

# **New House on Croft 5, Balmeanach, Glenhinnisdal, Isle of Skye**

NG 4025 5850

## **Archaeological Recording and Evaluation**



Illus. 1 : The development site viewed from the south.

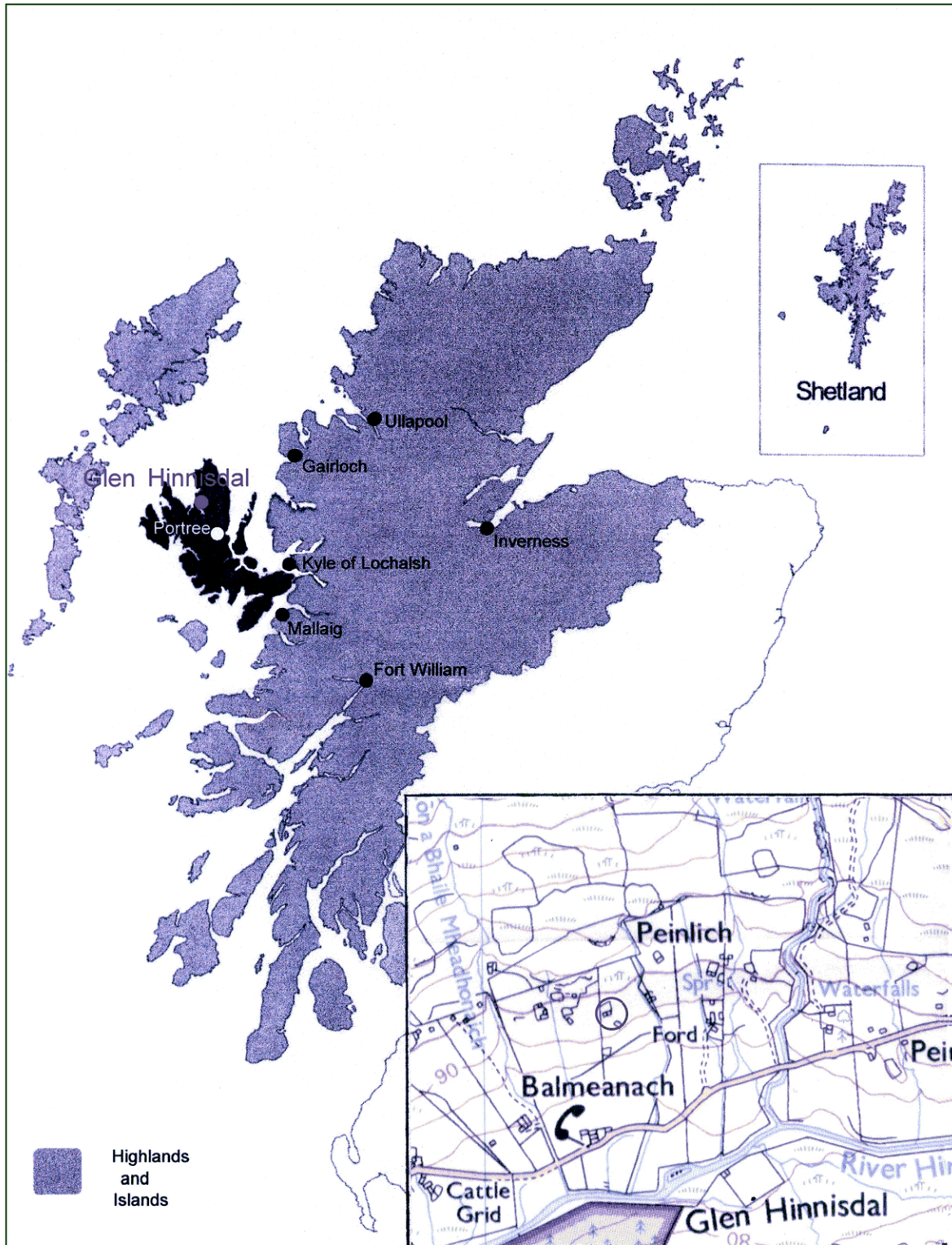
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Client: Miss Elizabeth Martin  
Balmeanach  
Glenhinnisdal  
Isle of Skye  
IV51 9XA

Planning Ref.: (SL-07-147)

By Martin Wildgoose AIFA  
Senior Archaeologist  
Archaeological and Ancient Landscape Survey

AALS Report No. 184



Illus. 2 : Location – Glen Hinnisdal and Development site (circled in red).

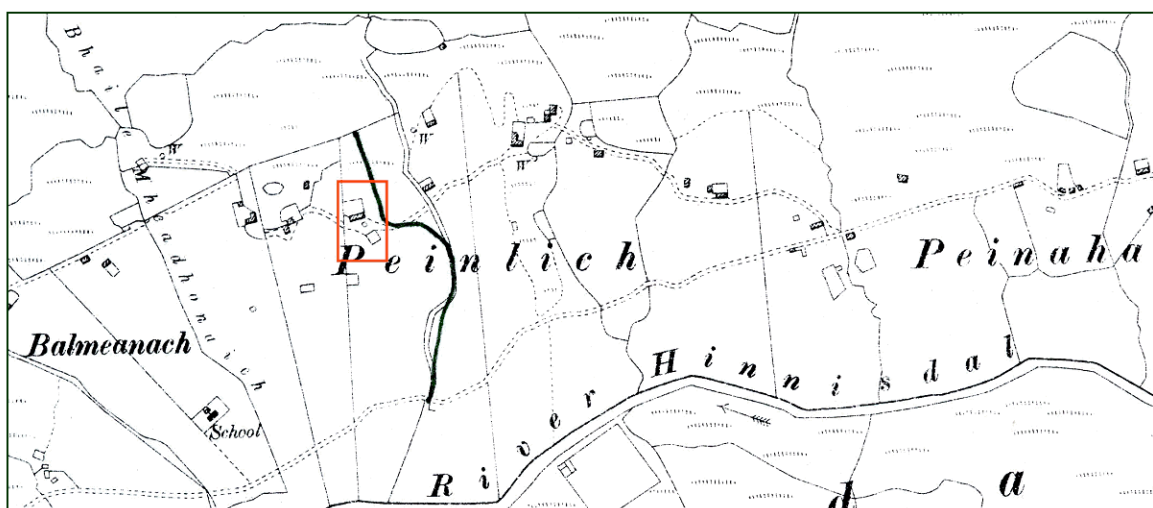
## Archaeological Recording and Evaluation: Croft 5, Balmeanach, Glenhinnisdal, Isle of Skye

### 1. Introduction.

The house site covered by this report is located within Glen Hinnisdal on the western side of the Trotternish Peninsular. The development site lies within the crofting community of Balmeanach, above the road, on the northern side of the glen at OS grid ref. NG 4025 5850. Access to the site is via an existing hill road running up the eastern side of croft five. The footprint of the development lies amongst the remains of a now abandoned farmstead, and it is this association with ruinous structures, which has triggered the required archaeological works.

### 2. Background to the archaeological work.

The development lies within a landscape of recent historic (Croft) settlement and cultivation represented by farmsteads and enclosures containing rig cultivation (illus. 3).



Illus. 3 : Location of the development site (red) and access (green) related to the 1903 2<sup>nd</sup> Ed. 1:10000 OS map.

The grant of planning permission for the new house on Croft 5, Balmeanach includes a clause stating that, prior to the start of site works assessment and recording of the in-situ archaeology should be carried out. The aims of the archaeological assessment are:

- To identify and record the location, nature and extent of any features or objects of archaeological importance that will be damaged or destroyed by the development.
- To propose arrangements for the safeguarding where possible, and recording where necessary of any archaeological features or finds identified.
- To make sure that the needs for archaeological conservation and recording are met without causing any unnecessary delay to the development project.

The above requirements will be met by completing:

- a). A desk-based assessment of existing records, maps and previous research.

- b). A record of the visible archaeological remains by measured survey, analytical assessment and photography.
- c). Evaluation of the visible remains by trial excavation.

To this end a site visit was arranged for the 28<sup>th</sup> of January 2008. During this site visit a measured survey was carried out of the visible remains relating to the development, (scale 1:200). A WSI (Written Scheme of Investigation) was submitted on the 30<sup>th</sup> of January for approval by the Highland Council Archaeology Unit. Permission to proceed was granted on the 6<sup>th</sup> of February.

### **3 Desk-based Evaluation**

#### **3.1 The Desk-based work consulted:**

- The Highland Council Sites and Monuments Record (SMR) in Portree
- The National Monuments record for Scotland (NMRS)
- The Dualchas Sites and Monuments Record in Portree
- The Dualchas Aerial Photo Archive
- The Dualchas Map Archive
- The Archaeological and Ancient Landscape Survey Archive
- The West Coast Archaeological Services Archive.
- Web site 192.com for recent colour air photo's of Skye.

#### **3.2 Results**

The desk-based search revealed that no previous archaeological investigations or research had taken place within or concerning Glen Hinnisdal.

##### **3.2.1 Map Evidence**

Map evidence showed that in 1880 (1<sup>st</sup> Ed OS 1:10000) Balmeanach consisted of 5 crofts with four roofed buildings, 5 unroofed buildings and three enclosures. The 1903 2<sup>nd</sup> Ed. OS 1:10000 map of Balmeanach (see illus. 3) shows nine roofed buildings and one unroofed building. The house on croft 5 is still roofed in 1903 but the small building (?byre) to its immediate south is unroofed. The 1968 Ed. of the 1:10560 map of Balmeanach shows four roofed, one part roofed and twenty-two unroofed buildings. The house on croft 5 is now also shown as unroofed.

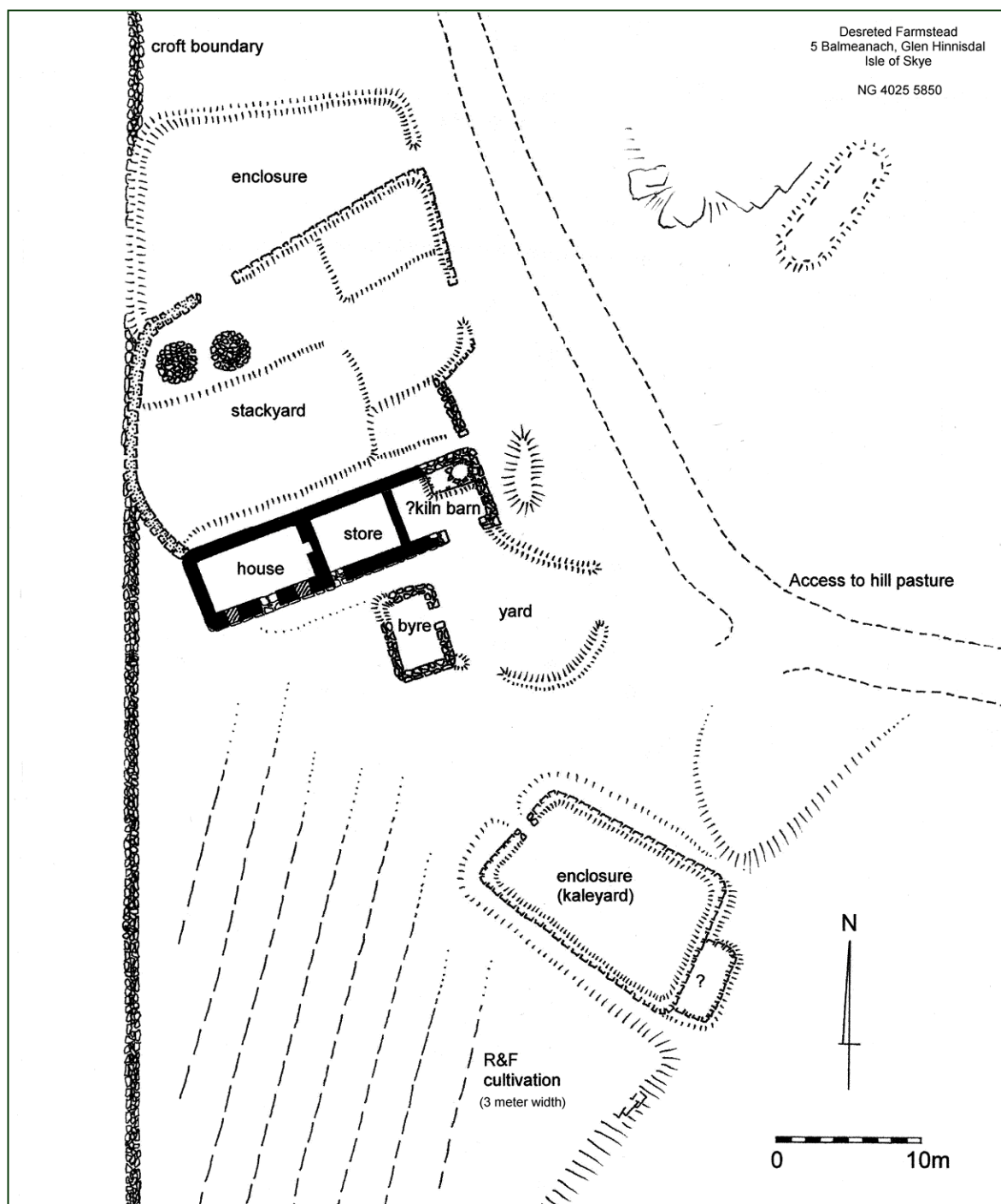
##### **3.2.2 Aerial Photo Evidence**

Aerial photo evidence confirms the layout of the Balmeanach crofts as shown on the 1<sup>st</sup> and 2<sup>nd</sup> Ed. OS maps. The aerials, especially the Web site 192.com, also show an underlying pattern of large globular enclosures (only partially recorded on the OS maps) which appear to pre-date the more regular croft enclosures. This globular enclosure system may relate to an abandoned and now grassed over farm complex (not represented on the OS maps) lying 25 meters north of the ruins on Croft 4. In addition a ruinous stone structure is visible, set against the south-east side of a small rocky outcrop, some 30 meters to the east of the croft 5 farmstead. No other archaeological sites are visible on or close to croft 5.



#### 4. Detailed survey of the site (see Illus. 4 below)

A detailed Alidade survey of the site was carried out on the 28<sup>th</sup> of January. During the survey the immediate surrounds of the development site, including all features and structures relating to the abandoned farmstead, were recorded at a scale of 1:200.



Illus. 4 : Detailed survey of the deserted farmstead on Croft 5, Balmeanach

#### 4.1 Description of the Farmstead.

As can be seen from the above plan the farmstead consists of 4 principle elements – a house/store/?kiln-barn complex, byre and yard, kaleyard and revetted platform and the stackyard and related enclosure. A small area of rig cultivation lies between the croft boundary and the kaleyard. Each of these elements is described below:

#### 4.2 House. (Illus. 4, 5, 6 & 7)

The house faces to the SE, it is stone built and of one build with the store and kiln-barn. It measures 7.40m by 3.80m internally with gable ends 1000mm thick and side walls 900mm thick. Remains of poor quality lime based mortar can be seen between the wall-stones. The walls are round cornered externally and square cornered inside. The north and south walls and west gable wall generally stand to their full height of 1.60 meters, the east gable stands to 1.90 meters with the upper part collapsed into both the house and store. This mix of gable types indicates that the roof was hipped at the west end. The east gable contains a central fireplace measuring 900mm square and 600 mm deep. The flue rises vertically through the gable. A centrally placed door and two windows, (one either side of the door), survive in the south facing wall. The door opening measures 1100mm wide the windows 700mm wide inside and out by 1200mm high. Both windows are now blocked by dry stonework perhaps indicating that the building was used as a sheep pen after it lost its roof. The NW corner of the house has collapsed.



Illus. 5 : The House/Store/Kiln-barn complex viewed from the south. Scale = 1 meter



Illus. 6 : The house viewed from the west end. Scale = 1 meter



Illus. 7: The blocked window to the east side of the house door. Scale = 1 meter.

#### 4.3 The store (Illus. 4 & 5)

The store faces to the SE, is also stone built and of one build with the house and kiln-barn. It shares its west wall with the east wall of the house. The store measures 5.30 by 3.80 meters internally. The north & south walls are 900mm thick, the east wall, which it shares with the kiln-barn, is only 600mm thick. The walls of the store stand to wall plate all round (circa 1.60 meters). A door opening 900mm wide lies in the south-west corner. A large tree is growing in the centre of the west end of the store.

#### 4.4 ?Kiln-barn (Illus. 4, 5 & 8)

The kiln barn is also stone built and is of one build with the house and store. The western end of this structure is preserved to wall plate height, the remainder is reduced to foundation level. Internally the kiln-barn measures 5.75 by 3.60 meters, with side walls and end gable 900mm thick. Due to the ruinous state of this end of the building it is not possible to say if it was hipped or gabled, however the reduced thickness of this gable (900mm) may indicate a hipped gable end. Set within the north-east corner of this building is a grass covered, stone built, platform which is now part covered with debris from the collapsed east gable. This platform which measures 3 meters long by 1.40 meters wide has a circular hollow 1.20 meters in diameter at its east-end.



Illus. 8: The kiln-barn and byre viewed from the north-east.

This platform has been interpreted as a corn-drying kiln. Access to the kiln barn is via a 2.50m wide door opening, the footing of which are just visible in the ruinous south wall.



#### 4.5 The Byre and yard (illus. 4 & 8)

The byre, which lies immediately to the south of the store, is reduced to just a few courses of grass covered stonework. This structure measures 6.40 by 4.40 meters over walls circa 800mm thick. The walls appear to be stone faced with a rubble-stone core and nowhere stand to more than 800mm high. A possible door opening lies 1000mm from the north end of the east wall. Immediately to the east of the byre, and fronting the kiln barn, is a small enclosed yard surrounded by low earth banks. There are degraded openings into this yard on the east and south sides.

#### 4.6 Kaleyad and revetted platform (illus. 4, 9 & 10)

The kaleyad which lies some 11 meters to the south-east of the byre is almost playing card shaped measuring, at maximum, 17 meters north-west to south-east by 10.20 meters north-east to south-west. The walls of the kaleyad are 1 meter thick and consist of earth built banks with a stone facing to the outer side. A shallow drainage ditch runs around the west, north and east sides of the kaleyad. A stone-faced entrance 1 meter wide lies in the centre of the north-west facing wall (facing the house). There are no discernible features within the yard. Attached to the outer face of the south-east wall, and visible in illus. 9 & 10, is a revetted platform or perhaps a small enclosure which measures 5.25 meters by 2.40 meters overall.



Illus. 9: The kaleyad viewed from the east.



Illus. 10: The platform/enclosure attached to the south-eastern side of the kaleyad.



#### 4.7 The Stackyard and Enclosure (Illus. 4 & 11)

A stackyard, which measures circa 26 meters by 20 meters, lies immediately to the north of the house/store/kiln-barn complex. This yard is enclosed by a stone faced earth bank circa 1.20 meters wide which still stands to a maximum of 1.20 meters high. Degraded entrances circa 2.meters wide lie in the east and north facing sides. Two, stone-based, stack stands circa 3.00 meters in diameter, lie in the north-west corner of the stackyard. A number of other raised platforms of uncertain use lie within the stackyard. A small enclosure, with an entrance on its east side is attached to the north side of the stackyard. The enclosure dyke is constructed entirely of earth and measures a maximum of 600mm high and 1.30 meters wide at the base.



Illus. 11: The stackyard and attached enclosure lying adjacent to the croft boundary.

### 5. The Excavations

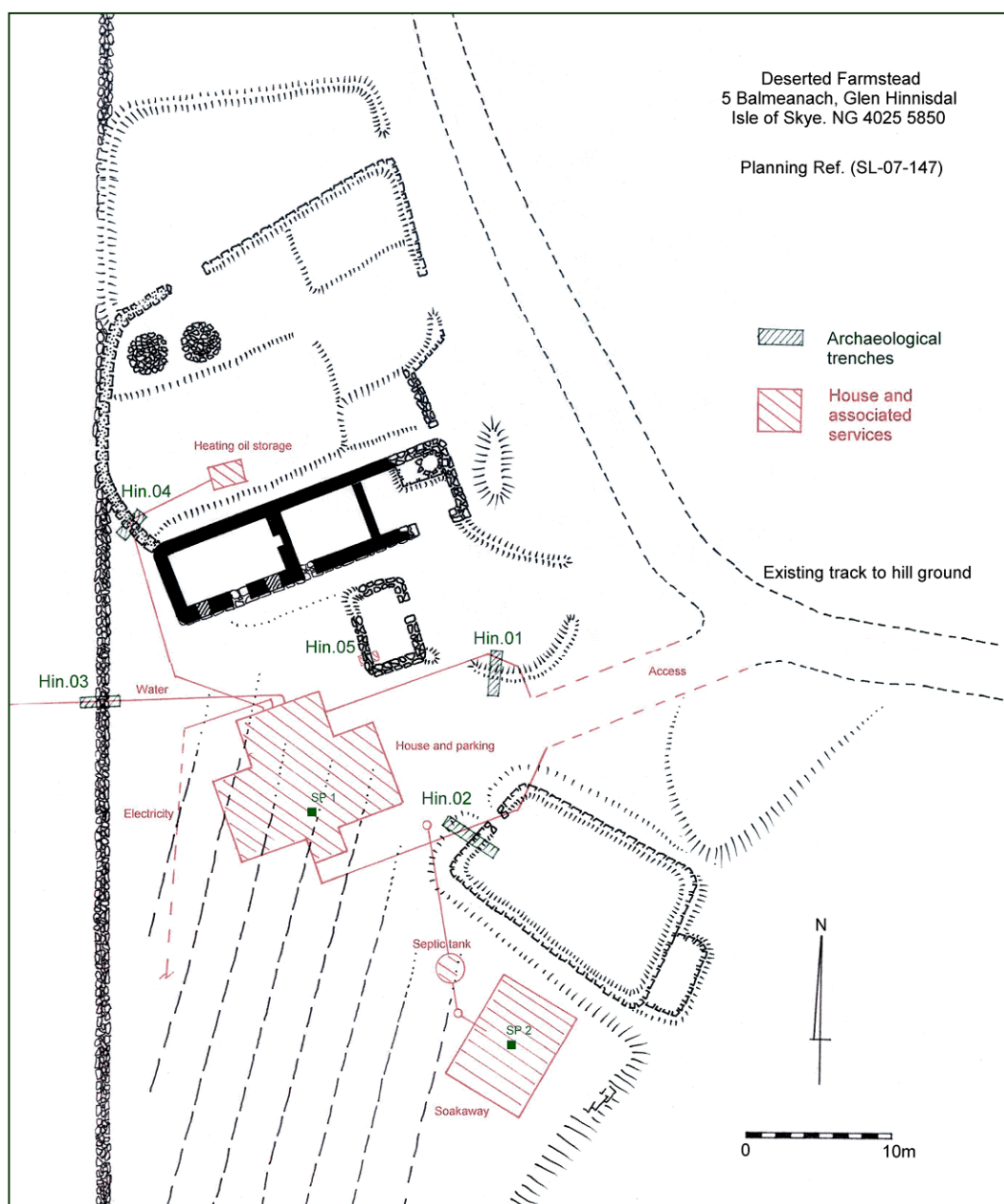
#### 5.1 Introduction

The footprint of the development falls mainly on the rig and furrow lying to the south-west of the standing ruins, however, the development plans indicated that the site works would destroy part of the bank lying to the east of the byre, and the west corner of the kaleyard. The associated services (water, oil line to the central heating boiler and the sewerage line, septic tank and soakaway) would also disturb areas of the site (see illus. 12). It was therefor decided that trenches should be excavated to ascertain the nature and age of the affected features. It was eventually decided that 4 trenches would be required to cover all features to be destroyed by the site works, One extra trench (not in the WSI) was excavated as insurance against site works, and to ascertain the nature of the byre wall. In addition 2 shovel pits were dug through the rig and furrow - one where the house would be sited and one where the septic tank and soakaway were located.

- **Trench Hin.01** was placed across the most prominent part of the yard bank by the byre.
- **Trench Hin.02** was placed across the north-west wall of the kaleyard.
- **Trench Hin.03** was placed across the croft boundary at the point where the water supply entered the site.

- **Trench Hin.04** was placed across the point where the kaleyard wall appeared to abutted the Northwest corner of the house/store/kiln-barn complex to cover the line of the oil supply to the new house.
- **Trench Hin.05** was placed across the southern end of the west wall of the byre.
- **Shovel pit 1** was placed within the footprint of the house
- **Shovel pit 2** was placed in the area of the soakaway and septic tank.

Each of these excavations is described in detail below:-



Illus. 12: The development footprint in relation to the archaeological features, trenches and shovel pits.

## 5.2 Trench Hin.01 (see illus. 13 & 14)

A 1 meter by 2 meter trench was placed across the most prominent part of the yard earthwork exactly 4 meters from its western end. Three contexts were recorded in the trench:

- Context 1.01 A black/brown friable loam containing few stones.
- Context 1.02 A brown, compacted loam containing few stones.
- Context 1.03 A very compact, orange, clayey subsoil containing iron pan and small Stones.

### Finds

The shattered remains of the upper half of a green glass, mould-blown, wine bottle with an applied lip were recovered from the interface between Contexts 1.01 and 1.02.

### Conclusions

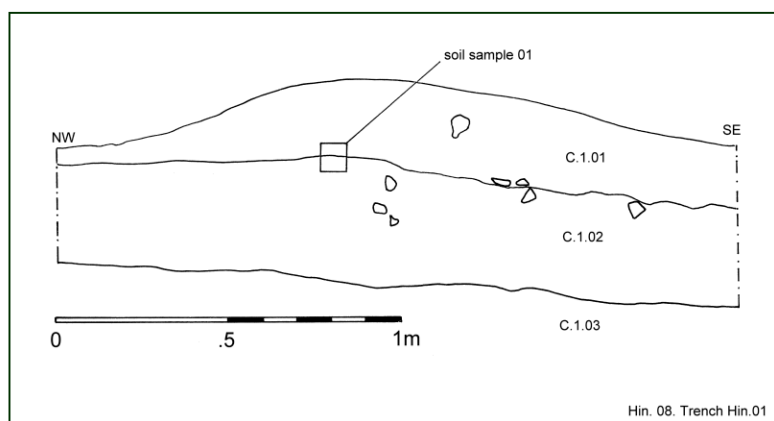
Context 1.01 appears to be a dump of redeposited topsoil that has been placed on the top of C.1.02, a former, and now buried ground surface. The single find - the upper part of a mould blown wine bottle - provides a terminus post quem for the deposition of the bank. The mould blowing of glass bottles was not invented until 1860\*, placing the deposition of this bank of earth at no earlier than 1860. The bank butts up to and therefor post-dates the byre.

**Soil sample 01** A Kubiena tin sample was taken from the interface between contexts 1.01 and 1.02. Sample taken for pollen analysis re agricultural activities and local flora associated with the buried ground surface.

\* Hedges A.A.C. 1978. Collecting Bottles. Pg. 37. Jarrold, Norwich



Illus. 13: The eastern section of Trench Hin.01. Scale = 1 meter



Illus. 14: The eastern section of Trench Hin.01

### 5.3 Trench Hin.02 (see illus. 15, 16 & 17)

A 1 meter by 2 meter trench was placed across the north-west wall of the kaleyard 1.5 meters to the south-west of the entrance. Five contexts were recorded in the trench.

- Context 2.01 A friable black/brown loam containing few stones.
- Context 2.02 A compacted black/brown loam containing few stones. Retained by a stone facing on its north side and a single boulder kerb on its south side. A very thin layer of coal dust separated this context from Context 2.01
- Context 2.03 A black, gloopy, peaty earth containing iron pan stains.
- Context 2.04 A buff/brown compacted loam containing few stones.
- Context 2.05 The local dolomitic bedrock.

#### Finds.

Four fragments of a green glass, mould blown, wine bottle, plus a piece of coal and 6 sherds from a white under glaze bowl or cup were recovered from the interface between contexts 2.02 and 2.04.

A broken, but almost complete, stoneware marmalade/jam jar was recovered from the base of context 2.03.

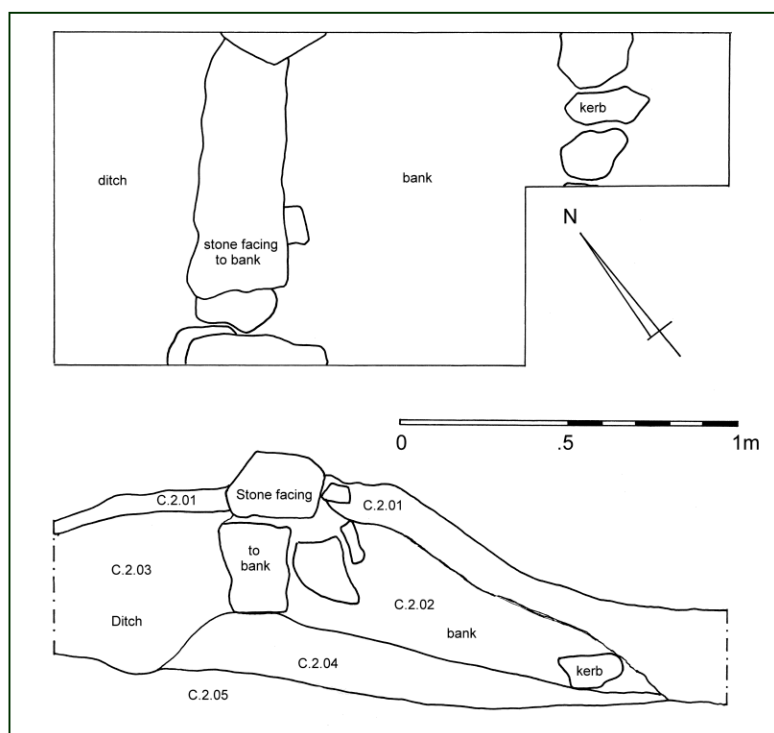
#### Conclusions

Context 2.02 appears to be a thrown up bank of topsoil that has been faced with large stones on its north side and retained by a kerb on its south side. Below Context 2.02 is a small strip of pre-bank ground surface, (Context 2.04) which has been preserved by the later feature. To the north, outer side, of the stone-faced bank is a drainage ditch that has been cut down to the bedrock. This ditch has gradually filled with a wet peaty deposit (Context 2.03). The fragments of green mould blown glass bottle once again provide a terminus post quem (1860) for the construction of the bank and therefor the Kaleyard. The stoneware marmalade jar from a primary position in the drainage ditch, (mid 19<sup>th</sup> to early 20<sup>th</sup> century), corroborates this date.





Illus. 15: The north-east section of Trench Hin. 02. Scale = 1 meter.



Illus. 16 & 17: Plan and NE section of Trench Hin. 02

#### 5.4 Trench Hin.03 (Illus. 18, 19)

A 2.80 meter by 1.00 meter trench placed across the line of the western croft boundary. This trench was cut by an excavator with a 1.00 meter wide straight edged bucket and then cleaned by hand. Five contexts were recorded in the trench.

Context 3.01 A black/brown friable loam with large stones.

Context 3.02 A black/brown friable loam with few stones.

Context 3.03 A black/brown friable loam with few stones.

Context 3.04 A buff/brown compacted loam with few stones.

Context 3.05 A very compact orange clayey sub-soil with small stones and iron pan on the surface.

## Finds

No finds were recovered from this trench.

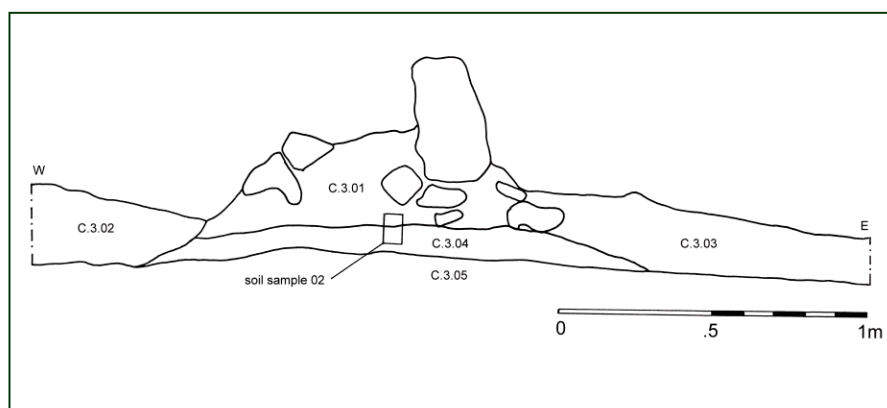
## Conclusions

Context 3.01 appears to be a low, marker bank constructed of stones and soil which has been thrown up on an existing and now buried ground surface (C.3.04). Subsequently plough soils have accumulated on both sides of the bank (Contexts 3.02 & C.3.03).

**Soil Sample 02** A Kubiena tin sample was taken from the interface between contexts 3.01 and 3.04. Sample taken for pollen analysis re agricultural activities and local flora associated with the buried ground surface.



Illus. 18: The northern section of trench Hin.03. Scale = 1 meter.



Illus. 19: The northern section of Trench Hin.03.

## 5.5 Trench Hin.04 (Illus. 20 & 21)

A 2.50 meter by 1.00 meter trench placed across the point where the stackyard boundary appears to abut the north-west corner of the house/store/kiln-barn complex. The line of an oil feed pipe is due to cut the boundary at this point. This trench was also cut with an excavator and cleaned by hand. There were no finds from this trench. Two contexts were recorded in the trench:

Context 4.01 Black/brown loam with large stones.

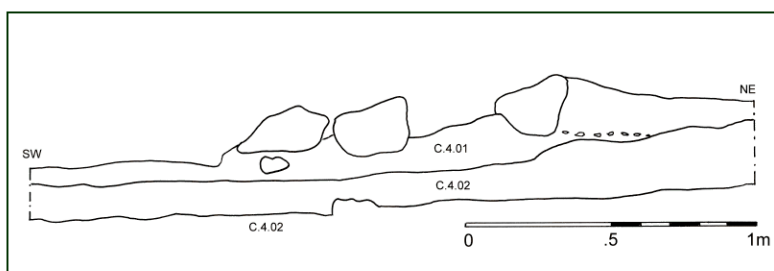
Context 4.02 Orange clayey sub-soil with iron pan inclusions.

### Conclusions

The stackyard enclosure wall does not appear in this trench. Context 4.01 represents a continuous build up of loam over time. The corner of the house has then collapsed on to this surface. On closer examination the stackyard wall can be seen to end 2 meters from the corner of the house creating a gap allowing access to the stackyard.



Illus. 20: The north-west section of Trench Hin.04. Scale = 1 meter.



Illus. 21: The north-west section of Trench Hin. 04



## **5.6 Trench Hin.05 (Illus. 22 & 23)**

A 1 meter square cut to allow cleaning of a section of the byre wall without disturbing the remains. Two contexts were recorded.

Context 5.01 Turf and a black/brown friable loam.

Context 5.02 The stone and earth body of the wall.

### **Finds**

A small midden was revealed just under the turf. The midden covered the top of the wall and flowed down the inner face into the interior of the byre. Numerous finds were recovered from the midden:- 32 fragments of green and blue mould blown bottle glass, the upper half of a stoneware marmalade jar, 7 sherds from 5 similar jars, a complete, clear glass inkwell of circular form, a body shard from a cylindrical, blue glass, poison bottle, 2 sherds from a Pearlware plate, two sherds from a white china cup or bowl, a rim sherd from a Spongeware bowl with blue and red banded decoration and a fragment of leather boot with iron hobnails.

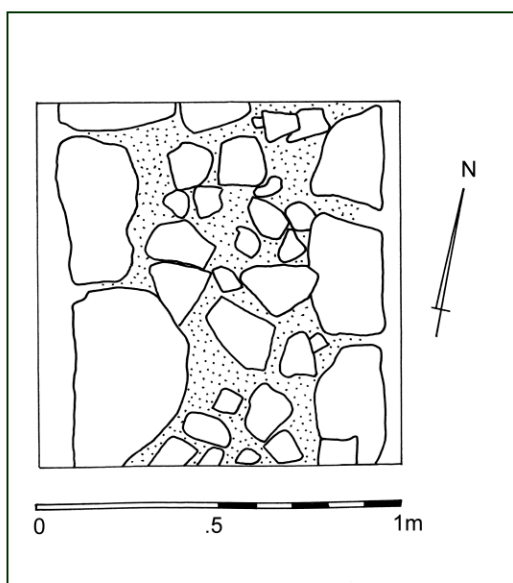
### **Conclusions**

The wall of the byre is 850mm wide and well constructed having two faces of part dressed dolomitic stone with an earth and stone filled core. The midden, which overlies the remains of the wall, contains pottery and glass with a possible date range circa 1<sup>st</sup> quarter of the 19<sup>th</sup> C. (Pearlware and Spongeware) through to 1<sup>st</sup> quarter of the 20<sup>th</sup> C. (Inkbottle). It would appear that the byre was in ruins and being used as a convenient rubbish dump prior to the abandonment of the farmstead. The 1903 OS map (see illus. 3) which shows the byre as roofless adds weight to this assumption.



Illus. 22: The cleaned section of byre wall viewed north to south. Scale = 1 meter.





Illus. 23: Plan view of excavated section of the byre wall .

## 6. The shovel pits

- 6.1 Shovel pit 01 demonstrated that 290mm of clean plough soil lay directly on the local subsoil.
- 6.2 Shovel pit 02 demonstrated that 300mm of plough soil lay directly on the local Dolomitic bedrock

## Conclusions

Due to the shallowness of the topsoil and the rocky nature of the underlying subsoil it is unlikely that archaeological features will be found within the area of rig and furrow cultivation

## 7. Discussion

### 7.1 Relationship of the features

The house, store and kiln-barn are clearly of one build, with the Stackyard a later, abutting feature. The stackyard wall overlies the western croft boundary and is therefore later than this boundary and therefore later than the establishment of the croft. The house/store/kiln-barn complex is stratigraphically earlier than the kaleyard but its relationship to the crofts western boundary has not been proven. The dating evidence from the kaleyard excavation demonstrates that this feature is post 1860 in date, as is the yard enclosure bank to the east of the byre. The byre cannot currently be securely dated but as the yard bank butts up to its south-east corner it must pre-date the enclosed yard, if only by a short period. Considering the above evidence it cannot be ruled out that core elements of the farmstead, (house/store/kiln-barn and byre) may pre-date the establishment of the croft. However, as the farmstead, viewed as a whole, presents a coherent plan it is likely that all the features are related both spatially and in time. A post 1860's construction date for the entire unit therefore seems more likely.

## 7.2 The life of the croft farmstead

The excavation evidence has demonstrated that the kaleyard boundary wall and the earth bank lying to the east of the byre were constructed no earlier than 1860. The map evidence (1<sup>st</sup> Ed, 2<sup>nd</sup> Ed. 1:10000 OS maps) and excavated finds from Trench Hin.05 show that the farmstead was in existence by 1880, (the mid 1870's if you consider when the 1<sup>st</sup> edition map was surveyed), and by 1903 the byre was roofless and being used as a convenient dump for domestic rubbish. Local knowledge tells us that a Mrs Lamond, (who died in the early 1930's), was the last person to live in the house on croft 5 (Pers. Com. Mr Peter Martin). It can therefore be shown that the croft 5 farmstead was probably constructed between 1860 and 1875 and that by 1903 it was running down to a final abandonment in the 1930's. The blocking of the house windows perhaps indicates that the house served as a sheep pen after abandonment.

## 8. Recommendations

Miss Elizabeth Martin (the developer) has decided that she wishes to retain all the features of the farmstead within the new house grounds and has given an assurance that all elements will be protected from the site works. With the positive outcome of the assessment and the fact that the developer's father will be undertaking the site excavation, I can see no reason to further burden the developer with additional archaeological works on the site. I therefore recommend that, given the above assurances, this development be allowed to proceed.

## 9. Location of Records

Currently all records gathered during this assessment are lodged in the archive of:

Archaeological and Ancient Landscape Survey

C/o Martin Wildgoose

Tigh an Dun

Dunan

Broadford

Isle of Skye. IV49 9AJ Tel. 01471822562 e-mail: [jwildgoose@aol.com](mailto:jwildgoose@aol.com)

In due course these records will be deposited with RCAHMS.

Retained records:

Copy of the Highland Council Brief for the Assessment (see Appendix A)

Results of the desk-based search

Plan of the farmstead and immediate area @ a scale of 1:200

Context sheets regarding Trenches Hin. 1 – 5 and shovel pits 01 & 02

Drawings register: Alidade plan @ 1:200

Plans and sections: Trenches Hin. 01 – 05

Sections: shovel pits 01 and 02

Plan of the development as supplied by Miss Martin.

Site location map as supplied by Miss Martin

Photo Register: (All the digital images are used in the report)

Photo-copied abstract from the 1903 2<sup>nd</sup> Ed. 1:10000 OS map

## **Appendix A**

The Highland Council Archaeology Unit brief for the Assessment. (over page)



*Brief for archaeological work at:*

**New House at Croft 5, Balmeanach,  
Glenhinnisdal, Isle of Skye  
(SL-07-147)**

### **ARCHAEOLOGICAL RECORDING & EVALUATION**

**HIGHLAND COUNCIL  
PLANNING AND DEVELOPMENT SERVICE**

**Archaeology Unit**



## 1) Background

This brief has been produced in response to a planning application that will impact on the remains of historic settlement. This brief outlines the work required in advance of the development to provide 'preservation by record' by recording the features in detail and conducting small-scale investigative excavation across the impacted elements of the site. This will need to be done by a professional archaeologist.

The 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 Elizabeth Martin, who will be responsible for the work, including any tendering and contractual arrangements. The area to be covered by this assessment is described in section 4b below.

The work should be carried out by, or under the immediate direction of, a member of the Institute of Field Archaeologists – or archaeologist of equivalent experience - 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. Before site works start, the proposed arrangements, including a timetable for the work should be agreed with the Highland Council Archaeology Unit in writing.

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.

## 3) Objectives

- To identify and record the location, nature and extent of any features or objects of archaeological importance that would be damaged or destroyed by this development.
- To propose arrangements for the safeguarding where possible, and recording where necessary of any archaeological features or finds identified. These will need to be agreed with the Highland Council Archaeology Unit.
- To make sure that the needs for archaeological conservation and recording are met without causing any unnecessary delay or disturbance 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. The following sources are recommended as a minimum:

- *The Highland Council Sites and Monuments Record (SMR)*. Please note - the online SMR 'Am Baile' is not designed for use in development control, for assembling information for forestry or agri-environment schemes, 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)*
- *Historic Scotland's databases of listed buildings, Scheduled Ancient Monuments and monuments proposed for scheduling.*
- *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. Recording**

The site should be recorded using measured analytical survey and photography. This work will produce:

- a location plan and overall site plan including a scale and north point. These should be to a scale sufficient to show the details required.
- Larger scale ground plans showing relative phasing, development and analysis – as necessary.
- Details of construction methods and materials should be described and any later additions, demolitions or modifications noted.
- A set of colour photographs (slides, prints, or good quality digital images) must be produced to illustrate all elements of the site. These should include general views of the site as well as any construction details of the individual elements.

#### **c. Evaluative excavation**

At least one slot trench (of at least one metre wide) should be placed across all putative structures and features that will be impacted by the development. The archaeological contractor will submit a plan of proposed trenches following the initial survey recording.

Kubiena tin samples (to preserve soil structure and stratigraphy) should be taken of any layer thought to be an old ground surface. Samples of further soil contexts should be collected as appropriate.

Recording of the features should follow standard excavation procedures following IFA guidelines, principally by drawing, photography and written records. The location of each slot-trench should be accurately plotted using standard survey equipment.

### **5) Report**

A report must be produced which sets out the results of the work and makes recommendations for any required further work.

The Council will assume author's copyright unless advised otherwise. However, HCAU 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.

**a) Content**

The report must include as a minimum:

- Location plan (bound into the report) showing the project area; area of excavation; and relevant historic sites and features in the vicinity. The location plan must also show the position of features identified during the work.
- A detailed site background, including reference to previous work conducted in the wider area on similar developments and the results of such work.
- The circumstances and objectives of this work.
- An analysis of the project results drawing in comparative data; a statement regarding the potential for, and survival of, buried prehistoric sites in this area; and a statement of the significance of the results (as per the Burra Charter).
- A detailed site plan and scale plans, sections and photographs of all significant features noted.
- A full index to any records or other material generated by the project including the archive location.
- A list of finds, as appropriate, set out in the required format for Treasure Trove reporting.
- Details of the sampling and finds retention policies and their justification.
- Weather and other conditions affecting fieldwork.
- Proposals for presenting the results of the work to the local community where appropriate.

**b) Dissemination & Publication**

The archaeologist appointed is responsible for making sure copies of the report have been received by the recipients listed below. The archaeologist appointed 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 **four** 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 field work.

- One paper copy for the Council's Planning Office at Kings House, The Green, Portree, IV51 9BS.
- One paper copy to be deposited with the Council's Senior Librarian Information Co-ordinator, Libraries Support Unit, 31a Harbour Road, Inverness IV1 1OY. 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 (*This copy will only be required if there are finds*).
- One digital copy for the Archaeology Unit, Planning and Development Service, Council Offices, Glenurquhart Road, Inverness IV3 5NX : The report should be in Adobe PDF format (preferred) or Microsoft Word format and rendered uneditable. If the report or associated documents are of an appropriate size for delivery by e-mail (i.e. under 2MB) they may be sent directly to [archaeology@highland.gov.uk](mailto:archaeology@highland.gov.uk) with an appropriate project identifier in the subject line. If the report is deposited with the HER on a CD or DVD, the disc must be clearly marked using a CD marker pen with the project identifier, project name and name of the archaeological contractor. Please do not use stickers to label the disk.

In addition to depositing the report of completed works with the HER, all reports (including bound paper copies) should be deposited in the National Monuments Record for Scotland, along with the project archive. The project archive should contain

all relevant details in connection with the planning and execution of the project, including any terms of reference received by the archaeological contractor.

A brief summary of the results of the archaeological work must be prepared and submitted for publication in the Council for Scottish Archaeology's annual journal 'Discovery and Excavation in Scotland' at the appropriate time.

#### **6) Monitoring**

The archaeologist appointed 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 HC Archaeology Unit by the archaeological contractor.

Any unexpectedly significant or complex discoveries, or other unexpected occurrences which might significantly affect the archaeological work and /or the development must be notified by the archaeologist immediately to the applicant and the Senior Archaeologist. 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.

#### **7) 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.

#### **8) General**

The archaeologist agrees by undertaking this work to the terms of this brief, including the following:

The archaeologist appointed 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 HC Archaeology Unit.
- not comment to the press or other media without prior approval from the applicant and HC Archaeology Unit.

This brief has been produced by 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*

*Monday, 14 May 2007*