

Land West of Hulbert Road, Havant, Hampshire

Project specification for an archaeological evaluation

5th December 2025



Ref: 25s57ev

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1.0 Background

- 1.1 Planning permission (APP/25/00573) is being sought from Havant Borough Council for the erection of 100 dwellings and improved site access, landscaping, footpaths, SuDS and other associated works at Land West of Hulbert Road, Havant, Hampshire (SU 6943 0814) (Fig. 1). Due to the potential for below ground archaeology being present on the site, predetermination archaeological work is required, to inform the planning process in line with NPPF and local planning policy.
- 1.2 The site is in an area of relatively low archaeological potential, although this may be a reflection of a lack of past archaeological investigations rather than genuine absence of material. A small archaeological evaluation has taken place in the south west corner of the site that recorded no archaeological features and/or deposits.
- 1.3 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 mid18th century including parts of East Street.
- 1.4 The underlying bedrock geology is recorded as London Clay Formation - Clay, silt and sand (BGS 1978) and lies at a height of c.32m above Ordnance Datum (aOD).

2.0 Requirement for Work

- 2.1 As a consequence of the presence of archaeological deposits on site which may be damaged or destroyed by the groundworks an archaeological evaluation will be required. This is in accordance with the *National Planning Policy Framework* (NPPF 2025) and the County Council's policies on archaeology.
- 2.2 A single component of work is proposed- a field evaluation by means of machine-dug trenching. The results of this evaluation will determine if further phases of fieldwork are required in relation to this development. Should further works be necessary an additional WSI will be required.

3.0 Aims and Objectives

- 3.1 The aims of the evaluation will be to determine the presence/absence, extent, condition, character, quality and date of any archaeological or palaeoenvironmental deposits within the area of development.
- 3.2 This work will be carried out in a manner which will not compromise the integrity of archaeological features or deposits which warrant preservation *in situ*, or might better be excavated under conditions pertaining to full excavation.
- 3.3 The specific research aims of this project are;
 - a) To determine if archaeologically relevant levels have survived on this site.
 - b) To determine if archaeological deposits of any period are present.
 - c) To provide information in order to draw up a mitigation strategy if necessary.
 - d) The potential and significance of any such deposits located will be assessed according to the research priorities such as set out in *Historic England Research Agenda* (HE 2017) or any more local or thematic research priorities such as the Solent Thames Research Agenda (Hey and Hind 2014) as necessary.

4.0 Methodology

- 4.1.1 We propose to dig 20 trenches, 25m long and 1.8m-2m wide, and located as shown on Figures 2 - 3. The trench positions are indicative only and may need to be moved or subdivided to avoid obstacles or services.
- 4.2 A contingency of 52m of trench is included within the proposal should this be required to clarify the results of the initial trenching.
- 4.3 Excavation Methodology
 - 4.3.1 Topsoil and other overburden for the machine-dug trenches will be removed by a JCB-type or 360° machine fitted with a toothless ditching bucket. This will take place under constant archaeological supervision.
 - 4.3.2 Trenches will be excavated to the first archaeologically relevant horizon, or to the level of the natural geology.
 - 4.3.3 Where archaeological features are certainly or probably present, the stripped areas will be cleaned using appropriate hand tools.
 - 4.3.4 Sufficient of the archaeological features and deposits exposed will be excavated or sampled by hand to satisfy the aims of the brief, without compromising the objective set out in 3.2.
 - 4.3.5 In general, all finds and artefacts will be retained, though all but a sample of some classes of building material will be discarded after recording.
 - 4.3.6 Conservation on site will follow guidelines in First Aid for Finds with any other specialist conservation work subcontracted to our conservation advisor (see below).
 - 4.3.7 A programme of environmental sampling will take place should sufficient well stratified subsoil deposits be located. Typically, this involves samples of up to 40L depending on the size of the feature examined. Bulk waterlogged samples with organic preservation will be of the order of 1L. These will be sampled in consultation with our environmental consultants and the archaeological advisor to the Havant Borough Council. Sampling will take place according to Historic England guidance (HE 2015b).
 - 4.3.8 Discovery of any human remains will be confirmed by minimal excavation but no further action will be taken as part of the evaluation exercise, unless requested as additional work by the client in consultation with the archaeological advisor to the Havant Borough Council. Human remains will be treated following the guidelines in (Mitchell and Brickley 2017).
 - 4.3.9 Spoil heaps will be searched for finds including use of a metal detector.
 - 4.3.10 All gold and silver, prehistoric base metal and any associated objects will be removed to a safe place and reported to the local coroner and county finds liaison officer according to the procedures relating to the Treasure Act (1996) and subsequent amendments. Where removal cannot be affected on the same working day as the discovery suitable security measures will be taken to protect the finds from theft. No title will be assumed by the finder of any items of value.
 - 4.3.11 Following completion of all excavation, recording and monitoring (see para 7.5), the trench will be efficiently backfilled but will not be resurfaced. No liability is accepted for damage to any services unless a plan of these is provided by the client.
- 4.4 Recording Methodology
 - 4.4.1 A single context recording system will be used in accordance with the TVAS Field Recording Manual (9th edition 2021). Descriptions of individual deposits and features will be recorded on pro-forma context recording sheets.

- 4.4.2 All archaeological deposits exposed will be planned at a scale of 1:20 and sections drawn at a scale of 1:10. All site drawings will be by pencil on drafting film.
- 4.4.3 Heights above OD will be taken and recorded on plans and sections.
- 4.4.4 Where appropriate, significant finds will be recorded in 3D.
- 4.4.5 The locations of the trenches, and of all plans and sections will be tied into the National Grid using a survey-grade Trimble GNSS system with centimetre accuracy.
- 4.4.6 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' and, where applicable, aerial photographs to illustrate the nature of the archaeological fieldwork programme. All feature shots will include appropriate scales and a photo board, the latter positioned in such a way that the writing is legible and including the context number and site code. Digital images are taken on Canon EOS 4000D cameras with APS-C sensors taking 16-megapixel images.
- 4.5 Post-fieldwork
- 4.5.1 Finds processing, sieving of bulk samples (including flotation and the sorting of residues) and analysis will commence immediately following the completion of the fieldwork in accordance with guidelines in MoRPHE (HE 2015a), and TVAS post-excavation procedures (6th edition 2013).
- 4.5.2 Artefacts will be cleaned, conserved and prepared for long term museum storage.
- 4.5.3 Specialist reports will be prepared on the artefacts and ecofacts recovered; particular attention will be paid to correlating the pottery recovered with local or regional fabric type sequences.
- 4.5.4 Specialist analysis and reporting will be carried out by the following specialist staff or consultants as appropriate:
- | | |
|------------------------------|---|
| Project Management | Dr Steve Ford, Mr Andy Taylor or Mr David Sanchez |
| Fieldwork Supervisor | (one of) Mr Andy Taylor, Dr Steve Ford, Mr Mark Learey, Dr Pierre Manisse, Ms Beth Tucker, Mr. Jamie Williams or Ms Maisie Foster |
| Post excavation | Mr Steve Preston |
| Finds coordination | Dr Cristina Matteos-Leal |
| Pottery Specialist | (from) Dr Jane Timby, Ms Sue Anderson, Mr Luke Barber (consultants) or Dr Cristina Matteos-Leal (TVAS) |
| Environment (general) | Professor Mark Robinson (Oxford University) |
| Brick and tile | Ms Danielle Milbank (TVAS) |
| Carbonised botanical remains | Professor Mark Robinson (Oxford University) or Ms Rosalind McKenna (consultant) |
| Faunal remains | Dr Matilda Holmes (consultants) or Dr Ceri Falys (TVAS) |
| Human remains | Dr Ceri Falys (TVAS) |
| Coins | Dr Pierre Manisse (TVAS) |
| Metalwork | Dr Robin Taylor (consultant) or Ms Sophie Peng (TVAS) |
| Pollen | Quest (Reading University) |
| Wood | Ms Rossy McKenna, (consultant) |
| Slag | Dr David Dungworth or Mr Luke Barber (consultants) |
| Archaeomagnetism | Bradford University |
| Radiocarbon dating | Queens University, Belfast |
| Conservation | Wiltshire County Council Heritage Centre |
- 5.0 Report and Dissemination**
- 5.1 The reports on the results of the evaluation and should be available within 3 to 4 weeks of completion of the fieldwork.

- 5.2 The reports will follow our established format, comprising a descriptive text, illustrations and catalogues in appendices.
- 5.3 The text will address the aims and objectives of the evaluation, 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 reports will include a front sheet providing the following information:
- Site name
 - Grid reference
 - Site activity (e.g. evaluation trenching, geophysical survey, fieldwalking, watching brief, excavation etc.)
 - Date and duration of project
 - Site code
 - Area of site
 - Summary of results
 - A selection of historic maps
 - 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 trench layout plan
 - trench plans and sections
 - profiles/sections of a selection of excavated features
 - a selection of colour photos of significant findings
- 5.6 Catalogues giving descriptions of trenches, archaeological features, and artefacts will be contained in a series of appendices.
- 5.7 Any findings of national or special local significance will be published as a dedicated report in an appropriate journal such as *Hampshire Field Club & Archaeological Society*. Otherwise, a summary will be produced for publication in 'round up' sections in publications such as period specific national journals like *Medieval Archaeology*.
- 5.8 Copies of the results will be supplied to Hampshire HER in digital format. Non-published report(s) will be made available for inspection or download on the TVAS web site. GIS shapefiles of the trench plans will be submitted to the HER.

6.0 Archive Deposition

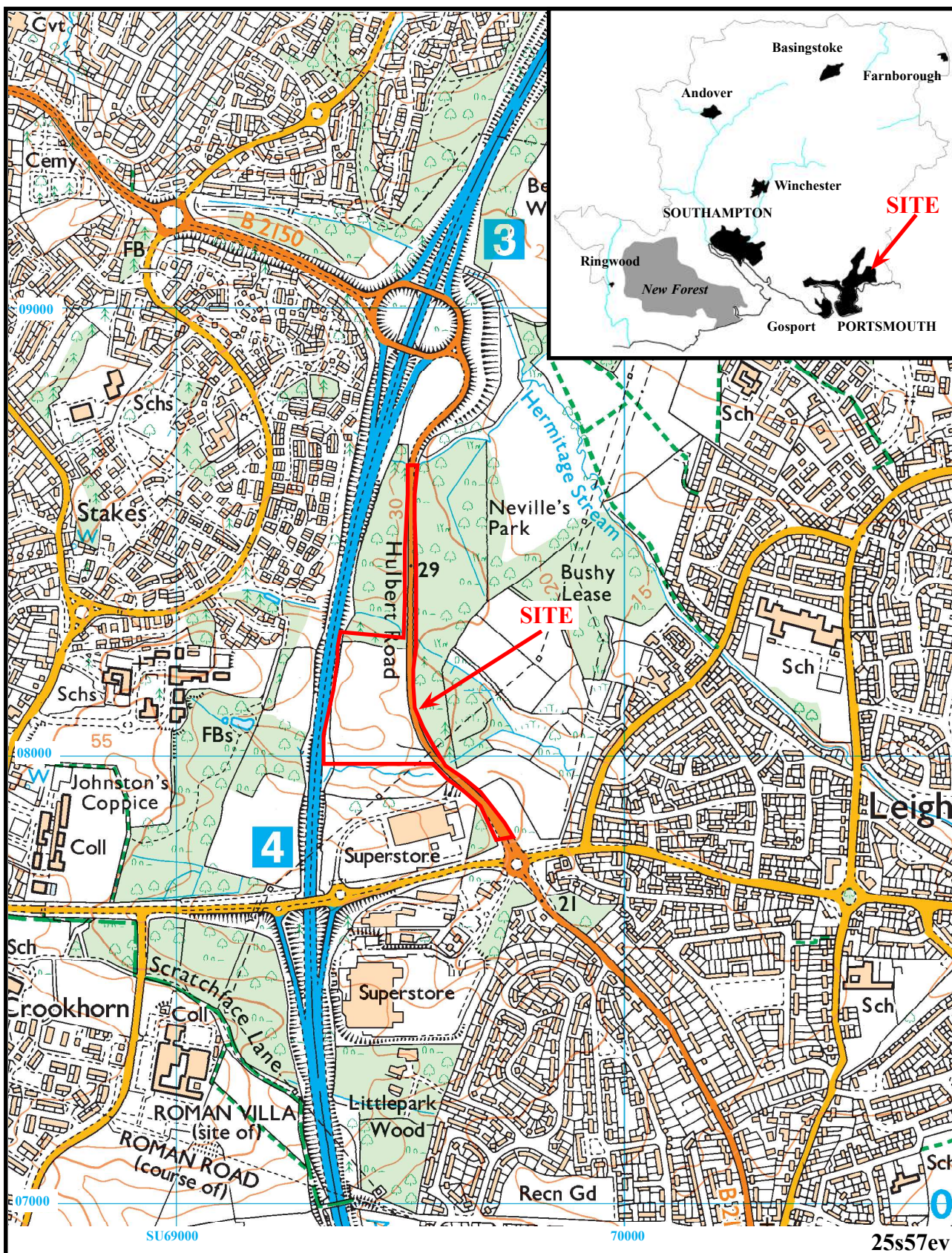
- 6.1 The finds and site archive will be prepared in accordance with guidelines in MoRPHE (HE 2015a), TVAS Digital Recording Policy (2021), CIfA guidance (CIfA 2020) and after consultation with the recipient museum. Guidance produced by the Museum and Galleries Commission's Standards in the Museum Care 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.
- 6.2 The site and finds archive will be deposited in an appropriate designated museum or repository (to be decided by the local planning authority) and the Archaeology Data Service.
- 6.3 With the consent of the landowner, the site finds will be deposited with a local museum prepared to accept the material.
- 6.4 A digital version of the report will be provided to the OASIS project.

7.0 General Items

- 7.1 The project will be managed on a regular basis by a Member of the Chartered Institute for Archaeologists (S. Ford, A. Taylor or D. Sanchez) with an appropriate area of competence.
- 7.2 The project will be carried out in accordance with the CIfA Standard and Guidance for archaeological evaluation (2023a; 2023b) and Code of Conduct (2025) and the quality control mechanisms set out in the TVAS fieldwork and post-fieldwork manuals.
- 7.3 Safe working practices as set out in TVAS health and safety manual will be adopted and current health and safety regulations will be adhered to. If the site is accessible to the public, the trenches will be fenced with barrier mesh/bunting and road pins or Heras fencing as necessary.
- 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 archaeological advisor to Havant Borough Council will be contacted both prior to work commencing on site, and during the evaluation itself, to arrange a site monitoring visit and 5 days' notice will be given. Any changes in the agreed project design will be discussed and agreed with the archaeological advisor to the Council before implementation.

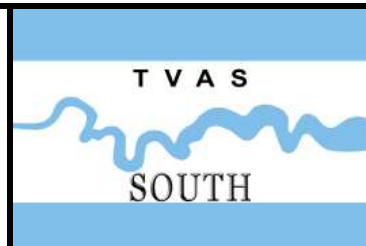
8.0 References

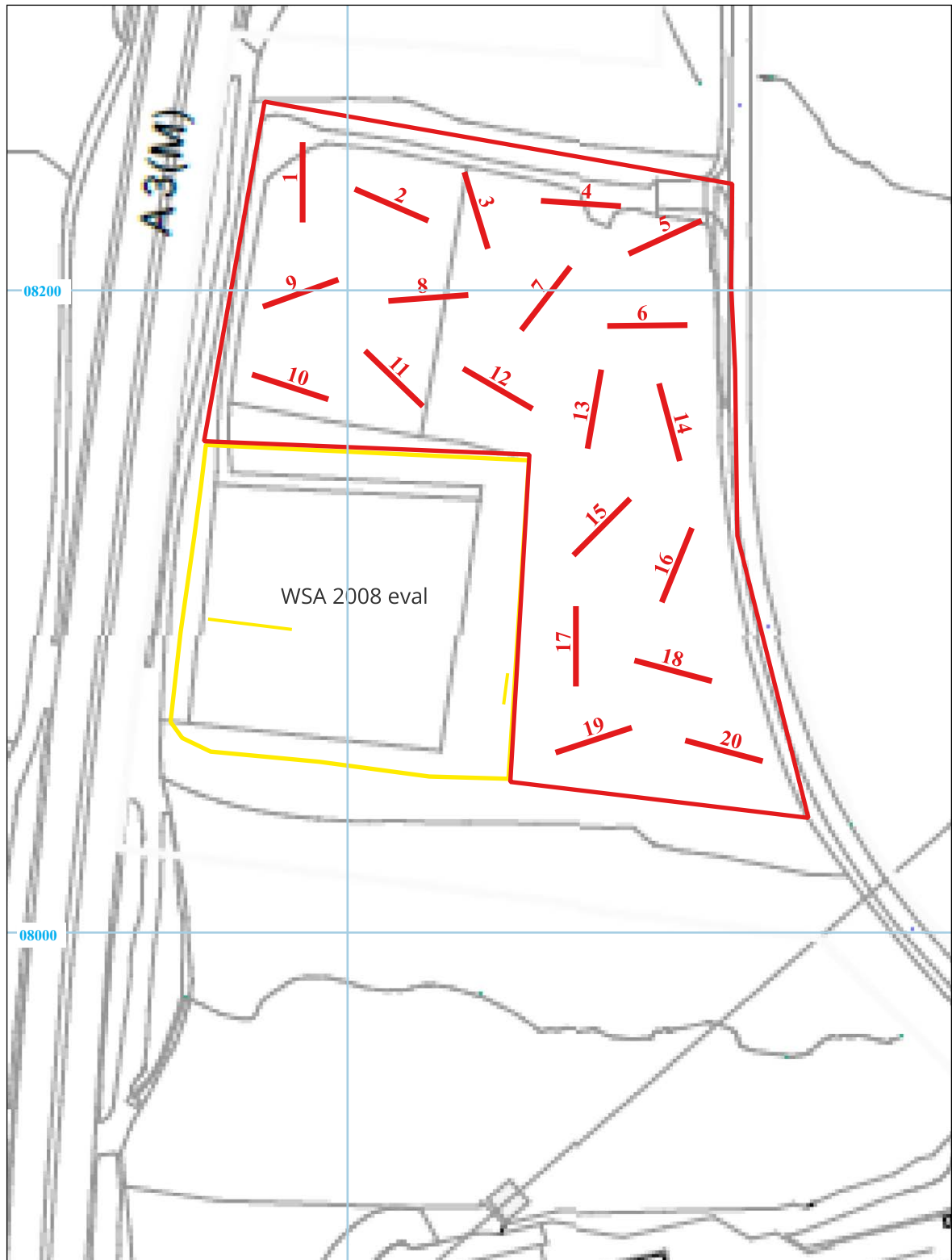
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- CIfA, 2020, *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives*, Chartered Institute for Archaeologists, Reading
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- HE, 2015a, *Management of Research Projects in the Historic Environment, MoRPHE project planning*, Historic England, London
- HE 2015b, *Environmental Archaeology*, Centre for Archaeology Guidelines 1, Historic England, Portsmouth, 3rd edn
- HE 2017, *Research Agenda*, Historic England, London
- Mitchell, P D, and Brickley, M (eds), 2017, *Updated Guidelines to the Standards for Recording Human Remains*, CIfA and BABAO, Reading
- NPPF, 2025, *National Planning Policy Framework*, Ministry of Housing, Communities and Local Government, London (TSO)



**Land West of Hulbert Road,
Havant, Hampshire, 2025**
Proposal for an Archaeological Evaluation
 Figure 1. Location of site within Havant and Hampshire.

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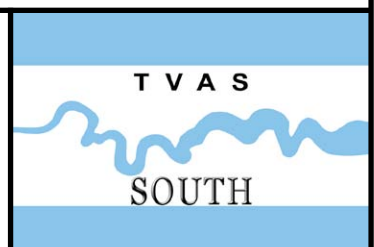


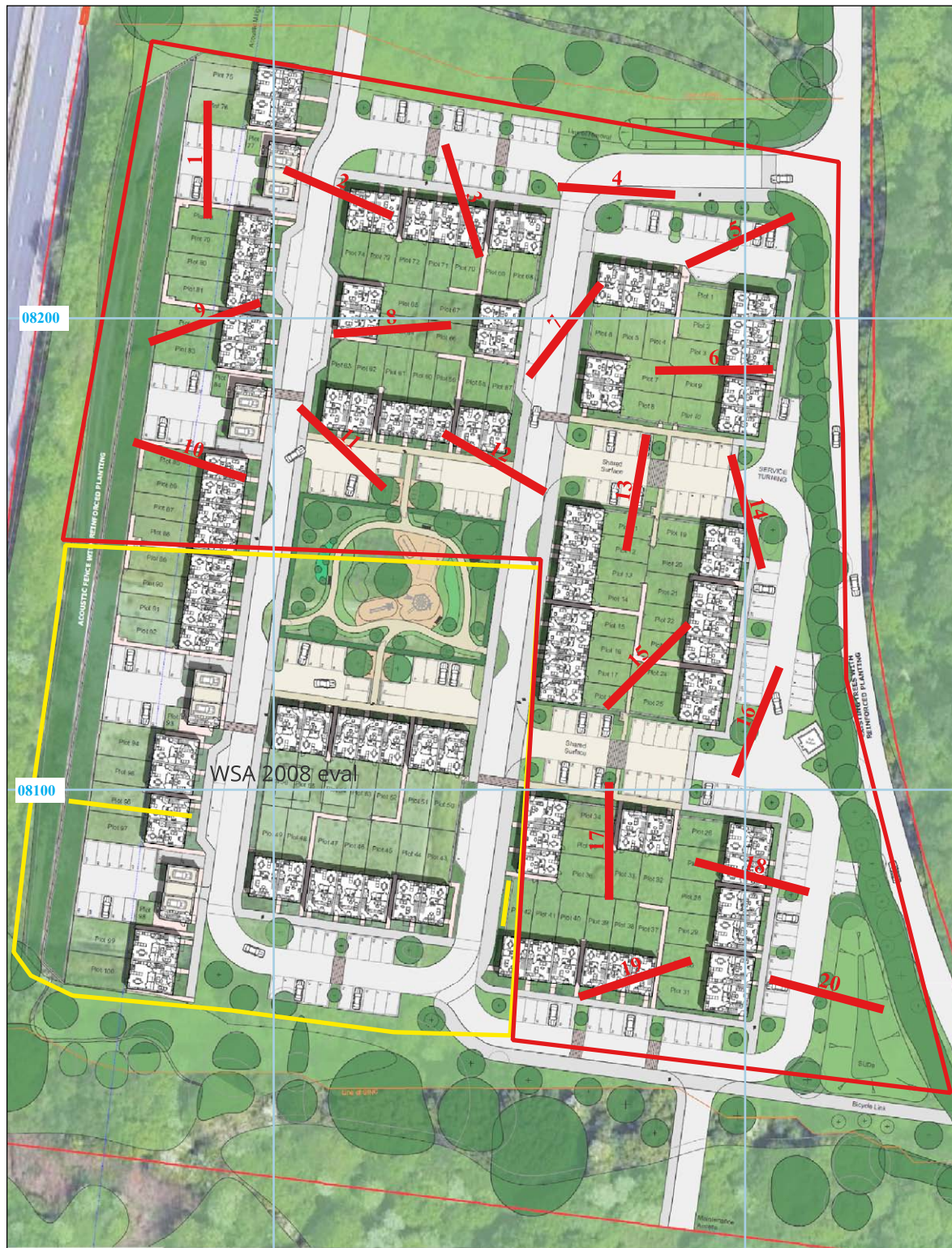
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Figure 2. Location of Proposed Trenches





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Figure 3. Location of proposed trenches overlying proposed
site plan

