

**5-7 East Street, Havant,
Hampshire**

Project specification for an archaeological recording action

4th July 2017



17e89ra

5-7 East Street, Havant, Hampshire

Project specification for an archaeological excavation

1.0 Background

1.1 Planning permission (APP/17/00061) has been gained from Havant Borough Council to demolish existing buildings on the site and construct new apartments on the site. The site lies at 5-7 East Street, Havant, Hampshire (SU 7183 0626). The permission is subject to conditions (4 and 5) relating to archaeology, which require the implementation of a programme of archaeological work prior to the commencement of groundworks.

1.2 The archaeological potential of the site has been highlighted in a briefing document by Mr. Neil Adam archaeological officer of Hampshire County Council. In summary, the site lies within the historic (Saxon and medieval) core of Havant in an area of high archaeological potential in the Borough plans. The parish church lies just to the west and manor house to the north east. Havant is first mentioned in AD935, though it is unclear what form the settlement took and it was not especially large or urban at the time of Domesday Book in 1086 (Edwards, 2000). However, it became a town in Medieval times and was granted a market charter in 1200. The town was extensively damaged by fire in the mid 18th century including parts of East Street.

1.3 There is a possibility of earlier deposits being present. The site lies adjacent to the cross roads of two Roman roads- a major route from Southampton to Chichester and a less certain road from Hayling Island northwards (Edwards 2000 Map A). More recent fieldwork has indicated that a Roman settlement is present in the area, probably centred on the area of the cross roads. Evaluation revealed Roman deposits at 44-54 West Street, with Roman pottery finds at 4-12 South Street and 19 East Street.

1.4 As a condition on the granting of the planning consent further fieldwork is required, as set out in the *National Planning Policy Framework* (NPPF 2012) and the Council policies on archaeology.

1.5 This scheme is intended to mitigate the effects of construction of the proposed new building.

2.0 Aims and Objectives of the Excavation

2.1 Background

A number of countrywide policy documents for archaeological research such as English Heritage Research Agendas (2005) consider the full range of deposits that might be encountered on the site. More specific aims are presented in the Solent Thames Research Agenda (Hey and Hind 2014)

2.2 General objectives

2.2.1 A single component of work is proposed.: Excavation by means of machine trenching,

2.2.2 The general objectives of the project are to:

Excavate and record all archaeological deposits and features within the areas threatened by the proposed development.

Produce relative and absolute dating and phasing for deposits and features recorded on the site.

Establish the character of these deposits in attempt to define functional areas on the site such as industrial, domestic, etc.

Produce information on the economy and local environment and compare and contrast this with the results of other excavations in the region.

2.3 Specific research objectives

- a) What is the date, nature and extent of the any Roman activity on the site?
- b) What is the date, nature and extent of the any Saxon activity on the site?
- c) What is the date, nature and extent of the any medieval activity on the site?
- d) If late Saxon deposits are present, what is the nature of the transition into medieval times and does this reflect a change in status from a village to town?
- e) Is there evidence of destruction by fire and rebuilding in post-medieval times?

3.0 Methodology

3.1 Site clearance and topsoil removal

3.1.1 We proposed to excavate a single areas of c. 160 sq m for the footprint of the new building as shown on Figure 1.

3.1.2 Following demolition to slab level overburden will be removed under continuous archaeological supervision by a machine fitted with a ditching bucket.

3.1.3 Where appropriate and necessary, hand cleaning of the stripped surface will take place.

3.2 Excavation methodology

3.2.1 The area will be stripped of topsoil and subsoil to fully expose any archaeological deposits.

3.2.2 All archaeological features will be planned and sectioned as a minimum objective.

3.2.3 Isolated, discrete features such as pits and posthole under 2 sq m in area and up to 1m deep not belonging to structures or activities discussed in para 3.2 7 (below) will be fully dug.

3.2.4 Tree holes will be mapped and up to 5% investigated to confirm their identity. Any containing artefacts will be treated as pits.

3.2.5 Isolated, discrete features over 2 sq m in area and/or over 1m deep will be half sectioned as a minimum but subject to safe access considerations for very deep features.

3.2.6 Ring ditches up to 15m in diameter will be fully dug in 1-5m segments. Ring ditches over 15m in diameter will be dug by hand to a minimum of 50% in 1-5m segments. In consultation with the Hampshire Archaeology officer, additional digging will be machine assisted.

3.2.7 Linear features will be excavated in 1-3 m. wide slots, with a minimum of 4m of any less than 20m long. In addition all termini and intersections will be examined. Linear features, such as those defining settlement enclosures, will be sampled at a minimum of 20% of their length. Linear features unambiguously of late post-medieval date will be sampled at 1% of their length.

3.2.8 Any deposits relating to funerary/ritual activities such as burials and cremation deposits and domestic/industrial activity such as walls, postholes floors, middens, walls, hearths, ring gullies) will be fully excavated. Discrete features such as cremation deposits will be 100% sampled for subsequent analysis.

3.2.9 Extensive area deposits such as buried soils will be hand excavated to a minimum of 10%. Subsequent excavation by machine will be considered in consultation with the Hampshire Archaeology officer.

3.2.10 Extensive area deposits such as large, artefact-rich, prehistoric middens or burnt mounds will be hand excavated to a minimum of 50%. Subsequent excavation by machine will be considered in consultation with the Hampshire Archaeology officer.

3.2.11 Discovery of any human remains will be reported to the coroner and excavated following receipt of the appropriate Ministry of Justice licence. Any human bone recovered of archaeological significance will be deposited with Hampshire Cultural Trust and will not be reinterred in earth.

3.3 Recording Methodology

3.3.1 A single context recording system will be used in accordance with the TVAS Field Recording Manual (7th edition 2011). Descriptions of individual deposits and features will be recorded on pro-forma context recording sheets.

3.3.2 Plans and sections will be drawn in pencil on drafting film, normally at scales of 1:100, 1:20 and 1:10 respectively. Digital planning (total station) may be employed for isolated or uncomplicated archaeological deposits and features. Information such as the limits of excavation will also be recorded either using total station or hand held Korec GPS. Where appropriate, eg for the recording of inhumations, more detailed plans will be drawn at a scale of 1:10. Plans and sections will be accurately located in relation to the National Grid either using a total station or hand held GPS machines accurate to 0.1m. Overall plans at 1:100 may also be used.

3.3.3 Heights above OD will be taken and recorded on all plans and sections.

3.3.4 A Harris matrix stratification diagram will be employed to record all stratigraphic relationships.

3.3.5 The photographic record will consist of digital image. It will record the principal features and finds discovered, both in detail and in their general context. The photographic record will also include 'working shots' to illustrate the nature of the archaeological fieldwork programme.

3.3.6 Recovery and recording methodologies for human remains follow standard procedures identified by McKinley and Roberts (1993), Brickley and McKinley (2004) and TVAS Field Recording Manual (7th edition 2011).

3.4 Finds Retrieval

3.4.1 In general, all identified finds and artefacts pre-dating 1750 will be retained. Samples of later material may be retained if of intrinsic interest or significant for dating purposes (which may be particularly relevant for this project). All but a sample of most classes of building material will be discarded after recording but the specific guidance of the recipient museum collecting policy will be followed.

3.4.2 Metal detectors will be used to enhance the recovery of metal finds. It is proposed that this work will either be carried out by in-house staff and with no removal of finds without reference to contextual information. No title will be assumed by the finder. Gold, silver, prehistoric base metal or related finds will be reported to the Coroner and kept in a secure place as required by the Treasure Act (1996) and its subsequent amendments.

3.4.3 Finds recovered from fills of cut features will be recorded under the appropriate context number.

3.4.4 All finds discovered in layers and surfaces will be recorded in two horizontal dimensions. This spatial distribution will generally be within a 1m grid square but for particularly sensitive areas a grid of 0.1m will be used. Three-dimensional recording will be used for significant finds such as chronologically distinctive metalwork.

3.4.5 According to our standard practice, features will be spot-dated by their finds on-site, so that any appropriate adjustment can be made to excavation or retrieval strategies in order to maximise the information available to answer the research aims of the project.

3.4.6 Conservation on site will follow guidelines in First Aid for Finds with any other specialist conservation work sub-contracted to the project conservator (see below).

3.5 Environmental sampling and scientific dating

3.5.1 Well-defined, closely-dated contexts will be bulk sampled for the recovery of carbonised botanical remains and sampled according to English Heritage guidelines (English Heritage 2011).

3.5.2 Sieving will take place to enhance the recovery of small bones and artefacts as advised by our faunal remains specialist. Provision is made for sampling 30-50 deposits. Up to 40 litres of their fill will be wet-sieved using a 2mm mesh. Charred plant remains will be recovered using floatation and a 0.25mm sieve. In addition, unusual and rich contexts will be sieved in a similar manner. Variations to sample volumes and collection strategies will be discussed on site with our palaeobotanical specialist and the Hampshire Archaeology officer as necessary.

3.5.3 The presence of waterlogged deposits with good preservation is only likely to be present in any deep or large features. Bulk waterlogged samples will be of the order of 10-20 Litres should these be encountered the sampling strategy will be discussed with our environmental specialists and the Hampshire Archaeology officer as necessary.

3.5.4 Samples for pollen analysis and micromorphology will be taken under the guidance of the appropriate specialists on-site if appropriate. As a routine, this usually involves the taking of column samples or as guided by English Heritage (2011).

3.5.5 Where appropriate to achieve the chronological objectives (above), samples will be taken for radiocarbon dating, dendrochronology, thermoluminescence, archaeomagnetic dating or for any other less common scientific analyses as necessary.

3.5.7 Specialist analysis and reporting will be carried out by the following specialist staff or consultants as appropriate:-

pottery - Dr J Timby, Dr M Lyne or Mr P Blinkhorn (consultants) or Dr. R Tabor (TVAS)
 stone - Dr D Williams (Southampton University)
 bone - Ms S Hamilton-Dyer, Dr M Holmes, (consultants) or Dr C Falys or Ms L Lewins (TVAS)
 struck flint - Dr S Ford (TVAS)
 charred plant remains/environment - Professor M Robinson (Oxford University) or Ms R McKenna (consultant)
 metalwork- Mr. S Crabb (Oxford University) or Dr R Taylor (consultant)
 conservation- Wiltshire County Council Heritage Centre
 Human Remains- Dr Ceri Falys (TVAS)
 Pollen Remains- Dan Young or Chris Green (Quest, Reading University)
 Soil Micromorphology- Dan Young or Chris Green (Quest, Reading University)
 Radiocarbon dating - Queens University Belfast
 Archaeomagnetic dating-Bradford University
 Conservation-Wiltshire County Council Heritage Centre

4.0 Post-Excavation Analysis and Archive Preparation

4.1 Post-fieldwork will be completed according to TVAS post-fieldwork manual (6th edition 2013).

4.2 The aims of the post-fieldwork phase of the project are to:

4.3 Prepare an orderly archive of the records of the fieldwork.

4.4 Clean, conserve and prepare artefacts/ecofacts for long term museum storage.

4.5 Prepare specialist reports on the artefacts recovered. Particular attention will be paid to tying in the pottery recovered to the local or regional fabric sequences that are available. Metal finds will be x-rayed where appropriate to aid identification.

4.6 Prepare specialist reports on environmental studies.

4.7 Prepare a post-excavation assessment report describing the basic nature of the archaeological deposits discovered.

4.8 Draw together the information in sections 4.3-4.7 to place the site in its local, regional and national setting as appropriate.

4.9 The finds and site archive will be prepared in accordance with guidelines in Management of Archaeological Projects 2 and after consultation with the recipient museum. Guidance produced by the Museum and Galleries Commission's Standards in the Museum Care of Archaeological Collections (1992), the Society of Museum Archaeologist's Selection, Retention and Dispersal of Archaeological Collections (1993) and the United Kingdom Institute for Conservation Guidelines for the preparation of excavation archives for long term storage (1990) will be followed. The records will be copied onto microfiche and a copy sent to the National Archaeological Record.

4.10 An electronic security copy of the field records will be made shortly after completion of the fieldwork.

4.11 A selection of digital images showing the site location and principal features will be provided to the Hampshire Archaeological officer for educational and planning purposes if requested.

5.0 Report and Dissemination

5.1 A post-excavation assessment report on the results of the fieldwork should be available within two-three months following completion of the fieldwork. However, the scale of the findings may not merit such a complicated report and, as advised by MoRPHE (EH 2006). A draft publication report may be appropriate.

5.2 The report will follow our established format, comprising a descriptive text, illustrations and catalogues in appendices as appropriate.

5.3 The text will address the aims and objectives of the project, the methodology employed, describe the basic nature of the archaeological deposits discovered, and report on the artefacts recovered. It will then attempt to place the significance of the findings in their local, regional and national setting if appropriate.

5.4 The report will include a frontsheet providing the following information:

- *Site name
- *Grid reference
- *Site activity (evaluation trenching, geophysical survey, fieldwalking, watching brief, excavation, etc.)
- *Date and duration of project
- *Site code
- *Area of site
- *Summary of results
- *Monuments identified (referenced to the RCHME Thesaurus of Monument Types)
- *Location and reference of archive

5.5 The illustrations will include:

- a site location plan
- a plan of archaeological deposits
- profiles/sections of excavated features
- photographs of the fieldwork

5.6 The findings will be published in a journal such as *Hampshire Studies* or the TVAS monograph series if appropriate.

5.7 Both digital and paper copy of the results will be supplied to the Hampshire HER. Non-published report(s) will be made available for inspection or download on the TVAS web site.

5.8 A digital version of the report will be provided to the OASIS project.

6.0 Archive Deposition

6.1 The finds and site archive will be prepared in accordance with guidelines in as set out in MoRPHE (EH 2006), TVAS post-fieldwork manual (6th edition 2013) and after consultation with the recipient museum.

6.2 The site and finds archive will be deposited in with Hampshire Cultural Trust.

6.3 With the consent of the landowner, the site finds will be deposited with Hampshire Cultural Trust. The finds and site archive will be prepared in accordance with guidelines in *Management of Archaeological Projects 2* and after consultation with the recipient museum.

6.4 The records will be copied onto microfiche for the National Archaeological Record.

7.0 General Items

7.1 The project will be managed on a regular basis by a Member of the Chartered Institute for Archaeologists with an appropriate area of competence (S. Ford, J. Pine, A. Taylor).

7.2 The project will be carried out in accordance with the CIFA Standard and Guidance for archaeological excavation (2014b) and Code of Conduct (2014c) and the quality control mechanisms set out in the TVAS fieldwork and post-fieldwork manuals.

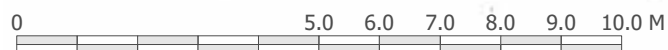
7.3 Safe working practices will be adopted as set out in the TVAS health and safety manual and current health and safety standards will be adhered to.

7.4 Our insurance cover comprises £10 million for public liability, £10 million for employee liability, cover for any hired-in plant, and professional indemnity cover of £5m.

7.5 The fieldwork and post-fieldwork will be monitored by the archaeological advisor to the Council and all reasonable access will be provided to the works. The archaeological advisor to the Council will be contacted both prior to work commencing on site, and during the fieldwork itself, to arrange a site monitoring visit.

8.0 References

- Brickley, M, and McKinley, J, (eds), 2004, *Guidelines to the Standards for Recording Human Remains*, Institute of Field Archaeologists Paper No. 7, Reading
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- CIFA, 2014c, *Code of Conduct*, Chartered Institute for Archaeologists, Reading
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- NPPF 2012, *National Planning Policy Framework*, Department of Communities and Local Government, London (TSO)



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Proposal for an archaeological recording action**

Fig. 1. Location of site