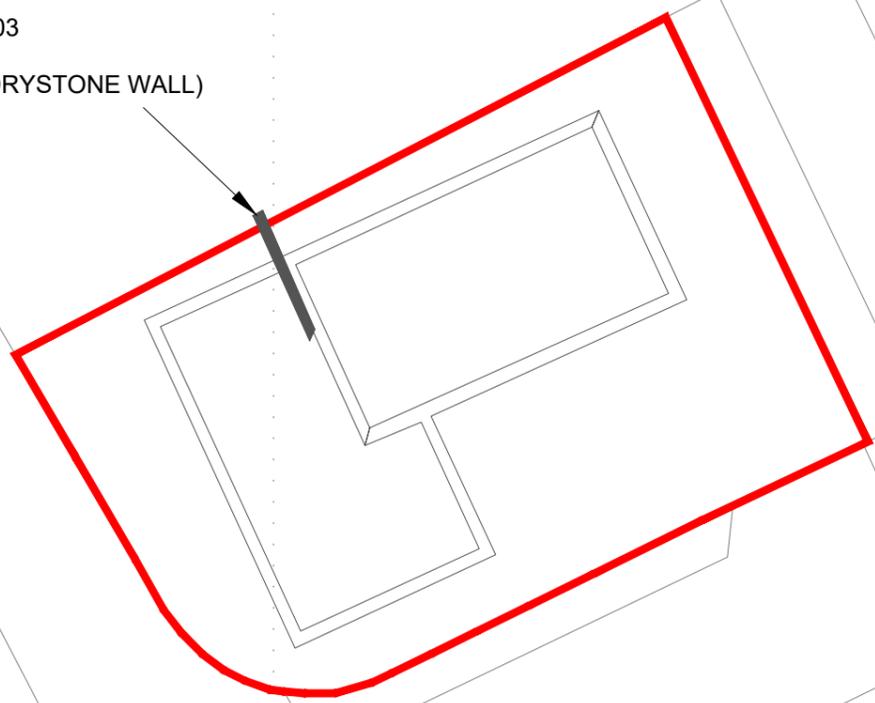
Old Clergy House

4 to 12 14 15

STOCKS WALK

Library

103
(DRYSTONE WALL)



41500

416700



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Project No. XO44

Fig. 2.

Site plan



SITE BOUNDARY



FOUNDATION TRENCH



ARCHAEOLOGICAL FEATURE



1:200 @ A3

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Plate 1. General view of the site at the start of the watching brief, looking north-west



Plate 2. General view of the site at the start of the watching brief, looking north-east



Plate 3. General view of site clearance, looking north-west



Plate 4. Ground reduction at the western edge of the site, looking north



Plate 5. General view of the site during the initial stages of foundation trench excavation, looking west



Plate 6. Foundation trench at the western edge of the site, looking south



Plate 7. Typical section of the foundation trench, looking west



Plate 8. Drystone wall exposed in the foundation trench section, looking north

Appendix 1: Specification

SPECIFICATION FOR AN ARCHAEOLOGICAL BRIEF DURING CONSTRUCTION AT STOCKS WALK, ALMONDBURY, WEST YORKSHIRE

SE1670315015

This specification is prepared at the request of Mr Paul Ibertson of Cadvis 3d Architectural Design Services (Tel.: 0144 937123 email: cadvis3d@hotmail.co.uk) and on behalf of Kirklees District Council. It details the requirements for an archaeological watching brief during excavation of footings and other groundworks during the excavation of footings for a dwelling at Stocks Walk (2021/90025).

1. Summary

- 1.1. This specification covers the requirements for an archaeological watching brief (drawn and photographic recording as necessary) during works to build house at Stocks Walk, Almondbury.
- 1.2. This specification has been prepared by the West Yorkshire Archaeology Advisory Service, the holders of the WY Historic Environment Record.
- 1.3. **Failure to fully comply with the terms of this specification will be treated as a breach of planning consent by WYAAS.**
- 1.4. **Please note that a hard copy of the final report must be submitted to the West Yorkshire Historic Environment Record to enable the results of fieldwork to be made publically accessible as required by the National Planning Policy Framework. The WYAAS will only recommend discharge of any archaeological planning condition once all analysis, archiving and reporting has been carried out to a satisfactory standard.**

NOTE: The requirements detailed in paragraphs 8.1, 8.2 and 8.3 are to be met by the archaeological contractor **prior** to the commencement of fieldwork by supplying confirmation details in writing to the WY Archaeology Advisory Service.

2. Background

- 2.1. The West Yorkshire Archaeology Advisory Service have recommended that an archaeological watching brief is held during any work requiring excavation at Stocks Walk.

3. Archaeological / Architectural Interest

- 3.1. Documentary and archaeological evidence for medieval settlement for Almondbury presents a problem for students of this period in West Yorkshire.
- 3.2. Confusingly during much of the medieval period there appears to have been two legally established settlements bearing the name of Almondbury, one at the modern village and the other 2km north-east within the hill fort at Castle Hill. Although Almondbury is listed in the Domesday Survey of 1086 it is not known if this mention represents the settlement at Castle Hill or the village –

although the establishment of the motte and bailey castle is undoubtedly later than 1086. Later documentary evidence, such as a market charter obtained by 1294 and mention of burgage holders in 1357 are not specific to their location of these individuals nor their properties (burgage holders were residents engaged in trade rather than agriculture and paid a cash rent to the lord). This situation of two possible locations continues up to and beyond 1634 when the settlement at Castle Hill was mapped.

- 3.3. The modern village also has a strong claim to be the original location of Almondbury. All Hallows Church dates from at least the 13th century, and possibly earlier, pointing to a settlement at the present village by this date. However it is far from easy to interpret this as a town save on a legal definition focused on the inclusion of burgage holders.
- 3.4. There is a local tradition that a mound, possible prehistoric in origin, stood in Heck's Fold between the modern Vicarage, and All Hallows church (West Yorkshire Historic Environment Record MWY10950). It is possible this mound became a meeting point during the early medieval period and acted as a focus for later activity at Almondbury.
- 3.5. Historic maps show the medieval occupation at the village of Almondbury occupied Northgate and Westgate with the classic arrangement of medieval crofts and tofts perpendicular to these streets with a back lane to the west (these were long narrow plots running perpendicular to the main streets containing a house, the croft, and a farmstead the toft). A possible back lane lies to the west of Northgate and may hint at the village's original and simple form (see below). The surrounding fields had also comprised numerous long narrow strips which are typical of the medieval open field systems.
- 3.6. Stocks Walk lies in an area dominated by All Hallows Church and the Vicarage. Whilst the church may date to before the 13th century the earliest mention of the Vicarage is 1485. However, it is likely there was a house and associated farm here before this (MWY10951). A tithe barn, for the vicar to store his tithe, a 10% tax on local produce, is also reported to have stood to the north and west of the vicarage. Surviving examples of Tithe barns such as at Bolton Abbey and East Riddlesden Hall illustrate the size and sophistication these buildings could attain.
- 3.7. A potential medieval back lane continues the line of Sharp Lane north across Westgate and runs behind Northgate. This is marked as a foot path in the 1850s. Stocks Walk terminates against this possible boundary. This lane would have served properties on Northgate and mark the western edge of an original planned settlement along Northgate and perhaps the vicar's land holdings.
- 3.8. Any archaeological evidence of medieval activity would significantly increase our current understanding of the origins and form of Almondbury during the medieval period.

4. Objectives

- 4.1. The aim of the proposed work is to identify and objectively record by means of photographs and selected drawings significant archaeological features and inform on the original and subsequent uses of the site on Stocks walk.
- 4.2. This record must be placed in the public domain by depositing it with the West Yorkshire Historic Environment Record (West Yorkshire Archaeology Advisory Service, West Yorkshire Joint Service, Nepshaw Lane South, Morley, Leeds LS27 7JQ; email wyher@wyjs.org.uk).

5. General Instructions

5.1. Health and Safety

- 5.1.1. The archaeologist on site will naturally operate with due regard for Health and Safety regulations. Prior to the commencement of any work the archaeologists will need to carry out a Risk Assessment in accordance with the Health and Safety at Work Regulations. The WY Archaeology Advisory Service and its officers cannot be held responsible for any accidents or injuries which may occur to outside contractors engaged to undertake this watching brief while attempting to conform to this specification.

5.2. Confirmation of Adherence to Specification

- 5.2.1. The contractor should confirm in writing to WYAAS in advance of commencement of work, their adherence to the issued specification. Unauthorised variations are made at the sole risk of the archaeological contractor. Proposed modifications presented in the form of a re-written specification/project design will not be considered. For technical queries see para. 12.

5.3. Confirmation of Timetable and Contractors' Qualifications

- 5.3.1. Prior to the commencement of any work, the archaeological contractor must provide the local planning authority and WYAAS in writing with:

- a projected timetable for the site work
- details of the staff structure and numbers
- names and CVs of key project members (the project manager, site supervisor, any proposed specialists, sub-contractors *etc.*)

- 5.3.2. All project staff provided by the archaeological contractor must be suitably qualified and experienced for their roles.

- 5.3.3. The timetable should be adequate to allow the work to be undertaken to the appropriate professional standard.

5.4. Notification and Monitoring

- 5.4.1. WYAAS should receive at least one week's notice in writing of the intention to start fieldwork.

6. Recording Methodology

6.1. Documentary research

6.1.1. Prior to the commencement of fieldwork, the HER should be contacted and if necessary visited by either the project manager or the site supervisor, in order to gain an overview of the archaeological/historical background of the site. The Kirklees office of West Yorkshire Archive Service is currently closed.

6.1.2. Please note that the WYHER makes a charge for consultations of a commercial nature.

6.2. Fieldwork Methodology

6.2.1. All archaeological work will also be undertaken in accordance with the relevant standards of the Chartered Institute for Archaeologists.

6.2.2. An archaeologist should be present on site during any excavation. The archaeologist should view the area as it is being dug and any trench sections after excavation has been completed.

6.2.3. Where archaeological remains are judged to be present, the excavated area should be rapidly cleaned and the need for further work assessed.

6.2.4. Where appropriate, any features and finds should then be quickly hand excavated, sampled if appropriate, and recorded. Significant features should be rapidly 100% excavated after sample excavation and recording of sections.

6.2.5. Any features/deposits of archaeological interest should be accurately located on a site plan and recorded by photographs, scale drawings and written descriptions sufficient to permit the preparation of a report. Section drawings (at a minimum scale of 1:20) must include heights O.D. Plans (at a minimum scale of 1:50) must include O.D. spot heights for all principal strata and any features.

6.2.6. The actual areas of ground disturbance (even if no archaeological remains are present) should be recorded on a suitable base map/development plan and the stratigraphic sequence and the depth of the excavations will be briefly recorded. If archaeological remains are identified, their location is to be accurately tied into the National Grid and located on an up-to-date 1:1250 O.S. map base. (Also see para. 9.1.7 below).

6.2.7. Plans produced by the architect for the current works may be used as a basis for any observations relative to the watching brief record (permission of the copyright holder must be sought).

- 6.2.8. Excavated soil should be searched as practicable for finds. All finds, except unstratified 20th & 21st century material, should be collected and retained for processing (see metal detecting below).
- 6.2.9. All securely stratified contexts should be sampled for environmental analysis and scientific dating. Additional 'spot' samples should be taken if suitable material is encountered during the watching brief.
- 6.2.10. If, in the professional judgement of the archaeologist on site, the watching brief reveals below-ground conditions which indicate that potentially archaeological deposits are absent, the archaeologist should contact WYAAS to discuss reducing or curtailing the requirements. The work may only be curtailed with the prior agreement of WYAAS and written confirmation of this agreement will be provided by WYAAS.

6.3. Photography

- 6.3.1. **As of April 2022 the West Yorkshire Archaeology Advisory Service no longer requires the use of 35mm black and white film photography.** When archaeological remains are encountered good quality digital photography will be employed. Images must be archived with the Archaeology Data Service. These images will assume the role of the "permanent photographic record" in place of monochrome 35mm photographs.
- 6.3.2. The archaeologist must plan for using this digital photography and prepare a Data Management Plan (see Chartered Institute for Archaeology <https://www.archaeologists.net/digdigital/>) to track the various components of the site archive and their archiving procedures.
- 6.3.3. A copy of this plan should be included in the report and with any material supplied to the ADS.
- 6.3.4. Images should be archived with the ADS following the ADS Guidelines for Depositors.
- 6.3.5. In general, good quality digital photography using cameras with a minimum resolution of 10 megapixels should be produced; RAW format may be used to capture images on site but these must be archived as .tiff files. Digital photography should follow the guidance given by Historic England in Digital Image Capture and File Storage: Guidelines for Best Practice, July 2015. The contractor must include metadata embedded in the image file. This metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name (Almondbury) the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph.
- 6.3.6. If no further work is required on the site the WYAAS will recommend discharge of conditions once a satisfactory report has been received and

all digital files have been accepted for accession by the ADS. This accession notification should be emailed to wyher@wyjs.org.uk.

- 6.3.7. If monochrome photography is to be used then please contact the West Yorkshire Archaeology Advisory Service for details of the necessary film and archiving requirements.

6.4. Use of Metal Detectors on Site

- 6.4.1. The site should be scanned during excavation to obtain a sample of artefacts from the top and sub-soils. The exposed site and, spoil heaps should also be scanned for non-ferrous metal artefacts. A metal detector capable of making this discrimination should be used and operated by an experienced metal detector user (if necessary, operating under the supervision of the contracting archaeologist).
- 6.4.2. The make and model of the instrument used and any finds made by metal detector should be included in the relevant section of the site report.
- 6.4.3. Modern artefacts are to be noted but not retained (19th-century material and earlier should be retained.)
- 6.4.4. If a non-professional archaeologist is to be used to carry out the metal-detecting, a formal agreement of their position as a sub-contractor working under direction must be agreed in advance of their use on site. This formal agreement will apply whether they are paid or not. To avoid financial claims under the Treasure Act a suggested wording for this formal agreement with the metal detectorist is: "In the process of working on the archaeological investigation at [location of site] between the dates of [insert dates], [name of person contributing to project] is working under direction or permission of [name of archaeological organisation] and hereby waives all rights to rewards for objects discovered that could otherwise be payable under the Treasure Act 1996 (as amended)."

6.5. Human Remains

- 6.5.1. In the unlikely circumstance that human remains are discovered they must initially be left in-situ, covered and protected. WYAAS will be notified at the earliest opportunity. If removal is necessary the remains must be excavated archaeologically in accordance with the ClfA Technical Paper 14 "Excavation and Post-Excavation Treatment of Cremated and Inhumed Remains (McKinley and Roberts 1994). The treatment of human remains will be in accordance with Guidance for Best Practice for Treatment of Human Remains Excavated from Christian Burial Grounds in England (Advisory Panel on the Archaeology of Burials in England 2017), a valid Ministry of Justice licence and any local environmental health regulations.
- 6.5.2. Disarticulated human bone from known post medieval burial sites should be recorded in summary and reburied on site.

7. Unexpectedly Significant or Complex Discoveries

- 7.1.1. Should there be, in the professional judgement of the archaeologist on site, unexpectedly significant or complex discoveries made that warrant more detailed recording than possible within the terms of this specification, then the archaeological contractor is to urgently contact WYAAS with the relevant information to enable the matter to be resolved with the developer.
- 7.1.2. The terms of the Treasure Act, 1996 as amended, and the Treasure (Designation) Order 2002 must be followed with regard to any finds, which might fall within its purview.
- 7.1.3. Any such finds must be removed to a safe place and reported to the local coroner as required by the procedures laid down in the 'Code of Practice'. Where removal cannot be effected on the same working day as the discovery, suitable security measures must be taken to protect the finds from theft.

8. Post-Recording Work and Report Preparation

- 8.1.1. On completion of the fieldwork, any samples shall be processed and all finds shall be cleaned, identified, analysed, dated (if possible), marked (if appropriate) and properly packed and stored in accordance with the requirements of national guidelines. As a general rule finds of 20th & 21st century date should be quantified and summarily described but can then be discarded if appropriate. All finds of 19th century or earlier date should be retained and archived.
- 8.1.2. The archaeological contractor, their specialists and the district museum curator should develop an archive material selection plan based on the significance of the material excavated and its ability to answer the project's and other more general research questions. This process should include the views of the district museum's archaeological curator, WYAAS and relevant and experienced specialists. The archive selection plan should be explicitly detailed in the archaeological report.
- 8.1.3. A fully indexed field archive shall be compiled consisting of all primary written documents, plans, sections, and fully labelled photographs/slides. Standards for archive compilation and transfer should conform to those outlined in Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation (Archaeological Archives Forum, 2011).
- 8.1.4. A quantified index to the field archive should form an appendix to the report. The original archive is to accompany the deposition of any finds, providing the landowner agrees to the deposition of finds in a publicly accessible archive (see Section 10 below). In the absence of this agreement the field archive (less finds) is to be deposited in the West Yorkshire Historic Environment Record.
- 8.1.5. A fully illustrated 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 the results, placing them in a local and regional, and if appropriate, national

context. 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.

- 8.1.6. Any digital prints in the report must be made on paper and with inks which are certified against fading or other deterioration for a period of 75 years or more when used in combination. The contractor must supply details of the paper/inks used in writing to the WYAAS, with supporting documentation indicating their archival stability/durability.
- 8.1.7. Location plans should be produced at a scale which enables easy site identification and which depicts the full extent of the areas covered by the watching brief (a scale of 1:50,000 is not regarded as appropriate unless accompanied by a more detailed plan or plans). Plans should be at an appropriate scale showing areas excavated and the identified (and, where possible, predicted) archaeological features/deposits. Trench and feature plans must include O.D. spot heights for all principal strata and any features. Section drawings must include O.D heights and be cross-referenced to an appropriate plan.
- 8.1.8. All artefacts and environmental material will be analysed by a qualified and experienced specialist. Artefact analysis is to include the production of a descriptive catalogue. Finds critical for dating and interpretation should be illustrated. Reporting on ceramic artefacts and pottery should follow the guidance given in 'A Standard for Pottery Studies in Archaeology' (2016) and endorsed by the Prehistoric Ceramics Research Group; the Study Group for Roman Pottery & the Medieval Pottery Research Group.
- 8.1.9. Details of the style and format of the report are to be determined by the archaeological contractor, but should include a full bibliography, a quantified index to the site archive, details of the current and intended location of the archive and, as an appendix, a copy of this specification.

8.2. Report deposition

A hard copy of the full report (plus file transfer in ISO 10005-1 compliant (PDF/A) format) will be submitted directly to the WY Archaeology Advisory Service within twelve weeks of completion of the fieldwork. The report will then be assessed by WYAAS to establish whether or not it is suitable for accession into the WY Historic Environment Record. A copy of the final report (in .pdf format) shall also be supplied to Historic England's Science Advisor (Dr Andy Hammon (Andy.Hammon@HistoricEngland.org.uk)). Any comments made by WYAAS in response to the submission of an unsatisfactory report will be taken into account and will result in the reissue of a suitably edited report to all parties, within a timescale which has been agreed with WYAAS. Completion of this project and a recommendation from WYAAS for the full discharge of the archaeological condition is dependent upon receipt by WYAAS of a satisfactory full report. The report will become publicly accessible once deposited with the West Yorkshire Historic Environment Record, unless confidentiality is explicitly requested, in which case it will become publicly accessible six months after deposit.

8.3. 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 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 website. 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.

8.4. If judged appropriate note or longer article should also be supplied to the Council for British Archaeology's Yorkshire Forum publication (please contact the editor or CBA's website for more information associate.editor@cba-yorkshire.org.uk).

9. Archive Deposition

9.1. Before commencing any fieldwork, the archaeological organisation must contact the Kirklees Museum Service and notify them in writing of the commencement of fieldwork. This should happen concurrently with notifying the WYAAS.

9.2. It is the policy of the Kirklees Museum Service to accept complete excavation archives, including primary site records and research archives and finds, from all excavations carried out in the district, which it serves.

9.3. It is the responsibility of the archaeological organisation to meet Kirklees Museum Service's requirements with regard to the preparation of fieldwork archives for deposition.

10. Copyright

10.1. Please note that by depositing this report, the contractor gives permission for the material presented within the document to be used by the WYAAS, in perpetuity, although The Contractor retains the right to be identified as the author of all project documentation and reports as specified in the Copyright, Designs and Patents Act 1988 (chapter IV, section 79). The permission will allow the WYAAS to reproduce material, including for commercial use by third parties, with the copyright owner suitably acknowledged.

11. Technical Queries

11.1. Any technical queries arising from the specification detailed above, should be addressed to WYAAS without delay.

12. Valid Period of Specification

- 12.1. This specification is valid for a period of one year and may need to be reviewed to comply with current best practice, knowledge and changes in techniques.

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Appendix 2: Inventory of primary archive

Phase	File/Box No	Description	Quantity
Watching Brief	File no.1	Watching Brief daily monitoring form	4
		Daily site recording form	2
		Digital photograph record sheet	2
		Context register sheets	1
		Drawing register sheets	1
		Context record card	4
		Permatrace	1

Appendix 3: Concordance of contexts

Context	Description	Artefacts and environmental samples
100	Topsoil	
101	Subsoil	
102	Natural geology	
103	Drystone wall	

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