



**WRITTEN SCHEME OF
INVESTIGATION FOR
ARCHAEOLOGICAL FIELD
EVALUATION**

**Land North of Goldring Close
Mengham
Hampshire**

May 2012

**Local Planning Authority:
Havant Borough Council**

**Site centred at:
SZ 725 995**

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**Report Status:
FINAL**

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1.0 INTRODUCTION AND SCOPE OF DOCUMENT

- 1.1 This Written Scheme of Investigation has been prepared by Caroline Butler and Matthew Smith of CgMs Consulting.
- 1.2 It presents a Written Scheme of Investigation (WSI) for the archaeological evaluation of land north of Goldring Close, Mengham on Hayling Island. The site is centred at National Grid Reference SZ 725 995 (Fig. 1).
- 1.3 Following the preparation of an archaeological desk-based assessment (CgMs 2012) and consultation with the Local Authorities advising archaeologist (Hannah Fluck), this WSI has been prepared in advance of planning permission being sought. This WSI has been prepared to represent the clients intent to undertake a scheme of archaeological works in the event of planning permission being granted.
- 1.4 This document outlines the potential stages of the scheme of works expected to be undertaken throughout the project. It then specifically outlines the scope and methodology of the first phase of archaeological works which will comprise the evaluation of the site area via trial trenching.
- 1.5 Accordingly, the results of the archaeological evaluation will be used to set the parameters of any further phases of archaeological work which may be required at the site. The scope and methodology of any further phases can then be supplemented to this WSI with a contractor produced Project Design or Specification which details the specific methodology.

2.0 SITE CONDITIONS

- 2.1 The site currently consists of two large fields which are subdivided into a number of smaller areas for the keeping of animals. The majority of the external boundaries for the fields are comprised of trees or large hedgerows which the internal divisions being comprised of chain link or lightweight fencing.

3.0 GEOLOGY AND TOPOGRAPHY

- 3.1 The study site sits on an area where the underlying solid geology of the site has been identified as London Clay Formation, comprising Clay, Silt and Sand deposits. The drift geology underlying the site is identified as River Terrace Deposits comprising Sand, Silt and Clay.
- 3.2 A topographical survey undertaken at the site was included in the has revealed the land slopes slightly to the south and east. At the north-west of the site the ground level is located at 5.85m AOD, this drops to 5m AOD toward the centre of the site and then to 4.56m AOD in the south east.
- 3.3 The site is located 1km north of the coast and 300m west of My Lord's Pond, a tidal inlet.

4.0 ARCHAEOLOGICAL BACKGROUND

- 4.1 The archaeological background of the site has previously been established in an archaeological desk-based assessment specifically considering the site (CgMs 2012). Below is a summary of the findings of the report:
- 4.2 Evidence recorded on the Hampshire Archaeology and Historic Buildings Record (AHBR) has indicated that Bronze Age activity was taking place to the west of the site possibly suggesting settlement in the area. Consequently a moderate archaeological potential was considered for remains for the Bronze Age to be present at the site.
- 4.3 The Scheduled Ancient Monument (SAM) of Tournier Bury Iron Age Hillfort (AHBR 23329) lies 750m to the north-east of the site. While this was considered to indicate a level of settlement and organisation of this area during the Iron Age, there was little other evidence dating to the Iron Age in the vicinity. The archaeological potential for remains of the Iron Age period at the site was considered as moderate.
- 4.4 The archaeological assessment highlighted that during the Roman period there was some level of settlement immediately to the south of the site, as well as Roman activity in the vicinity of Tournier Bury Hillfort. Accordingly, the potential for archaeological remains of the Roman period for the site was considered as moderate to high.
- 4.5 The assessment considered there was a low potential for remains of all other archaeological periods to be present at the site.
- 4.6 A historic map regression exercise undertaken in the archaeological assessment revealed that the site has been open or agricultural land for at least 200 years. Accordingly only a low to moderate level of impacts is expected to have occurred on below ground deposits primarily derived from activities such as modern ploughing.

5.0 ARCHAEOLOGICAL PROGRAMME

5.1 Based on the evidence presented in the archaeological desk based assessment discussions have been undertaken with the County Archaeological Officer advising the Local Authority (Hannah Fluck). These discussions have resulted in an agreed outline archaeological mitigation strategy to be undertaken once planning consent has been granted for the site secured by archaeological planning conditions. In this section the client acknowledges that a scheme of works may need to be undertaken at the site which will involve Archaeological Evaluation and may involve the following stages:

- Archaeological Evaluation
A 4% trenching sample to ascertain the presence/absence, character, date and significance of any archaeological remains present.

5.2 Following the results of the archaeological evaluation if archaeological remains are found present either of the following stages could apply. The fieldwork stages of mitigation are to take place before development commences:

- A Review of Proposed Development Plans
If nationally significant archaeological remains are found at the site then these would need to be preserved in-situ. Dependant on impacts caused by the proposed development plans may need to be altered/reviewed to accommodate the preservation of remains accordingly.

Or

- An Archaeological Mitigation Strategy for Preservation by Record
If the evaluation reveals that an archaeological impact will take place, but on remains not of a national significance it is envisaged that the impact of the development can be mitigated against with further archaeological works which would involve the excavation and recording of the archaeological remains. Dependant on the nature and scale any remains present such archaeological methods may include Open Excavation, Strip Map, or monitoring and recording.
- Post Excavation
Following any archaeological mitigation strategy which involves preservation by record, post-excavation work will be required commensurate with the significance of the archaeological remains discovered. Such phases of post-excavation work could involve an assessment report, an analysis report and eventual publication of the site.

- The dissemination of Archaeological Information

In line with new NPPF Policy the dissemination of archaeological information derived from the site will be expected to be made available to at least the local public. Details of methods for raising public awareness will be dependant on the nature of remains present and usually take place once the archaeological investigations are complete to prevent intrusion from the general public on to a working site.

6.0 AIMS AND OBJECTIVES (ARCHAEOLOGICAL EVALUATION)

- 6.1 The evaluation should aim to determine, as far as is reasonably possible, the location, form, extent, date, character, condition, significance and quality of any surviving archaeological remains, irrespective of period, liable to be threatened by the proposed development. An adequate representative sample of all areas where archaeological remains are potentially threatened should be studied.
- 6.2 The evaluation should also seek to clarify the nature and extent of existing disturbance and intrusions and hence assess the degree of archaeological survival of buried deposits and any surviving structures of archaeological significance.
- 6.3 Within these parameters, the evaluation of this site presents an opportunity to address the following objectives:
- 1) To establish the presence or absence of archaeological deposits
 - 2) Evaluate the likely impact of past land use and development.
 - 3) Identify any evidence of Bronze Age, Iron Age and Roman activity and its nature and extent
 - 4) Identify any evidence of the relationship of any Iron Age occupation/remains with the nearby hillfort at Tournier Bury and in relation to evidence on the Hampshire HER
 - 5) Provide sufficient information to construct an archaeological mitigation strategy
- 6.4 Where physical preservation is likely to be considered as a mitigation option, the primary factors affecting the present state of preservation and the direct and indirect affect of the proposed development should also be considered.

7.0 METHOD STATEMENT

7.1 In order that all stages of the archaeological programme supplies information of the required quality, the Codes, Standards and Guidance issued by the Institute of Field Archaeologists (IFA) form a requirement of this Specification.

7.2 It is proposed that this initial phase of archaeological works comprises trial trenching which should provide adequate information to assess whether further phases of archaeological work are required.

7.3 Trial Trenching

7.3.1 A 4% sample of the site comprising 30 (30m x 1.8m) trenches (with a two trench contingency) will be excavated according to the pattern shown on Figure 2 to evaluate the site.

7.3.2 The trenches will be excavated using a standard toothless ditching bucket fitted to a machine.

7.3.3 The machine used will be powerful enough for a clean job of work and able to mound spoil neatly, a safe distance from trench edge. Mini garden excavators or bulldozers are not suitable.

7.3.4 All machine work will be undertaken under the direct supervision of an appropriately experienced archaeologist, machining will cease immediately if significant evidence is revealed.

7.3.5 Machine excavation is to be taken down to the top of 'natural' or the top of any archaeological level, whichever is the higher. In the event of significant archaeological deposits being encountered CgMs Consulting and the County's Archaeological Officer are to be informed immediately. Some further limited excavation may be required to clarify the nature, character and date of the archaeological deposits, but the primary objective is to establish the presence/absence of archaeological deposits, their depth and extent.

7.3.6 If the machine has to re-enter the trench, care will be taken to ensure that it does not damage underlying remains, particularly in soft ground conditions. The machine will not be used to cut arbitrary trial trenches down to natural deposits, without regard to the archaeological stratification and leaving a section record only.

7.3.7 Archaeological excavation may require work by pick and shovel or occasionally further

use of the machine. Such techniques are only appropriate for the removal of homogeneous or low-grade deposits which may give a “window” into underlying levels. They must not be used on complex stratigraphy and the deposits to be removed must have been properly recorded first.

- 7.3.8 Particular care should be taken not to damage any areas containing significant remains which might merit preservation in-situ. Such evidence would normally include deep or complex stratification, settlement evidence and structures. Such areas should be protected and not left open to the weather, or other forms of deterioration. Whilst investigation will not be at the expense of any structures, features or finds which might reasonably be considered to merit preservation, it is important that a sufficient sample is studied.
- 7.3.9 Stripped material will be visually examined for archaeological material and scanned with a metal detector.
- 7.3.10 Any human remains must be left in-situ, the exact location recorded, covered and protected.
- 7.3.11 Those areas of the site where visual inspection suggests the presence of features or possible features will, if necessary, be hand-cleaned to ensure features are properly defined and sufficient to produce a base plan.
- 7.3.12 All discrete features will be cleaned sufficiently to enable identification and recording.
- 7.3.13 Trench excavations must be maintained in a safe condition at all times. If necessary, trench sides should be stepped or battered.
- 7.3.14 Archaeological features should initially only be sampled sufficiently to characterise and date them. However when investigated, at least 50% (by plan area) of each post hole, 25% (by plan area) of each pit and a reasonable sample of each linear should be investigated. Care should be taken not to damage archaeological deposits through excessive use of mechanical excavation.
- 7.3.15 Trenches will be backfilled only after receiving approval from the monitoring organisation.

7.4 Monitoring

- 7.4.1 The local authority’s Archaeological Advisor will be notified as early as possible prior to

commencement of work on site of the start date and supervisor/project manager's name.

7.4.2 Reasonable access to the site is to be arranged for representatives of the local authority and their Archaeological Advisor, Hannah Fluck of Hampshire County Council, who may wish to make site inspections to ensure that the archaeological investigation is progressing satisfactorily.

7.4.3 A monitoring meeting will be held to determine the need to allocate any of the 'contingency trenching'.

7.5 Recording Systems

7.5.1 The recording system used must be fully compatible with that used elsewhere in Hampshire. Context sheets should include all relevant stratigraphic relationships and for complex stratigraphy a separate matrix diagram should be employed. This matrix should be fully checked during the course of the investigation.

7.5.2 The site archive will be so organised as to be compatible with other archaeological archives produced in Hampshire. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets. Sample recording sheets, sample registers, finds recording sheets, access catalogues, and photo record cards will also be used. This requirement for archival compatibility extends to the use of computerised database.

7.5.3 The site grid is to be accurately tied into the National Grid, preferably by EDM or theodolite, and located on to the 1:2500 map of the area.

7.5.4 Plans indicating the location of the excavated trenches and the location of all archaeological features encountered are to be drawn at an appropriate scale.

7.5.5 All trench positions are to be accurately tied in to the site and national grid.

7.5.6 All structures, deposits and finds are to be recorded according to accepted professional standards.

7.5.7 Plans of archaeological features on the site should be drawn at 1:20 or 1:50, depending on the complexity of the data to be recorded. Sections should be drawn at 1:10 or 1:20 depending on the complexity of the feature.

- 7.5.8 All archaeological plans and sections should be on drawing film and should include context numbers and OD spot heights for all principal strata and features.
- 7.5.9 Other plans will include a site location plan, a general plan (e.g. OS 1:1250) showing investigation area and development site in relation to surrounding locality and street pattern. These will be supplemented by trench plans at 1:500 (or 1:200), which will show the location of the areas investigated in relationship to the investigation area, OS grid and site grid (if any). The locations of the OS bench marks used and site TBMs will also be identified.
- 7.5.10 A photographic record of the project is required. This will include black and white prints and colour transparencies (on 35mm film), illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include working shots to illustrate more generally the nature of the archaeological operation mounted. The transparencies will be mounted in suitable frames. Digital images are acceptable.
- 7.5.11 An Hampshire Historic Environment Record summary sheet shall also be completed within four weeks of completion on site and supplied to the Hampshire Historic Environment Team.

7.6 Finds and Samples

- 7.6.1 A high priority should be given to dating any remains and so all artefacts and finds are to be retained.
- 7.6.2 Assessments of artefacts should be made by appropriately qualified named specialists.
- 7.6.3 All identified finds and artefacts will be retained, although 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 local authority's Archaeological Advisor.
- 7.6.4 All finds and samples will be treated in a proper manner and to the standards of the UK Institute of Conservators Guidelines. They will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the UK Institute for Conservation "Conservation Guideline No 2". Appropriate guidelines set out in the Museums and Galleries Commissions "Standards in the Museum Care of Archaeological Collections (1991)" will also be followed.

7.6.5 On completion of the project, it is anticipated that the landowner will consent the deposition of artefacts and archive in a suitable repository agreed with the HEM team.

7.7 Reports and Archives

7.7.1 Currently it is proposed that within 4 weeks of completion of site work, the archaeological contractor will produce a report, the archaeological contractor will produce a draft report, copies of which are to be provided to CgMs. Once approved, 1 bound copy and 1 pdf copy on disc will be supplied to CgMs for distribution to relevant parties, including the planning authority and the Hampshire HER.

7.7.2 Details of style and format to be determined by the archaeological contractor. In any event it should include:-

- (i) a non-technical summary;
- (ii) an introduction;
- (iii) the site location;
- (iv) a methodology;
- (v) a description of the project's results;
- (vi) an interpretation of the results in an appropriate context;
- (vii) a summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
- (viii) site layout plans on an O S base, with the location of the trenches;
- (ix) scaled plans of each trench and each area in which archaeological features were recognised;
- (x) trench sections and feature sections (with OD heights);
- (xi) site matrices where appropriate;
- (xii) a consideration of evidence within its wider context. However, no recommendations on the need for any further work are required;
- (xiii) a summary table and descriptive text showing the features, classes and numbers of artefacts located, and soil profiles, with interpretation;
- (xiv) an evaluation of the methodology employed and the results obtained (i.e. a confidence rating);

7.7.3 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 the archive is to be deposited with Hampshire County Council Museum Service.

7.7.4 In addition, at the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/projects/oasis/> must be initiated and key fields completed on Details, Location and Creators Forms. All appropriate parts of the OASIS online form must be completed for submission to the HER. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

8.0 HEALTH AND SAFETY CONSIDERATIONS

- 8.1 All relevant health and safety regulations must be followed.
- 8.2 Machinery should be kept away from unsupported trench edges and access routes should be supervised and controlled. Barriers, hoardings and warning notices should be installed as appropriate. Safety helmets and high visibility jackets are to be used by all personnel as necessary.
- 8.3 A cable avoidance detector should be used to test the location of every trench for underground services prior to excavations.
- 8.4 Orange mesh fencing should be used to close off any public access to the areas of trenching during both the opening and recording of trenches.
- 8.5 A comprehensive risk assessment will be produced by the archaeological contractor detailing all health and safety issues relating to the implementation of the trenching.

9.0 OTHER MATTERS

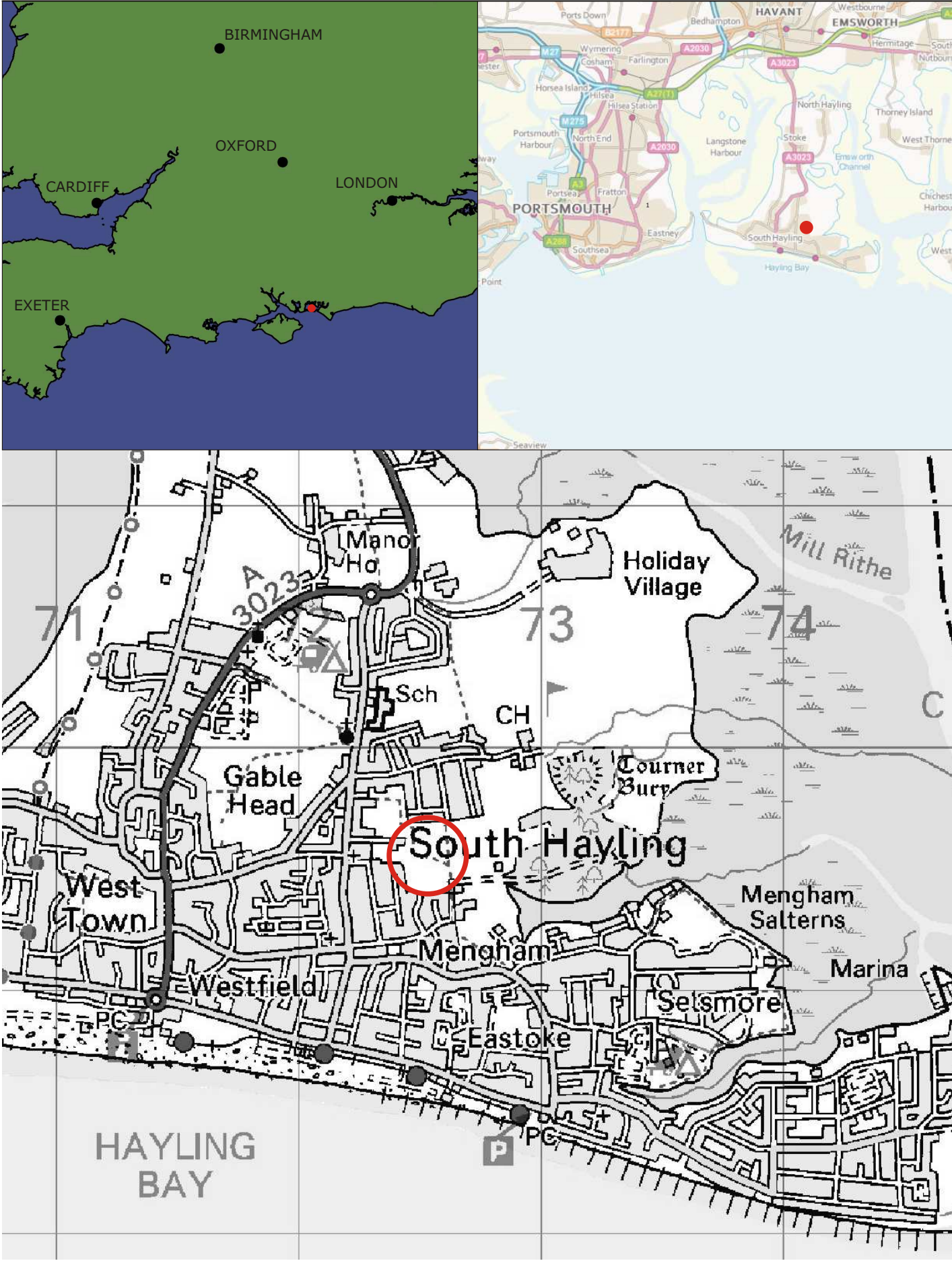
9.1 Archaeological Contractor

- 9.1.1 The Archaeological Contractor will have a proven track record in undertaking field evaluations and investigations on large rural sites and the relevant geology.
- 9.1.2 The field team deployed by the Archaeological Contractor will include only full time professional archaeological staff. All staff in supervisory positions should be Members of the Institute of Field Archaeologists (IFA).
- 9.1.3 The Archaeological Contractor should preferably be a body on the IFA Register of Archaeological Organisations.
- 9.1.4 The composition of the project team must be detailed and agreed in advance with CgMs Consulting (this is to include any subcontractors).

9.2 Copyright

- 9.2.1 It is recognised that the copyright of written, graphic and photographic records and the evaluation report rests with the originating body. However, CgMs Consulting and their client require an agreement to facilitate the copying and use of any or all materials resulting from this project.
- 9.2.2 The following **statutory provisions and codes of practice** are to be adhered to where relevant:
- a) All statutory provisions and by-laws relating to the work in question, especially the Health and Safety at Work *etc* Act 1974;
 - b) The Institute of Field Archaeologists Code of Conduct;
 - c) The Institute of Field Archaeologists Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology.
- 9.2.3 Any finds believed by the archaeological contractor to fall within the statutory definition of Treasure shall be advised immediately to CgMs and notified to the relevant Coroner's Office.

9.2.4 **Variations** - Variations to the Specification that the contractor may wish to make must be approved, in advance, by CgMs and the HEM team.



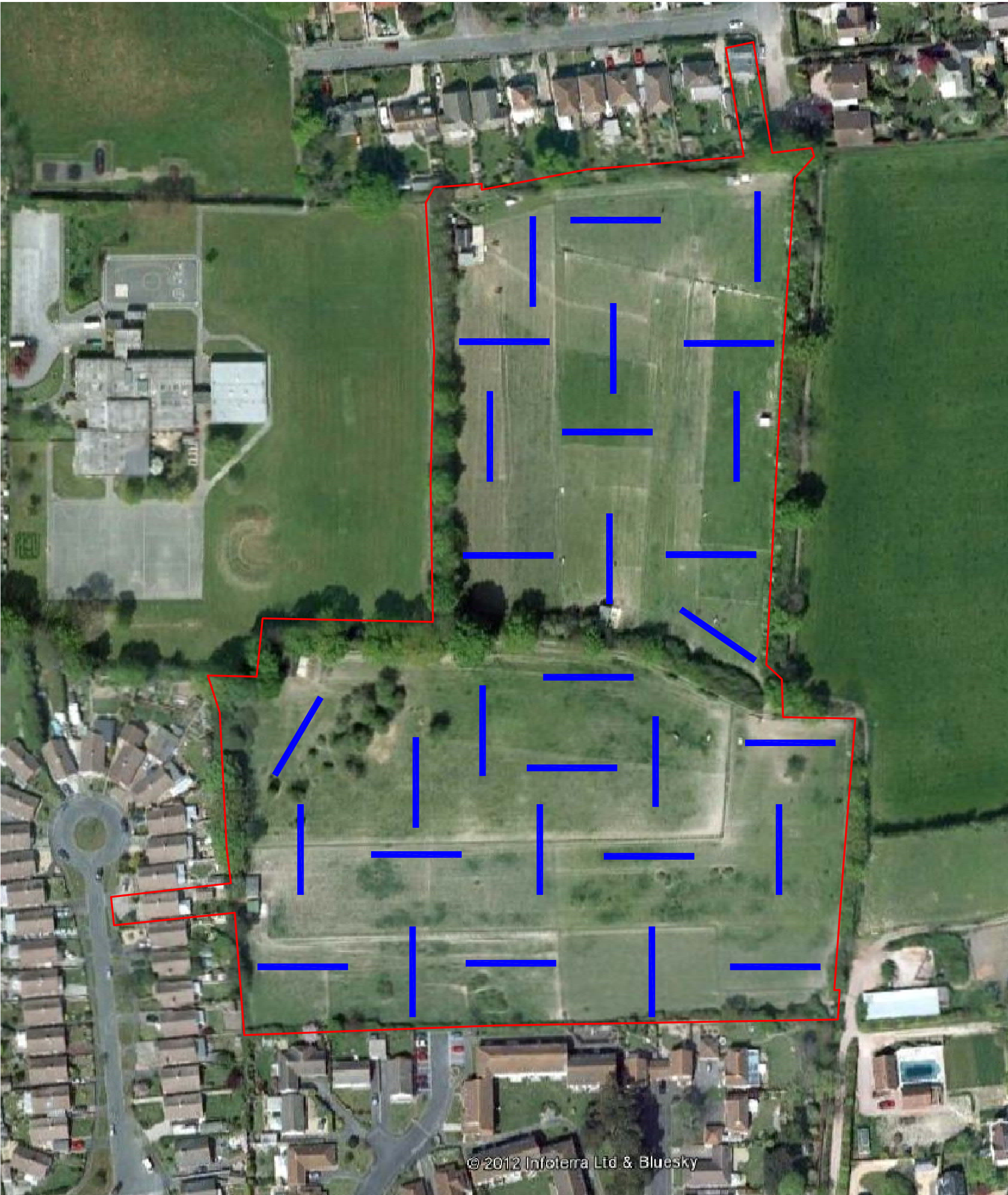
 Site Location



London
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Planning & Development
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Project title: Land North of Goldring Close, Mengham, Hampshire	
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Figure 1: Site Location



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Site Boundary

Proposed Trench Location (30m x 1.8m)

N

Project title:
Goldring Close, Mengham

Scale at A3: 1:1250

Date printed:
May 17, 2012

020 m

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Proposed Trench Location Plan

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