

**An Archaeological Watching  
Brief at the Whitehouse Hotel  
(former Star Hotel)  
61 Foregate Street, Worcester  
2003**

**Project No. 1079**

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at the Whitehouse Hotel  
(former Star Hotel)  
61 Foregate Street, Worcester 2003**

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61 Foregate Street, Worcester 2003**

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***SUMMARY***

*Archaeological observation and salvage recording was carried out on the site of The Whitehouse Hotel, Foregate Street, Worcester (NGR SO 8490 5518), during the groundworks for the construction of an extended basement to the rear of the hotel. The site lies within the historic core of the Roman and medieval city and the observation and recording took place in line with the archaeological policies in the City of Worcester Local Plan. A desk-based assessment carried out on the Star Hotel suggested that the site was likely to contain significant Roman, medieval and post-medieval remains (White and Baker 2000). An evaluation carried out in 2002 identified extensive truncation due to cellaring and a deep layer of post-medieval build-up in trenches adjacent to the back of the hotel (Cherrington 2002). A large L-shaped trench was excavated through the existing cellar and a series of large pits and layers were identified. A number of these features contained artefacts which dated to the medieval period. Certain of these artefacts were associated with others of post-medieval date and can be considered residual.*

**1.0 INTRODUCTION**

This report describes the results of archaeological observation and recording carried out during groundworks for the construction of an extended basement to the rear of The Whitehouse Hotel, Foregate Street, Worcester (NGR SO 8490 5518, Fig. 1). The work was carried out by Birmingham Archaeology on behalf of Miras Contracts Ltd.

The observation and recording was carried out in accordance with a brief prepared by Worcester City Museum Archaeology Section (2003), and followed the guidelines set down in *Standard and Guidance for Archaeological Watching Briefs* (Institute of Field Archaeologists 1999).

**2.0 ARCHAEOLOGICAL BACKGROUND**

Roman remains have been found to the west and the north of the study area at Farrier Street, Love's Grove and Kardonia excavations (Fig. 1). These sites produced evidence of iron working in the form of waste products or small furnaces.

The rear of the site lies approximately 65m to the east of a Roman road heading north from the defended area of the Roman town, which is thought to be heading towards the forts at Greensforge, Staffordshire. This road has been observed at Broad Street and

Farrier Street immediately to the west of the development area.

It is possible that Foregate Street itself represents a second Roman road heading north from the centre of the settlement. If this is the case Foregate Street may also have supported a 'ribbon' of suburban development.

Activity within the vicinity of the Roman road may have continued into the Saxon period and may be represented by a 'dark earth cultivation deposit' although there is potential for occupation within this area.

Medieval occupation began around 1100, or soon after. The former Star Hotel lies within the Foregate suburb, a planned urban extension developed by the bishops of Worcester. The plots on the western side of Foregate Street were short and terminated at a parallel rear service lane (the present Farrier Street). A tile workshop is recorded in the area in the medieval period.

The suburb was demolished in the Civil War and evidence of that episode of demolition and reconstruction may remain.

This provides a brief summary of the desk-based assessment that has been undertaken for the development area (White and Baker 2000).

### **3.0 OBJECTIVES**

The objectives of the observation and recording were to provide a record of any archaeological deposits or features which might be present below the modern ground surface, and to provide an understanding of the history and significance of the archaeology as a whole.

### **4.0 METHOD**

The objectives were achieved through continual archaeological monitoring during the machine excavation of an L-shaped basement foundation (Fig. 1). This trench measured approximately 25m x 16m and was excavated to a depth of 3.0m below the modern ground surface. All stratigraphic relationships were recorded on individual pro-forma record cards. A photographic record was maintained, supplemented by scale drawings at 1:50. These together with recovered artefacts form the site archive. This is presently housed at the offices of Birmingham Archaeology.

## 5.0 ARCHAEOLOGICAL RESULTS (Fig. 2, Plates 1 to 4)

The yellow sand and red gravel subsoil (1002), was encountered at a depth of 1.5m below the modern ground surface. A series of large, intersecting pits (F100 not illustrated Plate 1, F101 to F109 Fig. 2, Plates 2 and 3), were identified which truncated the subsoil severely in the majority of the excavated area. These pits ranged in width (approximately 2.0m to 4.0m), and depth (approximately 1.0m to 3.0m), and had varied profiles. The fills of these pits (1003, 1004 not illustrated, 1005 to 1013 Fig. 2), however, were very similar; a clean, uniform greyish brown sandy silt with lenses of clean redeposited yellow sand forming bands within the fills. In places it was not possible to determine the edges of individual features. Where artefacts were recovered from the features, it was determined that the pottery and brick dated primarily from the medieval period. Sealing these pits was a similar layer of grey brown sandy silt (1001), which contained occasional brick, tile, bone and pottery fragments. The pottery recovered from this context was determined to be primarily medieval in origin, although residual, due to the association with it of post-medieval tile fragments. This layer (1001), was undulating across the length of the area, and varied in depth between 0.5m and 1.0m.

### 5.1 Assessment of medieval sherds (*pers. comm. S. Ratkai*)

Feature	Context	Fabric	Date
Layer	1001	Cistercian Ware	16 <sup>th</sup> century
Layer	1001	Malvernian cooking pot - Fabric 56	13 <sup>th</sup> century
Layer	1001	Malvernian - Fabric 69	14 <sup>th</sup> – 16 <sup>th</sup> century
F101	1005	Malvernian - Fabric 69	14 <sup>th</sup> – 16 <sup>th</sup> century
F103	1007	Malvernian - Fabric 69	15 <sup>th</sup> – 16 <sup>th</sup> century
F103	1007	Worcester Glazed Ware – Fabric 64.1	13 <sup>th</sup> century

The remains of an earlier cellar, backfilled with rubble were partially visible in the west-facing section of the excavation (Plate 4). The remains of the vaulted cellar associated with the Star Hotel were identified in the northeast corner of the excavation area. This cellar cut the backfill of the earlier cellar and truncated the natural subsoil (1002), and the medieval pits and post-medieval layer (F100 and 1001), to a depth of 2.7m below the modern ground surface. This cellar had previously housed the boilers for the hotel and had been in use until recently. Abutting the top of the cellar wall, and sealing the post-medieval deposits across the rest of the area was a layer of modern rubble, brick, tile and concrete with grey sandy silt (1000). This layer in turn was truncated by a series of modern services that were identified at a depth no greater than approximately 1.0m.

## 6.0 DISCUSSION

The archaeological evidence recovered during this phase of work suggests that the area had been extensively utilised during the post-medieval period. The layers identified are likely to be associated with activity within the backplots of the buildings fronting Foregate Street during this period whilst the pits may be associated with earlier, medieval activity. The scarcity of artefactual evidence present in the fills of the pits and layers identified implies that they were not utilised as refuse pits, but instead may be associated with the quarrying of the loose sand and gravel subsoil in the area. Severe truncation may explain the paucity of archaeological features or deposits which pre-date the post-medieval period. It is also likely that the post-medieval features and layers identified during these works are equivalent to the deep layer of post-medieval deposits identified during the previous evaluation (see Trench 3, Cherrington 2002).

The cellaring identified during these archaeological works and the previous evaluation was only present in the area nearest the Foregate Street frontage. Although both the evaluation and the watching brief demonstrated extensive truncation during the post-medieval period, it is possible that within any areas in the vicinity that have been exposed to less post-medieval truncation, features and deposits of an earlier date might survive.

## 7.0 ACKNOWLEDGMENTS

Miras Contracts Ltd commissioned this project. Thanks are due to Andrew Shaw and Conrad Jackson of Miras Contracts and to James Dinn, who monitored the work on behalf of Worcester City Council. Eleanor Ramsey carried out the watching brief and prepared this report. The illustrations were prepared by Nigel Dodds. Richard Cuttler edited this report. He also managed the project for Birmingham Archaeology.

## 8.0 REFERENCES

- Cherrington, R. (2002), "An Archaeological Evaluation at the Whitehouse Hotel (former Star Hotel) and adjacent land, 61 Foregate Street, Worcester", (*BUFAU* Report No. 955)
- Dinn, J. (2003), "*Brief for an Archaeological Watching Brief, Whitehouse Hotel (former Star Hotel), Foregate Street, Worcester*", Worcester City Museum Archaeology Section, Worcester City Council
- Institute of Field Archaeologists (1999), *Standard and Guidance for Archaeological Watching Brief*
- White, R. and Baker, N. (2002), "A Desk-Based Assessment of the Star Hotel, Worcester and Adjacent Land", (*BUFAU* Report No. 672)

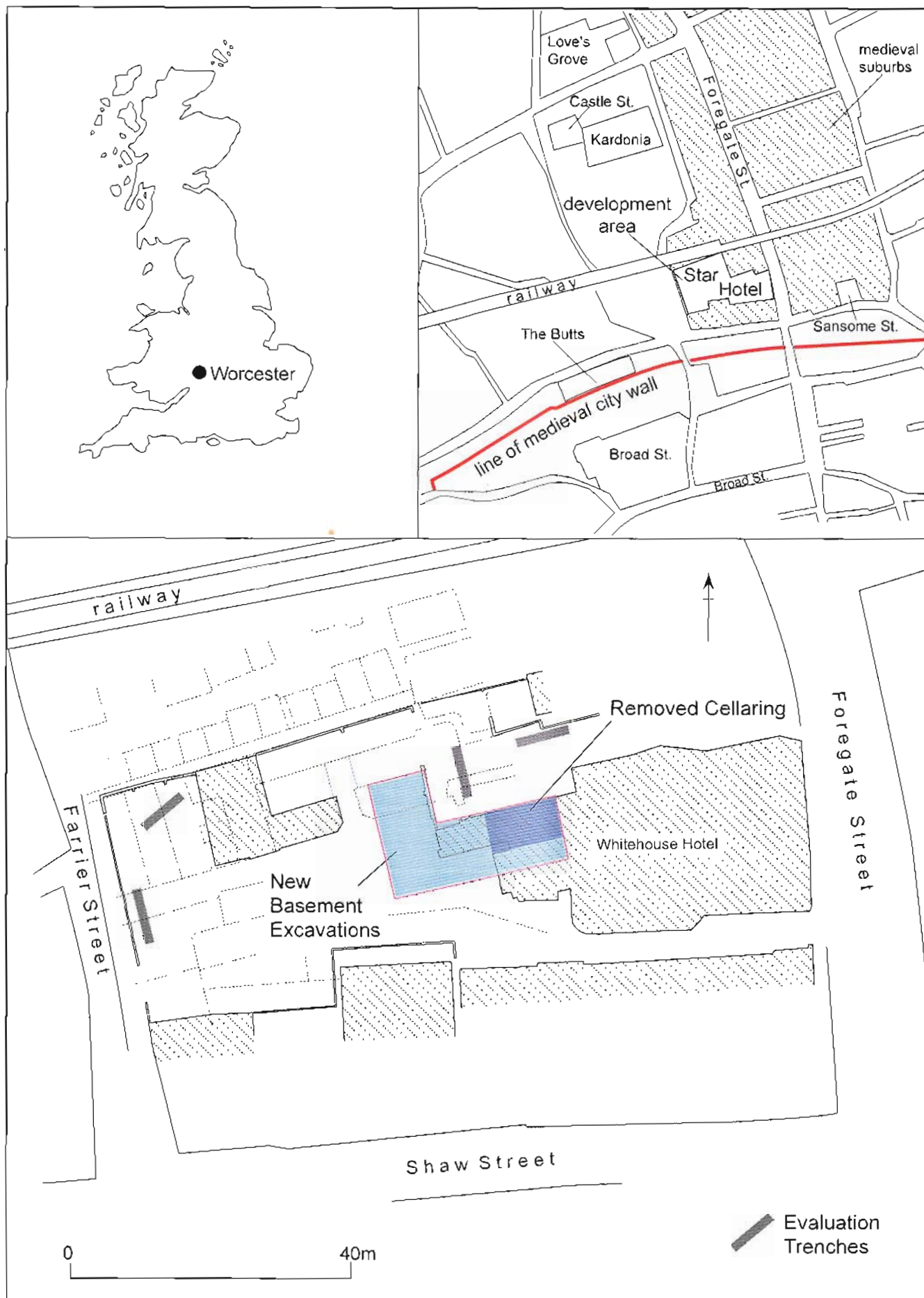


Fig.1



# North Facing Section of New Basement Excavation

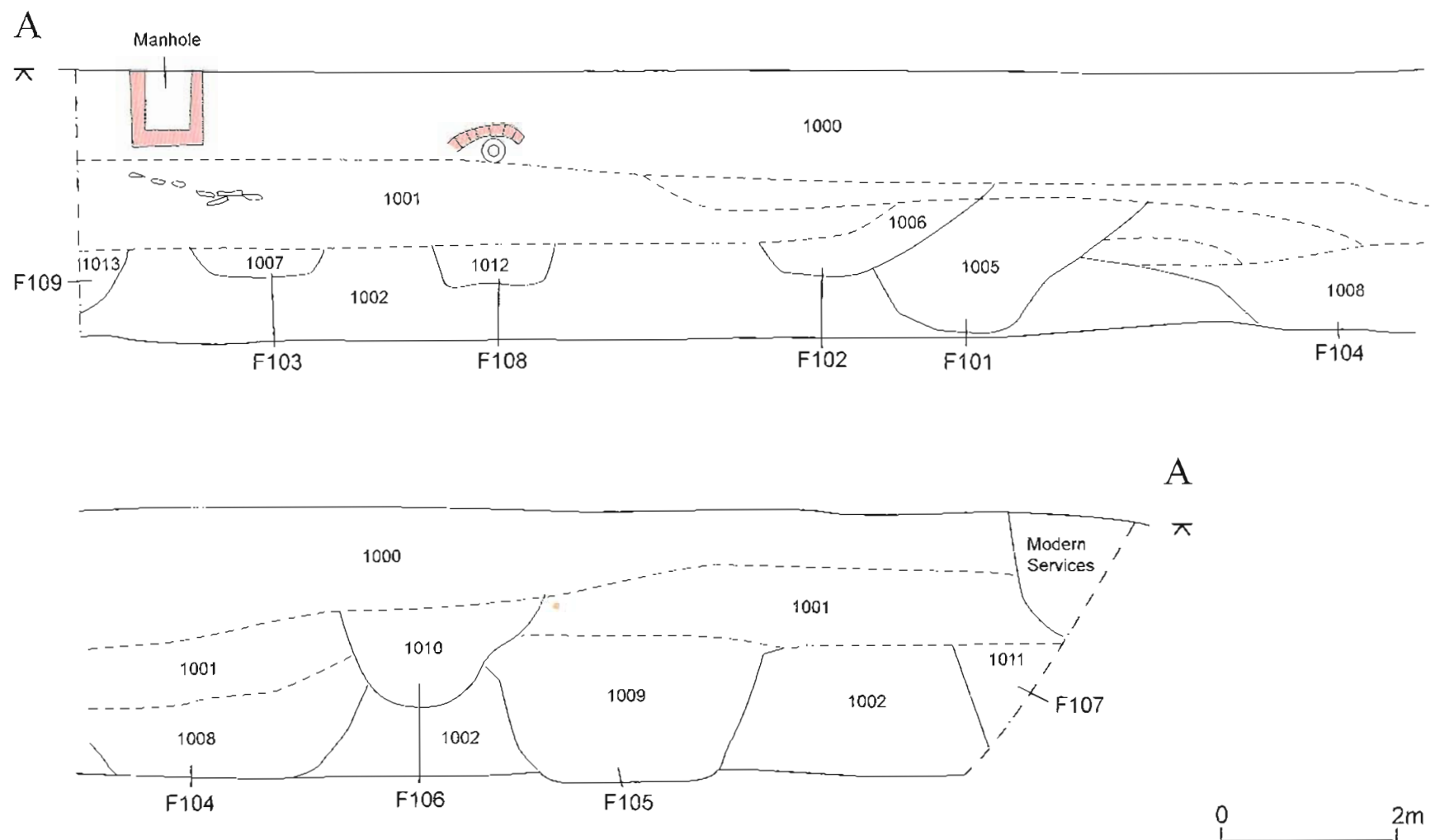


Fig.2



Plate 1



Plate 2





Plate 3



Plate 4



## *Brief for an archaeological watching brief, Whitehouse Hotel (former Star Hotel), Foregate Street, Worcester*

<b>Development</b>	Extension and refurbishment of hotel and construction of 14no apartments facing Farrier Street; demolition of two storey staff accommodation building associated with existing hotel to facilitate redevelopment and extension of facilities
<b>Planning ref</b>	P02L0517; L02L0068; L02L0069
<b>Developer</b>	Whitehouse Hotels Ltd
<b>Landowner</b>	Whitehouse Hotels Ltd
<b>Agent</b>	John Mason, Insight Architectural Design Ltd, Miras House, Keys Park, Hednesford, Cannock WS12 5DW (01543 278222)
<b>Site status</b>	The site is registered on Worcester City Sites and Monuments Record as WCM 93462, and lies within City Archaeologically Sensitive Area 18 (Historic core of the Roman and medieval city) and the Foregate Street and The Tything Conservation Area. The Star Hotel is listed Grade II.

This brief indicates requirements for an archaeological watching brief at the Whitehouse Hotel (former Star Hotel), Foregate Street, Worcester. There is potential for significant remains of various types and periods, in particular the Roman and medieval periods, and including palaeoenvironmental remains.

An archaeological watching brief is defined by the Institute of Field Archaeologists as 'a formal programme of observation and investigation conducted during any operation carried out for non-archaeological reasons. This will be within a specified area or site ..., where there is the possibility that archaeological deposits may be disturbed or destroyed. The programme will lead to the preparation of a report and ordered archive.'

The requirement for an archaeological watching brief on this site is in line with government guidance and with the archaeological policies in the City of Worcester Local Plan (1991-2001; BE20-BE24) and the emerging Local Plan (1996-2011; First Deposit, BE20-BE26).

The brief has been prepared on the basis of information available at the time of writing, and Worcester City Council cannot accept any responsibility for any information contained in it.

This brief remains valid for six months from the date of issue.

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*Brief for an archaeological watching brief, Whitehouse Hotel (former Star Hotel), Foregate Street, Worcester*

## Site location and description

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The site is located on the west side of Foregate Street, at the northern end of the historic city centre of Worcester (SO 8490 5518), extending back to Farrier Street. It lies centrally within a block defined by Foregate Street, Shaw Street, Farrier Street and the railway viaduct carrying the Worcester to Hereford line. The site boundary comprises the current curtilage of the Star Hotel (61-62 Foregate Street), and includes most of the former backplots of nos 58, 59, 60 and 63 Foregate Street.

## Planning background

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Worcester City Council have granted planning permission (P02L0517) and listed building consent (L02L0068) for the extension and refurbishment of the Star Hotel, Foregate Street (now known as the Whitehouse Hotel). An associated Conservation Area consent (L02L0069) allows for the demolition of buildings.

The consents are subject to conditions to preserve the archaeological remains on the site and allow recording:

NSC Programme of Archaeological Work (to be agreed prior to commencement)

No development shall take place until full details of a programme of archaeological work have been submitted to and approved by the local planning authority, and these works shall be carried out as approved. These details shall include an archaeological watching brief during groundworks.

CE15 Notwithstanding any details shown on the submitted plans foundations shall be constructed in accordance with details to be agreed in writing by the local planning authority before works commence

CE06 Uncovering features / interest

If during the course of the works hereby approved any of the following features of interest are uncovered, the local planning authority shall be notified immediately and no works affecting such features shall take place until they have been inspected by persons authorised by the local planning authority and a scheme for their retention and/or treatment agreed in writing.

Schedule of features of interest:

- Roman structures or buried remains
- Medieval structures or buried remains
- Structures or buried remains associated with tile or brickmaking
- Remains of Civil War banks or ditches

## Archaeological background

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An archaeological desk-based assessment was commissioned in early 2000 by a prospective developer (WCM 100717). This considered the archaeological potential of the site in some detail; although it was carried out in relation to a different scheme the conclusions on archaeological potential and likely significance would hold true for any scheme comprising substantial redevelopment of the site.

A field evaluation of the site was carried out in 2002 (WCM 101034). This did not indicate widespread survival of significant archaeological deposits in the main areas of impact from this development; the areas trenched had been to a large extent affected by cellars and post-medieval earthmoving. Any surviving Roman and medieval remains are likely to be deeply buried and should not be affected by ground beams or most services, though there may be an impact from more substantial foundations and from the extended cellars.

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The site is adjacent to areas of known Roman occupation (including Orchard House, Farrier Street), and the rear of the site is some 65m from the road which is thought to have formed the spine of this area of the Roman town. Remains of occupation and industry are likely to be present.

The nature of archaeological remains from the period between c 400 and 1100 AD is uncertain. A 'dark earth' cultivation deposit may be present, though there is also the potential for occupation close to the Roman road which could have continued in use into the mid-late Saxon period.

The Foregate / Tything suburb was established around 1100 by the bishops of Worcester. Most of the burgage plots on the west side of Foregate Street were short, but a block at the S end are longer and are thought to have been extended over the original boundary of the suburb. A tile workshop is recorded in the area in the medieval period.

The suburb was demolished in the Civil War and remains of that demolition and the reconstruction of the area following the war can also be expected. Defensive works included earthwork bastions, and siegeworks can also be expected around the town.

The Star and Garter Hotel is thought to have been founded in 1588. The present building dates from c 1800 or later, and there is no clear evidence of any earlier fabric, apart from some earlier beams reused in the cellars.

Cellarage is extensive below the standing buildings, and some cellars are also to be expected towards the Farrier Street end of the development area, site of the former Star Vaults inn.

## **Requirement for archaeological work**

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Worcester City Council consider that as the proposed scheme may lead to the destruction of important archaeological remains, an appropriate response is to provide for an archaeological watching brief, to provide a record of archaeological remains encountered during groundworks, and to allow for arrangements to be made for the preservation *in situ* of any nationally significant archaeological remains, where this can be achieved.

The requirement for an archaeological watching brief on this site is in line with government guidance and with the archaeological policies in the City of Worcester Local Plan (1991-2001; BE20-BE24) and the emerging Local Plan (1996-2011; First Deposit, BE20-BE26).

This document is solely a brief and is not intended to serve as a specification of works. The prospective developer is advised to seek early professional advice from an archaeological contractor in the preparation of a specification of works for the archaeological work on this site. The brief and the agreed specification of works taken together will comprise the written scheme of investigation for the archaeological watching brief.

## **Purpose of an archaeological watching brief**

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The purpose of a watching brief, as defined by the Institute of Field Archaeologists, is:

- 'to allow, within the resources available, the preservation by record of archaeological deposits, the presence and nature of which could not be established (or established with sufficient accuracy) in advance of development or other potentially disruptive works'

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- to provide an opportunity, if needed, for the watching archaeologist to signal to all interested parties, before the destruction of the material in question, that an archaeological find has been made for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard

A watching brief is not intended to reduce the requirement for excavation or preservation of known or inferred deposits, and it is intended to guide, not replace, any requirement for contingent excavation or preservation of possible deposits.

The objective of a watching brief is to establish and make available information about the archaeological resource existing on a site.'

## Research aims

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Work on this site presents an opportunity to address a number of research questions, including the following:

- the extent of the Roman town, and the dating and character of Roman activity in this area
- the establishment of the medieval suburb
- the nature of occupation, craft, industry (including tilemaking) and other activity within the medieval suburb
- the nature of the enclosure of the medieval suburb, and the dating of the extension of burgage plots across it
- the nature of property boundaries and other divisions within the medieval suburb
- the effects of Civil War destruction and the reconstruction of the suburb
- the location and character of Civil War siegeworks and defensive works

## Schedule of detailed requirements

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Within the general framework set out in *Supplementary Planning Guidance No 8: Archaeology and Development* and in this brief, the following specific stipulations are made:

- **use of sources**  
Primary and secondary sources relating to the area were consulted during the preparation of the desk-based assessment. Some further consultation of sources may be necessary in association with the current work. The sources which should be consulted, where they are relevant to the site in question and the scope of the work required, are given in Annex 1. The report should include listings of all relevant archaeological and non-archaeological interventions and other 'events', and of all documents consulted (with references).
- **location of cellars etc**  
The position and depth of all known cellars, basements and other intrusions on the site should be mapped and related to the OS grid.
- **remains of periods or types not otherwise specified in the brief**  
Due consideration must be given to all archaeological remains, regardless of their period or type.

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- **palaeoenvironmental work**  
Specifications must include a strategy for the sampling, assessment and analysis of palaeoenvironmental material.
- **artefacts**  
A sampling and discard strategy must be agreed with Worcester City Council before fieldwork begins.
- **metallurgical and other industrial residues**  
Ironworking and other industries are a significant component of Roman Worcester as well as in other periods. Specifications must include an appropriate sampling strategy for such remains, in particular where stratified Roman deposits may be present.
- **Soils and sediments**  
Specifications must include provision for an appropriate level of assessment / detailed study of soils and sediments by a professionally qualified geoarchaeologist.
- **areas / works to be covered by watching brief**  
The archaeological watching brief will cover the following groundworks / works / areas of the site: ground investigations, and excavation for foundations, basements and major services.
- **provision for mitigation by design**  
The CE06 condition makes provision for the treatment of specified features, should they occur, which may include preservation *in situ*.
- **public access**  
Specifications must include proposals for public access during fieldwork.  
Within four weeks of the completion of fieldwork, a summary statement of not less than 100 words, accompanied by at least one illustration, must be forwarded to Worcester City Council for posting on the City Museum website. This requirement may be waived if no significant archaeological remains are encountered.

The purpose of these requirements is to secure preservation *in situ* or replacement by record of significant archaeological remains; to ensure that the work achieves the aims of the brief; to avoid unnecessary impact on the archaeological resource; and/or to secure public access to the fieldwork site or to information.

### **Arrangements for the conduct of an archaeological watching brief**

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A specification of works based on the guidance set out in this document should be prepared. The specification should:

- be supported by a 'research design' which sets out the site-specific objectives of the archaeological works.
  - detail the proposed works as precisely as is reasonably possible, indicating clearly on plan their location and extent. Where timetable constraints are likely to apply these should also be detailed.
  - give - for guidance purposes only - as precise an indication as is reasonable and practicable of the amount of work, in man hours, that each operation defined in the specification may require.
  - stipulate adherence to the methods and approaches set out in Worcester City Council's guidelines on *General Standards and Practices Appropriate for Archaeological Fieldwork in Worcester City*. Where alternative approaches are proposed these must be described in full, and an argument for their adoption detailed.
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*Brief for an archaeological watching brief, Whitehouse Hotel (former Star Hotel), Foregate Street, Worcester*



- be submitted to Worcester City Council for approval. It should be noted that there is a risk that works undertaken without the benefit of an approved specification could fail to provide the required information.

No works should therefore take place until Worcester City Council has seen and approved the specification of works.

The watching brief should be conducted by an archaeological team of recognised competence, suitably experienced in work of this character and formally acknowledged as such by Worcester City Council. Details, including the name, qualifications and experience, of the project director and any other key personnel, will be submitted to Worcester City Council.

The archaeological organisation employed to undertake the watching brief should confirm to Worcester City Council, before site work begins, that an agreement which provides for the full implementation of the approved programme of work has been signed by the relevant parties.

Observance of the Institute of Field Archaeologists' *Code of Conduct*, *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology*, and *Standards and guidance* documents, is considered to be a requirement for archaeologists and archaeological organisations undertaking work in the City of Worcester.

Further guidance is given in Worcester City Council's *Supplementary Planning Guidance No 8: Archaeology and Development*. A revised draft has been approved by the Technical Services Committee of the City Council and this has been further revised following internal and external consultation. Archaeologists undertaking work in the City should observe the provisions of the revised document, pending its full publication; copies are available from the Archaeological Officer.

## Monitoring

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The project will be monitored by the City Archaeological Officer, who should be allowed access to the sites for this purpose after providing reasonable notice.

## Reporting

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A report on the results obtained from the archaeological work should be prepared for submission to Worcester City Council. Three copies of the completed report should be submitted to Worcester City Council.

The report should include consideration of:

- The aims and methods adopted in the course of the work.
- The nature, extent, type, state of preservation, date, vulnerability, documentation, quality of setting and amenity value of the archaeological remains uncovered.
- The estimated degree of survival of archaeological deposits and structures across the whole site, as deduced from its present state and that of the recent past (extent of services, known basements etc).
- The estimated archaeological impact of the development, as far as can be inferred from the results of the work.

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- A summary discussion of the implications of the above points.
- An assessment of the results of the work, relating them to the aims and objectives set out in the brief and specification and indicating the level of confidence provided by the methods used.
- Appropriate illustrative material which may include maps, plans, sections, and photographs (particular attention should be given to the mapping of the location and extent of known archaeological remains and disturbances, which should be overlaid on to a modern Ordnance Survey basemap at an appropriate scale).
- Appendices should include full context and finds listings, quantifications as appropriate, and Harris matrices.
- The size of the primary archive and details of its place of permanent storage if not Worcester City Museum.

Consideration should be given to the significance of the remains in local, regional and national terms. The Secretary of State for the Environment's published criteria for the scheduling of ancient monuments (PPG 16, Annex 4) should be used to assess any archaeological remains discovered to determine whether or not these can be considered of national importance, while the research interests identified in the brief (above) should be used to determine the local and regional significance of the discoveries.

## Archive deposition

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The project archive, including finds and other materials retained from the fieldwork, should be deposited with Worcester City Museum unless otherwise agreed. The Institute of Field Archaeologists' *Standard and guidance for the collection, documentation, conservation and research of archaeological materials*, and the Society of Museum Archaeologists' guidelines on finds should be followed. The guidelines given in *Archaeological Documentary Archives* should be followed in preparing and ordering the archive for storage.

## Publication and dissemination

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Worcester City Council wishes to ensure that information on archaeological projects and their results reaches the public as early as possible.

Archaeological contractors should provide public access and interpretation on excavation sites wherever possible. Where there are compelling reasons for restricting access, the archaeologist responsible for the fieldwork should ensure that provision is made for the dissemination of information during or immediately after fieldwork.

The Archaeological Officer provides a twice-yearly round-up report on recent fieldwork to the Worcestershire Archaeological Society newsletter (The Recorder), and this report is also posted on the Worcester City Museum website ([www.worcestercitymuseums.org.uk](http://www.worcestercitymuseums.org.uk)). The Archaeological Officer may also post short news items on current projects to the website on a more regular basis. The co-operation of archaeological contractors and consultants is requested in providing up-to-date information, including the texts of press releases, and any acknowledgements needed.

Information may be restricted or withheld at the request of any of the interested parties but this will only occur where there is a clear justification and for an agreed limited period, which will in no case exceed six months.

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Relevant new information gathered through the archaeological work should be entered on to a Historic Environment Record Report Form, and this, together with a copy of the report, should be notified to the Worcester City Historic Environment Record within six months of completion of the data collection or fieldwork. Copies of the report should also be provided to the Worcestershire County Historic Buildings, Sites and Monuments Record and the National Monuments Record. At this stage the results will be in the public domain. Worcester City Council reserves the right to publish information on the results of archaeological work in the public domain, where this forms part of the planning process and/or follows a brief provided by Worcester City Council, subject to copyright law and appropriate acknowledgement.

Short summaries of the results should be provided for publication in West Midlands Archaeology and the appropriate period journal (if required). Such publication will meet the 'minimum requirements' set out in Appendix 7 of the Management of Archaeological Projects 1991.

Requirements for any further publication will depend on the nature and significance of the results of the work.

## **Annex 1 Sources to be consulted**

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Visual inspection of the site and its surroundings

Geological maps and reports

Geophysical and geotechnical data, including trial pits and borehole logs, from the site and the near vicinity

Survey drawings of the ground and basement floors of the existing building or buildings on the site, with levels and sections, including foundations, and, where applicable, previous buildings

Planning application and listed building consent drawings and other information

Tithe, parish and enclosure maps

Manuscript plans and maps of the site and its immediate environs, including estate maps and the City Plan Books

Maps of Worcester: Speed (1610), Vaughan (1660), Doharty (1741), Young (1779 and 1790), Webb (1867-70), others as relevant

Ordnance Survey maps (first and subsequent series), in particular the 1:500 and 1:2500 maps of the 1880s

Other maps and plans

Historical documents, drawings, photographs or other material held in the Worcestershire County Record Office, Worcester Local Studies Library, Worcester Cathedral Library, other libraries or archives, or private collections

Trade and Business Directories

The Worcester City Historic Environment Record (note that a charge will normally be made for provision of information)

The Worcestershire County Historic Buildings, Sites and Monuments Record (all records and files for Worcester City have now been transferred to the City HER)

The National Monuments Record

Unpublished research, reports and archives, including those held by Worcester City Museum, the Worcestershire County Archaeological Service, other archaeological contractors, local societies, and English Heritage concerning recent archaeological excavations or other fieldwork. Where nearby fieldwork has recently addressed similar archaeological problems the results will be assessed in detail, with a view to identifying areas where further work is particularly required.

Aerial photographs

Appropriate archaeological and historical journals and books, including those of period and technical relevance to the site

National, regional and local research frameworks

Presence of listed buildings or scheduled ancient monuments

Tree preservation orders

Other historic and natural environment designations

Oral history and personal recollections

Internet and other digital resources

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## Annex 2 Supporting documents

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The following documents provide further detail on requirements for project design, management or execution.

*Supplementary Planning Guidance No 8: Archaeology and Development* (Worcester City Council 1999); includes *General Standards and Practices Appropriate for Archaeological Fieldwork in Worcester City*

Institute of Field Archaeologists *Code of conduct* (revised 1997)

Institute of Field Archaeologists *Code of approved practice for the regulation of contractual arrangements in field archaeology* (revised 1997)

Institute of Field Archaeologists *Standard and guidance for archaeological desk-based assessment* (revised 1999)

Institute of Field Archaeologists *Standard and guidance for archaeological field evaluation* (revised 1999)

Institute of Field Archaeologists *Standard and guidance for archaeological excavation* (revised 1999)

Institute of Field Archaeologists *Standard and guidance for an archaeological watching brief* (revised 1999)

Institute of Field Archaeologists *Standard and guidance for the archaeological investigation and recording of standing buildings or structures* (revised 1999)

Institute of Field Archaeologists *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (2001)

Society of Museum Archaeologists *Selection, retention and dispersal of archaeological collections*

Ferguson, L M, and Murray, D M *Archaeological Documentary Archives: preparation, curation and storage*, Institute of Field Archaeologists paper no 1

English Heritage *Management of Archaeological Projects* (1991; this is supported by a draft of *Minimum standards for MAP2 project designs and assessments*)

Goodburn-Brown, D, and UKIC Archaeology Section, 2001 *Conservation guidelines no 1, Excavated artefacts and conservation: UK sites*

The Archaeology Data Service *Good Practice Guides* and documents produced by special interest groups relating to ceramics and other find types contain valuable recommendations which should be followed where relevant.

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*Brief for an archaeological watching brief, Whitehouse Hotel (former Star Hotel), Foregate Street, Worcester*

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## **Annex 3 Contacts and addresses**

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For further information, help or advice on the content of this brief, please contact:

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### **National Monuments Record**

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