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**Land to the rear and side of  
71, High Street, Madeley, Telford.  
April 2016  
V 1.0**





aeon archaeology

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**Land to the rear and side of  
71, High Street, Madeley, Telford.  
April 2016**

Report no. 0084 v1.0

Archaeological Evaluation

Aeon Archaeology  
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Project Code: A0083.1

Date: 26/04/2016

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# Figures

**Figure 01:** Location of Site at 71, High Street, Madeley, Telford. Scale 1:10,000 at A4.

**Figure 02:** Location of archaeological evaluation trenches at 71, High Street, Madeley, Telford. Scale 1:500 at A4.

**Figure 03:** Location and orientation of photographs at 71, High Street, Madeley, Telford. Scale 1:500 at A4.

**Figure 04:** Trench 1 West facing section.

**Figure 05:** Trench 2 East facing section.

# Plates

**Plate 01:** Trench 1 - from North. Scale 1.0m.

**Plate 02:** Trench 1 - from South. Scale 1.0m.

**Plate 03:** Section of Trench 1 from the West. Scale 1.0m.

**Plate 04:** Trench 2 - from the North. Scale 1.0m.

**Plate 05:** Trench 2 - from the South. Scale 1.0m.

**Plate 06:** Section of Trench 2 from the East. Scale 1.0m.

## Contents

1.0	NON-TECHNICAL SUMMARY .....	2
2.0	INTRODUCTION .....	3
3.0	PROJECT AIMS.....	5
4.0	METHODOLOGY .....	7
4.1	Evaluation trenches.....	7
4.2	Data Collection from Site Records .....	7
4.3	Artefact Methodology.....	7
4.4	Environmental Samples Methodology.....	8
4.5	Report and dissemination.....	8
5.0	SITE LOCATION.....	9
6.0	QUANTIFICATION OF RESULTS .....	10
6.1	The Documentary Archive.....	10
6.2	Environmental Samples .....	10
6.3	Artefacts.....	10
7.0	RESULTS OF THE ARCHAEOLOGICAL EVALUATION TRENCHES .....	11
8.0	CONCLUSION AND RECOMMENDATIONS.....	12
9.0	SOURCES.....	13
	APPENDIX I – WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL EVALUATION.....	14

## **1.0 NON-TECHNICAL SUMMARY**

Aeon Archaeology was commissioned by K M Bailey (hereafter the Client) to carry out a programme of archaeological evaluation of a proposed development of land to the rear and side of 71 High Street, Madeley, Telford, Shropshire.

The archaeological evaluation to the rear and side of 71 High Street, Madeley, Telford did not produce any archaeological remains or artefacts. The site was covered in a layer of mixed overburden consisting of coarse building materials and modern refuse. Both the excavation of trench 1 and trench 2 revealed that the site had remained relatively undisturbed; as evidenced in the stratigraphy. Trench 1 adjacent to Burnt Hall Lane, demonstrated that the topsoil had been buried by this overburden at some point in the past. This same overburden was again evident in trench 2 nearest the High Street.

The lack of any preserved archaeological remains suggest that the site had remained undeveloped, either as an enclosed field/paddock or as open ground, until a single event of deposition of modern building material in the past.

Considering the results of the archaeological evaluation trenches the potential for the preservation of preserved remains at the site is considered low and as such no recommendations for further archaeological mitigatory works are proposed and it is recommended that the archaeological condition be discharged.

## 2.0 INTRODUCTION

Aeon Archaeology was commissioned by the Client to carry out a programme of archaeological evaluation of a proposed residential development on land to the rear and side of 71 High Street, Madeley, Telford, Shropshire (**ref. TWC/2016/0237**) (centred on **NGR: SH 69735 04441**) (figure 1). The proposed development lies within the medieval settlement of Madeley (Shropshire Historic Environment Record [HER] No. 05201), and within a block of tenements (HER 05197) on the north side of High Street, Madeley, for which there is documentary evidence for burgages in the 1320s. The site was therefore considered to have moderate archaeological potential.

The Senior Archaeological Projects Officer (Mr Hugh Hannaford) at Shropshire Council and on behalf of Telford and Wrekin Council has produced a brief for the archaeological evaluation with the following pre-determination recommendation:

*The National Planning Policy Framework (NPPF) Paragraph 128 states that “In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets’ importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed or has potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation”.*

*In view of the above, and in relation to Paragraphs 128 to 135 of the NPPF, it is recommended that an archaeological field evaluation of the application site be undertaken prior to the planning application being determined. The aim of this evaluation would be to locate and assess the extent, survival and significance of any archaeological remains within the proposed development site. This in turn would enable an informed planning decision to be made regarding the archaeological implications of the proposed development and any appropriate archaeological action or mitigation.*

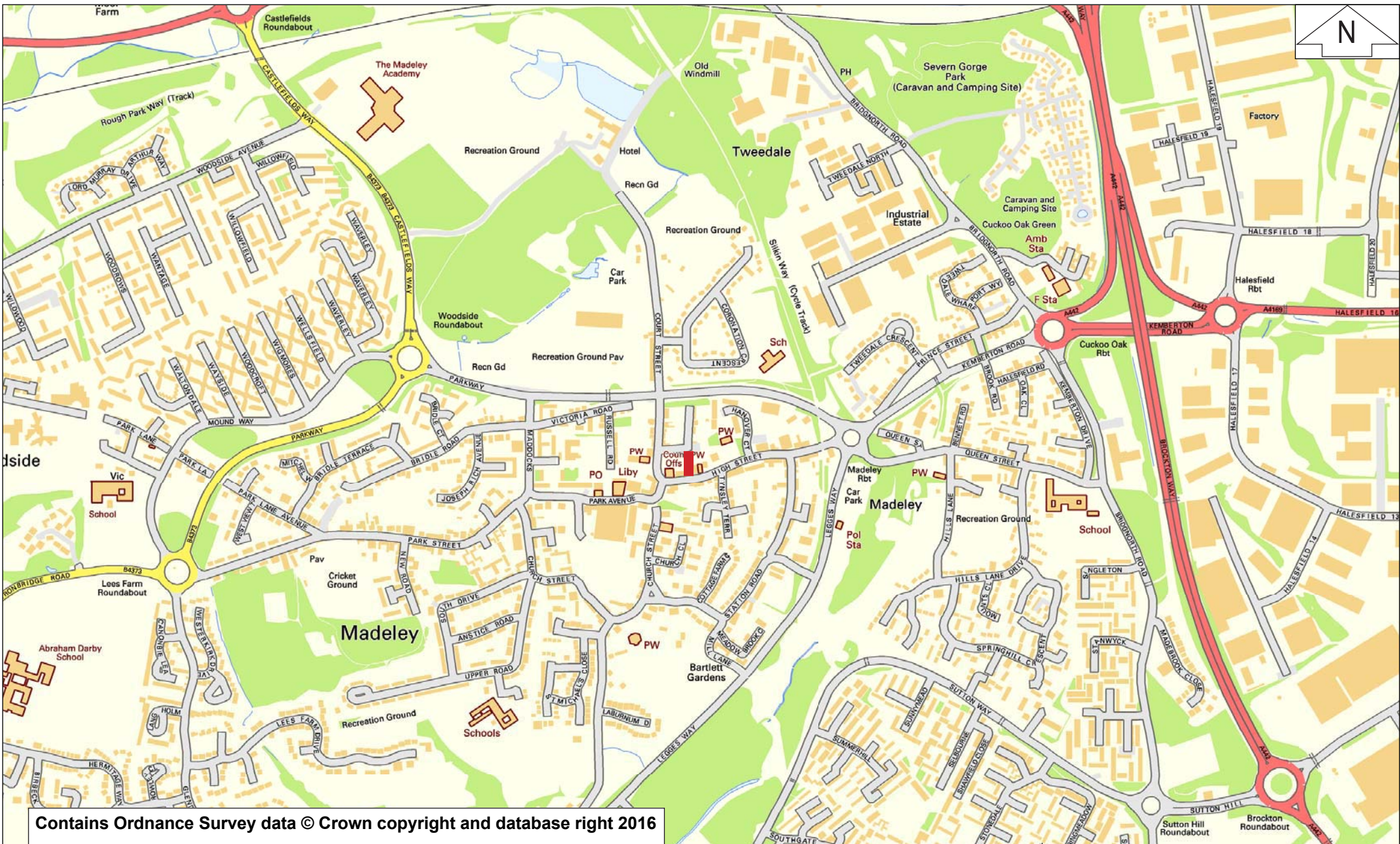
*There should be no determination of the application until the archaeological evaluation has been satisfactorily completed and a report has been submitted to the Local Planning Authority.*

The evaluation consisted of the excavation of 2 archaeological trenches measuring 5.0m by 2.0m to evaluate the potential for preserved buried remains at the site. The topsoil and any overburden was removed by mechanical excavator, and any archaeological features encountered were to be sample excavated by hand in order to determine their character and date.

A written Scheme of Investigation (WSI) was undertaken by Aeon Archaeology in April 2016 (appendix I) which outlined the principle aims of the evaluation and the methods by which they would be met. This formed the basis of a method statement submitted for the work. The archaeological evaluation trenching was undertaken in accordance with this document and included the trench array as reproduced in figure 2.

Relevant UK legislation on heritage includes the Ancient Monuments and Archaeological Areas Act 1979, and the Planning (Listed Buildings and Conservation Areas) Act 1990. The Ancient Monuments and Archaeological Areas Act 1979 sets out the requirement for Scheduled Ancient Monument Consent for any works of demolition, repair, and alteration that might affect a Scheduled Ancient Monument. For archaeological sites that are not covered by the above Act, protection is afforded through development control, the Town and Country Planning Act 1990 and the National Planning Policy Framework (NPPF) Paragraph 141, Section 12 (Conserving and Enhancing the Historic Environment).

The current design conforms to the guidelines specified in the *CIFA Standard and Guidance for Archaeological Evaluation* (Chartered Institute for Archaeologists, 2014).



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Figure 01: Location of Site at 71 High Street, Madeley, Telford. Scale 1:10,000 at A4.



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Figure 02: Location of archaeological evaluation trenches at 71 High Street, Madeley, Telford. Scale 1:500 at A4.

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### 3.0 PROJECT AIMS

The aim of the evaluation works was to characterise the known, or potential, archaeological remains uncovered during the excavation of the archaeological evaluation trenches.

The broad aims of the archaeological evaluation trenches were:

- To determine, as far as is reasonably possible, the location, extent, date, character, condition, significance and quality of any surviving archaeological remains on the site, the integrity of which may be threatened by development at the site.
- To establish the nature and extent of existing disturbance and intrusion to sub-surface deposits and, where the data allows, assess the degree of archaeological survival of buried deposits of archaeological significance.
- To enable the client to establish a schedule for archaeological risks.
- To report on the work and determine the need, if any, for further archaeological mitigation. This may consist of attempts to preserve significant remains in situ or, if this is not possible, more extensive excavation work and reporting. Less sensitive remains may require a watching brief. Any such further work may be secured by amendment to the condition.

The detailed objectives of the archaeological evaluation trenches were:

- Insofar as possible within methodological constraints, to explain any temporal, spatial or functional relationships between the structures/remains identified, and any relationships between these and the archaeological and historic elements of the wider landscape.
- Where the data allows, identify the research implications of the site with reference to the regional research agenda and recent work in Shropshire and the Telford and Wrekin areas.
- To investigate the hypothesis whether there was evidence of medieval burgages present on the proposed development site.

The broad characteristics of the number, size, orientation and distribution of the trenches were considered to be appropriate and were agreed with the Senior Archaeological Projects Officer (Mr Hugh Hannaford) at Shropshire council and on behalf of Telford and Wrekin Council. The trench array was proposed as part of the WSI prepared by Aeon Archaeology and was designed to determine feature presence/absence, with a contingent trenching facility designed for site characterisation should features be present, the characteristics of which are insufficiently resolved within the core trenching provision. Contingent trenching was optional, upon the discovery of archaeological artefacts, deposits, features or structures the characteristics of which could only be sufficiently determined upon further spatial investigation.

The basic targeted objectives of the trenches were as follows:

**Trench 1** – 5.0m x 2.0m: Located at the southern end of the site and testing the site for discreet features.

**Trench 2** – 5.0m x 2.0m: Located at the northern end of the site and testing the site for discreet features.

The management of this project has followed the procedures laid out in the standard professional guidance *Management of Research Projects in the Historic Environment Project Manager's Guide* (Historic England 2015), and in the *CIFA Standard and Guidance for Archaeological Evaluation* (Chartered Institute For Archaeologists, 2014). Five stages are specified:

Phase 1: project planning

Phase 2: fieldwork

Phase 3: assessment of potential for analysis and revised project design

Phase 4: analysis and report preparation

Phase 5: dissemination

The current document reports on the phase 4 analysis and states the means to be used to disseminate the results. The purpose of this phase is to carry out the analysis identified in phase 3 (the assessment of potential phase), to amalgamate the results of the specialist studies, if required, with the detailed site narrative and provide both specific and overall interpretations. The site is to be set in its landscape context so that its full character and importance can be understood. All the information is to be presented in a report that will be held by the Shropshire Historic Environment Record and the OASIS database so that it can be accessible to the public and future researchers. This phase of work also includes archiving any material and documentary records from the project.

## **4.0 METHODOLOGY**

Before the evaluation trenching commenced an agreed programme of excavation timing, siting, duration, surface re-instatement and health and safety protection measures were agreed with the Client and the Planning Officer (Archaeology) at Shropshire county council.

### **4.1 Evaluation trenches**

The evaluation trenching array was designed to investigate areas that may contain archaeological features. There was latitude on the location of each trench and slight repositioning to take account of buried services and other constraints was acknowledged as a possibility within the WSI.

A tracked excavator with toothless ditching bucket was used to open the trenches under constant archaeological supervision. Topsoil and overburden were to be removed by machine in spits down to archaeological deposits or natural sub-soils, whichever were encountered first. All uncovered archaeological features were to be excavated by hand.

A written record of the deposits and all identified features in each evaluation trench was completed via Aeon Archaeology pro-formas. All subsurface remains were to be recorded photographically, with detailed notations. The photographic record was completed using a digital SLR camera (Canon Eos 600D) set to maximum resolution.

Contingency provision was made for the following:

- Additional excavation of up to 100% of any given feature should the excavated sample prove to be insufficient to provide information on the character and date of the feature.
- Expansion of trench limits, to clarify the extent of features equivalent to an additional 20% of the core area.

The archaeological works were surveyed with respect to the nearest Ordnance Survey datum point and with reference to the Ordnance Survey National Grid. The trenches and archaeological features within them were accurately located on a site plan prepared at the most appropriate and largest scale. All excavations were backfilled with the material excavated and upon departure the site was left in a safe and tidy condition.

### **4.2 Data Collection from Site Records**

A database of the site photographs was produced to enable active long-term curation of the photographs and easy searching. The site records were checked and cross-referenced and photographs were cross-referenced to contexts. These records were used to write the site narrative and the field drawings and survey data were used to produce an outline plan of the site.

All paper field records were scanned to provide a backup digital copy. The photographs were organised and precisely cross-referenced to the digital photographic record so that the Shropshire Historic Environment Record (HER) can curate them in their active digital storage facility.

### **4.3 Artefact Methodology**

All artefacts were to be collected and processed including those found within spoil tips. Finds numbers would be attributed and they would be bagged and labelled as well any preliminary identification taking place on site. After processing, all artefacts would be cleaned and examined in-house at Aeon Archaeology. If required artefacts would be sent to a relevant specialist for conservation and analysis.

The recovery policy for archaeological finds was kept under review throughout the evaluation trenching. Any changes in recovery priorities would be made under guidance from an appropriate specialist and agreed with the Client, Planning Officer (Archaeology) at Shropshire County Council. There was a presumption against the disposal of archaeological finds regardless of their apparent age or condition.

#### **4.4 Environmental Samples Methodology**

The sampling strategy and requirement for bulk soil samples was related to the perceived character, interpretational importance and chronological significance of the strata under investigation. This ensured that only significant features would be sampled. The aim of the sampling strategy was to recover carbonised macroscopic plant remains, small artefacts particularly knapping debris and evidence for metalworking.

Advice and guidance regarding environmental samples and their suitability for radiocarbon dating, as well as the analysis of macrofossils (charcoal and wood), pollen, animal bones and molluscs would be obtained from a relevant specialist if required.

#### **4.5 Report and dissemination**

A full archive including plans, photographs and written material resulting from the project was prepared. All plans, photographs and descriptions were labelled, and cross-referenced. There were no artefacts recovered during the archaeological evaluation and thus the project archive is entirely in digital and paper format.

Upon approval from the Client copies of the report will be sent to the Shropshire Historic Environment Record, the Planning Officer (Archaeology) at Shropshire County Council, and the OASIS online database.

## 5.0 SITE LOCATION

The Site was located to the rear and side of 71 High Street, Madeley, Telford, Shropshire. (centred on **NGR: SH 69735 04441**) (figure 1).

The Site is bounded to the south by Madeley High Street, to the North by Burnt Hall Lane, to the east by Madeley Baptist Church and to the west by a commercial let at 71, High Street and residential properties to the northwest.

The Site forms an elongated rectangle in plan and narrows to the south as it fronts onto the High Street. The area comprises of a gently sloping overburden to the south and this is characterised by heavy tree root activity and coarse building materials.

## **6.0 QUANTIFICATION OF RESULTS**

### **6.1 The Documentary Archive**

The following documentary records were created during the archaeological evaluation trenching:

Trench sheets	2
Digital photographs	12
Context Sheets	0
Drawings	0

### **6.2 Environmental Samples**

No environmental samples were taken as part of the evaluation trenching as no suitable deposits or fills were encountered.

### **6.3 Artefacts**

No artefacts were recovered during the archaeological evaluation trenching.

## 7.0 RESULTS OF THE ARCHAEOLOGICAL EVALUATION TRENCHES

The evaluation trenches were designed to evaluate and characterise the known, or potential, archaeological remains. Each trench is described and discussed separately. The location of the trenches can be found on figure 2 and the location and orientation of photographs is shown on figure 3.

### **Trench 01** (Plates 1-3, figures 1-3)

25<sup>th</sup> April - 2015

Trench 01 was located towards the North of the site and (centred on **NGR: SH 69735 04441**). The trench measured 5.0m in length by 2.0m in width orientated north to south and was targeting unknown buried archaeological remains within the development area, including possible medieval burghages. The trench was excavated and subsequently recorded before being backfilled.

Trench 1 was excavated through a 0.5m deep light-brown and dark black-brown clay and silt overburden, this was filled with occasional brick fragments and frequent root inclusions. This overlaid a 0.4m deep dark brown buried silt-clay topsoil with occasional root inclusions and infrequent brick fragments. Beneath this was a mid-red-brown silt-clay subsoil with occasional small pebble inclusions which overlaid the natural substrata which extended to a depth greater than 0.2m below the layer above. No discernible features were discovered in this trench.

### **Trench 2** (Plates 4-6, figures 4-6)

25<sup>th</sup> April - 2015

Trench 2 was excavated through 0.2m of overburden, a comparatively shallow layer compared with trench 1. It was characterised with frequent root inclusions and evidence of demolition. Beneath this layer was 0.3m of mid-red-brown topsoil filled with frequent charcoal inclusions which then overlaid a light orange-brown silt-clay subsoil with small pebble inclusions which then led onto the natural orange-brown clay substrata which was at a depth no greater than 0.2m below the layer above.





**Plate 01:** Trench 1 - from North. Scale 1.0m.



**Plate 02:** Trench 1 - from South. 1.0m



**Plate 03:** Section of Trench 1 from the West. 1.0m



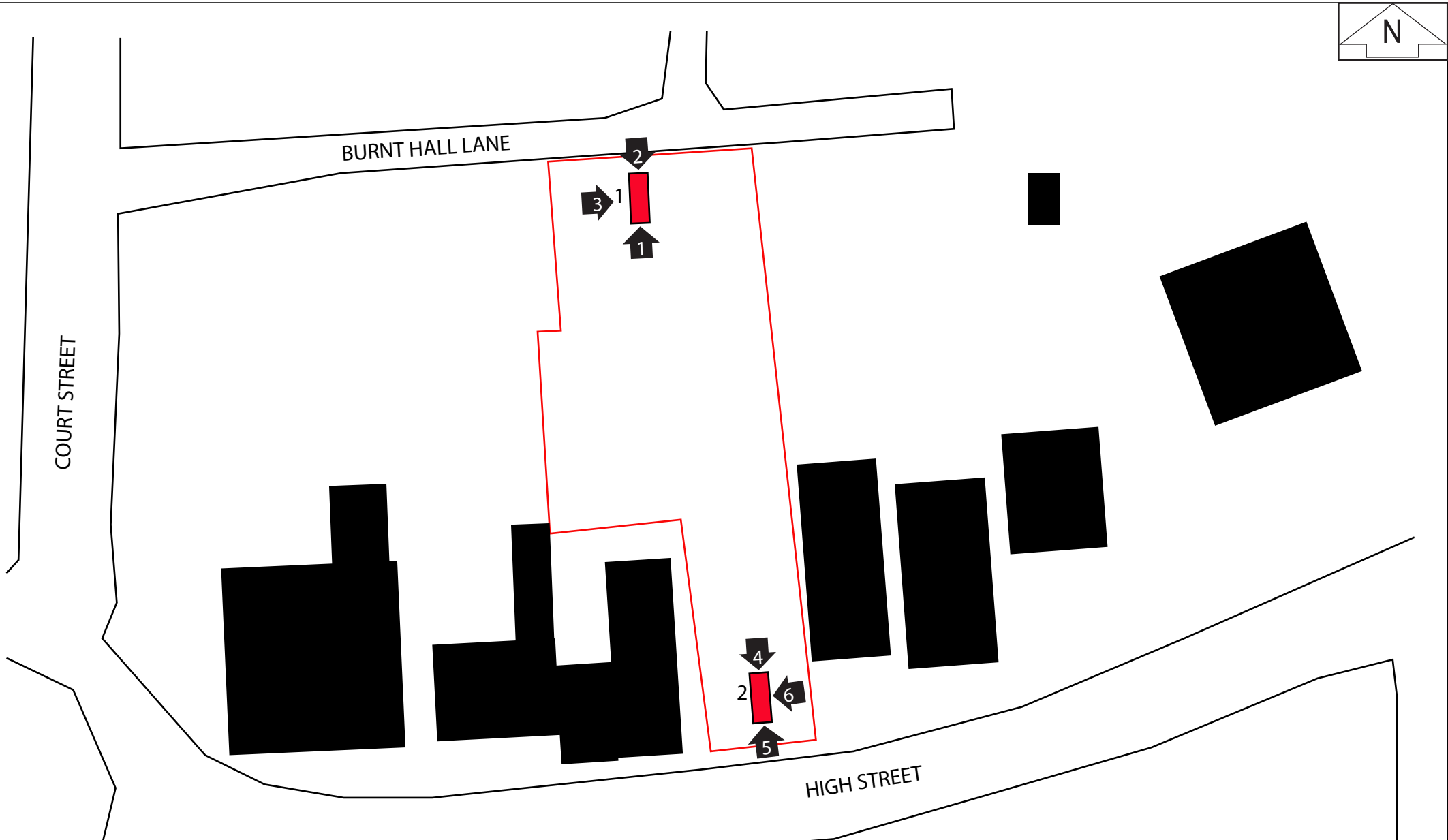
**Plate 04:** Trench 2 from the North. 1.0m



**Plate 05:** Trench 2 from the South. 1.0m



**Plate 06:** Section of Trench 2 from the East. 1.0m



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Figure 03: Location and orientation of photographs at 71, High Street, Madeley, Telford. Scale 1:500 at A4. Plates 1-6.

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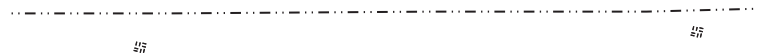
Demolition deposit - light brown and dark black brown clay-silt



Black-brown buried silt\clay topsoil



Mid Red-brown silt\clay subsoil



Light yellow-brown silt-clay substrata

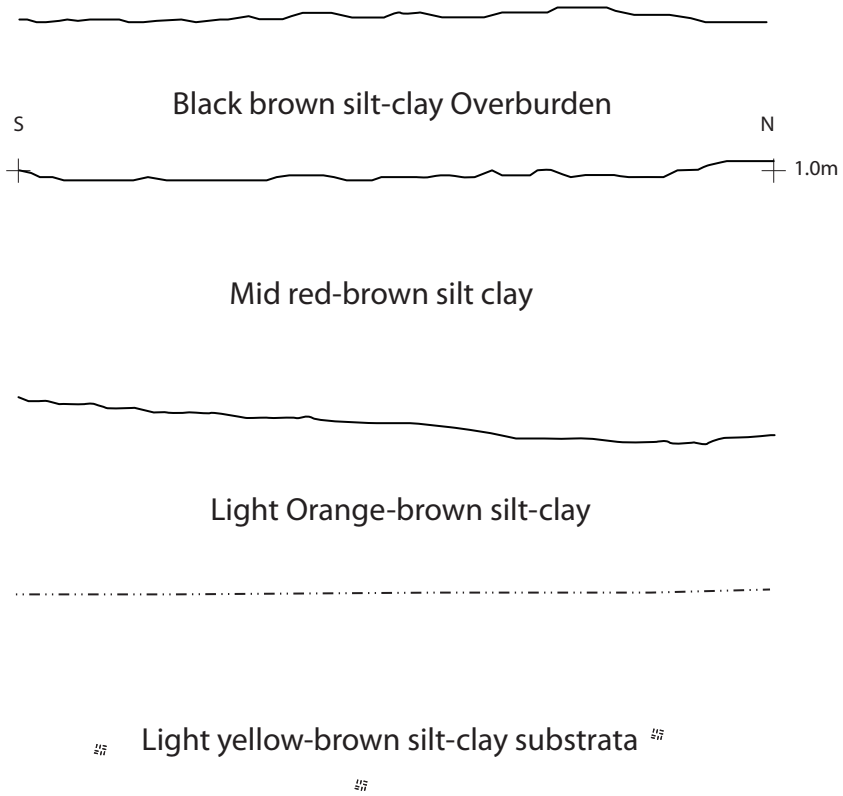
1:10



Figure 04: Trench 1 West facing section.

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1:10



Figure 05: Trench 2 East facing section.

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## 8.0 CONCLUSION AND RECOMMENDATIONS

The archaeological evaluation at 71 High Street, Madeley, Telford, Shropshire. (centred on **NGR: SH 69735 04441**) did not produce any archaeological remains or artefacts. The excavation of trenches 1 and 2 revealed a homogenous stratigraphy that suggests the site had remained open, perhaps as enclosed fields or open ground for a large period of time. The overburden present in both of these trenches was filled with demolition material and had been affected by heavy root activity and the presence of occasional brick fragments in the buried topsoil present in trench 1 can be explained by methods of bioturbation (root action or worm action).

The lack of any evidence of the postulated medieval burgages within the trench suggests that this was open ground during the medieval period.

Considering the results of the archaeological evaluation trenches the potential for the preservation of preserved remains at the site is considered low and as such no recommendations for further archaeological mitigatory works are proposed and it is recommended that the archaeological condition be discharged.

## 9.0 SOURCES

### *OS Maps*

OS 1:10 000 Series sheet SH 60 NE, SH 60 SE, SH 60 SW and SH 60 NW.

### *Published sources*

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The Chartered Institute for Archaeologists, 2014. *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives*

**APPENDIX I – WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL  
EVALUATION**



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**Land to the rear and side of  
71 High Street, Madeley, Telford,  
Shropshire.**

**Written Scheme of Investigation  
for Archaeological Evaluation.**

**aeon archaeology**



Archaeological WSI  
Project Code: A0083.1

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1.0 INTRODUCTION.....	2
2.0 ARCHAEOLOGICAL EVALUATION AIMS .....	3
3.0 METHOD STATEMENT – ARCHAEOLOGICAL EVALUATION .....	4
4.0 EVALUATION REPORT.....	5
4.2.1 Post-excavation Assessment .....	5
4.2.2 Post-excavation Report .....	5
4.3 Archive .....	6
5.0 FURTHER ARCHAEOLOGICAL WORKS.....	7
6.0 ENVIRONMENTAL SAMPLES .....	7
7.0 HUMAN REMAINS.....	7
8.0 SMALL FINDS.....	8
9.0 UNEXPECTED DISCOVERIES: TREASURE TROVE.....	8
10.0 STAFF & TIMETABLE .....	9
10.1 Staff .....	9
10.2 Timetable .....	9
11.0 HEALTH AND SAFETY .....	9
12.0 INSURANCE.....	9
13.0 GENERAL .....	10
SPECIALISTS .....	10

## 1.0 INTRODUCTION

K M Bailey (hereafter the Client) is seeking planning consent for development of land to the rear and side of 71 High Street, Madeley, Telford, Shropshire (ref. **TWC/2016/0237**) (centred on **NGR: SH 69735 04441**) (figure 1). The proposed development includes the erection of 4 dwellings, associated parking and access.

The proposed development lies within the medieval settlement of Madeley (Shropshire Historic Environment Record [HER] No. 05201), and within a block of tenements (HER 05197) on the north side of High Street, Madeley, for which there is documentary evidence for burgages in the 1320s. The site is therefore considered to have moderate archaeological potential.

The Senior Archaeological Projects Officer (Mr Hugh Hannaford) at Shropshire Council and on behalf of Telford and Wrekin Council has produced a brief for the archaeological evaluation with the following pre-determination recommendation:

*The National Planning Policy Framework (NPPF) Paragraph 128 states that “In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets’ importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed or has potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation”.*

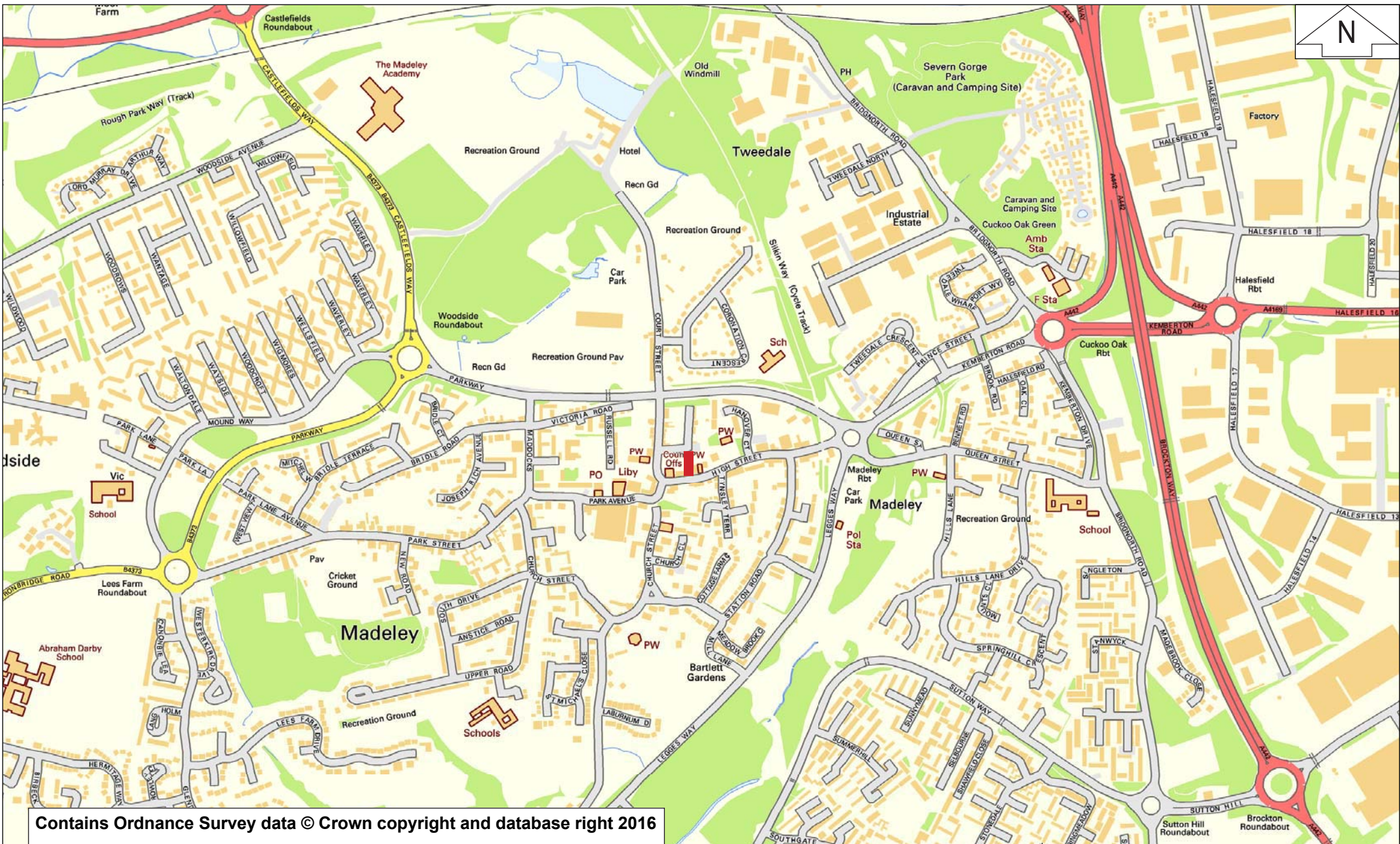
*In view of the above, and in relation to Paragraphs 128 to 135 of the NPPF, it is recommended that an archaeological field evaluation of the application site be undertaken prior to the planning application being determined. The aim of this evaluation would be to locate and assess the extent, survival and significance of any archaeological remains within the proposed development site. This in turn would enable an informed planning decision to be made regarding the archaeological implications of the proposed development and any appropriate archaeological action or mitigation.*

*There should be no determination of the application until the archaeological evaluation has been satisfactorily completed and a report has been submitted to the Local Planning Authority.*

The evaluation will consist of the excavation of 2 archaeological trenches measuring 5.0m by 2.0m to evaluate the potential for preserved buried remains at the site. The topsoil and any overburden will be removed by mechanical excavator, and any archaeological features encountered will be sample excavated by hand in order to determine their character and date. The location of the trenches is shown on Figure 2.

Relevant UK legislation on heritage includes the Ancient Monuments and Archaeological Areas Act 1979, and the Planning (Listed Buildings and Conservation Areas) Act 1990. The Ancient Monuments and Archaeological Areas Act 1979 sets out the requirement for Scheduled Ancient Monument Consent for any works of demolition, repair, and alteration that might affect a Scheduled Ancient Monument. For archaeological sites that are not covered by the above Act, protection is afforded through development control, the Town and Country Planning Act 1990 and the National Planning Policy Framework (NPPF) Paragraph 141, Section 12 (Conserving and Enhancing the Historic Environment).

The current design conforms to the guidelines specified in the *CIFA Standard and Guidance for Archaeological Evaluation* (Chartered Institute for Archaeologists, 2014).



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Figure 01: Location of Site at 71 High Street, Madeley, Telford. Scale 1:10,000 at A4.



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## 2.0 ARCHAEOLOGICAL EVALUATION AIMS

Before trial trenching commences an agreed programme of excavation timing, siting, duration, surface re-instatement and health and safety protection measures will be agreed with the Client and the Senior Archaeological Projects Officer.

The number, size, orientation and distribution of trenches will be agreed in advance so as to best target areas that may contain the archaeological features within the development footprint.

The broad aims of the archaeological evaluation are:

- To determine, as far as is reasonably possible, the location, extent, date, character, condition, significance and quality of any surviving archaeological remains on the site, the integrity of which may be threatened by development at the site.
- To establish the nature and extent of existing disturbance and intrusion to sub-surface deposits and, where the data allows, assess the degree of archaeological survival of buried deposits of archaeological significance.
- To enable the client to establish a schedule for archaeological risks.
- To allow the Senior Archaeological Projects Officer to make an informed decision on the need for and scope of further evaluative and/or mitigatory archaeological works.

The detailed objectives of the archaeological evaluation are:

- Insofar as possible within methodological constraints, to explain any temporal, spatial or functional relationships between the structures/remains identified, and any relationships between these and the archaeological and historic elements of the wider landscape.
- Where the data allows, identify the research implications of the site with reference to the regional research agenda and recent work in Shropshire.

The archaeological evaluation trenches will consist of the following:

**Trench 1** – 5.0m x 2.0m: Located at the southern end of the site and testing the site for discreet features.

**Trench 2** – 5.0m x 2.0m: Located at the northern end of the site and testing the site for discreet features.



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Figure 02: Location of archaeological evaluation trenches at 71 High Street, Madeley, Telford. Scale 1:500 at A4.

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### 3.0 METHOD STATEMENT – ARCHAEOLOGICAL EVALUATION

If archaeological deposits are identified they will be manually cleaned, excavated and recorded to determine extent, function, date and relationship to adjacent features.

Contingency provision will be made for the following:

- Additional excavation of up to 100% of any given feature should the excavated sample prove to be insufficient to provide information on the character and date of the feature.
- Expansion of evaluation trench limits, to clarify the extent of features equivalent to an additional 20% of the core trench area.

The archaeological works will be surveyed with respect to the nearest Ordnance Survey datum point and with reference to the Ordnance Survey National Grid. The trenches, deposits, features and structures within them will be accurately located on a site plan prepared at most appropriate and largest scale.

A written record of the trench content and all identified features will be completed via Aeon Archaeology pro-formas.

Any subsurface remains will be recorded photographically, with detailed notations, measured drawings, and a measured survey. The photographic record will be maintained using a digital SLR camera (Canon 550D) set to maximum resolution (72dpi) with photographs taken in RAW format and later converted to TIFF format for long-term storage and JPEG format for presentation and inclusion in the archive. Photographic identification boards will also be used.

All trenches will be opened with a mechanical excavator fitted with a toothless ditching bucket.

Trenches and spoil heaps will be routinely investigated through the use of a metal detector and any finds/artefacts collected and processed as outlined in section 8.0.

To prevent any potential health and safety risk to the public and staff the trenches will require cordoning with orange mesh fencing secured with road pins.

All excavations will be backfilled with the material excavated and upon departure Aeon Archaeology will leave the site in a safe and tidy condition. Aeon Archaeology has not been requested to re-lay turf/lawn surface nor reinstate hard standing surfaces as found.

Aeon Archaeology will not be held responsible for delays and subsequent costs incurred through the onset of adverse weather. If such conditions occur additional costs may be incurred.

The archive produced will be held at Aeon Archaeology under the project code **A0083.1**.

## 4.0 EVALUATION REPORT

### 4.2.1 Post-excavation Assessment

A report on the results of the archaeological evaluation, in accordance with the recommendations in *Management of Research Projects in the Historic Environment Project Manager's Guide* (English Heritage 2006), and in the Chartered Institute for Archaeologists *Standard and Guidance for an archaeological watching brief* (2014) will be required to be produced upon conclusion of the archaeological fieldwork. The report will be completed within a maximum of two months of completion of work on site and may include examination and quantification leading to the identification of function, form, date, method of manufacture, material/fabric type, source, parallels, attributes and condition of artefacts; of the exploitation of wild or domesticated resources; the reconstruction of environments; and the nature of human populations.

Full analysis of the results of the project, including: dating and interpretation of excavated features; pottery and other finds analysis; analysis of industrial residues by an appropriate specialist or specialists; analysis of samples for environmental data (including pollen, plant macrofossils and beetles) by an appropriate specialist or specialists; radiocarbon dating; discussion of the results in their local, regional and national context, including relating the excavated features and palaeoenvironmental data to evidence from nearby sites, and discussion of the results in their local, regional and national context may be required.

The scope of post-excavation assessment will subject to a specification for approval by the Shropshire Historic Environment Team, upon the conclusion of the fieldwork project and preliminary report.

### 4.2.2 Post-excavation Report

Following completion of the stages outlined above, a report will be produced that will include:

- A non-technical summary.
- A table of contents.
- An introduction with acknowledgements, including a list of all those involved in the project and the location and description of the site.
- A statement of the project aims.
- An account of the project methodology undertaken, with an assessment of the same to include a statement on preservation bias and the means of data collection and sampling strategies.
- A factual summary of the history, development and use of the site.
- A statement setting out the nature, quantity and condition of the material archive (artefacts and ecofacts) including commentary on any bias observed due to collection and sampling strategies and commentary on long-term storage requirements.
- A statement setting out the nature and quantity of the documentary archive (notes, photographs, drawings, digital data).
- A general site plan indicating the position and size of the areas subject to watching brief and the locations of archaeological deposits identified and recorded during the works.
- Plans and sections at appropriate scales, augmented with appropriate photographs. All plans and sections will be related to the Ordnance Survey datum levels and to the National Grid.
- Other maps, plans, drawings, stratigraphic matrices and photographs as appropriate.
- Summary assessment reports on the artefact, bio-archaeological, dating and other assessments/analyses.
- A discussion of the location, extent, date, nature, condition, quality and significance of any archaeological deposits and finds identified during the project.
- A discussion of any research implications arising from the archaeological work.

- Notes on consultations with conservators and the nominated archive repository related to the immediate and long-term conservation and storage requirements for the data held in the site archive and recommendations of retention/discard of artefacts and ecofacts.
- A bibliography of sources consulted.
- Appendices to the report will include artefact catalogues, reports on assessments/analyses and an index to the project archive and a statement on its location/proposed repository.
- In addition the post-excavation report will summarise and draw together the findings of all of the phases of work.

### **4.3 Archive**

A full archive including plans, photographs, written material and any other material resulting from the project will be prepared. All plans, photographs and descriptions will be labelled, and cross-referenced, and lodged with the regional Historic Environment Record (HER).

Bound copies of the report and an archive CD will be sent to the regional HER, the Shropshire Historic Environment Team and to the OASIS database for long term archiving. Copies of all digital files (inc. photos, report as PDF and Word, spreadsheets, databases, survey data etc) to be presented to each of above on optical disc (ie DVD).

## **5.0 FURTHER ARCHAEOLOGICAL WORKS**

The identification of significant archaeological features during the watching brief stage may necessitate further archaeological works. This will require the submission of new cost estimates to the contractor and may be subject to a separate WSI, to be agreed with the Shropshire Historic Environment Team prior to implementation.

This WSI does not include a methodology or cost for examination of, conservation of, or archiving of finds discovered during the watching brief, nor of any radiocarbon dates required, nor of examination of palaeoenvironmental samples associated with any peat deposits. The need for these will be identified in the post-fieldwork programme (if required), and a new WSI will be issued for approval by the Shropshire Historic Environment Team prior to implementation.

## **6.0 ENVIRONMENTAL SAMPLES**

If necessary, relevant archaeological deposits will be sampled by taking bulk samples (a minimum of 10.0 litres and maximum of 30.0 litres) for flotation of charred plant remains. Bulk samples will be taken from waterlogged deposits for macroscopic plant remains. Other bulk samples, for example from middens, may be taken for small animal bones and small artefacts.

Bulk environmental samples will also be taken from any fills, deposits or structures which yield archaeological artefacts, charcoal flecks/ fragments, bone, or any other historic remains.

Advice and guidance regarding environmental samples and their suitability for radiocarbon dating, as well as the analysis of macrofossils (charcoal and wood), pollen, animal bones and molluscs will be obtained from Oxford Archaeology.

For guidance purposes the following volume criteria represent the minimum feature sampling requirements:

- 50% of each discrete feature (e.g. pits and postholes)
- 25% of the exposed areas of each linear feature and all terminals/intersections
- 50% of structural features (e.g. beamslots, ring-ditches)
- 50%-100% of domestic/industrial working features (e.g. hearths and ovens)

## **7.0 HUMAN REMAINS**

Any finds of human remains will be left *in-situ*, covered and protected, and both the coroner and the Shropshire Historic Environment Team informed. If removal is necessary it will take place under appropriate regulations and with due regard for health and safety issues. In order to excavate human remains, a licence is required under Section 25 of the Burials Act 1857 for the removal of any body or remains of any body from any place of burial. This will be applied for should human remains need to be investigated or moved.

## 8.0 SMALL FINDS

The vast majority of finds recovered from archaeological excavations comprise pottery fragments, bone, environmental and charcoal samples, and non-valuable metal items such as nails. Often many of these finds become unstable (i.e. they begin to disintegrate) when removed from the ground. All finds are the property of the landowner; however, it is recommended that all finds are donated to an appropriate museum where they can receive specialist treatment and study. Access to finds must be granted to Aeon Archaeology for a reasonable period to allow for analysis and for study and publication as necessary. All finds would be treated according to advice provided within *First Aid for Finds* (Rescue 1999). Aeon Archaeology staff will undertake initial identification, but any additional advice would be sought from a wide range of consultants.

The recovery policy for archaeological finds will be kept under review throughout the fieldwork phase. Any changes in recovery priorities will be under guidance from an appropriate specialist and agreed with the Shropshire Historic Environment Team. There will be a presumption against the disposal of archaeological finds with the exception of unstratified items dating to the twentieth or twenty-first centuries AD which will be recorded by material, type, form, identification and weight, and discarded.

All finds will be collected and processed including those found within spoil tips. Their location will be recorded; finds numbers attributed, bagged and labelled as well any preliminary identification taking place on site. Where specialist advice is required provision will be made to do so at the earliest possible convenience.

After processing, artefacts which are suitable will be cleaned and conserved in-house. Artefacts requiring specialist cleaning and conservation will be sent to the relevant specialist. All finds will then be sent to a specialist for analysis, the results of which will then be assessed to ascertain the potential of the finds assemblage to meet the research aims of the project. The value of the finds will also be assessed in terms of the wider educational and academic contributions.

## 9.0 UNEXPECTED DISCOVERIES: TREASURE TROVE

Treasure Trove law has been amended by the Treasure Act 1996. The following are Treasure under the Act:

- *Objects other than coins* any object other than a coin provided that it contains at least 10% gold or silver and is at least 300 years old when found.
- *Coins* all coins from the same find provided they are at least 300 years old when found (if the coins contain less than 10% gold or silver there must be at least 10. Any object or coin is part of the same find as another object or coin, if it is found in the same place as, or had previously been left together with, the other object. Finds may have become scattered since they were originally deposited in the ground. Single coin finds of gold or silver are not classed as treasure under the 1996 Treasure Act.
- *Associated objects* any object whatever it is made of, that is found in the same place as, or that had previously been together with, another object that is treasure.
- *Objects that would have been treasure trove* any object that would previously have been treasure trove, but does not fall within the specific categories given above. These objects have to be made substantially of gold or silver, they have to be buried with the intention of recovery and their owner or his heirs cannot be traced.

The following types of finds are not treasure:

- Objects whose owners can be traced.
- Unworked natural objects, including human and animal remains, even if they are found in association with treasure.
- Objects from the foreshore which are not wreck.

All finds of treasure must be reported to the coroner for the district within fourteen days of discovery or identification of the items. Items declared Treasure Trove become the property of the Crown.

The British Museum will decide whether they or any other museum may wish to acquire the object. If no museum wishes to acquire the object, then the Secretary of State will be able to disclaim it. When this happens, the coroner will notify the occupier and landowner that he intends to return the object to the finder after 28 days unless he receives no objection. If the coroner receives an objection, the find will be retained until the dispute has been settled.

## **10.0 STAFF & TIMETABLE**

### **10.1 Staff**

The work will be managed and undertaken by Richard Cooke BA MA MCIfA, Archaeological Contractor and Consultant at Aeon Archaeology.

### **10.2 Timetable**

The archaeological watching brief work can currently be undertaken from April 2016, although the client is encouraged to give as much notice as possible to Aeon Archaeology as project commitments are currently high.

## **11.0 HEALTH AND SAFETY**

Aeon Archaeology has a Health and Safety Policy Statement which can be supplied upon request. Furthermore, site-specific Risk Assessments and Method Statements are compiled and distributed to every member of staff involved with the project prior to the commencement of works.

## **12.0 INSURANCE**

### *Liability Insurance – Insignia Underwriting Policy 347002*

- Employers' Liability: Limit of Indemnity £10m in any one occurrence
- Public Liability: Limit of Indemnity £2m in any one occurrence
- Legal Defence Costs (Health and Safety at Work Act): £250,000

The current period expires 07/09/16

### *Professional Indemnity Insurance – Insignia Underwriting Policy 347002*

- Limit of Indemnity £500,000 any one claim

The current period expires 07/09/16



### **13.0 GENERAL**

All project staff will adhere to the *Code of Conduct of the Chartered Institute for Archaeologists*.

The project will follow the requirements set down in the *Standard and Guidance for Archaeological Excavation* prepared by the Chartered Institute for Archaeologists.

A Method Statement and Risk Assessment will be prepared prior to the commencement of fieldwork and circulated to all staff concerned.

Please note the following:

Aeon Archaeology will not be held responsible for any delays to the work programme resulting from the discovery of archaeological sites or finds.

The cost quoted does not include examination of, conservation of or archiving of finds discovered during the archaeological programme, nor of any radiocarbon dates required, nor of examination of palaeoenvironmental samples.

### **SPECIALISTS**

Specialist advice required will be sought from the following list if required:

- Bone: Nora Bermingham
- Glass: Hilary Cool, Barbican Research Associates.
- Metal artefacts: Phil Parkes, Cardiff Conservation Services, Cardiff.
- Slag, burnt clay, hammerscale: Dr. Tim Young, Geoarch, Cardiff.
- Stone artefacts: Oxford Archaeology
- Wood artefacts: Jane Foley, Foley Conservation, Builth Wells.
- Leather: Quita Mould, Barbican Research Associates.
- Waterlogged environmental: Dr Mike Allen, Allen Environmental Archaeology.
- Environmental samples: Oxford Archaeology
- Numismatics: Peter Guest, Barbican Research Associates.
- Pottery (all periods): Oxford Archaeology
- Clay pipe: Oxford Archaeology

Depending upon the material of the remains the following experts will be consulted regarding the conservation of waterlogged material:

- Organic material: Mr Phil Parkes, Cardiff Conservation Services (tel: +44(0)29 2087 5628)
- Non-organic material: Mr Phil Parkes, Cardiff Conservation Services (tel: +44(0)29 2087 5628)

