

Document Status: FINAL

**WRITTEN SCHEME OF INVESTIGATION
FOR
ARCHAEOLOGICAL MONITORING AND RECORDING**

AT

**RIDGE CROSS
STOCKLAND
DEVON**

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Arrowhead Archaeology**

PROJECT REFERENCES:

East Devon District Council Planning Application No 11/1022/FUL and pending application
Centred on NGR 322336, 101756
DCC HES ref: ARCH/DM/ED/18909
OASIS id: arrowhea1-152036
RAMM accession / reference no. : requested from RAMM
Arrowhead Archaeology project code: AA 165

Fig. 1 Plan

1 BACKGROUND

- 1.1 This Written Scheme of Investigation addresses the requirements stipulated in the above 'Brief for Archaeological Monitoring and Recording' (DCC HES ref, above)
- 1.2 The approved planning application (11/1022/FUL) is for construction of an agricultural building (B1 on Fig. 1); this WSI includes provision for a second agricultural building (B2 on Fig. 1), for which planning consent may in due course be gained. The specialist advice given by Mr Stephen Reed of Devon County Council Historic Environment Team to planning officers of East Devon District Council is reflected in a requirement for archaeological monitoring and recording as outlined in the brief above; should planning consent be granted for B2, the DCC Historic Environment Team would advise the LPA that a similar condition should be placed on any consent granted.
- 1.3 The archaeological work was recommended because the area of proposed development (APD) lies in an area of archaeological potential, particularly with reference its proximity to Stockland Great Castle and the

recovery over time of an assemblage of flint artefacts across the field (below). A gradiometry survey was undertaken over a larger area including the positions of B1 and B2 by Substrata Archaeological Geophysical Surveyors in late February and early March 2013 (Dean, R., 2013). Magnetic anomalies detected included a number of weak positive anomalies of possible archaeological origin, one of which (no. 39) lies within the footprint of B1 (Fig. 1).

It is intended to undertake monitoring and recording of area A on Fig. 1, followed by area B on Fig. 1 should planning consent at some point be obtained for B2.

- 1.4 Arrowhead Archaeology was instructed to undertake the necessary work by Mr Ian Firth (Planning Consultant) on behalf of Mr Robin Bright (Landowner).

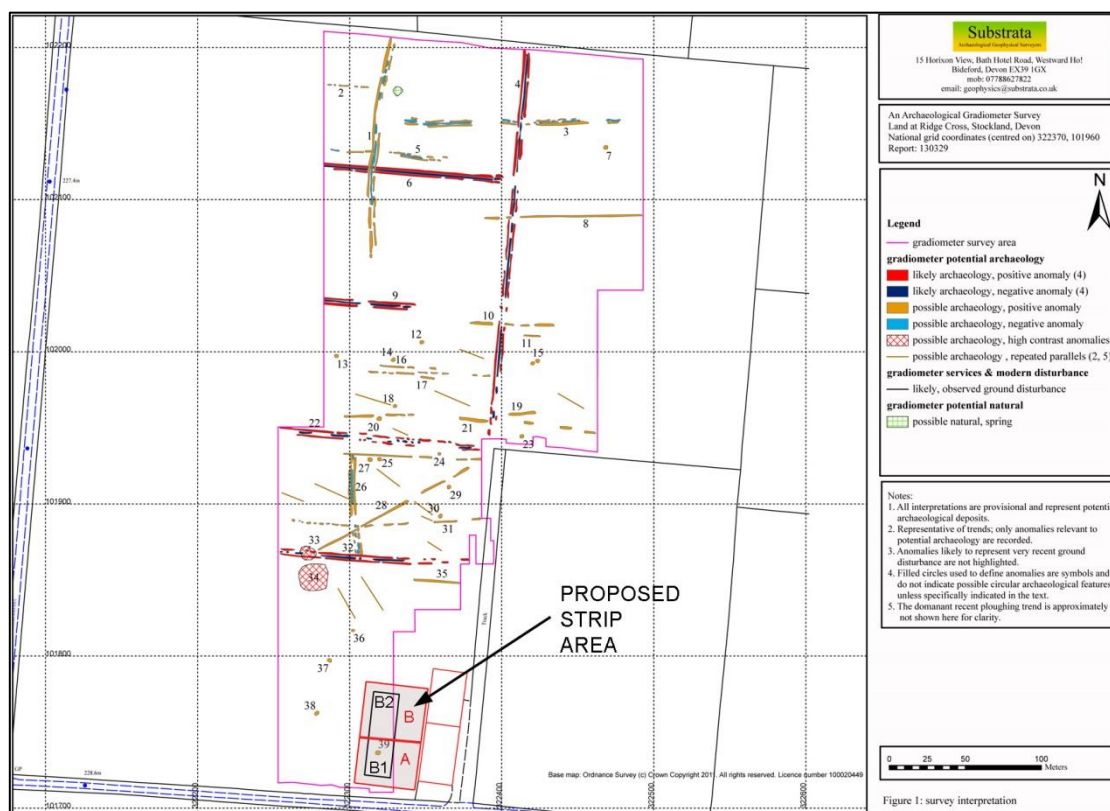


Fig. 1: Building B1 has planning consent, B2 may be granted planning consent at some future date. Areas A and B are the areas to be graded to create level ground for construction of the buildings. The proposed strip areas A and B are positioned on Substrata's plot of magnetic anomalies (Dean, R., 2013).

- 1.5 The principal objective of the programme shall be to observe, investigate, excavate and record any surviving below-ground archaeological artefacts and deposits across the area affected by the proposed development. In particular:
- 1.5.1 To recover lithics and other artefacts in the topsoil
 - 1.5.2 To investigate magnetic anomaly 39 within the footprint of B1
 - 1.5.3 To establish whether archaeological features are present which were not detected by the gradiometric survey, and if present, to record these.

2 WRITTEN SCHEME OF INVESTIGATION

- 2.1 This WSI addresses the requirements articulated in the Brief.
- 2.2 After approval of this WSI by the DCC Historic Environment Team, it will be submitted to and approved by East Devon District Council *prior* to any work commencing on site.

3. PROGRAMME OF ARCHAEOLOGICAL WORKS

3.1 *Desk-based assessment*

The DCC HES has confirmed to Arrowhead Archaeology that a map regression is not required in this case.

HER records for the field in which B1 and B2 are located are as follows. The following information is taken from prior assessment by Substrata, which is contained in their report (Dean, R., 2013).

3.1.1 Historic Landscape Characterisation

Modern enclosures adapting post-medieval fields: modern enclosures that have been created by adapting earlier fields of probable post-medieval date (Devon County Council, undated)

3.1.2 Known archaeological sites in the survey area

The information from which this summary is constructed was provided by Devon County Council Historic Environment Team on 28th March 2013. Please refer to the DCCHEs for the complete record should any further work be undertaken.

There is one Historical Environment Record (HER) entry within the survey area:

- MDV59986 Artefact Scatter, Prehistoric; 7 flints including 1 scraper. NGR ST 223 021 (point).
- Three other entries relate to the field in which the survey took place, all lie just to the west of the survey area:
- MDV50513 Artefact Scatter, Prehistoric; 33 worked flints, 15 flint and 18 chert including flint: 2 scrapers, 2 serrated blades, 1 serrated flake; chert: 3 scrapers. NGR ST 2224 0208 (point).
- MDV50514 Findspot, Prehistoric; two worked flints and 1 chert scraper. NGR ST2222 0180 (point).
- MDV25657 Artefact Scatter, Prehistoric; 40 to 50 worked flints including 3 or 4 cores, 2 scrapers, 3 backed blades and 13 blades. NGR ST 2220 0191 (point).
- Of the many other entries relating to places within 1000m of the survey area, two close to the survey suggest that the area may be of particular archaeological interest:
- MDV1913 Hill Fort Stockland Great Castle; Iron Age Hillfort with extant earthworks on the northern side. NGR (centred on) ST 2259 0256 (285m by 297m)
- MDV20328 Linear Earthworks; unknown date; a stone causeway running east-west, 2m wide and c.130m long with spatially associated parallel tracks and a mound. NGR ST 229 019 (point)

If a full report is prepared then this information will be presented as part of the final report along with the results of the fieldwork.

3.2 *Monitoring and Recording of Groundworks*

Topsoil stripping and all groundworks across the site will be undertaken by a 360° tracked or wheeled JCB-type mechanical excavator fitted with a toothless grading bucket under the supervision and control of the site archaeologist to the depth of formation, the surface of *in situ* subsoil/weathered natural or archaeological deposits whichever is highest in the stratigraphic sequence. Should archaeological deposits be exposed machining will cease in that area to allow the site archaeologist to investigate the exposed deposits.

3.3 Archaeological features and deposits will be cleaned and excavated by hand and will be fully recorded by context as per the Institute for Archaeologists' *Standard and Guidance for an Archaeological Watching Brief* (1994 - revised 2008). All features shall be recorded in plan and section at scales of 1:10, 1:20 or 1:50. All scale drawings shall be undertaken at a scale appropriate to the complexity of the deposit/feature and to allow accurate depiction and interpretation.

As a minimum:

- i) small discrete features will be fully excavated;
- ii) larger discrete features will be half-sectioned (50% excavated); and
- iii) long linear features will be sample excavated along their length - with investigative excavations distributed along the exposed length of any such feature and to investigate terminals, junctions and relationships with other features.

Should the above % excavation not yield sufficient information to allow the form and function of archaeological features/deposits to be determined, full excavation of such features/deposits will be undertaken. Additional excavation may also be undertaken for the taking of palaeoenvironmental samples and recovery of artefacts.

Any variation of the above will be undertaken in agreement with the HET.

- 3.4 Spoil will be examined for the recovery of artefacts.
- 3.5 Should deposits be exposed that contain palaeoenvironmental or datable elements appropriate sampling and post-excavation analysis strategies will be initiated. The project will be organised so that specialist consultants who might be required to conserve or report on finds or advise or report on other aspects of the investigation (e.g. palaeoenvironmental analysis) can be called upon and undertake assessment and analysis of such deposits - if required. On-site sampling and post-excavation and analysis will be undertaken in accordance with English Heritage's guidance in *Environmental Archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation 2002*.
- 3.6 In the event of particularly significant discoveries, the HET will be informed and a site meeting between the consultant, the HET and the client/applicant to determine the appropriate mitigation.
- 3.7 An adequate photographic record of the excavation will be prepared. This will include photographs illustrating the principal features and finds discovered, in detail and in context. The photographic record will also include working shots to illustrate more generally the nature of the archaeological operation mounted. All photographs of archaeological detail will feature an appropriately-sized scale. Digital imagery will be the sole photographic record; suitably archivable prints will be made of the digital images by a photographic laboratory. The drawn and written record will be on an appropriately archivable medium.
- 3.8 Human remains will initially be left in-situ, covered and protected. Removal will only take place under appropriate Ministry of Justice and environmental health regulations. Such removal will be in compliance with the relevant primary legislation.
- 3.9 Should any finds identified as treasure or potential treasure, including precious metals, groups of coins or prehistoric metalwork, be exposed, these will be removed to a safe place and reported to the local coroner according to the procedures relating to the Treasure Act 1996 Code of Practice (2nd Revision). 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.
- 3.10 The results of the desk-based work and a copy of the agreed Written Scheme of Investigation will be made available to the site director/supervisor to enable the adequate interpretation of exposed features/deposits during fieldwork and that the agreed programme of works is understood and undertaken.

4. MONITORING

- 4.1 The archaeological consultant will agree monitoring arrangements with the HET and give two weeks' notice, unless a shorter period is agreed, of commencement of the fieldwork. Details will be agreed of any monitoring points where decisions on options within the programme are to be made.

4.2 Monitoring will continue until the deposition of the site archive and finds, and the satisfactory completion of an OASIS report - see 5.5 below.

4.3 Arrowhead Archaeology will notify the HET upon completion of the fieldwork stage of these works.

5. REPORTING

5.1 The reporting requirements will be confirmed with the HET on completion of the site work. In the event that few or no archaeological remains are exposed, only minimal reporting will be undertaken. The results may be presented in the form of a short entry to the Historic Environment Record (HER), sent to the HET either digitally or as a hard-copy. If archaeological deposits or remains are exposed during the course of the works, then more detailed reporting will be required, in the form of an illustrated summary report submitted both in hard-copy and digitally and, if merited, wider publication.

5.2 Upon completion of the fieldwork and required post-excavation analysis an illustrated report will be prepared. The report will collate the written, graphic, visible and recorded information outlined in section 3 above.

The report will include:

- (i) a summary of the project's background;
- (ii) description and illustration of the site location;
- (iii) a methodology of the works undertaken;
- (iv) include plans and reports of all documentary and other research undertaken;
- (v) a description of the project's results;
- (vi) an interpretation of the results in the appropriate context;
- (vii) a summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
- (viii) a site location plan at an appropriate scale on an Ordnance Survey, or equivalent, base-map;
- (ix) a plan showing the location of the areas subject to the archaeological work and the exposed features and deposits in relation to the site boundaries;
- (x) detailed plans of areas of the site in which archaeological features are recognised along with adequate OD spot height information. These will be at an appropriate scale to allow the nature of the features exposed to be shown and understood. Plans will show the site and features/deposits in relation to north. Archaeologically sterile areas will not be illustrated unless this can provide information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;
- (xi) section drawings of deposits and features, with OD heights, at scales appropriate to the stratigraphic detail will be shown and show the orientation of the drawing in relation to north/south/east/west. Archaeologically sterile areas will not be illustrated unless they can provide information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;
- (xii) site matrices where appropriate;
- (xiii) photographs showing the general site layout and exposed significant features and deposits that are referred to in the text. All photographs will contain appropriate scales, the size of which will be noted in the illustration's caption;

- (xiv) a consideration of evidence within its wider context;
- (xv) a summary table and descriptive text showing the features, classes and numbers of artefacts recovered and soil profiles with interpretation;
- (xvi) specialist assessment or analysis reports where undertaken;
- (xvii) an evaluation of the methodology employed and the results obtained (i.e. a confidence rating).

A draft report will be submitted to the HET for comment prior to its formal submission to the Local Planning Authority.

- 5.3 It is intended that a draft report (see also 5.4 below) will be submitted to the HET within three months of completion of fieldwork; however if provision of specialist reports, scientific dating results etc cause a delay, the HET will be informed of this and a revised date for the production of the report agreed between the HET and Arrowhead Archaeology. If a substantial delay is anticipated then an interim report will be produced within three months of the completion of the fieldwork.
- 5.4 If Areas A and B on Fig. 1 are undertaken as separate stages, as expected at the time of drafting of this WSI, the report referred to in 5.3 above will be treated as an interim illustrated summary report. The report will set out the results of that phase of archaeological works, including the results of any specialist assessment or analysis undertaken. At the completion of the final stage of the fieldwork (Area B, subject to the grant of planning consent) an overarching report setting out the results of all stages of work will be prepared. HET will receive the report within three months of completion of fieldwork, dependent upon the provision of specialist reports, radiocarbon dating results etc. If a substantial delay is anticipated then the HET will be informed of this, an updated interim report will be produced within three months of the completion of the final stage of fieldwork, and a revised date for the production of the full report agreed between the HET and Arrowhead Archaeology.
- 5.5 Should planning consent not be granted for building B2 on Fig.1 within eighteen months of completion and acceptance by the HET of the report referred to in 5.3, and fieldwork in this area undertaken within six months of the grant of any such consent, then the report will be re-issued as a final report, and any future work in area B on Fig. 1 will be treated as a separate project.
- 5.6 On completion of the final report, in addition to copies required by the Client, hard copies of the report shall be supplied to the HET on the understanding that one of these copies will be deposited for public reference in the HER. In addition to the hard copies of the report, one copy shall be provided to the County Historic Environment Team in digital format - in a format to be agreed in advance with the HET - on the understanding that a digital version of the report may in future be made available to researchers via a web-based version of the Historic Environment Record.
- 5.6 Arrowhead Archaeology will complete an online OASIS (*Online AccesS to the Index of archaeological investigations*) form in respect of the archaeological work. This will include a digital version of the report. The report or short entry to the Historic Environment Record will also include the OASIS ID number.

6 PUBLICATION

- 6.1 Where the exposure of archaeological, artefactual or palaeoenvironmental remains is limited or of little significance reporting will follow on directly from the field work - see section 5 above.

Should particularly significant archaeological or palaeoenvironmental remains, finds and/or deposits be encountered, then these, because of their importance, are likely to merit wider publication in line with government planning guidance in paragraph 141 of the *National Planning Policy Framework* (2012). If such remains are encountered, the publication requirements – including any further analysis that may be necessary – will be confirmed with the HET.

- 6.2 *Post Excavation Assessment, Analysis and Project Designs for further work*

Where excavations reveal archaeological, artefactual or palaeoenvironmental deposits that have potential for yielding important information about the site or its environs, through specialist assessment and analysis, this assessment work will be undertaken and reported on in a separate formal Post-Excavation Assessment and Project Design. This document may also fulfil the role of an interim report if a substantial publication delay is expected.

This document will be produced by Arrowhead Archaeology within three months of completion of the fieldwork - specialist input allowing - and agreed with the HET. It will include:

- A summary of the project and its background
- A plan showing the location of the site and plans of the site showing the location of archaeological features, artefactual or palaeoenvironmental deposits exposed
- Research aims and objectives
- Method statements setting out how these aims and objectives are to be achieved
- Details of the tasks to be undertaken
- The results of any specialist assessment work undertaken as part of the production of the formal Assessment and Project Design
- Proposed project team
- Overall timetable for undertaking the tasks as well as setting out monitoring points with the HET
- Details of the journal in which the material is to be published

7. PERSONNEL

- 7.1 The work shall be carried out by the writer of this WSI. The writer may be assisted on site by an experienced excavator, Christopher Tripp.
- 7.2 A list of consultants has previously been submitted to Devon County Council HET. Consultants whose services might be required on this project include: Dr Mike Allen of Allen Environmental Services; Dr Ann Woodward (prehistoric pottery, freelance); Dr Martin Tingle (lithics); Dr John Allan (medieval and post-medieval finds); Rachel Hall (Roman finds, freelance).
- 7.3 Health and Safety matters, including site security, will adhere to all relevant regulations.
- 7.4 The work shall be carried out in accordance with IfA *Standard and Guidance for an Archaeological Watching Brief (1994)*, as amended (2008).

8. CONFLICT WITH OTHER CONDITIONS AND STATUTORILY PROTECTED SPECIES

Arrowhead Archaeology will ensure that - in consultation with the applicant or agent - the required archaeological works do not conflict with any other conditions that have been imposed upon the consent granted and also consider any biodiversity issues as covered by the NERC Act 2006. In particular, such conflicts may arise where archaeological investigations/excavations have the potential to have an impact upon protected species and/or natural habitats e.g. SSSIs, National Nature Reserves, Special Protection Areas, Special Areas of Conservation, Ramsar sites, County Wildlife Sites etc.

9. DEPOSITION OF ARCHIVE AND FINDS

- 9.1 Completion of the project is dependent on the compilation of an ordered and integrated project archive by the archaeological contractor in accordance with this this Brief and with *Management of Research Projects in the Historic Environment (MORPHE)* (<http://www.english-heritage.org.uk/publications/morphe-project-managers-guide/>). The archive will also be transferred for long-term duration to the Archaeology Data Service.
- 9.1.1 The archive will consist of two elements, the artefactual¹ and digital - the latter comprising all born-digital data and digital copies made of the primary site records and images.
- 9.1.2 The deposition of the site archive will be completed within six months of completion of the fieldwork.
- 9.2 *Deposition of the archive*
- 9.2.1 The archaeological consultant has contacted the Royal Albert Memorial Museum, Exeter, to obtain a reference number in order to agree future conditions for deposition of the site archive. The reference number is xxx and will be quoted within the final report or the short entry to the Historic Environment Record.
- 9.2.2 The collecting museums in Devon (Royal Albert Memorial Museum Exeter, Museum of Barnstaple & North Devon and Plymouth City Museum & Art Gallery) require that the digital archive (consisting of born-digital and digital copies of relevant written and drawn data produced during fieldwork) must be transferred into the care of a Trusted Digital Repository instead of with the museum (see '*Deposition of the digital archive*' – below) and generally not with the museum.
- 9.2.3 Arrowhead Archaeology will make appropriate digital copies of all hardcopy elements of the site record.
- 9.2.4 Arrowhead Archaeology will not prepare an archive for fieldwork projects that do not expose deposits of archaeological interest and yield little or no artefactual material. The results of the fieldwork will be held by the HER in the form of the report submitted and the creation of an OASIS entry and uploading of the report. Written confirmation that Arrowhead Archaeology will not be producing an archive must be obtained from the HET. The condition in these cases will be considered as discharged upon receipt of the report and completion of the OASIS entry.
- 9.3 *The Material (Finds) Archive*
- 9.3.1 Items in the material archive will be cleaned (or otherwise treated) ordered, recorded, packed and boxed in accordance with the deposition standards of the relevant museum.
- 9.3.2 Archaeological finds resulting from the investigation (which are the property of the landowner), should be deposited with the appropriate museum - in a manner to be agreed with the museum - and within a timetable to be agreed with the HET. The composition of the archive shall conform to the collecting museum's accession guidelines for depositing archaeological material. The acceptance of an archive by the museum will be in accordance with the museum's accession/collection policies and early consultation with the relevant collecting museum is advised.
- 9.3.3 Arrowhead Archaeology shall, on behalf of the museum, obtain a written agreement from the landowner to transfer title to all items in the material archive to the receiving museum. It is preferable for this agreement to be made at the earliest possible stage following assessment after data-collection. It is not advisable to wait until the archive has been compiled before obtaining transfer of title.
- 9.3.4 If ownership of all or any of the finds is to remain with the landowner, provision and agreement must be made for the time-limited retention of the material and its full analysis and recording, by appropriate specialists.
- 9.4 *Deposition of the digital archive*

The digital archive will consist of:

- (i) all born-digital data (images, survey data, digital correspondence, site data collected digitally etc.) and

(ii) digital copies made of all other relevant written and drawn data produced and/or collected during fieldwork - i.e. the primary record comprising context records and indices, sample sheets and indices, finds records and indices, site drawings - earthwork surveys, sections and plans, as well as relevant sketches or notes that aid the interpretation and understanding of the site and its recording, any relevant information undertaken as part of the post-excavation assessment or analysis, etc.

9.4.1 Digital archive will be deposited with the Archaeology Data Service and thus made publicly accessible, in accordance with the National Planning Policy Framework (2011). Digital archive must be compiled in accordance with the standards and requirements of the ADS, which may be accessed through the ADS website: <http://archaeologydataservice.ac.uk/advice/guidelinesForDepositors>

Guidance on selection for the archive is also provided:

<http://archaeologydataservice.ac.uk/advice/selectionGuidance>

9.4.2 A licence to copyright for documentary material, in both physical and digital forms, will be given to the receiving repository, the RAMM in Exeter.

9.5 *Disposal of the primary hardcopy records*

9.5.1 The RAMM will be enabled to retain the hardcopy archive to accompany the artefactual material if it wishes. Arrowhead Archaeology will first offer the primary paper record archive to the museum prior to its disposal.

Once the digital archive has been transferred to the ADS, and the museum has confirmed that this has occurred satisfactorily and that they do not require the hardcopy archive, the archaeological contractor will retain the primary hardcopy items for a period of one year prior to its disposal. Disposal may comprise offering the hardcopy archive to a third party organisation for public use or as a teaching resource.

9.5.2 If RAMM does not require the hardcopy element, and no third party approached wishes to accept the hardcopy archive, this will be disposed of by burning.

9.5.3 Arrowhead Archaeology will notify the HET upon the completion of:

- i) deposition of the digital archive with the ADS, and
- ii) deposition of the material (finds) archive with the museum.

9.5.4 The condition placed upon this development will not be regarded as discharged until the report has been produced and submitted to the HET and the LPA, the site archive deposited and the OASIS form completed.

10 BIBLIOGRAPHIC REFERENCES

Dean, R., 2013 'An archaeological gradiometer survey, Land at Ridge Cross, Stockland, Devon, National grid coordinates (centred on) 322370, 101690, Report: 130329'