

NORTH PENNINES AONB PARTNERSHIP

Working together for the North Pennines

## ALTOGETHER ARCHAEOLOGY

### FIELDWORK MODULE 9b

## KILLHOPE BUDDLE HOUSE EVALUATION

### PROJECT DESIGN (v1.1)



## Document control grid

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*This document has been produced in accordance with the Management of Research Projects in the Historic Environment (MoRPHE) guidelines (English Heritage 2006).*

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*Cover illustration. The Killhope Buddle House (left), and adjacent jigger house and wheel, in the 1930s. Illustration provided by Killhope Museum.*

## 1. General introduction to Altogether Archaeology

*Altogether Archaeology*, largely funded by the Heritage Lottery Fund, is the North Pennines AONB Partnership's community archaeology project. It enables volunteers to undertake practical archaeological projects with appropriate professional supervision and training. As well as raising the capacity of local groups to undertake research, the project makes a genuine contribution to our understanding of the North Pennines historic environment, thus contributing to future landscape management.

Over an initial 18 month period ending in December 2011, the project attracted 400 volunteers and completed a range of fieldwork modules including survey and excavation of prehistoric, Roman, mediaeval and post-medieval sites, and the survey of complex multi-period archaeological landscapes. Details of work completed during the pilot phase can be found on the AONB website: [www.northpennines.org.uk](http://www.northpennines.org.uk)

The current *Altogether Archaeology* programme runs from September 2012 – September 2015. It involves a range of professional and academic partners, and participation is open to all. Work is arranged according to ten themes, ranging from Early Farming to 20th-Century Industrial Archaeology. Further information, including details of how to register as a volunteer, are available on the AONB website.

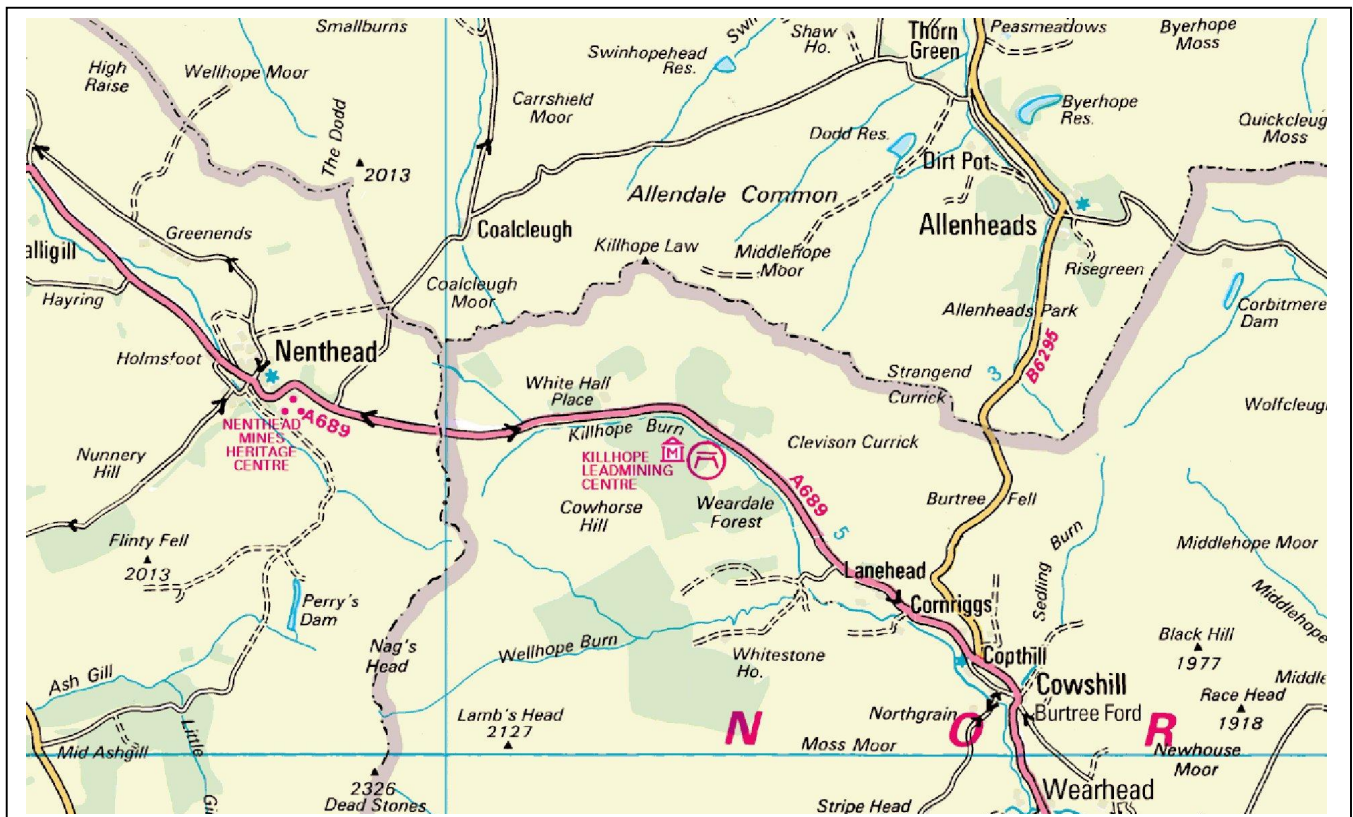


Fig 1.1. Map showing the location of Killhope, on the south side of the A689 between Nenthead and Cowshill.

## 2. Introduction to this module

2.1 The North of England Lead Mining Museum at Killhope, owned and managed by Durham County Council, is one of the most popular visitor attractions in the North Pennines. Plans are currently being developed for the redevelopment of parts of the site, including the potential development of the Buddle House as an education room. The Buddle House is currently used for general storage, and has an earthen floor. In one place, weathered timbers protrude from the floor, suggesting that original machinery may survive buried beneath the present ground surface. This evaluation has been designed to establish the extent to which any such machinery does survive, in order that plans for the building can be finalised. The evaluation is thus of key importance to the future management of the site, as well as being of considerable research interest in its own right.

2.2 The Killhope complex is legally protected as a Scheduled Ancient Monument, and all work will be subject to Scheduled Monument Consent, granted by English Heritage. The module thus represents a rare opportunity for volunteers to excavate on an legally protected site. All work will be done by Altogether Archaeology volunteers, with appropriate on-site training provided.

2.3 The evaluation will consist of the excavation of three trenches located strategically within the interior of the building. Work will be directed by Richard Carlton of the Archaeological Practice, Newcastle upon Tyne, who has extensive experience of working on industrial sites and in working with volunteer groups. Richard will be assisted by Paul Frodsham (North Pennines AONB Historic Environment Officer) and other members of the Archaeological Practice team.

2.4 In addition to the investigation of the floor, a detailed survey of the building will be produced, including a plan (on which the results of the evaluation will be plotted) and elevations. This will be done using standard techniques of historic building survey, and will be undertaken by volunteers supervised by Peter Ryder, under the overall direction of Richard Carlton.

2.5 The results will be presented in due course to the local community at a public meeting/workshop, and, if appropriate, will be interpreted on site at Killhope and on the museum website. The project will also feature in the annual *Altogether Archaeology* conference in 2013, and a summary of the results along with a link to the full project report will be available on the AONB website.

2.6 In addition to providing the necessary Project Design for the work, this document is also intended to function as an introduction to the site and the project for all participants.



### **3. Historical Background and Site Description.**

(Adapted from *Life and Lead at Killhope*, by Ian Forbes, a book which provides an excellent overview of the history of the site and is essential reading for anyone interested in finding out more about it).

#### **3.1 Killhope Museum**

Killhope lead Mining Museum is the best-preserved lead mining site in Britain. It lies at the heart of what was once Britain's biggest lead mining area, the North Pennines. The museum is centred on a Victorian lead mining complex known as Park Level Mine and Park Level Mill. Opened in 1853, and deserted by the end of the First World War, the mine at Killhope had a short but busy life. In a brief flowering of prosperity in the late 1870s it was among the ten richest lead mines in Britain, though for much of its life the mine was a scene of struggle against hard rock, water and bad air to win lead for industrial Britain from meagre veins of ore. After nearly 70 years of decay and dereliction Killhope was reborn as a visitor attraction in 1984. Since then the museum has won many awards for its interpretation of the lead industry.

#### **3.2 The Buddle House**

To meet increased levels of production, a brand new crushing and separation plant was built in 1876-78 to deal with mixed ore from the washing rakes of Park Level and Killhopehead. This was fully mechanised and powered by a large water wheel and two smaller ones, fed via a complex system of reservoirs and leats. Known as Park Level Mill, this complex, which includes the Buddle House, dominates the Killhope landscape.

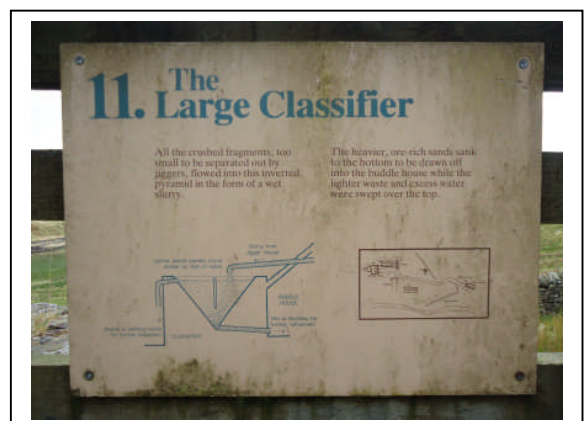
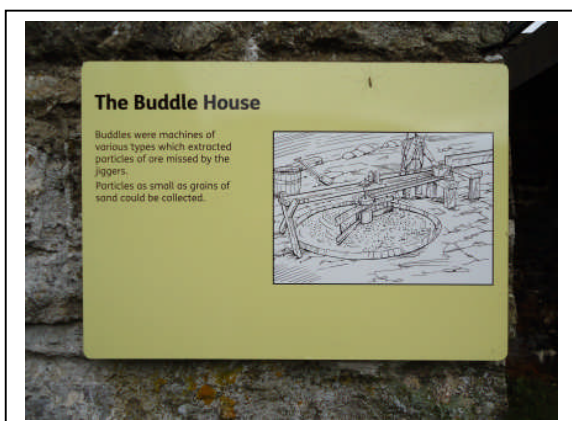
Because of increasing competition from cheap, imported lead, the mine owners needed to get every last scrap of lead ore from their bouse, down to the tiniest specks. Fine bouse, too small for 'jigging' within the jigger house, flowed in a stream of water in an overhead trough to the Buddle house. On its way it passed through the 'large classifier', a large inverted pyramid built of stone. Water and fine ore from the jigger house flowed into the top of this at one side. Most of the water and some of the lighter waste was carried over the top at the other side, whilst the heavier ore-rich material sank to the bottom of the pyramid from where a pipe led it to the buddles. There were four of these, driven by their own small water wheel; today, a replacement wheel turns within the original whhelpit, against the north wall of the Buddle House. The buddles were like large upturned saucers. Onto the high centre was fed a slurry of fine bouse, and revolving brushes distributed this evenly around the whole 'saucer'. The heavier ore settled out first, nearer the middle, whilst the lighter waste was carried towards the edge. After a time the machine was stopped and the different bands, of increasing purity towards the centre, were dug out. Finally all the water used in all the processes was led to the settling tanks where any remaining solids held in suspension were settled out.



*Modern and historic photographs of Park Level Mill. The Buddle House is towards the left-hand side of both images.*



*The Buddle House from the south-west (left) and north-west (right).*



*On-site interpretive panels explaining how the buddles (within the Buddle House) and the Large Classifier functioned.*

## 4. Research Aims and Objectives

This project is small in scale and has one essential aim, to characterise the nature of buried remains within the floor of the Killhope Buddle House and to relate these to the Buddle House itself and to the wider Killhope complex. The results will inform the development of future plans for the Buddle House. If appropriate, the results, together with any significant finds, can be displayed at Killhope for the benefit of visitors, and on the Killhope website.

The project report will include a brief assessment of the potential for further work, and observations regarding site management including suggestions regarding any particular problems noted during fieldwork.

## 5. Business Case

5.1 The *Altogether Archaeology* project provides an ideal and timely opportunity to undertake this proposed evaluation at Killhope, engaging local volunteers directly in the work and therefore raising public awareness of the site and concern for its future management. The work has been specifically timed to inform the development phase of a planned HLF-funded project at Killhope that includes the potential redevelopment of the Buddle House as an education room.

5.2 In general terms, the strong desire amongst local people to better understand the archaeology of the North Pennines and protect it for the future provides clear impetus to complete this project at this time. Once equipped with experience gained through this project, local volunteers will be at liberty to plan further works to enhance the historic environment, both at Killhope and elsewhere.

5.3 Although not directly funded by English Heritage, this project will contribute to the aims of the joint accord signed between English Heritage and the National Association of AONBs to work together to further the understanding, conservation, enhancement and public enjoyment of the historic environment within the AONB (English Heritage 2005b).

5.4 With regard to SHAPE 2008 (A Strategic Framework for Historic Environment Activities & Programmes in English Heritage), this project, although small in scale, contributes to several of English Heritage's stated corporate objectives. The project could fit into several of the Sub-Programmes within SHAPE 2008, but the most appropriate is sub-programme number 51311.110:



Sub-programme name	<b>Community Involvement and Awareness Projects</b>
Sub-programme number	51311.110
Corporate Objective	5A. Increase public awareness of the historic environment
Sub-programme description	Projects raising community awareness of historic environment through direct communication, engagement and participation. (eg Community-led research programmes)
Reason for EH support	Builds direct support and engages enthusiasm from which multiple benefits flow. Encourages knowledge transfer through enjoyment.

It should also be noted that the project has multiple benefits and a sound case could also be made for including it within any of the following SHAPE sub-programmes:

Understanding Place: Analysis of specific historic assets and locales (11111.130).

Community Training Projects  
(12211.110).

Protected Landscape Research  
(23111.110).

Guidance for Volunteer and Community Groups.  
(43215.110).

5.7 This project at Killhope will contribute directly or indirectly to the following objectives within the *North Pennines AONB Management Plan (2009-2014) Part B - Strategy*:

Objective HE1. To enhance the county Historic Environment records, and thus enable more informed landscape management.

Objective HE2. To conserve, through specific projects, relict landscapes and landscape features.

Objective HE3. To contribute to the conservation and enhancement of the AONB's historic environment through the sensitive maintenance of historic structures.

Objective HE5. To increase community participation in historic environment research, conservation and interpretation.

5.8 The project will contribute in particular to the following stated Actions within the *North Pennines AONB Management Plan (2009-2014) Part C – Action Plan*:

Action HE1.1 Encourage and initiate research and survey projects involving local people, under professional supervision where appropriate.

Action HE5.2 Develop a community archaeology project to provide people with training enabling them to participate directly in archaeological research, conservation and interpretation throughout the AONB.

## **6. Project scope.**

As noted elsewhere in this document, the results of this project are intended to feed into a planned project to conserve and redevelop the Killhope Buddle House. This, however, is separate work; the evaluation of the site covered by this document is a standalone project that will end upon completion of the project report. Further work may be justified to integrate the results of this work into our understanding of the Killhope complex, and the wider North Pennines lead industry, but such work lies outside the scope of this project.

## **7. Interfaces.**

This module is effectively self-contained and has no direct interfaces with other projects. However it forms part of the wider *Altogether Archaeology* project which aims to improve understanding of, and direct public involvement with, the archaeological heritage of the North Pennines. Links between this module and the wider project will be maintained through the project web pages, and the results will be presented and discussed at an *Altogether Archaeology* public conference in 2013. The results will also be incorporated into the Durham HER, and the final report will be available via the AONB website. Interpretation of the results may also be provided on site by Killhope Museum.

## **8. Project Team structure**

This is a small-scale project and has a simple management structure, with a small project team.

The Project Core Team will consist of:

Paul Frodsham, North Pennines AONB Partnership Historic Environment Officer and Altogether Archaeology Project Manager.  
Richard Carlton & Peter Ryder, The Archaeological Practice, Newcastle upon Tyne.  
Rob Young, Inspector of Ancient Monuments, English Heritage.  
Mike Boase, Director of Killhope Museum.  
Ian Forbes, previously Director of Killhope Museum.

Overall project management will be by Paul Frodsham, assisted as required by other members of the Core Team and where appropriate by other members of the North Pennines AONB Historic Environment Working Group (HEWG). The HEWG is the designated advisory group for the whole of the *Altogether Archaeology* project; it

includes the Durham County Archaeologists and English Heritage North-East Region Inspector of Ancient Monuments. Paul Frodsham will be responsible for co-ordinating volunteer involvement in the project, and for preparatory work including liaison with the landowner and the provision of site facilities.

Direction of fieldwork on site will be the responsibility of Richard Carlton who has extensive experience in this type of work including running volunteer projects. (For further details see [www.archaeologicalpractice.co.uk](http://www.archaeologicalpractice.co.uk)). He will personally direct all fieldwork on site, including training of volunteers, and will also be responsible for on-site health and safety. For the survey of the Buddle House, Richard will work in close collaboration with Peter Ryder. In practice it is expected that Paul Frodsham will also be on site for much of the time, but his role will be to assist the fieldwork director rather than to direct the fieldwork himself. Richard Carlton will also be responsible for the writing up of the project report.

The project is expected to generate little in the way of post-excavation work, but should any specialist expertise be needed, for example in the analysis of finds or samples (see Section 11, below), then appropriate experts will be engaged, with any necessary additional funding made available from the *Altogether Archaeology* contingency budget.

Fieldwork will be done by *Altogether Archaeology* volunteers. The project has a pool of some 450 volunteers, of whom about 20 are expected to participate actively in this module. Although there must be some flexibility with regard to volunteer involvement, about a dozen volunteers are expected on site each day. Paul Frodsham will draw up a rota showing which volunteers expect to be on site each day, and fieldwork can then be planned accordingly. Some volunteers are more able than others, while some have particular interests in certain aspects of the work, but where reasonable all volunteers will be given a varied workload, receiving training and experience in all aspects of fieldwork.

## 9. Communications

9.1 Paul Frodsham maintains a volunteer database of all *Altogether Archaeology* volunteers, and information about the project will generally be disseminated by email or telephone using contact details contained within this database. For ease of communication, any local people wishing to take part in the project who have not registered with the *Altogether Archaeology* project will be asked to do so, at least temporarily. All communication with volunteers will then be via the *Altogether Archaeology* volunteer database.

9.2 Paul Frodsham and Richard Carlton will be in daily contact during the fieldwork phase, and will communicate as necessary by email, telephone and face to face meetings as necessary during project planning and post-excavation phases.

9.3 The North Pennines AONB Historic Environment Working Group (the advisory group for the *Altogether Archaeology* project) meets quarterly. A draft report on the results of this project will be presented by PF for discussion at the first meeting following completion of the project.

## **10. Methods statement.**

### **10.1 General**

All work will be completed according to relevant professional standards and guidelines. Fieldwork will be undertaken by volunteers from the Altogether Archaeology project, with training and constant on-site supervision provided by the Archaeological Practice and Martin Roberts. The work will be undertaken under the overall direction of Richard Carlton, assisted by Paul Frodsham.

There will be a project start-up meeting, including full health and safety briefing, on the morning of Monday 12<sup>th</sup> November. This will include a tour of the site and explanation of project aims for the benefit of all volunteers.

### **10.2 Site preparation**

10.2.1 The site has been inspected and arrangements set in hand for the clearance of the relevant portions of the interior of the building by Killhope Museum personnel prior to commencement of work. The areas proposed for excavation will be clear of all obstructions, and the internal walls be left free of obstructions, so far as is practicable, so as not to hinder the survey of the internal wall faces.

### **10.3 Survey**

This project will include the detailed survey of the Buddle House and adjacent Large Classifier, under the direction of Peter Ryder. This survey will produce a ground-level plan of the building together with internal and external elevations, with all features of interest accurately located. All interventions in the floor will be located on a copy of the plan.

10.3.1 A record of the building will be produced which complies with English Heritage, 2006, *Understanding Historic Buildings – A guide to good recording practice* (a revised and expanded version of Royal Commission on the Historical Monuments of England's 1996 document *Recording Historic Buildings – A Descriptive Specification (Third Edition)*).

10.3.2 The record will:

- Chart the historical development of the building and adequately explain and illustrate its significance. Where possible significant parts and phases of development will be dated.
- Aim at accuracy. The level of record and its limitations will be stated.
- Distinguish between observation and interpretation, thereby allowing data to be reinterpreted at a later date.

10.3.3 A measured survey and photographic recording of the building will be carried out using digital photography, annotation of drawn elevations and plans to show



historic features and phasing, sketches of architectural detail as appropriate, background research using historic maps and records. Both exterior and interior will be viewed, described, drawn and photographed, and the record will present conclusions regarding the development and use of the building.

10.3.4 A measured, scaled plan and elevations of the building will be produced using data from the measured survey. This may be produced digitally or by hand, as appropriate.

#### **10.3.5 Photographic survey.**

Each elevation of each upstanding wall in the building will be photographed in a manner suitable for rectification. In addition, any particular architectural features of merit will also be recorded appropriately.

The photographic record will include:

- Detailed coverage of the external appearance of the buildings.
- Any external or internal detail, structural or decorative, which is relevant to the design, development and use of the building which does not show adequately on general photographs,
- The relationship of the building to its setting and to other buildings, sites or viewpoints.

The record photographs will be unmodified jpegs at 8 megapixels.

All photographs will be in sharp focus, well lit and will include a clearly visible 1m or 2m scale.

The record photographs will be accompanied by a Catalogue in table format.

The building's local context in relation to the wider Killhope complex will also be recorded through photography.

**10.3.6 Survey report.** A full and proper record (written, graphic and photographic, as appropriate) will be made for all work, using pro-forma record sheets and text descriptions appropriate to the work. Written descriptions will comprise both factual data and interpretative elements. Accurate scale plans and section drawings will be drawn at 1:50, 1:20 and 1:10 scales as appropriate. Sections will be related to Ordnance Datum (i.e. levels will be recorded as above Ordnance Datum – aOD).



*Fig 10.2. Photographic elevations of the exterior of the Buddle House, October 2012. Clockwise from top-left: north elevation, east elevation (partly obscured by the large classifier), south elevation, west elevation (part).*

## 10.4 Evaluation trenches

10.4.1 This is an evaluation rather than a full excavation of the site. The aim is not to fully excavate features encountered, but to record them and where appropriate sample them. The aim is to provide an accurate record of buried remains that survive within the floor of the Buddle House. The results will be crucial to the future management of the building, while also enabling an assessment of potential for further investigation.

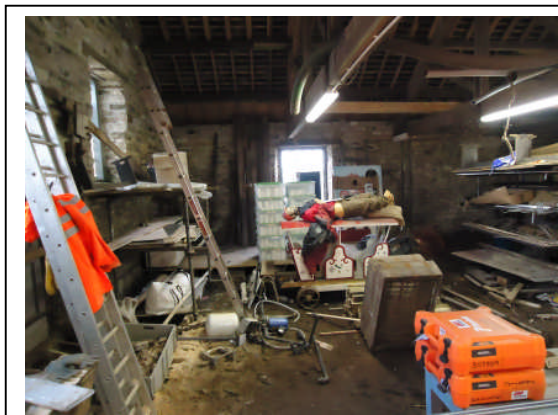
10.4.2 The building is currently used for general storage and access to the floor will be restricted to those areas to be cleared in advance. It is proposed to excavate evaluation trenches in three places, as shown in Fig 10.1. Depending on the nature of features and finds encountered during fieldwork, these trenches may be expanded or otherwise modified, but any such changes will be agreed in advance with English Heritage.

10.4.3 The three areas shown on fig 10.1 are as follows:

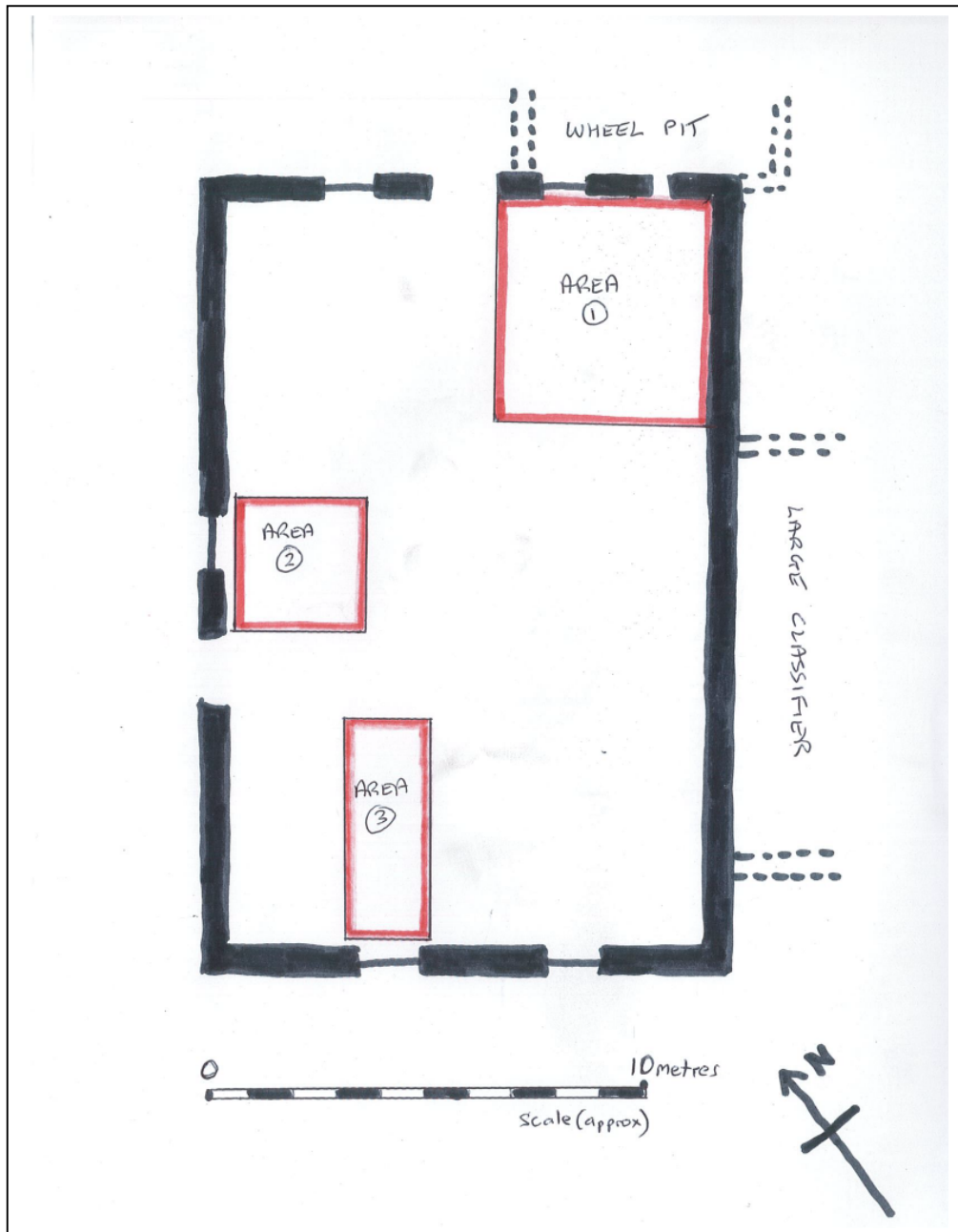
Area 1. A trench c5x5metres in the north-east corner of the building, adjacent to the wheel pit.

Area 2. A trench c3x3metres just inside the west door, where four weathered timbers currently protrude from the floor.

Area 3. A trench c2x5metres towards the south-west corner of the building.



*Clockwise from top left. North-east corner of Buddle House interior (area 1). Timbers set in floor (area 2). Wheel mechanism in north-east corner of building. Area 3 – proposed trench location is between the two orange cement mixers.*



*Fig 10.1. Location of proposed evaluation trenches shown on a sketch plan of the Buddle House.*



10.4.4 Trenches will be excavated by hand to either the top of archaeological deposits, or the natural substrate, whichever is observed first. Trenches will be subsequently cleaned and all features investigated and recorded as deemed appropriate by the Director.

10.4.5 All excavated contexts will be recorded in plan and section and recorded on stratigraphic matrices. Plans and sections will be drawn at appropriate scales (generally either 1:10 or 1:20). The excavations will be accurately tied into the plan of the building and into the OS national grid and accurately levelled, relative to OS datum, using traditional survey techniques.

10.4.6 All finds will be retained and recorded by context. The fieldwork Director will undertake any necessary emergency first aid conservation to finds; if further conservation is required this will be done according to the recommendations of appropriate specialists. Finds will be removed to a secure location at the end of each day, but (other than any extremely fragile finds that will be stored safely away from site) will be returned to site each day while work is in progress; this is so they can be examined by volunteers and visitors. No finds will be discarded prior to post-excavation assessment.

10.4.7 During and after the excavation, all recovered artefacts will be stored in the appropriate conditions to ensure minimal deterioration and loss of information (this will include controlled storage, correct packaging, regular monitoring of condition, and immediate selection for conservation of vulnerable materials). All work will be carried out in compliance with IFA Guidelines for Finds Work and those set by UKIC.

10.4.8 Any material from secure contexts deemed potentially suitable for scientific analysis will be recovered and stored in appropriate conditions. Recommendations regarding such analysis may be included within the Assessment Report. If required, expert advice regarding scientific analysis will be sought from appropriate experts.

10.4.9 It is thought most unlikely that human remains will be encountered at this site. However, should human remains be discovered, the County Historic Environment Service and the Coroner's office will be informed immediately. No such remains will be removed unless such removal is essential to the completion of the fieldwork. The removal of any human remains will be done under strict Home Office licence and environmental health regulations.

10.4.10 During fieldwork, soil and stone will be stored in separate piles either within or just outside the building, depending on availability of space. Upon completion of fieldwork, trenches will be backfilled and the ground surface reinstated as close as reasonably possible to its original profile.

10.4.11 A comprehensive digital photographic record of the excavation, including 'people shots' of excavations in progress as well as standard shots, will be made. All such images will be accessed into the site archive, with an appropriate selection included within the project report.

10.4.12 A comprehensive Project Diary will be maintained throughout the fieldwork phase, to which volunteers will be encouraged to contribute. This will

include details of personnel present each day, and the different tasks undertaken each day by each volunteer. The diary will form part of the project archive.

10.4.13 The Durham County Archaeologist will be informed of the dates of fieldwork and he or his representative(s) will be welcome to visit and inspect the site for monitoring purposes at any reasonable time while work is in progress.

## **10.5 Backfilling and reinstatement**

10.5.1 Upon completion of the excavation the ground will be reprofiled as close as possible to that existing prior the work. Backfilling will be done on the final day of the project, by hand.

## **10.6 Post excavation, Archive and Report Production**

10.6.1 The fieldwork programme will be followed by an assessment of finds and samples as set out in the *Management of Research Projects in the Historic Environment* (MoRPHE. English Heritage, 2006). All finds and samples will be assessed regarding potential for further analysis and conservation/storage requirements. Any finds deemed not worthy of retention will be discarded at this point. All retained finds will be cleaned, marked, photographed and/or drawn, and bagged for long-term storage.

10.6.2 Specialists will be called on, as necessary, to examine, process and assess excavated finds and samples.

10.6.3 A comprehensive Project Archive will be prepared as specified in the *Management of Research Projects in the Historic Environment* (MoRPHE. English Heritage, 2006). and fully in accordance with the *Guidelines for the Preparation of Archaeological Archives for Long Term Storage* (UKIC 1990). The archive will eventually be deposited at Killhope Museum, or other appropriate institution approved by the project advisory group.

10.6.4 This process will culminate in the production of a project report including the following:

- Introduction to the project, if appropriate including extracts from this Project Design (eg from Section 3) by way of background.
- A site location plan, related to the national grid.
- The dates on which the project was undertaken.
- A concise, non-technical summary of the results
- A description of the methodology employed, work undertaken and results obtained.

- Plans and sections at an appropriate scale showing the position of deposits.
- If appropriate, a simple conjectural reconstruction sketch of the interior of the buddle house in operation, on the basis of excavated evidence.
- A list of, and spot dates for, any finds recovered and a description and interpretation of the deposits identified.
- A description of any environmental or any other specialist work undertaken and the results obtained.

Recommendations for further archaeological work, if applicable, will be set out in the conclusions, but any such follow-up work will not form part of this project.

10.6.5 Two hard copies of the report will be provided to the AONB Partnership, one to English Heritage, one to Killhope Museum, and one to the Durham HER. In addition, high and low resolution pdf versions will be provided for the AONB Partnership, to be used on the AONB website and/or copied to project volunteers and other interested parties as appropriate.

## **11. Publication, Publicity and Outreach.**

11.1 The project will be registered with the **Online Access to the Index of archaeological Investigations (OASIS)**, where digital copies of the report will be made available. A brief summary of the work will be placed on the AONB website, along with a link to the full report via OASIS.

11.2 If appropriate, press releases will be organised through the North Pennines AONB Publicity Officer, and the local media will be invited to visit the site while works are in progress.

11.3 Discussion of the results will be worked into the numerous talks given by AONB Partnership staff each year to local audiences throughout the North Pennines.

11.4 A summary of the work will be produced by Richard Carlton for Durham County Council's annual publication *Archaeology in County Durham*.

11.5 If of sufficient interest, the results will eventually feature in on-site interpretation at Killhope Museum.

## 12. Stages, Tasks and Timetable

This is a small-scale project with a relatively simple structure. It is divided into three stages and 13 tasks as shown in the table below.

The project will commence with a start-up meeting at Killhope at 10am on Monday 12<sup>th</sup> Nov, at which Ian Forbes will give a presentation outlining the story of Killhope and in particular what we know about the Buddle House. Fieldwork is planned to extend over four days from Monday 12<sup>th</sup> November through to Thursday 15<sup>th</sup> November. Post excavation work and report production will take up to one calendar month to complete following the completion of fieldwork.

STAGE or Task No.	STAGE/Task	Performed by	Dates
<b>S 1</b>	<b>PREPARATION</b>		
T 1.1	Finalising of MORPHE compliant project design and EH approval.	PF/RV	5 Nov 2012
T 1.2	Agree health & safety provision and arrange on-site facilities.	PF/RC/MB	Early Nov 2012
T 1.3	Prestart site meeting	PF/MB	Early Nov 2012
T 1.4	Contact all AA volunteers and create contact database for Module 9b participants.	PF	2 Nov 2012
<b>S 2</b>	<b>FIELDWORK</b>		
T2.1	Site set-up	RC	12 Nov 2012
T2.2	On-site start-up meeting	Volunteers/RC/PF/MB/IF	12 Nov 2012
T 2.3	Evaluation fieldwork	Volunteers/RC/PR/PF	12-15 2012
T 2.4	Post-excavation*	RC/PR	Nov/Dec 2012
<b>S 3</b>	<b>REPORT, ARCHIVE &amp; PUBLICITY</b>		
T 3.1	Production of project report*	RC/PR	21 Dec 2012
T 3.2	Presentation of final report to HEWG	PF	Jan 2013
T 3.3	Deposition of archive, dissemination of final report to HER & OASIS	RC	Mar 2013
T 3.4	Link to Project Report placed on AONB website.	PF	Mar 2013
T 3.5	Contribution to Altogether Archaeology annual public conference.	RC/PF	Sept 2013 (tbc)

RC = Richard Carlton (Archaeological Practice)

PR = Peter Ryder (Archaeological Practice)

GF = Mike Boase (Killhope Museum)

IF = Ian Forbes

PF = Paul Frodsham (North Pennines AONB Partnership)

RY = Rob Young (English Heritage)

\* There is always a degree of uncertainty about the amount and nature of post-excavation work generated by a project of this type. Every attempt will be made to complete post-excavation and report production by the 21st December 2012; should this not be possible then an interim report, summarising the results and outlining recommendations, will be made available by 21<sup>st</sup> December, with the full report to follow as soon as possible thereafter.



## **13. Project review.**

13.1 The project will be subject to continuous review by the Project Director who will be on site throughout the fieldwork. Should any changes to the proposed programme become desirable during the course of the project then it will be necessary for these to be approved by Rob Young, who has the authority to approve such changes on behalf of English Heritage and the project advisory group.

13.2 Upon project completion, volunteers will be asked to complete a questionnaire outlining their experience of working on the project and highlighting anything they would like to see done differently in future projects. Thus, in addition to fulfilling its own stated aims and objectives, this project will also play a positive role in planning future *Altogether Archaeology* modules.

13.3 The Core Team will hold a review meeting upon completion of fieldwork. This will consider recommendations for the future of the building in the light of the results, though the implementation of any such recommendations lies outside the scope of this project.

13.4 The project will also feature in the external *Altogether Archaeology* Project Review which will be completed towards the end of 2015 as a condition of HLF funding.

## **14. Ownership**

Any finds recovered during the work will remain the legal property of the landowner (Killhope Museum/Durham County Council), but initially will be transferred to the Archaeological Practice offices for analysis. All finds will eventually be deposited in the Killhope Museum (or other appropriate institution, as agreed by the project advisory group) along with the site archive, for long-term curation and possible display.

Copyright in all material produced will reside jointly with the Archaeological Practice, the North Pennines AONB Partnership, and Killhope Museum.

## **15. Health & Safety and Insurance.**

15.1 Full consideration will be given to matters of health and safety throughout this project. Particular attention will be paid to the fact that the work is taking place in November; although most work will take place 'indoors', access to the site is also an important consideration. A comprehensive health and safety induction will be given to all volunteers at project start-up, and all will be required to read a written statement on health and safety which will be kept on site and which all volunteers partaking in the project will be required to sign, stating that they have read and understood it and that they will abide by its terms. A generic Risk Assessment for *Altogether Archaeology* fieldwork is included within this document as Appendix 1, and a specific Risk Assessment for this module forms Appendix 2.

15.2 All work will be undertaken in full accordance with the provisions of the Standing Conference of Archaeological Unit Managers (SCAUM) Health and Safety Manual.

15.3 Archaeological Practice staff are fully trained with regard to health and safety, including first aid, manual handling, cable detection, site safety and risk assessment.

15.4 Richard Carlton will ensure that at least one experienced First-Aider and appropriate first aid supplies are on site at all times while fieldwork is in progress. Staff members will be supplied with appropriate safety clothing and equipment, and advice as to appropriate clothing and equipment will be provided to volunteers.

15.5 Killhope Museum will be closed to the public during fieldwork, but the museum's toilet and washing facilities will be available to project participants. A suitable room will be available for lunch breaks, and hot drinks will be provided.

15.6 All aspects of the Altogether Archaeology project are covered by Durham County Council's comprehensive insurance policy. In addition, Archaeological Practice staff are covered by the company's own insurance.

## 16. Risk Log

This is a small-scale project and risks are of a correspondingly small scale. Nevertheless, a risk log is included here as Appendix 3.

## 17. Budget

This is a small-scale project with a simple budget. The project is being funded by the *Altogether Archaeology* project (grant-aided by the Heritage Lottery Fund) and by Killhope Museum.

Fieldwork team (4 days) incl. travel & equipment £410/day	£1,640
Project Director post-ex/report production (4 days)	£800
Post excavation contingency.	£400
Historic building survey, inc training, equipment & consumables	£500
<b>Total:</b>	<b><u>£3,340</u></b>

Note. The above figures are exclusive of VAT, but inclusive of equipment hire, consumables, and all other expenses.

## **18. References**

English Heritage 2006. *Management of Research Projects in the Historic Environment. The MoRPHE Project Managers' Guide.*

Forbes, I. (undated) *Lead and Life at Killhope*. Killhope Museum/Durham County Council.

Killhope Museum website. [www.Killhope.org.uk](http://www.Killhope.org.uk)