



WRITTEN SCHEME OF
INVESTIGATION FOR AN
ARCHAEOLOGICAL
EVALUATION

**LAND AT WOODCROFT
FARM, LOVEDEAN,
HAMPSHIRE**

**Havant Borough Council
Planning Ref: 13/00804**

NGR: 468233 112063

Site Code: WFLH18



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Figure 1: Site Location

Figure 2A: Proposed Trench Location (Geophysical Survey)

Figure 2B: Proposed Trench Location (Google Earth)

Figure 3: Geophysical Survey Greyscale

1 INTRODUCTION

1.1 Project Background

- 1.1.1 This document represents an Written Scheme of Investigation (WSI) to undertake an archaeological evaluation on land at Bartons Road, Havant, Hampshire, (NGR 468233 112063) hereafter 'the Site' (**Figure 1**).
- 1.1.2 The Site is the subject of a development proposal comprising the erection of 288 residential units, retention of an existing farmhouse, new access road from Eagle Avenue, internal access roads, associated car parking, open space and landscaping and including works to trees houses, for which outline planning consent has been obtained (APP 13/00804).
- 1.1.3 Acting on the advice of their archaeological advisor David Hopkins, Hampshire County Archaeology Officer (CAO) and in keeping with NPPF Section 12 and Local Plan Policy outline consent has been granted with a condition (No. 18) relating to archaeology which states:

No development hereby permitted shall commence until the applicant has secured:-

- the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Local Planning Authority in consultation with Hampshire County Council. The approved programme shall be fully adhered to unless otherwise agreed in writing by the Local Planning Authority.*
- the implementation of a programme of archaeological mitigation of impacts in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Local Planning Authority in consultation with Hampshire County Council. The approved programme shall be fully adhered to unless otherwise agreed in writing by the Local Planning Authority.*
- Following completion of archaeological fieldwork the production of a report accordance with an approved programme including where appropriate post excavation assessment, specialist analysis and reports, publication and public engagement.*

Reason: To safeguard the potential archaeological interest of the site and having due regard to policies CS11, DM8 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework, March 2012.

- 1.1.4 The evaluation is intended to provide information toward understanding the archaeological implications of the proposed development and determination of the subsequent treatment (mitigation) of any archaeological remains found within it (as required by the condition). The archaeological evaluation strategy set out in this document has been informed by a desk-based assessment (CgMs, 2010) and a geophysical survey (LeFort 2018 in prep).
- 1.1.5 This document provides the Written Scheme of Investigation required by planning condition 18 and sets out a methodology for the evaluation of Phase 2A and 2B of the proposed development, to comprise 39no 30m X 2m trenches designed to determine the archaeological potential of the Site (**Figure 2**). This document has been prepared in accordance with the Chartered Institute for Archaeologists standard and guidance for archaeological field evaluation (CIfA 2014) and *Management of Research Projects in the Historic Environment* (English Heritage, 2015).

1.2 Location, Topography and Geology

- 1.2.1 The Site is located on land approximately 10.8 hectares in extent situated around Woodcroft Farm, Lovedean, Hampshire. The Site is irregular in shape and bounded by open fields to the north and west and by Meadowlands Junior and Infant School and a recreation ground to the south and south-east.
- 1.2.2 The site comprises an undulating, pasture mixed farming landscape on the very edge of an urban area. The study site lies on relatively level land where the wider topography begins to plateau from the higher downs to the north. Within the site there is a slight fall to the south-west at 55m AOD from the northern areas which are situated around 70m AOD.
- 1.2.3 The geology of the site is shown by the Geological Survey (Sheet 316: Fareham) on the northern edge of a massive syncline (Bere Forest Syncline) and is part of the Portsdown Anticline which forms the Chalk Downs on the north side of Portsmouth. Generally, the syncline and the Site itself are underlain by the London Clay Formation. However, the Site is located on deposits of the Reading Formation, comprising mottled clay which is locally sandy.

1.3 Archaeological and Historical Background

- 1.3.1 The archaeological and historical background to the Site was set out in detail in a Heritage Assessment (CgMs 2010), prepared in respect of the Site's proposed development, and is not repeated here in detail. The assessment considered sites, monuments and findspots entered on the Hampshire Archaeology and Historic Buildings Record and within 1km of the Site. The sparse number of archaeological findspot entries, just two stray finds of late prehistoric date was assessed as indicating that the Site retains low archaeological potential, while evidence for medieval settlement in the vicinity of the Site is restricted to medieval placename evidence. However, the lack of recorded archaeological evidence in or close to the Site may be the result of the relatively low number of archaeological investigations carried out.

1.4 Geophysical Survey

The preliminary greyscale (Figure 3) revealed a lot of geological responses with a few clear linears anomalies running through these areas which may be of interest. There are also some pit-like anomalies including a potentially large example to the east of the farmhouse and just to the south of a modern service.

2 AIM

2.1 Archaeological Evaluation

- 2.1.1 The aim of the archaeological evaluation is to determine the character, extent, date, condition and significance of archaeological remains that may survive within the Site, taking account of their potential to contain biological and palaeo-environmental remains.
- 2.1.2 A report on the results of the evaluation will aim to provide sufficient information so that the future treatment of any archaeological remains within the Site, in respect of the proposed development, may be determined.

3 METHOD

3.1 Trench evaluation

- 3.1.1 **The evaluation will comprise the excavation of 39no 30m X 2m trenches arranged over the proposed development phases 2A and 2B within the Site (Figure 2).** The remaining area of the site is not under current ownership but will require evaluation in response to the condition in advance of development.
- 3.1.2 The trenches will be set out using a GPS device to ensure their pre-determined location is achieved accurately. The trenches will then be mechanically excavated using a 360° tracked excavator fitted with a wide toothless blade bucket. All mechanical excavation will be supervised by a suitably qualified archaeologist familiar with the ground conditions anticipated on the Site. Up-cast will be stored adjacent to the trenches.
- 3.1.3 Machining of the trenches will be closely monitored in order that exposed surfaces are inspected for the presence of archaeological deposits, features, artefacts and ecofacts. Exposed surfaces will be maintained clear of loose spoil. Machine excavation will proceed in spits of no more than 100mm thickness in order to ensure that archaeological deposits and features are not needlessly damaged.
- 3.1.4 Machine-excavated spoil and the exposed surface will be regularly scanned for the presence and collection of artefacts; this will include the use of metal detector.
- 3.1.5 The excavation by machine is to be taken down to the top of any significant archaeological level or to the top of the natural chalk where no archaeological deposits have been found at a higher level. In the event of significant archaeological deposits being encountered the CAO will be informed.
- 3.1.6 Where complex archaeological features and deposits are encountered, deposits will be left *in situ* and measures to assess the depth of this stratification agreed with the CAO. For instance, where modern or archaeological features are seen to truncate stratified archaeological deposits and features, then these will be sample excavated by hand to enable the depth of stratification to be assessed.
- 3.1.7 Test pits may need to be excavated through 'natural' subsoil in trial trenches to confirm that the solid geology has been reached. Test pits will be positioned to avoid damage to archaeological remains.
- 3.1.8 On completion, the trenches will be backfilled using excavated spoil – this does not constitute reinstatement. Where vulnerable archaeological deposits remain within trial trenches, these will be protected from needless damage. Consideration will be given to covering vulnerable deposits with, for example, a geotextile, prior to backfilling.

3.2 Investigation and Sampling Strategy

- 3.2.1 Archaeological features will be sampled by hand sufficient to meet the aims of the evaluation, such as to characterise and date them and establish their extent and depth. Full excavation of features will not be undertaken at this stage unless otherwise agreed with the CAO. Care will be taken not to damage archaeological resources through excessive use of mechanical excavation.
- 3.2.2 Where necessary the surface and sections of trenches will be hand cleaned to define archaeological deposits and features clearly.
- 3.2.3 Measures will be taken to protect particularly significant, valuable or sensitive archaeological remains from exposure, accidental damage and / or theft.
- 3.2.4 Exposed surfaces may be left for a minimum of 48 hours to allow weathering-out of features to occur, where the initial definition of archaeological resources is unclear or in doubt. No trenches will be backfilled until agreed with the CAO.

3.3 Human Remains

- 3.3.1 In the event that human burials are discovered these will be left *in situ* and their future treatment agreed with the client and the CAO. Should their excavation and removal from the Site be required, a Ministry of Justice Licence will be required (in accordance with Section 25 of the Burial Act 1857) before the remains can be lifted. The need for a Licence applies to both inhumation and cremated remains. Application for a Licence will be made by PCA, on behalf of the client. PCA will comply with the conditions of the Licence and discuss with the client, CAO any requirements of the Licence that may conflict with the agreed method of investigation of the Site.
- 3.3.2 Arrangements will be made to ensure the security, protection from deterioration and damage, and the respectful treatment of human remains and grave goods. An appropriately qualified and experienced osteo-archaeologist will be available to supervise the excavation and removal of any human remains (where this is necessary) from the Site, following published guidance, i.e. the Institute for Archaeologists Technical Paper 13 '*Excavation and post-excavation treatment of cremated and inhumed remains*'.
- 3.3.3 The following guidance will be observed:

Human Bones from Archaeological Sites: Guidelines for Producing Assessment Documents and Analytical Reports (2004). <https://www.historicengland.org.uk/images-books/publications/human-bones-from-archaeological-sites/>

Science and the dead. A guideline for the destructive sampling of archaeological human remains for scientific analysis (2013) <http://www.archaeologyuk.org/apabe/>

3.4 Recording

- 3.4.1 The evaluation will be carried out under the Site code **BRHH18**, which will appear on all components of the Site archive.
- 3.4.2 All trenches, structures, deposits and finds will be recorded according to accepted professional standards. Sufficient data will be recorded to allow the required level of assessment and reporting (see section 4). Recording will be carried out to a sufficiently high standard to provide a full record of the deposits evaluated, including in trenches where no archaeology is identified.

- 3.4.3 Recording will follow standard PCA methods and procedures for single context recording and, if necessary, planning. All archaeological contexts are to be recorded individually on *pro forma* context record sheets. A further more general record of the work, comprising a description and discussion of the archaeology, is to be maintained as appropriate.
- 3.4.4 A plan to indicate the location of the boundaries of the evaluated area and the Site grid is to be drawn at a scale of 1:1250 (or a similar appropriate scale). Plans indicating the location of the excavated trenches and the location of all archaeological features encountered will be drawn at an appropriate scale and related to the National Grid; this will be achieved using a GPS device and EDM/theodolite in order to record accurate X, Y, Z co-ordinates.
- 3.4.5 Sections will be drawn at a scale of 1:10. Significant archaeological features will normally be drawn in plan at a scale of 1:20 or 1:10 if appropriate. Long Sections indicating the full stratigraphic sequence will be drawn for all trenches. However, where a very simple sequence is revealed a representative section (minimum 1m wide) at each end of the trench will be sufficient. All plans and sections will be annotated to show heights and levels relative to Ordnance Datum. All plans and sections will be drawn on polyester based drafting film and clearly labelled
- 3.4.6 A digital photographic record of the work will be made forming part of the Site archive. This will consist of high quality, colour digital photographs taken in jpeg and RAW formats by an appropriately trained individual, illustrating in both detail and general context all trenches, test pits and archaeological features and deposits discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted. The digital images will be preserved on a dedicated and backed up server. The RAW files will be converted to high quality tiff images for eventual deposition with the Site archive.
- 3.4.7 The complete Site archive including finds and environmental samples will be stored in a secure place throughout the duration of the fieldwork and post-fieldwork programme prior to deposition.
- 3.4.8 The Site archive is to be consolidated after completion of the evaluation, with all Site drawings inked-in, and records and finds collated and ordered as a permanent record.

3.5 Finds Recovery Processing and Treatment

- 3.5.1 All artefacts recovered during the excavations on the Site are the property of the Landowner. They are to be suitably bagged, boxed and marked in accordance with the United Kingdom Institute for Conservation, Conservation Guidelines no.2 and the Chartered Institute for Archaeologists '*Standard and Guidance for the collection, documentation, conservation and research of archaeological materials*' (CIfA 2008). On completion of the archaeological works the Landowner will be requested to donate and deposit the archive, including all artefacts,, with the Hampshire Cultural Trust.
- 3.5.2 Artefacts will be excavated carefully by hand. Bulk artefacts will be collected and bagged according to their archaeological context. The location of special finds, including *in situ* worked flint will be recorded three dimensionally. If necessary, an appropriately qualified and experienced archaeological conservator will be appointed to advise and assist in the lifting of fragile finds of significance and or value and to arrange for the X-raying and investigative conservation of objects as may be necessary. Where appropriate to address the aims of the evaluation, sieving of deposits will be undertaken to maximise the recovery of small artefacts.

- 3.5.3 Records of artefact assemblages will clearly state how they have been recovered, sub-sampled and processed. Sub-sampling procedures will be agreed with the CAO and follow the guidance and advice of the curator of the museum/depository in which the Site archive will be deposited.
- 3.5.4 Artefacts that fall under the statutory definition of Treasure (as defined by the Treasure Act of 1996 and its revision of 2002) will be reported immediately to the relevant Coroner's Office, the local Finds Liaison Officer (FLO) who is the designated treasure co-ordinator for Hampshire, the landowner and the Historic Environment Officer. A Treasure Receipt (obtainable from either the FLO or the DCMS website) must be completed and a report submitted to the Coroner's Office and the FLO within 14 days of understanding the find is Treasure. Failure to report within 14 days is a criminal offence. The Treasure Receipt and Report must include the date and circumstances of the discovery, the identity of the finder (put as unit/contractor) and (as exactly as possible) the location of the find.

3.6 Archaeological Science and Environmental Sampling

- 3.6.1 A structured programme of environmental sampling appropriate to the aims of the evaluation will be implemented. The strategy and methodology for the sampling, recording, processing, assessment, analysis and reporting of deposits with environmental archaeology potential will be in accordance with English Heritage Centre for Archaeology Guidelines "*Environmental Archaeology – A guide to the theory and practice of methods, from sampling and recovery to post-excavation*" (2nd edition, August 2011). Any variation to this guidance will be agreed in advance with both the Historic Environment Officer and the English Heritage Regional Scientific Advisor.
- 3.6.2 Where necessary an appropriately qualified and experienced geo-archaeological specialist will be appointed to record any deposits of particular significance such as buried soils and to advise on depositional processes. The appointment of the specialist will require the prior approval of the CAO. It is currently proposed that the specialist services will be provided by ARCA – University of Winchester.
- 3.6.3 Where necessary the advice of the Historic England Regional Scientific Advisor will be sought regarding specialist sampling requirements and any scientific applications relevant to the archaeological evaluation of this Site.
- 3.6.4 Where deposits are dry, bulk samples for the recovery of charred plant remains, small bones and finds, will be taken from sealed and datable features such as pits, ditches, hearths and floors. Each context will normally be sampled. The size of the sample is expected to be in the range of 40-60 litres per context or 100% of smaller contexts. Samples will not be taken from the intersection of features.
- 3.6.5 For large features / spreads appropriate consideration will be given to sampling on a grid system if this fits in with the aims of the evaluation.
- 3.6.6 Where good conditions for the preservation of bone have been identified, all large bones will be collected by hand and sieving of bulk samples up to 100 litres will be undertaken as appropriate.
- 3.6.7 Mollusc samples of 2 litres each will be taken vertically from appropriate sections to investigate the changes of vegetation through time.

- 3.6.8 Where deposits are wet, waterlogged or peaty, monoliths will be taken along cleaned vertical surfaces for the retrieval of pollen, diatoms, ostracods and foraminifera. The numbers to be taken will be agreed with the CAO. For wet, waterlogged or peaty deposits, bulk samples of 20 litres will be taken from visible layers or spits for the retrieval of plant macro-remains and insects.
- 3.6.9 Environmental samples from dry deposits will normally be processed by flotation following the evaluation fieldwork and the residues will be sorted to retrieve small bones, small finds and charcoal that has not floated. Environmental samples from wet deposits will normally be sent to specialists for processing in laboratory conditions.
- 3.6.10 Appropriate provision will be made for the application of scientific dating techniques such as radiocarbon, dendrochronology, archaeomagnetic, OSL and thermoluminescence. The advice of the Historic England Regional Scientific Advisor will be sought in advance of the application of these techniques. Any necessary delay that is caused in completion of the reporting of the evaluation to enable provisional results to be included will be notified to the CAO.
- 3.6.11 Where appropriate the guidance in the following English Heritage papers will be followed, including:
- Archaeometallurgy: Guidelines for Best Practice* (2015).
<https://www.historicengland.org.uk/images-books/publications/archaeometallurgy-guidelines-best-practice/>
- X-radiography of Archaeological Metalwork* (2006).
<https://www.historicengland.org.uk/images-books/publications/x-radiography-of-archaeological-metalwork/>
- Investigative Conservation: Guidelines on How the Detailed Examination of Artefacts from Archaeological Sites can Shed Light on their Manufacture and Use* (2008).
<https://www.historicengland.org.uk/images-books/publications/investigative-conservation/>
- Geoarchaeology: Using Earth Sciences to Understand the Archaeological Record* (2007). <https://www.historicengland.org.uk/images-books/publications/geoarchaeology-earth-sciences-to-understand-archaeological-record/>
- Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (Second Edition) (2011).
<https://www.historicengland.org.uk/images-books/publications/environmental-archaeology-2nd/>
- 3.6.12 NOTE: Any changes to the methodology set out above will need to be discussed and agreed in advance with archaeological advisor and set out in the evaluation report.

4 REPORTING

4.1 Evaluation Report

- 4.1.1 A report on the results of the evaluation will be prepared within three weeks of completion of the fieldwork. Subject to the approval of the Client, a bound hard copy and electronic (.pdf) copy of the report will be issued to the CAO at Hampshire County Council:
- 4.1.2 The report will include as a minimum:

- A non-technical summary
 - The background to the project
 - A description of the results of the evaluation
 - A discussion of the location, date, extent, nature, condition and significance of any archaeological deposits identified
 - All finds and environmental specialist reports containing where necessary references to local collections and e.g. for ceramic assemblages to local fabric collections
 - An interpretation of the results of the evaluation taking account of the context of the results at a local, regional and national level, as appropriate
 - Plans, sections and photographs cross referenced to the description of the results
 - A bibliography of sources consulted
 - An index to the project archive
 - The OASIS record
- 4.1.3 And ESRI shape file providing GIS data will be supplied to the CAO and will contain the scheme of investigation, such as trench outlines, and significant archaeological information, such as feature/deposit plans.

5 ARCHIVE PREPARATION, DEPOSITION AND COPYRIGHT

5.1 The Site Archive

- 5.1.1 The Site archive, to include all project records and cultural material produced by the project, is to be prepared in accordance with Guidelines for the Preparation of Excavation Archives for Long-term Storage (UKIC 1990). On completion of the project PCA will arrange for the archive to be deposited in accordance with the provisional arrangements made with a suitable museum or repository at the onset of fieldwork. Any alternative arrangements will be agreed with the Historic Environment Officer and the Local Planning Authority.
- 5.1.2 The designated receiving museum is Hampshire Cultural Trust. The Curator of Archaeology will be contacted in advance of the fieldwork for an accession number/Site code and to obtain information regarding the appropriate archive preparation standards.

5.2 Copyright

- 5.2.1 The full copyright of the written/illustrative archive relating to the Site will be retained by Pre-Construct Archaeology Ltd under the Copyright, Designs and Patents Act 1988 with all rights reserved. Hampshire County Council, however, will be granted an exclusive licence for the use of the archive for educational purposes, including academic research, providing that such use shall be non-profitmaking, and conforms to the Copyright and Related Rights regulations 2003. Further distribution and uses of the report either in its entirety or part thereof in paper or electronic form is prohibited without the prior consent of Pre-Construct Archaeology Ltd.
- 5.2.2 The licence extends to the use of all documents arising from this project in all matters relating directly to the project, as well as for *bona fide* research purposes, which includes the Hampshire Archaeology and Historic Buildings Record/Historic Environment Record.
- 5.2.3 Pre-Construct Archaeology Ltd has made every effort to ensure the accuracy of the content of this report. However, Pre-Construct Archaeology Ltd cannot accept any liability in respect of, or resulting from, errors, inaccuracies or omissions this report contains.

6 MONITORING AND LIAISON

6.1 Site Visits

- 6.1.1 Arrangements will be made via the client for the CAO to monitor the progress of the evaluation and compliance with the aims and methodology set out in this document.
- 6.1.2 Regular Site meetings will be arranged so that any variation to the agreed evaluation methodology may be discussed and agreed with the client and the CAO.

7 HEALTH AND SAFETY

7.1 Policy

- 7.1.1 PCA will conduct the work in compliance with the Health and Safety at Work etc Act 1974 and will also follow the guidance set out in "Health and Safety in Field Archaeology" (Standing Conference of Archaeological Unit Managers 1997).
- 7.1.2 PCA's own Health and Safety Policy and a procedures manual will be available on Site. Site staff will have an appropriate level of training to enable them to carry out fieldwork safely.

7.2 Risk Assessment

- 7.2.1 Prior to the commencement of fieldwork PCA will conduct a Site specific risk assessment, if necessary as part of a Health and Safety Method Statement. All staff will be appraised of the Risk Assessment and comply with mandatory requirements set out such as the use of PPE and other measures to avoid risk from hazards that are identified.
- 7.2.2 PCA will maintain the Site in a safe condition and in order to do this will review and update the Risk Assessment accordingly, taking appropriate measures as necessary to offset risk from new and unexpected hazards as may arise.

8 PROGRAMME AND RESOURCES

8.1 Programme

- 8.1.1 The evaluation fieldwork is expected to take one week, depending on access arrangements and ground conditions. Due notification of the commencement date, expected to be in March/April 2018, will be provided to the CAO, who will be informed of changes to the programme made necessary by delays or bad weather.

8.2 Resources

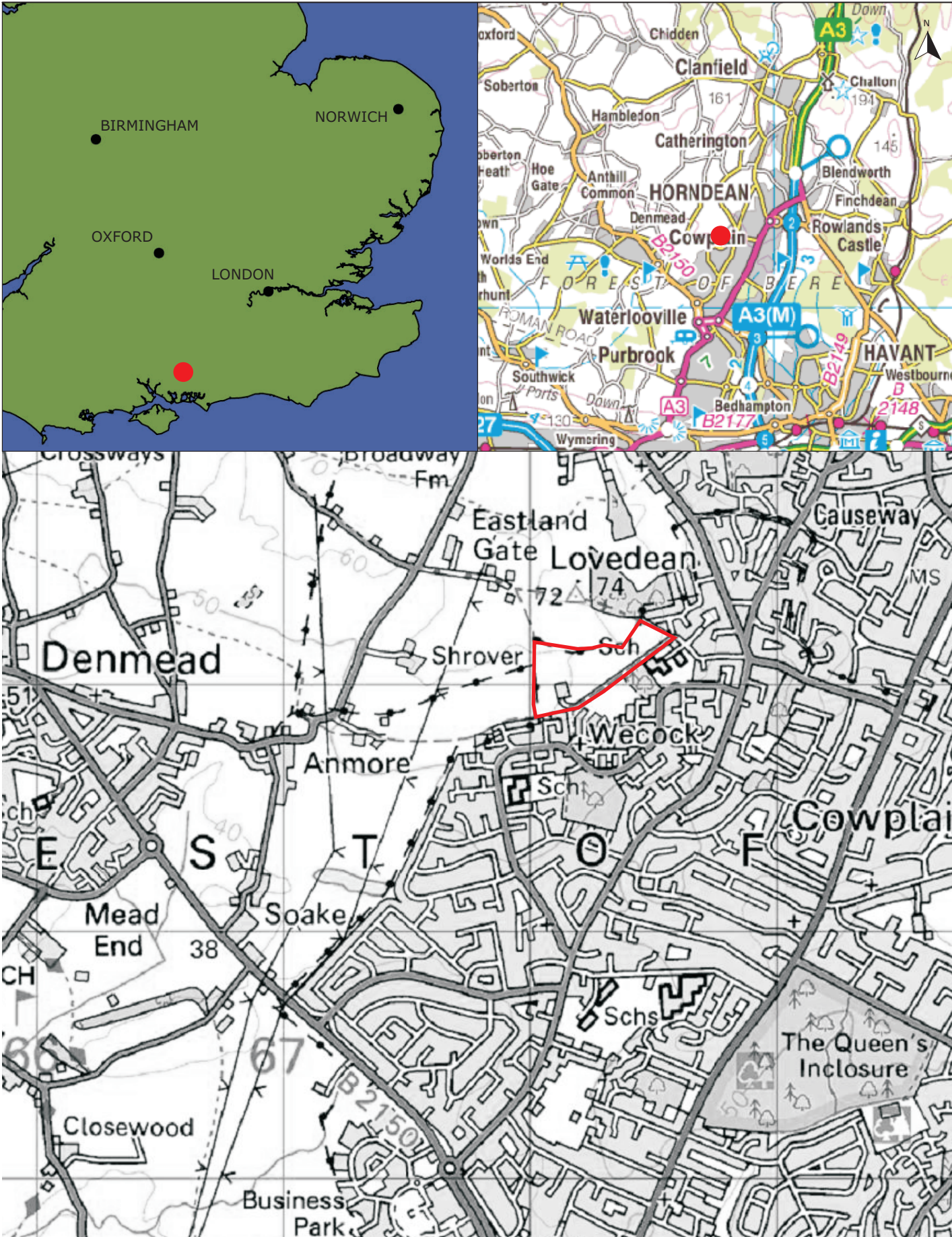
- 8.2.1 The archaeological field team will comprise one PCA fieldwork Supervisor to be assisted by up to two fieldwork Archaeologists. The following table lists the personnel who may be involved in archaeological fieldwork and post-fieldwork roles and tasks associated with the project:

Role	Name
Project Management	Paul McCulloch (PCA)
Archaeological Supervision	Dominic McAtominey (PCA)
Prehistoric Pottery	Louise Rayner (ASE)
Roman Pottery	Dr James Gerrard (PCA)
Post-Roman Pottery	Chris Jarrett (PCA)

	Bernie Sudds (PCA)
Ceramic Building Material	Kevin Hayward (PCA)
	Bernie Sudds (PCA)
Architectural Stone Work	Kevin Hayward (PCA)
	Charlotte Matthews (PCA)
Petrology	Kevin Hayward (PCA)
Building Recording	Charlotte Matthews (PCA)
	Malcolm Gould (PCA)
Animal Bone	Kevin Reilly (PCA)
	Philip Armitage
Human Remains	James Langthorne (PCA)
Lithics	Barry Bishop
Timber	Damian Goodburn (MoLSS)
Glass	Hilary Cool
	John Shepherd
Small Finds	Dr Marit Gaimster (PCA)
	Hilary Major
Roman Coins	Dr James Gerrard (PCA)
Metalwork	Dr Marit Gaimster (PCA)
Leather	Quita Mould
Iron Slag	Lynne Keys
Historical Research	Guy Thompson (PCA)
Conservation	Dana Goodburn-Brown (Am Tech Ltd)
Industrial Archaeology	Rob Kinchin-Smith (RPS)
Environmental Archaeology	Dr K. Wilkinson ARCA (Univ. of Winchester)

9 REFERENCES

CgMs, 2010, 'Woodcroft Farm, Weacock, Havant, Hampshire: 'Heritage Assessment'.



Site Location

Cgms
CONSULTING
Planning & Development
Archaeology & Historic Buildings

London
Cheltenham
Kettering
Newark
Birmingham
www.cgms.co.uk

Project title:
Woodcroft Farm, Waterlooville

Not to Scale:
Illustrative Only

Date printed: 10/09/10	Drawn by: LW Checked by: MS
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Figure 1: Site Location



- ▬ Site Boundary
- ▨ Area left in situ
- Area to be
trenched at later
date
- Services
- - 5m Stand-off
- ▬ Proposed Trench
Location



Scale at A3: 1:1,750
0 50 m

Proposed Trench Layout

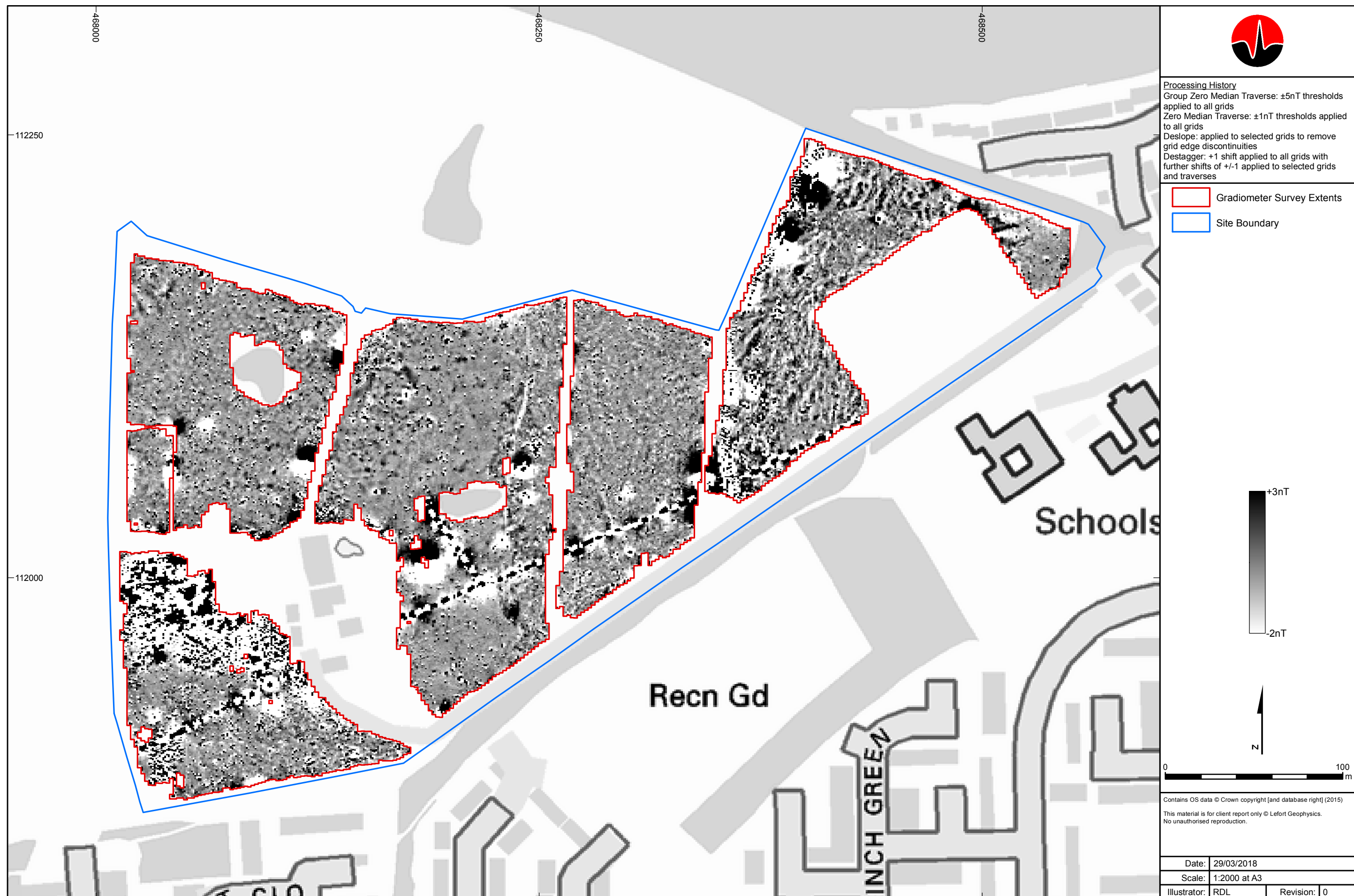


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Scale at A3: 1:1,750
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Proposed Trench Layout



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