

**TALL TREES, EDWARD GARDENS HAVANT, HAMPSHIRE:
WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL WATCHING
BRIEF**

Issue 1 **Issued for Approval**

Local Planning Authority: **Havant Borough Council**

Planning Reference: **APP/21/01314**

Site Code: **HTTH 22**

NGR: **SU 70259 06456**

Client: **Kingswell Kitchens Ltd**

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Figure 1: Site Location

Figure 2: Detailed Site Location

1 INTRODUCTION

1.1 Project Background

1.1.1 Pre-Construct Archaeology Ltd (PCA) has been appointed by Kingswell Kitchens Ltd (the client), to carry out an archaeological watching brief at Tall Trees, Edward Gardens, Havant, Hampshire, NGR SU 70259 06456 hereafter 'the Site' (**Figure 1**). The Site is the subject of planning consent for a single storey rear extension with pitched roof and rear open veranda porch style roof. Along with the replacement of the front porch.

1.1.2 The archaeological watching brief and subsequent reporting are required as condition 4 of planning permission granted by the Local Planning Authority (LPA) Havant Borough Council (planning ref. APP/21/01314). The conditions are based on the advice of the Council's Historic Environment Team Archaeologist (HETA) and reflect the potential of the Site to contain archaeological remains that may be put at risk by the development.

1.1.3 Planning condition 4 states:

"No development shall take place until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological works in accordance with a Written Scheme of Investigation (WSI), that includes a watching brief, which has been submitted to, and approved in writing by, the Local Planning Authority. The development shall be carried out in accordance with any recommendations raised in the approved WSI.

Reason: The site is of archaeological significance and it is important that the opportunity should be afforded to excavate the site before development commences and having due regard to Policy CS11.4 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework."

1.1.4 This document is the Written Scheme of Investigation required by Condition 4.

1.1.5 This document has been prepared in accordance with the Chartered Institute for Archaeologists standard and guidance for an archaeological watching brief (CIfA 2014) and Management of Research Projects in the Historic Environment (Historic England 2016). PCA is a CIfA Registered Archaeological Organisation and is bound by its code of conduct.

1.2 Location, Topography and Geology

1.2.1 The Site lies within the settlement of Bedhampton in the Borough of Havant. The Site comprise a residential property, driveway and gardens. Immediately south of the Site is St Thomas' Church. It is bounded to the north by another residential property and to the east by a car park. Access is from the west along Edward Gardens.

1.2.2 The current ground level lies at approximately 21m above Ordnance Datum (aOD). The Site remains relatively level throughout.

- 1.2.3 The underlying geology of the Site is mapped as a chalk bedrock overlain by superficial head deposit of clay, silt sand and gravel. Mapped immediately north of the Site is a bedrock of the Lambeth group -clay, silt and sand, overlain by superficial head deposit of clay, silt sand and gravel. And to the south a chalk bedrock overlain by river terrace deposits – sand, silt and clay.

1.3 Proposed Development

- 1.3.1 The proposed development is for a single storey rear extension with pitched roof and rear open veranda porch style roof. Along with the replacement of the front porch of the house.

1.4 Archaeological and Historical Background

- 1.4.1 The archaeological and historic background to the Site was summarised in the advice of the HETA to the LPA as follows:

‘The site lies in the historic core of Bedhampton, within an area of high archaeological potential related to the Manor of Bedhampton. Immediately to the north of the site lies the site of the Manor, which at least originates in the 16th century but is likely to have been occupied from much earlier in the medieval period (historical records show that a Manor was founded in Bedhampton as early as the 9th century AD). Immediately to the south of the site is the 12th century church of St. Thomas. Historic mapping demonstrates that the current site of Tall Trees originally formed part of the grounds of the manor and was not enclosed as a separate property until the 20th century. The proposed development site has the potential to contain archaeological remains related to the organisation and operation of the 16th century manors grounds and archaeological remains related to the earlier use of the site (possibly evidence of an earlier manor).’

2 AIM

2.1 Archaeological Watching Brief

- 2.1.1 The aim of the archaeological watching brief is to monitor groundwork for the proposed extension and any associated services / engineering works and investigate and record archaeological resources that are identified, taking account of the date, nature, extent, bio-archaeological and palaeo-environmental potential of the resources and the research aims and questions that have been identified.
- 2.1.2 In particular, the watching brief will aim to monitor groundwork in order to identify and record any archaeological deposits, features and finds that could potentially be related to remains of the Medieval Manor of Bedhampton.
- 2.1.3 A further aim of the programme of work set out in this document is to prepare an archive of the results of the investigation leading to the preparation of post-excavation assessment report and, if appropriate, a further programme of analysis and publication, in keeping with the requirements of the conditions of planning consent concerning archaeology.

3 METHOD

3.1 Archaeological Watching Brief

- 3.1.1 The watching brief will be carried out under the unique Site code: **HTTH 22**, which will appear on all components of the Site archive.
- 3.1.2 The archaeological watching brief will comprise the monitoring of all excavation associated with the works. It is expected the excavations will be conducted by hand and by machine by the client's contractor with whom arrangements will be made for the monitoring to take place. The machine will be fitted with a flat bladed toothless bucket. The watching brief will be conducted by a suitably qualified archaeologist from PCA's Winchester office who will monitor any works below ground level.
- 3.1.3 Excavation will be carried out in a series of controlled spits of no more than 100mm thickness in order to ensure that archaeological deposits and features are not needlessly damaged. The archaeologist will inspect excavations for the presence of archaeological features, deposits and artefacts. If present, their cleaning, definition and investigation will be by hand and will be achieved as quickly as is reasonably possible so as to avoid unnecessary delay to the development.
- 3.1.4 In the event unexpectedly significant or complex archaeological deposits or features are encountered, PCA will notify the contractor and the client, and on their behalf undertake liaison with the HETA at Hampshire County Council in order to determine their subsequent treatment and any detailed investigation and recording that might be deemed appropriate.
- 3.1.5 All gold and silver will be removed to a safe place and reported to the local coroner according to the procedures relating to the Treasure Act 1996. Where removal cannot be effected on the same working day as the discovery suitable security measures will be taken to protect the finds from theft.
- 3.1.6 Arisings from excavations will be regularly scanned for the presence and collection of artefacts; this may include the use of a metal detector.
- 3.1.7 In event no archaeological resources are identified in the proposed foundation and services excavations the contractor and the client will be informed that the watching brief can be terminated.

3.2 Access and Safety

- 3.2.1 Reasonable access to the location of the Site will be granted to representatives of the Local Authority and the Client, or their agent, who wish to be satisfied, through Site inspections, that the archaeological works are being conducted to proper professional standards and in accordance with the agreements made.
- 3.2.2 All relevant health and safety legislation, CDM, COSHH regulations and codes of practice will be respected.
- 3.2.3 There is a duty of care for the Client to provide all information obtainable on ground contamination and the location of live services before Site works commence.

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 HETA. 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 HETA any requirements of the Licence that may conflict with the agreed method of investigation of the Site. If appropriate, a separate method statement may be required specifying methods for the detailed excavation, recording and sampling of human remains.

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' (J I McKinley & C Roberts); IFA Paper No. 7 'Guidelines to the Standards for Recording Human remains' (M Brickley & J I McKinley); British Association of Biological Anthropology and Osteoarchaeology (BABOA) Code of Practice..

3.3.3 The following guidance will also be observed:

- Human Bones from Archaeological Sites: Guidelines for Producing Assessment Documents and Analytical Reports (2004). <http://www.english-heritage.org.uk/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/>

3.3.4 The procedures to be followed in the excavation of inhumations and cremations will follow standard guidance and methodologies, including those of PCA, which cover the excavation, sampling, recording, lifting and processing of human remains and their burial context.

3.4 Recording

3.4.1 All trenches, structures, deposits and finds will be recorded according to accepted professional standards and in accordance with PCA's recording systems. 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 excavated.

- 3.4.2 All archaeological contexts are to be recorded individually on context record sheets. A furthermore general record of the work, comprising a description and discussion of the archaeology, is to be maintained as appropriate.
- 3.4.3 A Site grid will be established relative to Ordnance Survey National Grid. Data capture for Site plans will be by electronic distance measurement, measured survey or a combination of techniques. Data-capture for Site plans will as standard be capable of reproduction at a scale of 1:100; human burials, more complex features or areas of complex archaeological remains will be recorded at greater resolution (for reproduction at 1:10, 1:20, 1:50 as necessary and in accordance with accepted guidance). The sections of excavated archaeological features will be recorded by measured drawing at an appropriate scale (normally 1:10 or 1:20). Spot heights and those of individual features will be recorded relative to Ordnance Datum.
- 3.4.4 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 e.g. with the Archaeology Data Service, in line with their guidance <https://archaeologydataservice.ac.uk/advice/Downloads.xhtml#Raster%20Image>, with copies to be supplied, along with the site archive, to Hampshire Cultural Trust.
- 3.4.5 The Site archive is to be consolidated after completion of the watching brief and records and finds collated and ordered as a permanent record. 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.

3.5 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 Institute for Archaeologists 'Standard and Guidance for the collection, documentation, conservation and research of archaeological materials' (ClfA 2008). On completion of the archaeological works the Landowner(s) will be requested to donate and deposit the archive, including all artefacts, with an appropriate designated museum or repository – 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. Artefact recovery will include the use of a metal detector operated by an experienced user.
- 3.5.3 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 excavation, sieving of deposits will be undertaken to maximise the recovery of small artefacts.
- 3.5.4 Records of artefact assemblages will clearly state how they have been recovered, sub-sampled and processed. Sub-sampling procedures will be agreed with the HETA and follow the guidance and advice of the curator of the museum/depository in which the Site archive will be deposited.
- 3.5.5 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 HETA. 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 excavation 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 HETA 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 HETA. 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 English Heritage Regional Scientific Advisor will be sought regarding specialist sampling requirements and any scientific applications relevant to the archaeological excavation 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 excavation.
- 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 HETA. 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 excavation fieldwork and the residues will be sorted to retrieve small bones, small finds and charcoal that have 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 scientific analysis of human remains, such as the application of Carbon, Nitrogen, Oxygen and Strontium isotope analysis. Through PCA's appointed project Osteoarchaeologist James Langthorne and Dr Frank Meddens (Director & Head of Post-Excavation, PCA) it is provisionally intended that the advice and services of Dr Andrew Wilson (Senior Lecturer in Forensic & Archaeological Sciences, School of Life Science, University of Bradford) will be obtained to advise on the identification, taking and processing of suitable skeletal samples.
- 3.6.11 Appropriate provision will be made for the application of scientific dating techniques such as radiocarbon, dendrochronology, archaeomagnetic, OSL and thermoluminescence. The

advice of the English Heritage 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 excavation to enable provisional results to be included will be notified to the HETA. It is intended that the services of e.g. SUERC or Beta Analytic are obtained for the application of the dating techniques.

3.6.12 Where appropriate the guidance in the following Historic England papers will be followed:

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/>

4 REPORTING

4.1 Post-excavation Assessment Report

4.1.1 Following all Site works, including additional works as may be required on the Site in addition to those set out in this document, and processing and stabilisation of the Site archive, a report will be prepared within nine months. Copies of the report will be issued to the commissioning client/agent and the HETA.

4.1.2 In the event that significant archaeological remains are identified during the investigation the report will include further detailed background information gained from the Hampshire Historic Environment Record.

4.1.3 The report will be issued in hard-copy and in digital format. The digital copy will be supplied in .pdf format accompanied by digital copies of images, plans and maps in .bmp, .tif or .jpg format, the medium on a PC CD-ROM. Whichever software is used the digital files will be supplied in a PC readable format.

4.1.4 A copy of the archive report and digital data (.dxf or shapefile format) relating to the archaeological findings will be deposited with the Hampshire Historic Environment Record.

4.1.5 The report will include, if necessary, an updated project design setting out an overall programme of post excavation analysis through to completion of a Full Report and Publication of the results. This will of necessity recognise the need for review in the light of subsequent stages of archaeological mitigation works that are carried out and as such constitutes a provisional updated project design.

4.1.6 The Assessment Report will include:

- Non-technical summary;
- Introduction;
- Planning Background;
- Previous archaeological work relevant to the excavation, to include a review of archival / published information on previous defences sites to the north and south of the development site;
- Topography of the Site;
- Methodology;
- A factual summary of results characterising the quantity and perceived quality of the data for each component of the Site, e.g. stratigraphic/structural, artefactual (referencing e.g. local fabric series for ceramic assemblages) and environmental, including full specialist reports;
- An assessment of the archaeological potential of the results;
- A review of the data in the context of the research questions posed in the WSI;
- New research questions arising from the data collection;
- The value of the data to local, regional and national research priorities;
- Updated Project Design for further analysis and publication, if necessary;
- Publication Synopsis;

- Bibliography;
- Acknowledgements;
- Tabulated data;
- Illustrations (Site/phase plans, sections and photographs);
- OASIS form.

4.1.7 And ESRI shape file providing GIS data will be supplied to the HETA and will contain the scheme of investigation, such as trench outlines, and significant archaeological information, such as feature/deposit plans.

5 ARCHIVE PREPARATION & DEPOSITION

5.1 The Site Archive

- 5.1.1 The Site archive, to include all project records and cultural material produced by the project, will be prepared in accordance with Guidelines for the Preparation of Excavation Archives for Long-term Storage (UKIC 1990) and the Chartered Institute for Archaeologists 'Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives' (ClfA 2020), taking account of recommended approaches to archive selection strategies and data management plans: <https://www.archaeologists.net/selection-toolkit?amp%3Bqid=814643> . The requirements of the Hampshire Cultural Trust for digital archives to be prepared in accordance with standards defined by the Archaeology Data Service will also be followed, as will the Trust's recommendation for digital archives to be deposited with the Archaeology Data Service. The designated receiving museum for the non-digital archive is Hampshire Cultural Trust. Any alternative arrangements will be agreed with Historic England and the HETA and the Local Planning Authority.

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 Historic Environment Record).
- 5.2.3 Pre-Construct Archaeology Ltd has made every effort to ensure the accuracy of the content of this document. However, Pre-Construct Archaeology Ltd cannot accept any liability in respect of, or resulting from, errors, inaccuracies or omissions this document contains.

6 MONITORING AND LIAISON

6.1 Site Visits

- 6.1.1 Arrangements will be made for the HETA to monitor the progress of the archaeological Site works and compliance with the aims and methodology set out in this document.

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 groundwork programme of the development is expected to commence in July 2022 and last several days during which PCA will attend and monitor.

8.2 Resources

- 8.2.1 The archaeological field team will comprise one PCA fieldwork Supervisor to be assisted by PCA fieldwork Archaeologists, the number of which will be determined by the requirements of the work and programme. 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	TBC (PCA)
Prehistoric Pottery	Mike Seager-Thomas (ASE)
Roman Pottery	Dr James Gerrard (PCA) Eniko Hudek (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 (PCA)
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)





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Figure 2
Detailed Site Location
1:500 at A4