



Mill Bank, Mill Bank Street, Wem, Shropshire

August 2017
V 1.0



aeon archaeology



Archaeological Evaluation
Project Code: A0125.1
Report no. 0136



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Archaeological Evaluation

Aeon Archaeology

25, Mold Road

Broughton

Chester

CH4 0PQ

Written by: Josh Dean BA ACIfA

Checked by: Richard Cooke BA MA MCIfA



Project Code: A0125.1

Date: 15/08/2017

Client: Edis Developments Ltd

info@aeonarchaeology.co.uk

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1.0 NON-TECHNICAL SUMMARY

Aeon Archaeology was commissioned by Edis Developments Ltd, hereafter the Client, to undertake an archaeological evaluation consisting of the excavation of two trenches; as part of a development proposal (**ref: 13/03891/FUL**): of 5 new dwellings with associated parking provision on land located at Mill Bank, Mill Street, Wem, Shropshire SY4 5ED (centred on **NGR: SJ 51245 28737**) (figures 01 and 02).

The archaeological evaluation at Mill Bank, Mill Street, Wem revealed that the area within Trench 1 appeared to have been previously undeveloped apart from the buried remains of the former trackway leading to Mill Bank House, which had been constructed through cutting into the natural glacial substrata and the deposition of multiple layers of hardcore material. The excavation of trench 2 showed that the eastern part of the Site had been previously stripped on to the natural glacial substrata thus removing any potential for the preservation of archaeological remains.

2.0 INTRODUCTION

A development proposal was submitted by the Client, for the construction of 5 new dwellings with associated parking provision on land located at Mill Bank, Mill Street, Wem, Shropshire SY4 5ED (centred on **NGR: SJ 51245 28737**) (figures 01 and 02).

The development site is located on land to the immediate east of Mill Street. The site forms part of the former garden area associated with Mill Bank and is set within the Wem Conservation Area. The plot is currently in use as an enclosed garden.

The Natural and Historic Environment Manager (Dr Andy Wigley) at Shropshire Council did not produce a brief for the archaeological evaluation but the following was made a condition of full planning permission (**ref: 13/03891/FUL**):

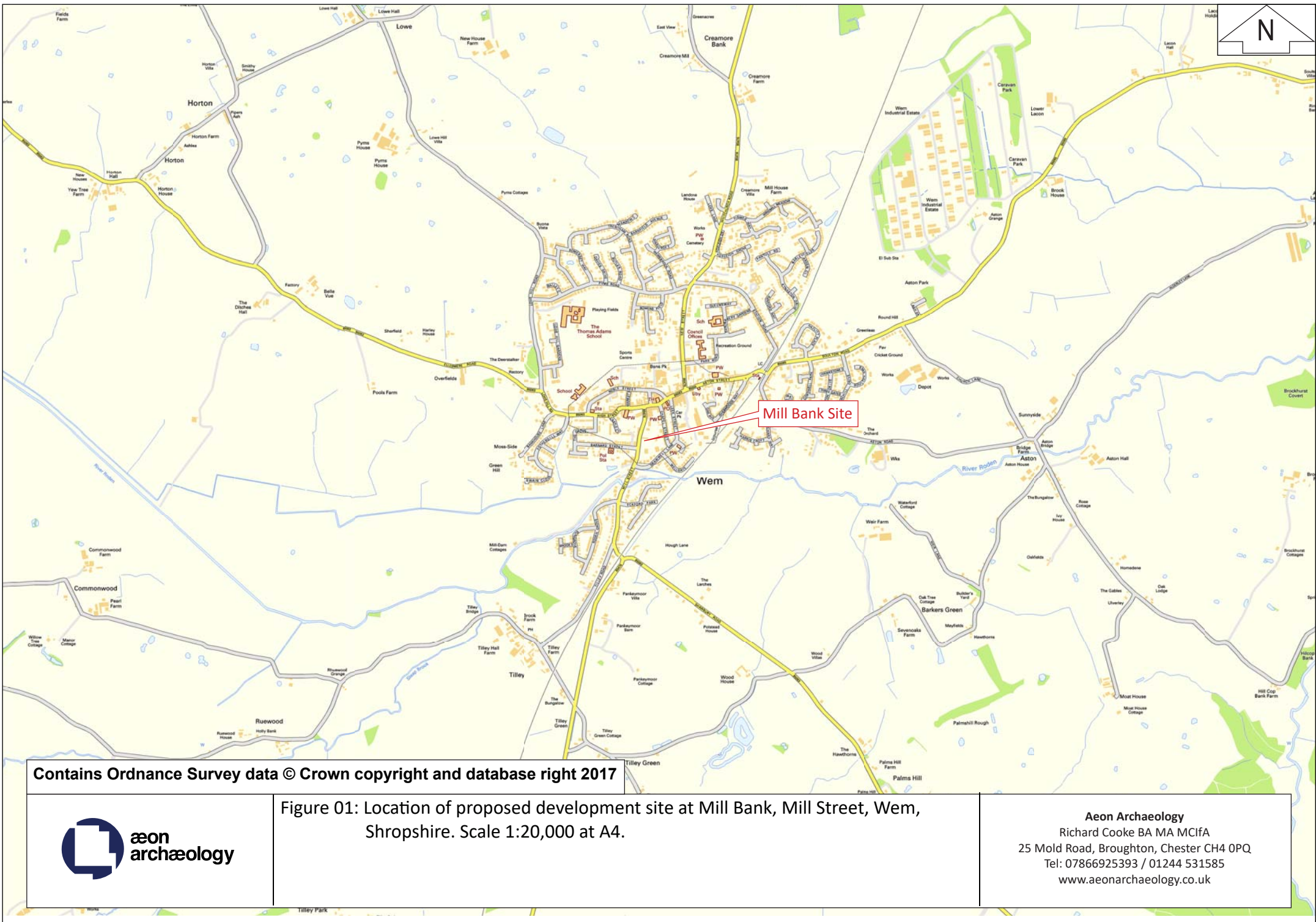
No development approved by this permission shall commence until the applicant has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation (WSI). This written scheme shall be approved in writing by the Local Planning Authority prior to the commencement of works and shall be carried out as approved.

Reason: The site is known to hold archaeological interest.

The evaluation consisted of the excavation of 2 x archaeological evaluation trenches measuring 20.0m by 1.8m & 15.0m by 1.80m respectively, in order to evaluate the potential for preserved buried remains at the site. The topsoil and any overburden was removed by mechanical excavator, and the archaeological features encountered were to be sample excavated by hand in order to determine their character and date. The location of the trenches is shown on Figure 03.

The use of such a condition is in line with the guidance set out in paragraph 141, Section 12 (Conserving and Enhancing the Historic Environment) of the National Planning Policy Framework (2012), published by the Department for Communities and Local Government and Managing Significance in Decision Taking in the Historic Environment, Historic Environment Good Practice Advice in Planning: 2 (Historic England 2015)

Reference will be made to the guidelines specified in Standard and Guidance for Archaeological Evaluation (Chartered Institute for Archaeologists, 2014).

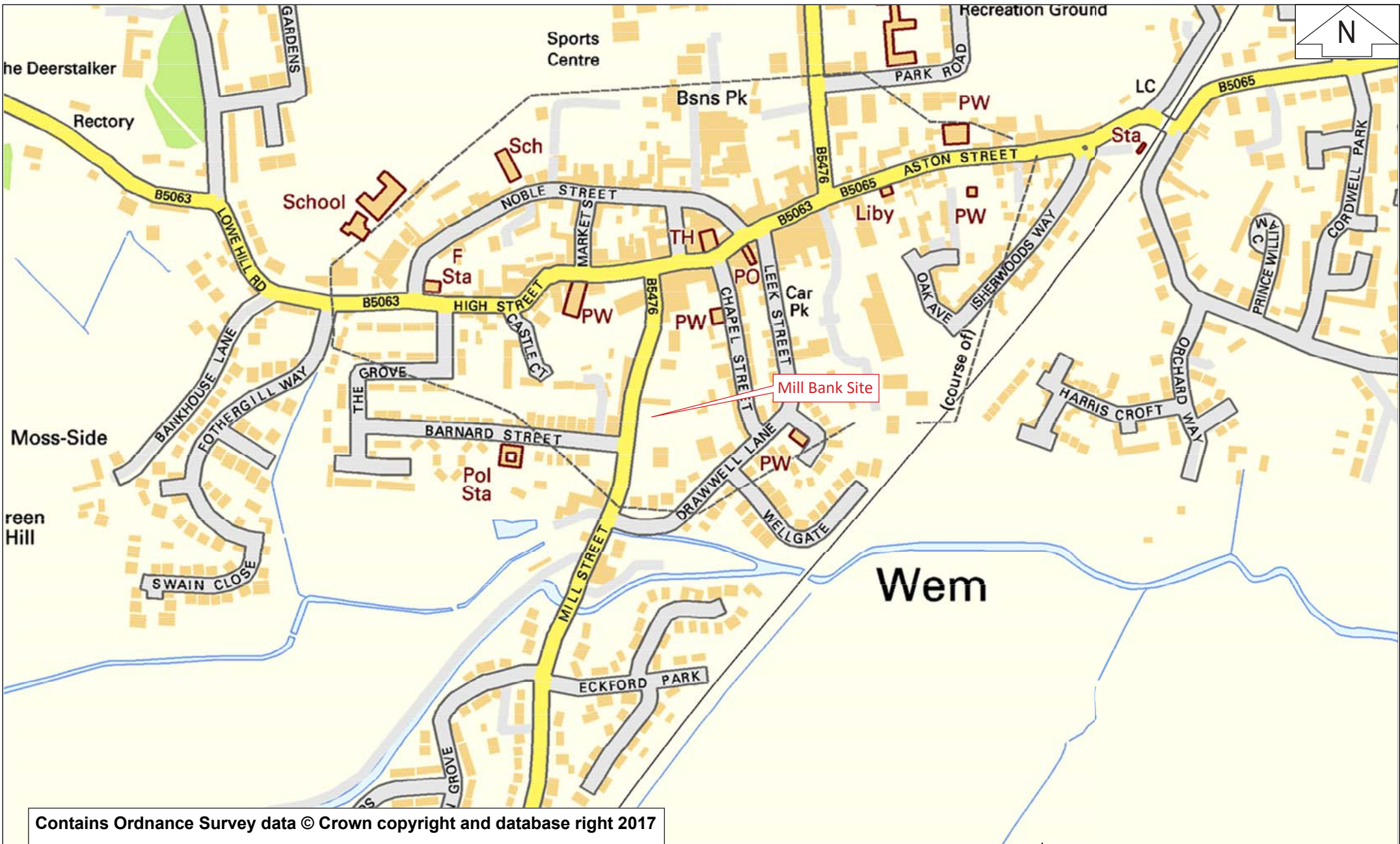


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Figure 01: Location of proposed development site at Mill Bank, Mill Street, Wem, Shropshire. Scale 1:20,000 at A4.

Aeon Archaeology
 Richard Cooke BA MA MCIFA
 25 Mold Road, Broughton, Chester CH4 0PQ
 Tel: 07866925393 / 01244 531585
www.aeonarchaeology.co.uk

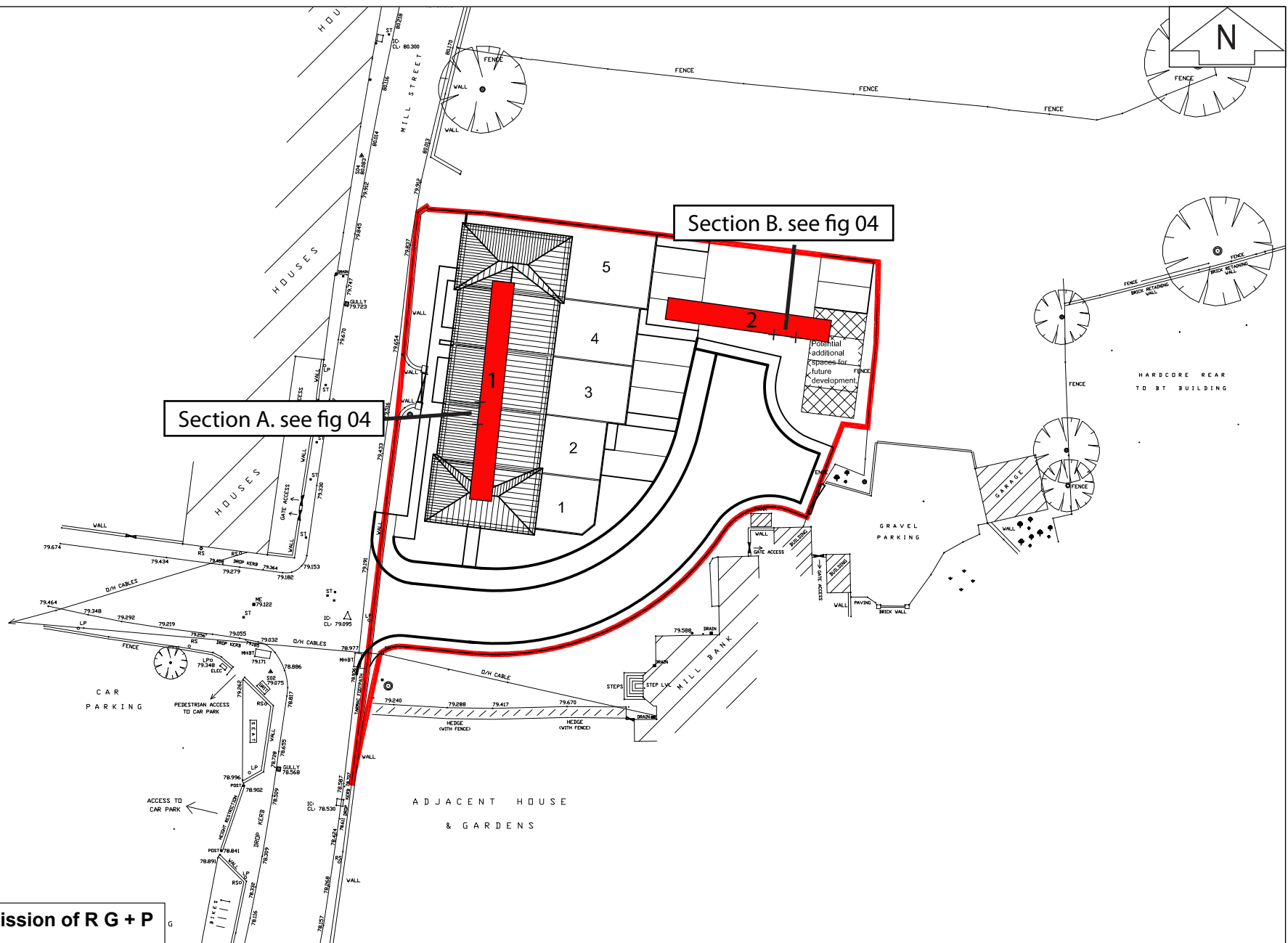


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Figure 02: Location of proposed development site at Mill Bank, Mill Street, Wem, Shropshire. Scale 1:5,000 at A4.



Aeon Archaeology
 Richard Cooke BA MA MCifA
 25 Mold Road, Broughton, Chester CH4 0PQ
 Tel: 07866925393 / 01244 531585
 www.aeonarchaeology.co.uk



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Figure 03: Location of archaeological evaluation trenches at Mill Bank, Mill Street, Wem, Shropshire. Scale 1:500 at A4.

Aeon Archaeology
 Richard Cooke BA MA MCIFA
 25 Mold Road, Broughton, Chester CH4 0PQ
 Tel: 07866925393 / 01244 531585
 www.aeonarchaeology.co.uk

3.0 ARCHAEOLOGICAL EVALUATION AIMS

Before trial trenching commenced an agreed programme of excavation timing, siting, duration, surface re-instatement and health and safety protection measures was agreed upon with the Client and the Natural and Historic Environment Manager (Andy Wigley).

The number, size, orientation and distribution of trenches were 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 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 have been 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 Natural and Historic Environment Manager 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 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.

The archaeological evaluation trenches consisted of the following:

Trench 1 – 20.0m x 1.8m: Located at the western end of the site and testing the site for discreet features. This trench was to be excavated on to the first archaeological horizon or natural glacial substrata, whichever was encountered first.

Trench 2 – 15.0m x 1.8m: Located at the eastern end of the site and testing the site for discreet features. This trench was to be excavated on to the first archaeological horizon or natural glacial substrata, whichever was encountered first.

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* (English Heritage 2010), 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

In this instance it was not necessary to prepare a revised project design as alluded to in Phase 3; as there was a paucity of evidence recovered in Phase 2 in terms of archaeological features and the residual ceramic finds only offered minimal potential for analysis and therefore did not warrant any alteration to the initial project design.

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 was to carry out the analysis as 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 HISTORICAL CONTEXT

The proposed development site lies within the historic core of Wem, as defined by the Central Marches Historic Towns Survey. The medieval function of the site is not known. However, its position in relation to the castle and the church, and on one of the main roads within the town, suggested that it was important and perhaps contained a manorial enclosure (HER PRN 05542). A map of the town of 1631 shows a substantial house existed on the site by the early 17th century, which is assumed to have been destroyed in the fire of 1677.

By the early 18th century at least this had become the site of the parsonage, when a new house was built c1716 for the then parson Dr Chandler. Roden House (Listed Grade II – National Heritage List ref. 1055439) dates to the early 19th century. Historic editions of the Ordnance Survey indicate that Roden House was surrounded by ornamental grounds by the late 19th century (HER PRN 05526), and the earlier houses were presumably also provided with an appropriate setting. The relative low intensity use of this site during the post-medieval period therefore suggested that any earlier remains were likely to remain relatively well preserved, and for this reason the site was deemed to have moderate - high archaeological potential.

5.0 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 Natural and Historic Environment Manager.

To prevent any potential health and safety risk to the public and staff the trenches were cordoned with heras fencing until the trenches were safely backfilled and all plant was removed from site.

The archive produced is held at Aeon Archaeology under the project code **A0125.1**.

5.1 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 550D) 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.

5.2 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.

5.3 Artefact Methodology

All artefacts were to be collected and processed including those found within spoil tips. 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 archaeological watching brief. Any changes in recovery priorities would be made under guidance from an appropriate specialist and agreed with the Client and the Archaeological Advisor at Derbyshire Council. There was a presumption against the disposal of archaeological finds regardless of their apparent age or condition.

5.4 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 Oxford Archaeology if required.

5.5 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. Upon approval from the Client copies of the report will be sent to the Shropshire Historic Environment Record, the Natural and Historic Environment Manager and the OASIS database.

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 during the archaeological watching brief as no suitable deposits or fills were encountered.

6.3 Artefacts

No artefacts were recovered during the archaeological watching brief.

7.0 RESULTS OF THE ARCHAEOLOGICAL EVALUATION TRENCHES

The evaluation trenches were designed to assess and characterise known, or potential, archaeological remains. The trenches 1 & 2 were both excavated down onto the natural glacial substrata. The weather conditions consisted of rain showers with periods of bright sunshine.

Trench 1

Trench 1 was located towards the west of the proposed development area (see Figure 03). The trench measured 20m in length by 1.80m in width to a maximum depth of 0.60m and was orientated north to south. The trench was targeting unknown buried archaeological remains within the development area.

Trench 1 was excavated through 0.60m deep dark black-grey, silt-clay topsoil with frequent brick fragment inclusions. This overlaid a 0.30m deep mid red brown sand-silt subsoil which covered a light red-brown clay-sand natural with frequent small and medium cobble inclusions. Several intrusions into the natural were investigated and found to be tree boles.

Towards the centre of the trench the topsoil and subsoil had been cut away onto the underlying gravelly clay-sand beneath and successive layers of pea gravel and hard core added to create a former trackway to Mill Bank house.

Trench 2

Trench 2 was located towards the northeast of the proposed development area. The trench also measured 20m in length by 1.80m in width to a maximum depth of 0.92m and was orientated east to west. The trench was targeting unknown buried archaeological remains within the development area.

At its eastern end Trench 2 was excavated through a single 0.46m layer of dark black-grey, silt-clay topsoil with frequent brick fragment inclusions onto a mid-red-brown gravelly sand natural. The west end of the trench differed in that it was cut through a 0.22m deep dark black-grey, silt-clay topsoil which then covered a 0.38m mid-grey-black sand-silt with frequent brick, glass and plastic inclusions. Below this deposit was the light red-brown clay-sand natural.

Towards the east of the trench the previous soil horizons appeared to have been stripped down to the natural glacial sub strata, where after a period of time an accumulated topsoil formed from repeated vegetation growth and die back. Towards the west end there was a similar removal of topsoil/subsoil(s) however with a redeposited layer with frequent modern inclusions located between the topsoil and the natural.



Plate 01: Post ex shot; Trench 1 - from North - Scale 1m



Plate 02: Post ex shot; Trench 1 - from South - Scale 1m



Plate 03: Generic Section; Trench 1 - from East - Scale 0.5m



Plate 04: Post ex shot; Trench 2 - from East - Scale 1m

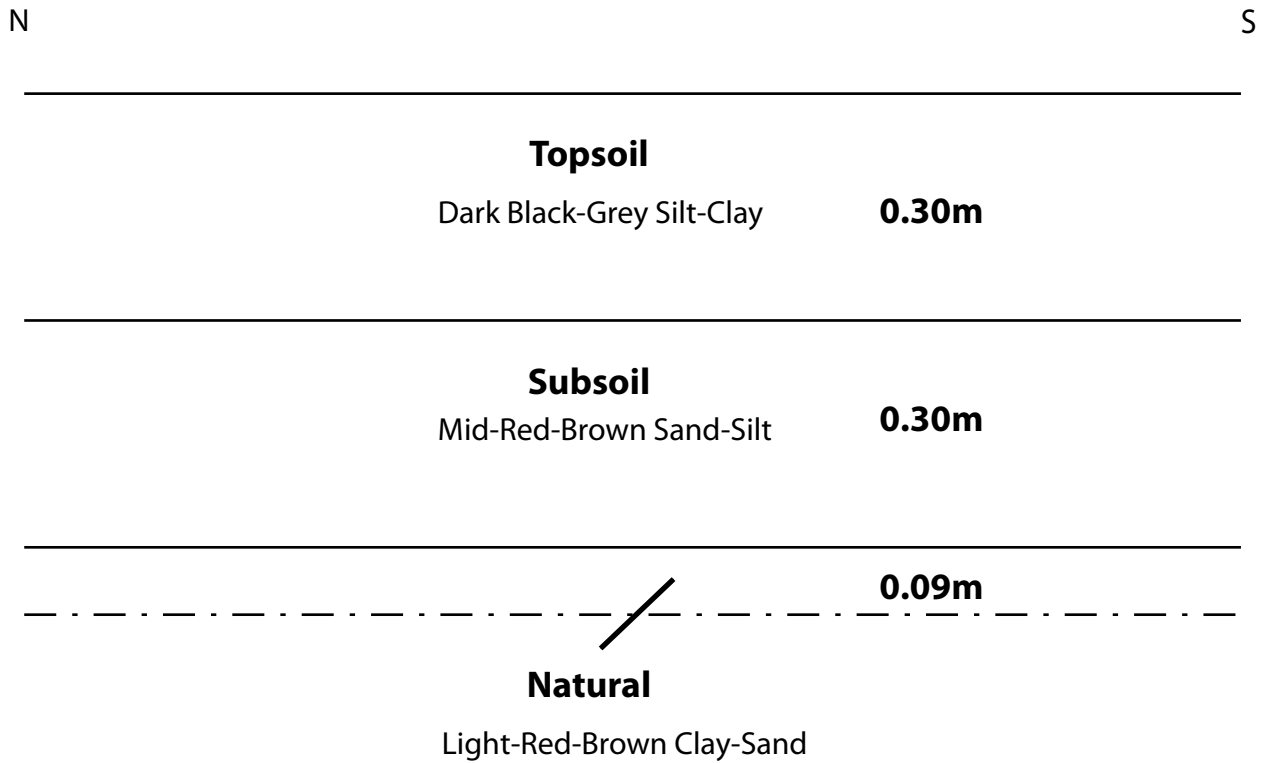


Plate 05: Post ex shot; Trench 2 - from West - Scale 1m



Plate 06: Generic Section; Trench 2 - from North - Scale 0.5m

A. Generic section of Trench 1. (located on Figure 03)



B. Generic section of Trench 2. (located on Figure 03)

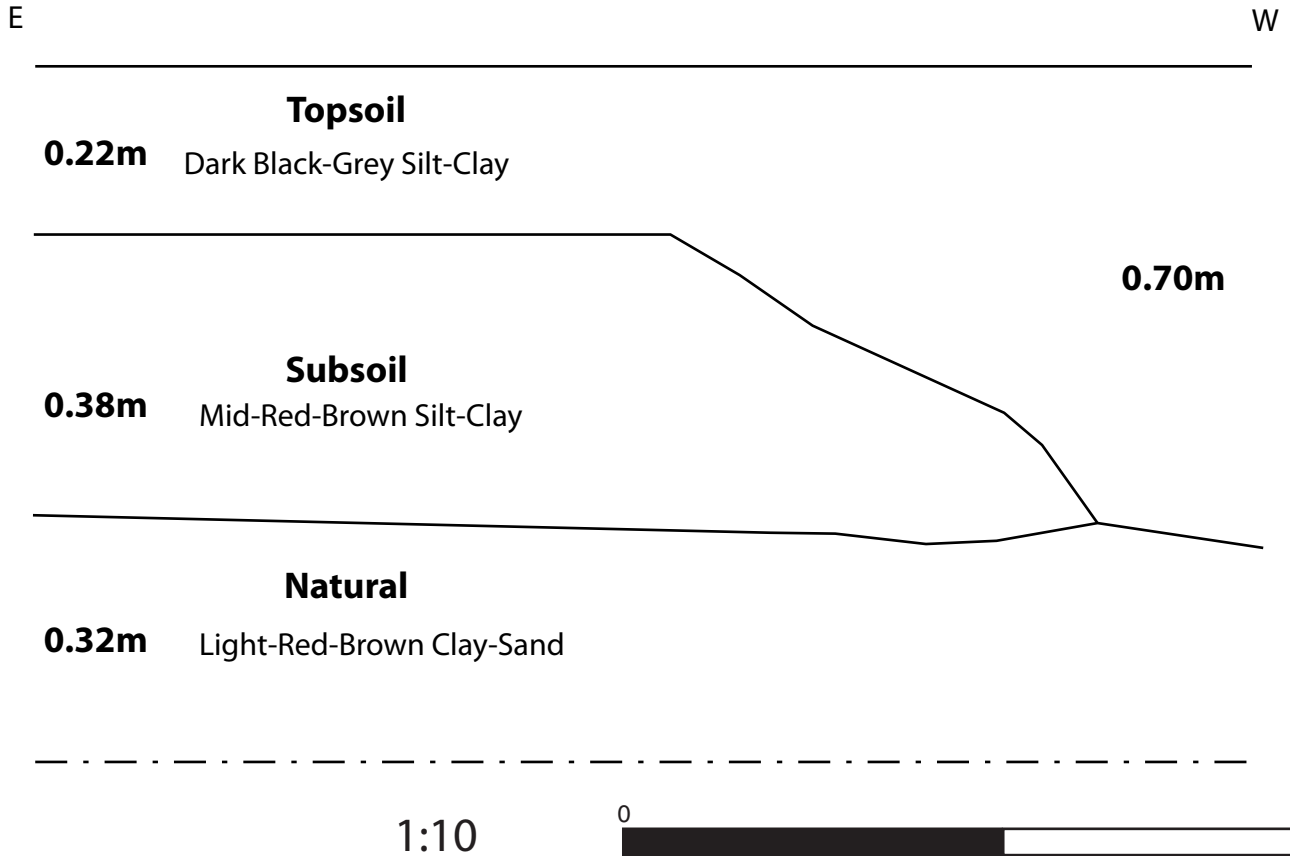


Figure 04: Generic sections of Trenches 1 & 2, Mill Bank, Mill Bank Street, Wem, Shropshire. Scale 1:10 a A4.

8.0 CONCLUSION AND RECOMMENDATIONS

Following the archaeological evaluation at Mill Bank, Mill Bank Street, Wem the aims and objectives of the project were met as far as could be anticipated; The two trenches demonstrated that the previous land surface had either remained free of development (apart from a trackway) to the west near Mill Bank street and had been subject to a thorough removal of previous soil horizons toward the west. Furthermore the high quantity of modern and post medieval inclusions present in the subsoil toward the eastern end of trench 2 establishes that following the removal of the previously existing deposits, there was redeposition of a heavily mixed layer across a portion of the site, perhaps as an attempt at levelling.

There were no significant archaeological remains found or buried features encountered suggesting that the remnants of any early structures or events have been previously removed by a wholesale clearance of the area.

9.0 SOURCES

OS Maps

OS 1:10 000 Series sheet SJ 52 NE, SJ 52 NW, SJ 52 SE, SJ 25 SW

Published sources

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The Chartered Institute for Archaeologists, 2014. *Standard and Guidance for Archaeological Field Evaluation*

The Chartered Institute for Archaeologists, 2014. *Code of Approved Practice*

The Chartered Institute for Archaeologists, 2014. *Code of Conduct*

The Chartered Institute for Archaeologists, 2014. *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*

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

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1.0 INTRODUCTION

A development proposal has been submitted by Edis Developments Ltd, hereafter the Client, for the construction of 5 new dwellings with associated parking provision on land located at Mill Bank, Mill Street, Wem, Shropshire SY4 5ED (centred on **NGR: SJ 51245 28737**) (figures 01 and 02).

The development site is located on land to the immediate east of Mill Street. The site forms part of the former garden area associated with Mill Bank and is set within the Wem Conservation Area. The plot is currently in use as an enclosed garden and it is acknowledged that there may be latitude on the positioning of each trench due to the presence of mature trees.

The Natural and Historic Environment Manager (Dr Andy Wigley) at Shropshire Council did not produce a brief for the archaeological evaluation but the following was made a condition of full planning permission (**ref: 13/03891/FUL**):

No development approved by this permission shall commence until the applicant has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation (WSI). This written scheme shall be approved in writing by the Local Planning Authority prior to the commencement of works and shall be carried out as approved.

Reason: The site is known to hold archaeological interest.

The proposed development site lies within the historic core of Wem, as defined by the Central Marches Historic Towns Survey. The medieval function of the site is not known. However, its position in relation to the castle and the church, and on one of the main roads within the town, suggested that it was important and perhaps contained a manorial enclosure (HER PRN 05542). A map of the town of 1631 shows a substantial house existed on the site by the early 17th century, which is assumed to have been destroyed in the fire of 1677. By the early 18th century at least this had become the site of the parsonage, when a new house was built c1716 for the then parson Dr Chandler. Roden House (Listed Grade II – National Heritage List ref. 1055439) dates to the early 19th century. Historic editions of the ordnance survey indicate that Roden House was surrounded by ornamental grounds by the late 19th century (HER PRN 05526), and the earlier houses were presumably also provided with an appropriate setting. The relative low intensity use of this site during the post-medieval period therefore suggests that any earlier remains are likely to remain relatively well preserved, and for this reason it is deemed to have moderate - high archaeological potential.

The evaluation will consist of the excavation of 2 x archaeological evaluation trenches measuring 20.0m by 1.8m and 15.0m x 1.8m respectively, 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 03.

This WSI states the aims, objectives and methodology for implementing the archaeological evaluation.

The use of such a condition is in line with the guidance set out in paragraph 141, Section 12 (Conserving and Enhancing the Historic Environment) of the National Planning Policy Framework (2012), published by the Department for Communities and Local Government and Managing Significance in Decision Taking in the Historic Environment, Historic Environment Good Practice Advice in Planning: 2 (Historic England 2015)

Reference will be made to the guidelines specified in Standard and Guidance for Archaeological Watching Brief (Chartered Institute for Archaeologists, 2014).

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 Natural and Historic Environment Manager.

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 Natural and Historic Environment Manager 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 – 20.0m x 1.8m: Located at the western end of the site and testing the site for discreet features. This trench will be excavated on to the first archaeological horizon or natural glacial substrata, whichever is encountered first.

Trench 2 – 15.0m x 1.8m: Located at the eastern end of the site and testing the site for discreet features. This trench will be excavated on to the first archaeological horizon or natural glacial substrata, whichever is encountered first.

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 600D) 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 in spits of approximately six inches on to the first archaeological horizon or natural glacial substrata, whichever is encountered first. After this all cleaning will be done by hand.

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 heras fencing until the trenches are safely backfilled and all plant removed from site.

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 **A0125.1**.

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 evaluation* (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 be subject to a specification for approval by the Natural and Historic Environment Manager, 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 evaluation trenches 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 retained at Aeon Archaeology, Chester. A digital copy of the report including scanned copies of all proformas will be lodged with the Shropshire Historic Environment Record (HER) and Oasis online database

5.0 FURTHER ARCHAEOLOGICAL WORKS

If archaeological features are encountered that cannot satisfactorily be characterised within the limits of the evaluation then further archaeological works may be required. This may involve the excavation of additional evaluation trenches or the extension of the limits of existing trenches. This will require the submission of new cost estimates to the Client and may be subject to a separate WSI, to be agreed with the Derbyshire County Council Development Control Archaeologist 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 liner 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 Natural and Historic Environment Manager 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 Natural and Historic Environment Manager. 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 evaluation can currently be undertaken from July/August 2017, 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 07/09/17

Professional Indemnity Insurance – Insignia Underwriting Policy 347002

- Limit of Indemnity £500,000 any one claim

The current period expires 07/09/17

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 Evaluation* 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.

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)

