

Written Scheme of Investigation

ROMAN FIELDS, CAMPDOWN

For Dandara Ltd

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BELTANE HERITAGE LTD

Written Scheme of Investigation

ROMAN FIELDS CAMPDOWN

Client: Dandara Ltd

Local Authority: Havant Borough Council

NGR: 469085, 107012

Planning App: APP/23/00488

Author: C. Barton

Doc Ref: BH24005 Campdown v1.5

Site Code: BH24005

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TABLE OF CONTENTS

Table of Figures

1. Introduction

2. Site Background

Archaeological Background

Previous Work

3. Aims

4. Methodology

5. Report

6. Archive

7. Access and Safety

8. Staffing and Timetable

Sources Consulted

Figures

Appendices

TABLE OF FIGURES

Figure 1 - Site Location - General

Figure 2 - Site Location - Detail

Figure 3 - Trench Layout

Figure 4 - Services

Figure 5 - Proposed Development

1. Introduction

- 1.1. This Written Scheme of Investigation (WSI) has been prepared by Cornelius Barton of Beltane Heritage on behalf of Dandara Ltd.
- 1.2. The document sets out the methodology for archaeological evaluation on a site at Roman Fields, College Road, Campdown which is centred on NGR 469085, 107012 (FIGURE 1). The site covers an area of 26ha. The remaining area to be evaluated is 9.6ha.
- 1.3. This document has been prepared in support of planning application APP/23/00488. The local authority is Havant Borough Council (HBC) who take archaeological advice from Hampshire County Council (HCC).
- 1.4. The site code BH24005 has been assigned by Beltane Heritage.
- 1.5. This document sets out the detailed method to be employed for the archaeological evaluation of the above site and is in accordance with HCC's *Archaeology and Planning: Guidance for Contractors* (HAMPSHIRE COUNTY COUNCIL, 2012).

2. Site Background

2.1.PLANNING

- 2.1.1. The site is proposed for redevelopment including the construction of 653 dwellings with associated car parking, open area, landscaping, services and access road (APP/23/00488).
- 2.1.2. In December 2023 The Ministry for Housing Communities and Local Government (HCLG) issued the *Revised National Planning Policy Framework (NPPF)* (DEPARTMENT FOR LEVELLING UP, HOUSING & COMMUNITIES, 2023) Chapter 16 of the NPPF sets out planning policies on the conservation and enhancement of the historic environment.
- 2.1.3. The NPPF requires the applicant to provide proportionate information on heritage assets affected by the proposals and an assessment of the impact of the proposed development on the significance of the heritage asset. It also places a duty on the decision making body to determine applications on the basis of sufficient evidence, gathered if necessary from field evaluation.
- 2.1.4. In considering any planning application for development the Local Planning Authority, HBC, must also consider the policy CS11 within *The Havant Borough Core Strategy (adopted 2011)* (HAVANT BOROUGH COUNCIL, 2011). On matters concerning archaeology and the historic environment HBC are advised by the Historic Environment Team (HET) at HCC.
- 2.1.5. The site area has been proposed for development several times before- for a full summary of previous applications see the Desk Based Assessment (BARTON & SWANNICK, 2023). Archaeological works associated with previous applications have evaluated the southern area of the proposed development (see Figure 4) but a strip of approximately 9.6ha of the site at the north remains to be investigated. David Hopkins, Senior Archaeologist of the HCC HET has recommended that further archaeological evaluation will be required in this area.
- 2.1.6. The works described in this document seek to complete the evaluation of the development site, in order to inform the planning decision. If archaeological remains are present on the site, additional mitigation work may be required by HBC.

2.2.GEOLOGY

- 2.2.1. The British Geological Survey GeoIndex (BGS, 2024) shows a varied bedrock geology of the site, reflecting its location upon the Bere Forest Syncline, the downward curve of the geological fold that formed Portsdown Hill at the southernmost edge of the Hampshire Basin.
- 2.2.2. Superficial Head (clayey hillwash) is more prevalent towards the south, where the profile rises towards the foot of Portsdown Hill. Head is a very gravelly, silty, sandy clay to clayey sandy gravel, with variable proportions of coarser granular material (ALLEN, 2019).
- 2.2.3. The most recent geological bedrock formation (clay deposits of the Wittering Formation) is found across the northernmost part of the site, with the majority of the site area lying above London Clay Formation, with the oldest bedrock deposit (Portsdown Chalk Formation) running east to west across the southernmost area of the site.
- 2.2.4. The underlying chalk is the principal aquifer that provides much of Portsmouth and its environs with water. The relatively high groundwater levels in the South Downs provide the driving head for groundwater levels to flow through the chalk under the overlying deposits in the centre of the Bere Forest Syncline to emerge at a series of springs (KING, 2019). This is what has resulted in an east-west 'spring line', approximately following the north edge of Portsdown Hill. It is therefore likely that a fresh water source has always been on or near the site.

2.3.TOPOGRAPHY

- 2.3.1. The site is situated on a gentle north to south slope at the northeast foot of the Portsdown Hill, approximately 3km west of Havant and 1.6km north of the coast at Broad Marsh.
- 2.3.2. The site occupies an irregular parcel of pasture land and is bounded by hedgerows with **some** mature trees to the north, east and south. It is bounded by open field properties to the northwest (HSDC South Downs College) and to the south (pasture and a golf course), and by Littlepark Wood to the northeast.
- 2.3.3. The profile of the site slopes gently down from the north, at approximately 57m OD, to south, at approximately 28m OD. Two valleys traverse the site from

the northwest to the southeast and the from the west to the east, meeting near the southern edge of the site.

2.3.4. The site is located over a geological ‘spring line’ and historically contained a pond. An intermittently subterranean spring-fed stream crosses the southwest area of the site from the north and continues eastward along the southern border to join the Hermitage Stream, just over 1km away to the east at Bedhampton. This is visible on current large scale OS mapping, described as ‘issues’, ‘spreads’ and ‘collects’.

2.3.5. The site is currently under pasture.

Archaeological Background

2.4.LANDSCAPE CHARACTER AREAS

2.4.1. The north half of the site falls within the southern end of the Landscape Character Area (LCA) 11 A3(M) Eastern Corridor, and the south half of the site is at the northern end of LCA12 Portsdown Hill, as defined by HBC (HAVANT BOROUGH COUNCIL, 2007).

2.4.2. The southern end of LCA11 together with LCA12 form one of the most archaeologically rich areas in Havant.

2.4.3. The most important features within LCA11 are the line of the Roman road, Littlepark Wood Roman Villa, and a Roman tile kiln. A Medieval holloway to the east of the line of the A3(M), is thought to mark the southern edge of the forest of Bere, and serves as a reminder of the original extent of this important historical feature of the landscape.

2.4.4. The archaeology of LCA11 includes the Neolithic barrow Bevis’ Grave (also the focus of an Early Medieval cemetery) and a group of tumuli to the west, occupying highly prominent locations on the scarp of Portsdown Hill.

Previous Work

1925 EXCAVATION

2.4.5. Part of the footings of the Roman villa (23245) were discovered in 1925 and partially excavated by Mr. G. Smith of Purbrook (BRADING, 2005). The archived notes were reassessed by G. Soffe in a 1973 survey (SOFFE, 1973) (SOFFE, 1974) (DICKS, 2011) but never fully published.

1993 EVALUATION

2.4.6. An evaluation involving 76 trenches over 15.6ha, including 59 trenches across 12ha in the southern half of the site, took place in advance of a proposed residential development in 1993 (ANON, 1993).

2.4.7. A layer of small to medium fragments of burnt flint was revealed around the erstwhile pond in the southwest area of the site (trenches 25, 27 and 64). The layer contained a flint blade with characteristically Mesolithic retouch and a possible burin was recovered nearby (Trench 24), raising the possibility of a small Mesolithic site utilising the fresh water source.

2.4.8. A shallow layer of colluvial buried soil along the base of the tributary valley in the southernmost area of the site contained quantities of worked flint and burnt flint, including a possible Mesolithic blade (trenches 30, 31, 61, 62, 65, 70, 74 and 75).

2.4.9. Elsewhere within the area of the site, flint bearing characteristically Mesolithic retouch was retrieved from trenches 6 and 24 and Neolithic or Bronze Age period scrapers were found in trenches 31 and 33. Prehistoric and Roman pottery and Roman ceramic building material were also found in small quantities throughout the site.

2.4.10. The results were interpreted as possibly representing a high intensity of flint working in the later Prehistoric periods somewhere on the chalk downs to the south of the site, with more localised and small-scale activity in the Mesolithic period in the region of the independent water source at the west of the site.

2005 WATCHING BRIEF

- 2.4.11. An archaeological watching brief was carried out on the site during the excavation of seven geo-technical test-pits in 2005 (BRADING, 2005).
- 2.4.12. No archaeology was observed in the majority of the trenches, which measured 3.5m long by 0.7m wide. The topsoil was typically approximately 0.2m deep, but was twice as thick at the southernmost area of the site, where it overlay almost a metre of colluvial deposits.
- 2.4.13. Two of the trenches contained archaeology. These were at separate locations approximately 40m to the south of the route of the Roman Road. An undated north-south linear feature was observed in Tr.5. It was suggested that this could have been Roman or Prehistoric, as the fill had contained no organic material and several rounded flints had been retrieved which may have been pot-boilers. Roman ceramic building material was recovered from the topsoil in Tr.6.
- 2.4.14. Two layers of colluvium, measuring 0.6m and 0.3m thick, were observed between the topsoil and the natural clay at the southernmost area of the site in Tr.7. These were interpreted having occurred as a result of the location at the foot of the northern slope of Portsdown Hill. The topsoil in Tr.7 was twice as thick (0.4m) as that observed (0.2m) in the other trenches, and this was taken to reflect its location near the bottom of the valley and the mechanical movement of the soil.
- 2.4.15. No significant conclusions were reached regarding the potential archaeology. On the back of the observation that it was apparent that the site had not been ploughed, it was inferred that if any archaeological deposits existed on the majority of site they would lie at less than 0.3m below the ground surface. The exception was at the southernmost area of the site, where the ground surface of the natural clay was shown to be buried under two colluvial deposits, almost a metre thick. In this location there were three potential horizons for archaeological deposits.

2016 GEOPHYSICAL SURVEY

- 2.4.16. A geophysical survey was commissioned by L-P: Archaeology and undertaken by GSB Prospection Ltd. (SWINBANK, 2016). The investigation was carried out on

behalf of Persimmon Homes across 15.5ha of the north area of the site, which had been outlined for residential development.

2.4.17. The survey detected several archaeological anomalies north of the Roman Road. These indicated the previously known Roman villa complex to the north of the Roman road, consisting of a rectangular enclosure [1] (Anomaly [1]), possible remains of a building and burnt/fired material [6], ditches [3,4] in the vicinity of the villa probably representing associated enclosures, and a track [2]. The Roman road [5] was also tentatively identified.

2.4.18. Though not of archaeological interest, magnetic anomalies south of the Roman road were identified as several former field boundaries and a footpath [7], a former pond [8] and former copse [9], all of which were known features from historic and recent OS maps, as well as probable spreads of consolidation material. A number of service pipes were also detected traversing the survey area.

2016 - 2017 GEOPHYSICAL SURVEYS

2.4.19. A geophysical survey was carried out in 2016 across 6.9ha of the northernmost area of the site (BEAVERSTOCK, 2016) in advance of a planning application.

2.4.20. A significant number of magnetic anomalies were recorded, the majority of which related to the Roman villa complex in the northern area of the site, the trackway connecting it to the Roman road and the Roman road itself.

2.4.21. To the south of the Roman Road, a linear anomaly [24] was identified following the same orientation as the road with a short section running perpendicularly for approximately 10m. Also to the south of the road another linear anomaly [25] with an associated perpendicular one crossing its eastern end was recorded. These were interpreted as possibly representing field enclosures of similar date to the Roman occupation. Other linear anomalies represented a modern raised trackway [26] or suggested the presence of underground services [28,29].

2.4.22. A follow-on survey was carried out in 2017 across 7.6ha across the central area of the site, to further inform the development layout with regards to the extent of deposits associated with the Roman landscape (SANCHEZ, 2017).

2.4.23. This revealed several magnetic anomalies, the majority of which were not

considered to be archaeological in origin. Linear anomalies [9,10,11] were recorded near the southern edge of the surveyed area and may have been of archaeological origin, representing cut type features such as ditches or gullies.

2018 EVALUATION

- 2.4.24. A total of 61 trenches were opened in an archaeological evaluation (AOC ARCHAEOLOGY GROUP, 2019) targeting a 7ha area around the Scheduled Monument in the northeast area of the site (List Entry Number: 1001859). This further defined sections of the Roman road, and revealed a series of walls and foundations, a possible structure and a possible kiln within the villa complex.
- 2.4.25. Several sections of the Roman road were defined by metalled surfaces and in one instance parallel side ditches. Within one of the trenches two linear ditches were recorded set 9m apart, which were interpreted as road side ditches. The ditches were 0.5m and 0.56m deep and 3.0 and 3.5m wide. Several areas of metalled surface unaccompanied by side ditches have been interpreted as sections of road or trackway. These sections ranged in width from 2.45m to 9.55m and consisted of pebbles set in a clay matrix.
- 2.4.26. A sub-rectangular feature measuring 2m by 0.6m and 0.37m deep was revealed during evaluation. The feature had vertical sides and a flat base and was filled with orange clay containing flint nodules. The density of the fill may be an indication that it was associated with a structure.
- 2.4.27. A possible kiln dark / red brown deposit with charcoal inclusions extended over an area measuring 1.8m by 1.05m, possibly representing a clay lining with in-situ burning, and may indicate the presence of a kiln.
- 2.4.28. A series of walls were recorded across the site. These were constructed from flint bonded in one of the walls with a sandy mortar. One of the walls was buttressed and held at least 5 courses. The walls varied in width from 0.60m to 0.92m.
- 2.4.29. Several sections of wall foundation were also recorded across the site. These were composed of flint nodules some set in a sandy / clay mortar. The foundations varied in width from 0.36m to 0.93m wide.

3. Aims

3.1. The general aim of the evaluation is to determine the character, date, location and preservation of any archaeological remains on the site, and to gather enough information to understand the site and its significance as fully as possible in order to place the site within the wider landscape.

3.2. The specific aims of the evaluation are:

- ◆ To investigate the presence or absence of prehistoric activity on the site, specifically the potential for in-situ Mesolithic activity in the southern area.
- ◆ To investigate the presence or absence of Roman or Medieval activity on the site.

3.3. The purpose of the evaluation is to collect enough information on the buried archaeological remains to allow a suitable mitigation strategy to be devised. If further mitigation works are required as a result of the evaluation these will be agreed in a separate document.

4. Methodology

4.1. SITE WORKS

- 4.1.1. A sample of 4% of the remaining unevaluated area impacted by the development will be investigated by trial trenching (FIGURE 3). This will consist of 56 trenches measuring 30m by 2m, and 1 trench measuring 10m by 10m.
- 4.1.2. Trenching will be undertaken in two phases. Phase 1 will target the spring area in the south. This trench will be dug specifically to investigate the possibility of in-situ Mesolithic material.
- 4.1.3. The second phase will involve excavation of the remaining 56 trenches. The trenches will be not be targeted on any specific locations, but instead will be spread to give a maximum coverage of a random sample area.
- 4.1.4. The trench locations are subject to reasonable change by the field officer dependent on conditions on site, to avoid services or obstructions. No changes will be made that affect the aims of the project.
- 4.1.5. The trench locations will be accurately surveyed prior to excavation and related to the National Grid using a DGPS system.
- 4.1.6. The trenches will be opened by appropriately sized plant. This will be a 360° excavator or similar with a 2m wide toothless bucket. The trenches will be excavated under constant archaeological supervision.
- 4.1.7. Upcast material shall be separated into topsoil and subsoil. Trenches shall be backfilled with upcast material which shall be replaced in sequence.
- 4.1.8. Examination and cleaning of all archaeological deposits will be by hand using appropriate hand tools. Any archaeological deposits will be examined and recorded both in plan and section. The objective will be to define remains rather than totally remove them. Features will be investigated as considered appropriate by the field officer in order to achieve evaluation aims, but as a guide the following may be used:
 - ◆ 100% of all flint scatters
 - ◆ 50% of each intrusive feature (pits, postholes).
 - ◆ All terminals and intersections of linear features.

- ◆ 20-50% structural features (beamslots, ring ditches) - actual surviving structural elements (walls, collapse/debris fields) only require exposure, cleaning and preservation for excavation in more appropriate circumstances.
- ◆ 50-100% domestic/industrial working features (hearths, ovens) - unless large and structural, in which case see above.

4.1.9. Should significant archaeological deposits be encountered that are worthy of preservation *in situ*, excavation will cease. A site meeting will be held to assess the significance of the deposits and to decide on a strategy for sampling them to provide sufficient data for a useful assessment or subsequent mitigation strategy.

4.1.10. If archaeological deposits are present which will require further excavation, a further mitigation strategy will be formulated, and a revised project design will be submitted in writing to HCC. This will include provision for full analysis and publication of results in an appropriate format if required by HCC.

4.1.11. All works will be carried out in accordance with the Code of Approved Practice as set out by the Chartered Institute for Archaeologists (CIfA, 2023). Accordingly the project team will abide by the CIfA's code of approved practice and the CIfA's guidance for field evaluation.

AREA OF MESOLITHIC ACTIVITY

Matt Law PhD ACIfA FRGS

4.1.12. This section details the methodology for investigation of the area of potential Mesolithic activity at the south-west of the site. Five significant research aims relevant to these investigations at the site are outlined here:

- ◇ To clarify the nature, extent, date and preservation conditions of any flint scatters on the site;
- ◇ To investigate whether the deposit sequences at the south west of the site contain any artefact or ecofact evidence for Mesolithic human activity;
- ◇ To investigate whether the sequences contain any evidence for natural resource exploitation during the Mesolithic;

- ◇ To integrate the new record with other work at the site for creation of a grey literature report and publication in suitable journal if appropriate;
- ◇ To adhere to the research agenda for Mesolithic archaeology framed in *The National Mesolithic Research Framework* (HISTORIC ENGLAND, 2024) .

4.1.13. In order to address the first two of these aims, the following objectives are proposed:

- ◇ Open area evaluation of a 10m x 10m area of the site;
- ◇ To compare and draw conclusions on new data and information from the 1991 investigation on the site;
- ◇ To publish the results of the site investigations, depending on the significance of the findings;
- ◇ All data to be submitted to the Historic Environment Record in grey literature format regardless of future allocation/use of the site.

4.1.14. The area subject to trenching will be accurately surveyed using real-time kinematic global navigation satellite systems (GNSS).

4.1.15. Overburden will be machine-excavated using a flat toothless bucket under continuous archaeological supervision to expose the uppermost horizon of archaeological remains.

4.1.16. Machine excavation will continue in 'spits' of no more than 0.2m under constant archaeological supervision until bedrock is reached. A minimum of 100 litres of sediment per spit will be sieved with a 10mm mesh on site, to allow recovery of lithic debitage. The excavated surface of each spit will also be walked over by an archaeologist to visually survey for artefacts.

4.1.17. Detailed field-based geoarchaeological description of the sedimentary sequences will be carried out, noting colour, uniformity, texture, stoniness, sorting, degree of humification of organic components, sedimentary structures, presence and characteristics of pores, roots and inclusions, and boundary characteristics. Spits will be photographed as part of this process.

4.1.18. Where lithics are seen on the trench surface or encountered through sieving, their location will be accurately surveyed in three dimensions to allow the

production of distribution maps using Geographic Information Systems.

4.2. FINDS

- 4.2.1. All identified finds, artefacts, industrial and faunal remains will be collected and retained. Certain classes of building material can sometimes be discarded after recording if an appropriate sample is retained. No finds will, however, be discarded without the prior approval of the archaeological advisor to the local authority.
- 4.2.2. Marking of finds will follow the requirements of the recipient museum, Hampshire Cultural Trust. Deposition will follow the current Hampshire Cultural Trust guidelines (HAMPSHIRE CULTURAL TRUST, 2020). Bulk finds will be bagged in clear plastic bags marked with two tyvek tags placed within the bag. The label must include the site code, context number and bulk finds class.
- 4.2.3. All finds which constitute treasure under the 1996 Treasure Act for England and Wales will be reported to the coroner by the finder within 14 days of discovery.
- 4.2.4. Any human remains will be left *in situ*, covered and protected. If removal is essential it can only take place under appropriate government regulations. Furthermore, if removal is essential, such removal will be in accordance with the *Excavation and Post Excavation Treatment of Cremated and Inhumed Human Remains* (MCKINLEY & ROBERTS, 1993) and the *Guidelines for the Standards for Recording Human Remains* (BRICKLEY & MCKINLEY, 2004) as set out by the CIfA.
- 4.2.5. Should finds that require immediate conservation be encountered, they will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the United Kingdom Institute for Conservation's (UKIC) *Conservation Guideline No. 2* (UNITED KINGDOM INSTITUTE FOR CONSERVATION, 1983). Appropriate guidance set out in the Museums and Galleries Commissions' *Standards in the Museum Care of Archaeological Collections* (MUSEUMS AND GALLERIES COMMISSION, 1992) and the current CIfA guidelines (CIFA, 2014) will also be followed. Packaging of all organic finds and metalwork will follow the UKIC/ Rescue guidelines, *First Aid for Finds* (LEIGH, 1998). Any necessary conservation and treatment of metalwork will be arranged in conjunction with specialist conservators.

4.3.ENVIRONMENTAL SAMPLING

4.3.1. Should significant environmental deposits be encountered, an environmental archaeological specialist (Dr. Matt Law) will visit site to assess the potential of the deposits. Advice will be sought from the Local Authority Archaeological Advisor in the formulation of an appropriate sampling strategy. Samples will be taken and processed in line with English Heritage guidelines (ENGLISH HERITAGE, 2011).

4.3.2. Provision will be made for the requirement of the following samples:

- ◆ Samples of 1-5 litres from waterlogged deposits for analysis of waterlogged plant remains. These may be taken as sub-samples from bulk samples.
- ◆ Samples of 5-15 litres from waterlogged deposits for analysis of insect remains and other macroscopic artefacts. These may be taken as sub-samples from bulk samples.
- ◆ Samples of 2 litres for mollusc analysis, with associated continuous column samples.
- ◆ Monolith samples which may be sub-sampled for diatom, spore or pollen analysis.
- ◆ Monolith samples for soil micromorphology.

4.3.3. If environmental samples are taken they will be assessed for potential through summary analysis by Dr. Law.

4.3.4. Residues and any retained samples will be treated as part of the finds assemblage.

4.4.SCIENTIFIC DATING

4.4.1. Where appropriate, samples for scientific dating will be taken. Provision will be made for:

- ◆ Dendrochronological analysis from timbers.
- ◆ C14 dating from organic material, which may be taken as sub-samples from bulk or monolith samples.

- ◆ Archaeomagnetic dating from hearths or other suitable deposits.

4.5.RECORDING SYSTEM

- 4.5.1. The site code (BH24005) will be used to label (using appropriate materials not adhesive labels) all sheets, plans and other drawings; all context and recording sheets; all photographs (but not negatives); all other elements of the documentary archive.
- 4.5.2. The recording system used will follow the *Museum of London Archaeological Site Manual* (SPENCE, 1994).
- 4.5.3. The integrity of the site archive will be maintained during the course of the project and will be deposited for long term curation with Hampshire Cultural Trust (Winchester Collection). See SECTION 6. for further details on the archive.

4.6.THE WRITTEN RECORD

- 4.6.1. The written archive will consist of recording pro-forma recording sheets that are based on the Museum of London “single context” system and conform to the standards for archive deposition so as to ensure maximum cross archive compatibility.
- 4.6.2. Register sheets will be employed to act as master indices of all types of documentary records. In particular a context register will be maintained at all times that acts as a master list of the contexts that have been issued.
- 4.6.3. Sample registers, finds recording sheets, access catalogues and photo registers will also be used.
- 4.6.4. Context record sheets will contain individual descriptions of all archaeological strata and features excavated or exposed.
- 4.6.5. Context record sheets will include all relevant stratigraphic relationships and a separate matrix diagram will also be employed.
- 4.6.6. In the case of trenches with no archaeological remains, trench sheets will be used to record stratigraphic sequence.
- 4.6.7. The matrix will be fully checked during the course of the excavation. The field officer will be ultimately responsible for ensuring the integrity and completion of the matrix. The matrix will also form an integral part of the digital archive.

4.6.8. Documentary material including the paper archive, photographic negatives and prints will be stored in boxes to the standard required for submission into the Hampshire Cultural Trust (Winchester Collection).

4.6.9. If there is any doubt over recording techniques and terminology, the Museum of London Archaeological Site Manual will be used as a guide (SPENCE, 1994). Copies of the manual will be available on site in the site office.

4.7.THE DRAWN RECORD

4.7.1. A site location plan shall be constructed using a desktop geographic information system (GIS).

4.7.2. Base data shall be supplemented by GIS shapefiles showing the location of the areas investigated in relation to the investigation area and the OS grid. The locations of the OS bench marks used and site temporary benchmark (TBM) shall also be indicated.

4.7.3. The extent of any visible archaeological deposits shall be recorded in plan by the excavator of the context using 6H pencil on pro-forma permatrace drawing sheets at a scale of 1:20.

4.7.4. The drawing sheet shall be completed in accordance with the Museum of London manual, in which drawing conventions and line types are set out in detail. Context number, grid square, matrix information and levels information shall also be included with drawings.

4.7.5. Significant or complex deposits can be drawn at a higher scale such as 1:10 provided that the drawing is clearly marked as such.

4.7.6. At least one large section of the excavated area shall be drawn, including the profile of the top of the natural deposits. This shall be at an appropriate scale, usually 1:10 or 1:20. All sections shall be related to the Ordnance Datum using spot heights. Registers of sections and plans shall be kept.

4.7.7. Sketch plans and other drawings shall be made on the back of context sheets, which bear a grid to assist drawing. Such sketches provide valuable additional information and should be annotated in as much detail as possible.

4.8.THE PHOTOGRAPHIC RECORD

- 4.8.1. The photographic record will be sufficiently thorough and detailed to illustrate all significant phases, structures, important stratigraphic and structural relationships, and individual items of interest, including artefacts. If in doubt, most completely exposed contexts should be photographed.

4.9.COMMUNITY INVOLVEMENT

- 4.9.1. On site staff will be allowed to answer questions from members of the public regarding the archaeology of the area and potential archaeology of the site as described in the WSI and other publicly available documents.
- 4.9.2. Detailed inquiries from members of the public regarding the results of the works, or sensitive information, will be directed to the project manager (Cornelius Barton).
- 4.9.3. Given the nature and scale of the works information boards, site tours and other community involvement activities are not considered appropriate.

5. Report

5.1. A formal report on the results of the archaeological evaluation will be prepared within one month of completion of the fieldwork. The report will conform to Annex 2 of the Chartered Institute for Archaeologists Standard and Guidance for Archaeological Field Evaluation (CIFA, 2023) and will include:

- ◆ A non-technical summary (abstract).
- ◆ Introductory statements and site background.
- ◆ The aims and methods adopted in the course of the evaluation.
- ◆ A description of the nature, extent, date, condition and significance of all archaeological deposits recorded during the works, with specialist opinions and parallels from other sites if required.
- ◆ Illustrative material including maps, plans, sections, drawings and photographs as necessary.
- ◆ A catalogue of finds, including any specialist reports.
- ◆ A discussion and summary of the results, including a statement of significance.
- ◆ An index of the contents and location of the archive.
- ◆ Sources consulted.
- ◆ A copy of the OASIS record sheet.

5.2. Following approval, a portable document format (PDF) file of the report will be sent to the client. Bound copies can be produced on request at the expense of the client. Subject to any contractual requirements on confidentiality, copies of the report will be submitted to Hampshire HER (Historic Environment Record) within six months of completion of the report.

5.3. Beltane Archaeology shall retain full copyright of any report under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it hereby provides an exclusive licence to the client in all matters directly relating to the project as described in this document. Any document produced to meet planning

requirements can be copied for planning purposes by the Local Planning Authority. Any information deposited in the Sites and Monuments Record or Historic Environment Record can be freely copied without reference to the originator for research or planning purposes.

6. Archive

- 6.1. The site code BH24005 will be used to mark all plans, drawings, context and recording sheets, photographs and other site material during excavation.
- 6.2. The site archive will be so organised as to be compatible with current requirements of the Hampshire Cultural Trust. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto pro-forma recording sheets. Relevant context, sample and photograph registers and environmental sample sheets will also be used.
- 6.3. On completion of finds analysis, the landowner will be asked to sign a Deed of Transfer transferring title of the finds to the Hampshire Cultural Trust.
- 6.4. The integrity of the site archive will be maintained. All finds and records will properly be curated (subject to the Deed of Transfer) by the Hampshire Cultural Trust and be available for public consultation. Appropriate guidance set out in the MGC “Standards in the Museum Care of Archaeological Collections” (MUSEUMS AND GALLERIES COMMISSION, 1992) will be followed in all circumstances.
- 6.5. The minimum acceptable standard for the archival report is defined in MoRPHE (HISTORIC ENGLAND, 2015). It will include all materials recovered (or the comprehensive record of such materials) and all written, drawn and photographic records relating directly to the investigations undertaken. It will be quantified, ordered, indexed and internally consistent. It will also contain a site matrix, a site summary and brief written observations on the artefactual and environmental data.
- 6.6. United Kingdom Institute for Conservation guidelines for the preparation of excavation archives for long-term storage (WALKER, 1990) will be followed. With consent of the landowner, arrangements for the curation of the site archive will be agreed with the appropriate Museum.
- 6.7. Pursuant to these agreements the archive will be presented to the appropriate museum within 6 months of the completion of the fieldwork (unless alternative arrangements have been agreed in writing with the Local Planning Authority or English Heritage). In addition, written confirmation from the client will be provided for the transfer of ownership.
- 6.8. The project will be registered and regularly updated as part of the OASIS project.

6.9. The recipient museum shall be granted licence for the use of the archive for educational purposes, including academic research, as long as such use is non-profit making and conforms to the Copyright and Related Rights Regulations 2003.

7. Access and Safety

- 7.1. Reasonable access to the site will be arranged for the Local Planning Authority and their archaeological advisor who may wish to make site inspections to ensure that the archaeological investigations are progressing satisfactorily.
- 7.2. The archaeological advisor should be given notice of at least one working week prior to the commencement date of site works.
- 7.3. Before any site work commences, a full Risk Assessment Document will be produced setting out the site specific health and safety policies that will be enforced in order to reduce to an absolute minimum any risks to health and safety.
- 7.4. All relevant health and safety regulations will be followed. Barriers, hoardings and warning notices will be installed as appropriate. Safety helmets and visibility jackets will be used by all personnel as necessary.
- 7.5. No personnel will work in deep unsupported excavations. The installation of temporary support work and other attendance will be provided as required.

8. Staffing and Timetable

8.1.The project manager is Cornelius Barton of Beltane Heritage.

8.2.Cornelius will be responsible for the overall coherency of the team and for the management of the archaeological excavation. A suitably experience Project Officer will supervise the work on site. Field staff on site will be under their direction and will be responsible for particular tasks that they assign to them.

8.3.The work is expected to take place in autumn 2024, and expected to take four to five weeks with two to four staff on site.

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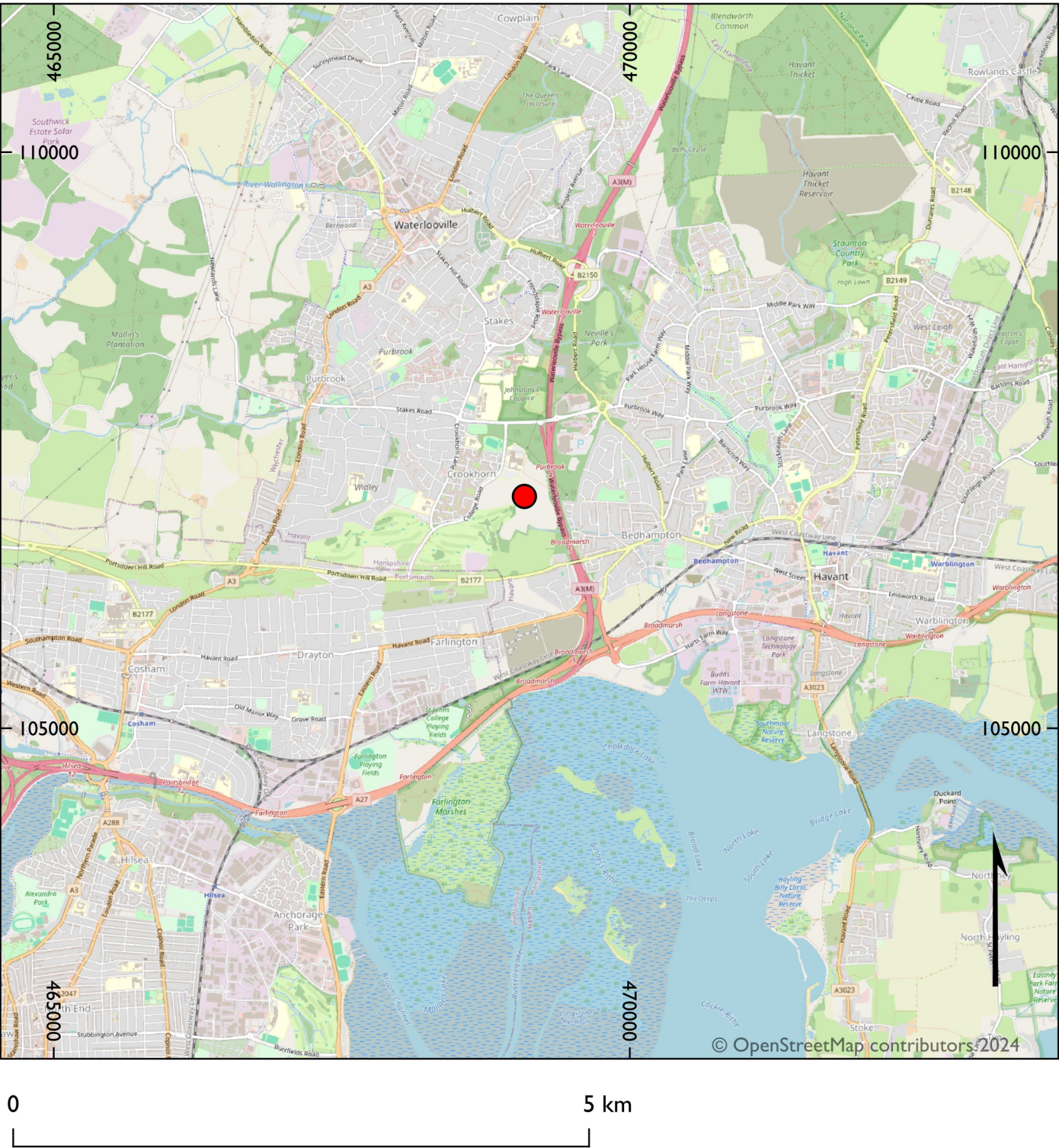
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FIGURES

ROMAN FIELDS, CAMPDOWN
BH24005
Figure 1 Site Location - General



ROMAN FIELDS, CAMPDOWN
BH24005
Figure 2 Site Location - Detail



ROMAN FIELDS, CAMPDOWN
BH24005
Figure 3 Trenches



ROMAN FIELDS, CAMPDOWN
BH24005
Figure 4 Services

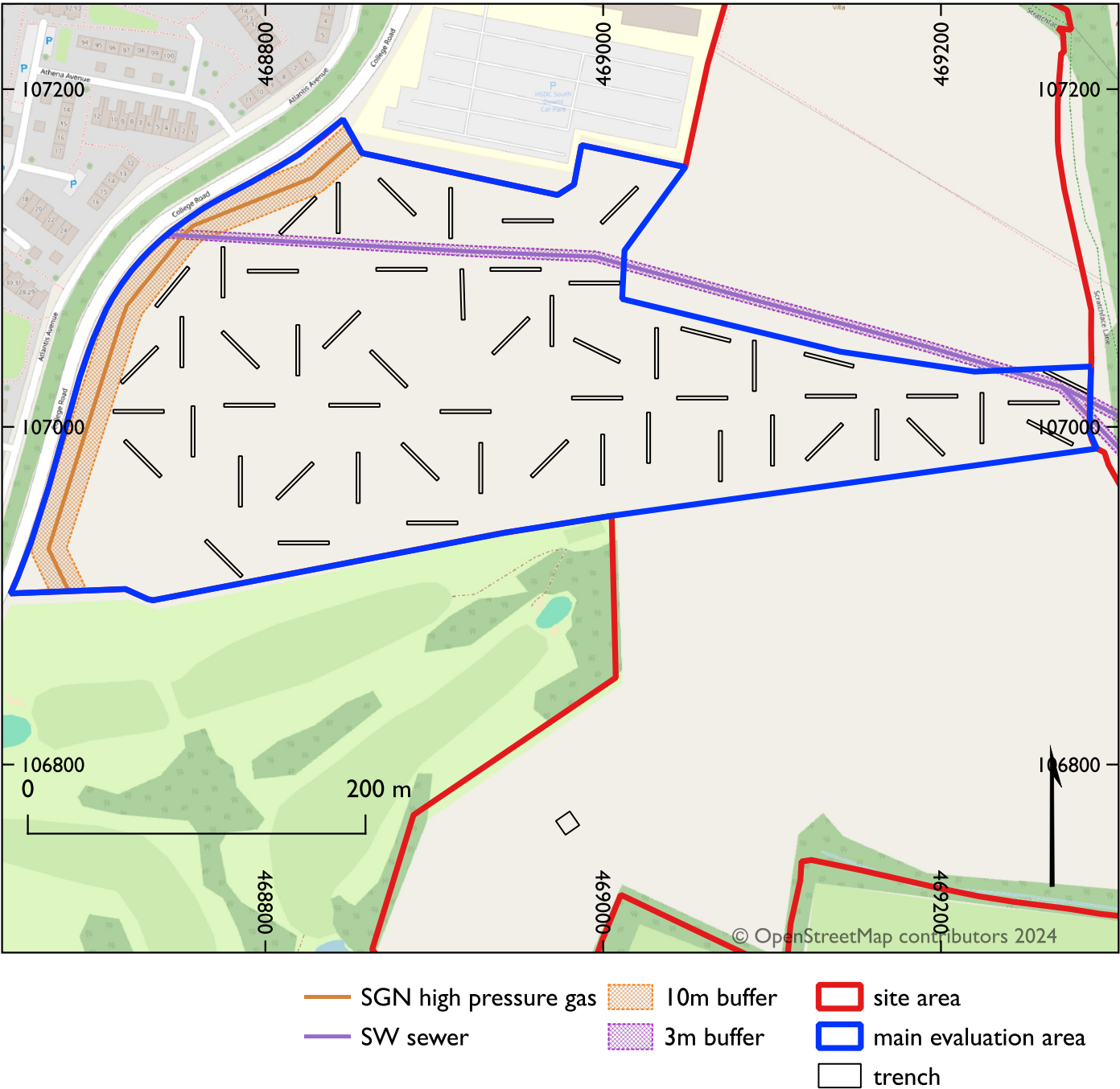
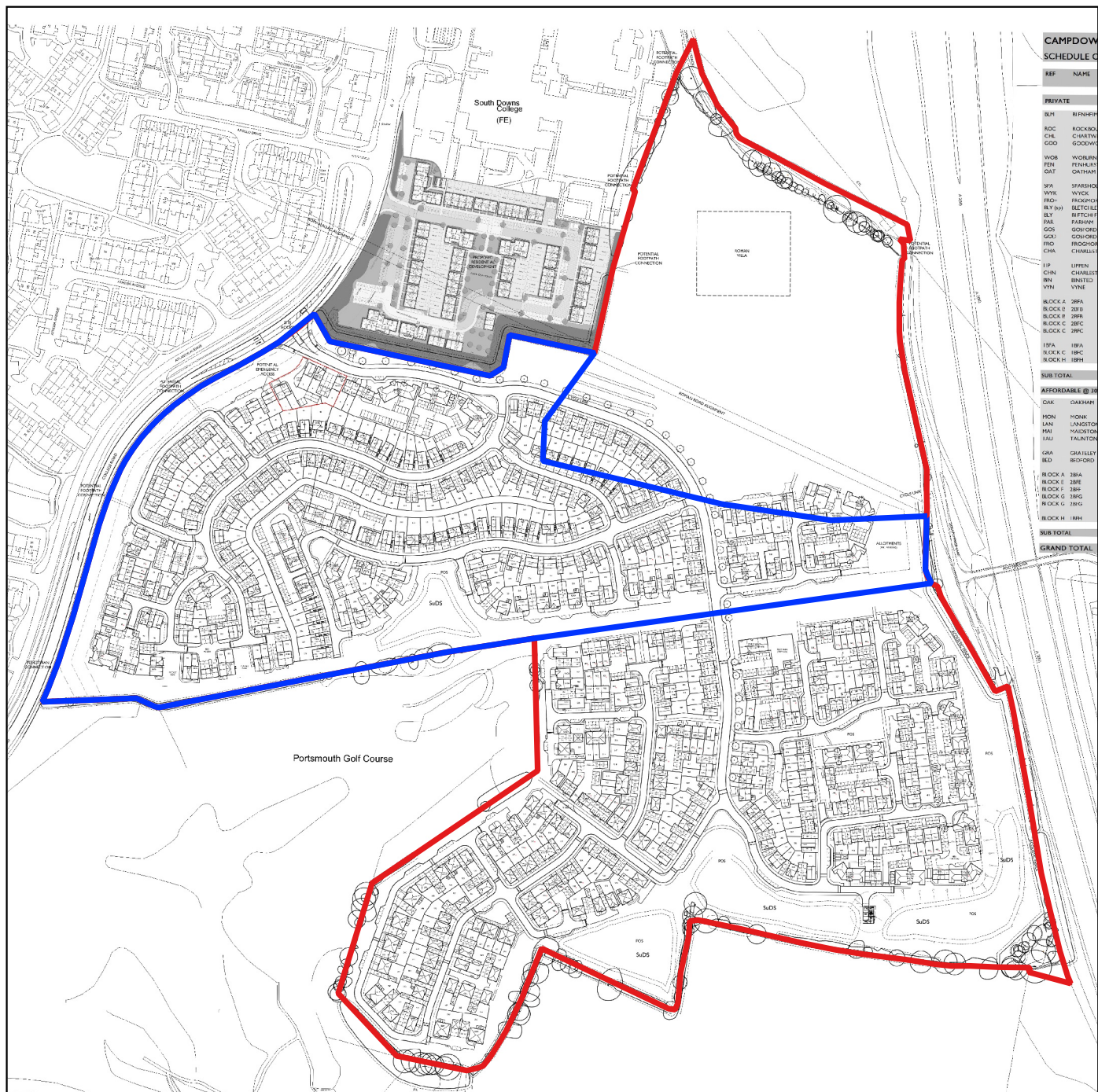


Figure 5 Proposed Development



BELTANE HERITAGE