



Land adjacent to Steart Village, Steart Point, Somerset, TA5 2PX

**Written Scheme of Investigation for
an archaeological fieldwalking survey**

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* I = Internal Draft; E = External Draft; F = Final

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Fieldwalking Survey at EA Steart Point

Written Scheme of Investigation

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Figure 1: Site location and proposed creek layout (with May Gurney Compound indicated)

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Written Scheme of Investigation

1 INTRODUCTION

1.1 Project Background

1.1.1 Wessex Archaeology (the **Contractor**) has been commissioned by May Gurney Ltd (the **Client**) to carry out an archaeological evaluation of land proposed for a habitat creation scheme at Steart Point peninsula, near Bridgwater, Somerset (the **Site** - centred on OS NGR 327000 145000; **Figure 1**).

1.1.2 The archaeological works are being carried out as part of a package of measures in order to mitigate anticipated off-site impacts associated with construction work at Bristol Port, and specifically loss of floodplain/ wildlife habitat. At Steart Point, the works will comprise construction of an artificial floodplain creek system, extending over a footprint measuring approximately 26ha.

2 SCOPE OF WORKS

2.1.1 The scope of works under consideration currently comprises fieldwalking across the proposed creek system footprint, to ensure approximately 10% by surface area is examined in detail. This Written Scheme of Investigation (the **WSI**) has been prepared by the Contractor, and sets out the proposed archaeological works.

2.2 Aims and Objectives

2.2.1 The aim of the project is to determine the archaeological potential and significance of the area to be investigated.

2.2.2 To achieve the project aim as outlined, the following generic objectives are defined:

- *To determine the general nature of the remains present.*
- *To determine the approximate date or date range of the remains, by means of artefactual evidence.*
- *To determine the approximate extent of the remains.*
- *To determine the nature of activity or activities that the remains represent.*
- *To determine the degree of complexity of the material present.*
- *To determine or confirm the likely range, quality and quantity of the artefactual evidence present*

2.3 Fieldwalking

2.3.1 The current fieldwalking programme will comprise survey of approximately 2.6ha of land. In order to facilitate the fieldwalking programme, and specifically artefact visibility, fieldwalking runs have been pre-ploughed across the surface of the proposed creek.

3 METHODOLOGIES

3.1 Access

3.1.1 The Client will arrange all access arrangements for fieldwalking with the individual landowner and/or tenant. Wessex Archaeology will immediately re-secure any gates used in order to gain access to the various plots.

3.2 Record Photographs

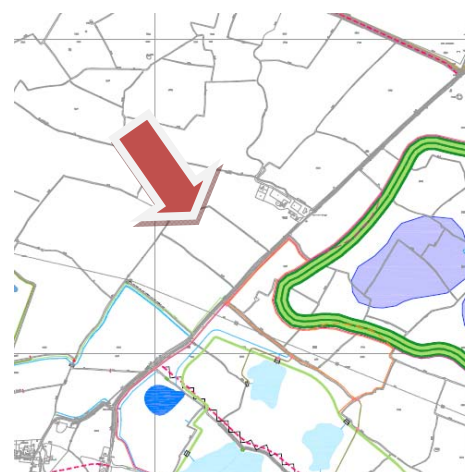
3.2.1 Wessex Archaeology will take sufficient dated colour photographs of the area, including access routes, to provide a record of original condition, and condition on completion of all fieldwork.

3.3 Site Survey

3.3.1 Due to the sinuous nature of the proposed creek system, all survey work will be carried out using hand-held GPS equipment, including logging the location of all artefacts recovered. Fieldwalking runs will be determined by the location and alignment of the ploughing carried out in advance.

3.4 Welfare

3.4.1 Due to the relatively rapid programme intended for the archaeological fieldwalking, the extensive area being investigated, and the highly mobile nature of the fieldwork, it is not intended to establish on-site welfare facilities for the field team. Welfare facilities will be obtained off-site at appropriate intervals during each day, with the exception of hot and cold drinks and hand-washing facilities, which will be carried in the project vehicle along with a first aid kit. In particular, mixed-sex toilet facilities are available at the May Gurney static compound, adjacent to Marsh Farm (see map opposite).



3.5 Fieldwalking

3.5.1 As noted above, fieldwalking runs will follow the alignment of pre-ploughed runs, which themselves have been positioned to reflect the curving sinuous nature of the proposed creek system. As such, OS aligned baselines, grids etc. will not be required.

3.5.2 Fieldwalking runs will comprise line-walking, scanning all ground surface up to 2m either side of the centreline being walked.

3.5.3 Wherever practicable, fieldwalking will be carried out under broadly comparable conditions of lighting and weather, and by personnel of broadly similar experience and/or ability.

3.6 Finds

3.6.1 With the exception of material of obviously modern date (i.e. 20th or 21st century) and metalwork clearly not of archaeological origin/interest (e.g. ordnance of any type), all humanly-modified material, whether manufactured, fashioned or indirectly affected, will be collected and retained, at least until the assessment stage. Field staff will not employ criteria for the selective discard and/or non-collection of archaeological artefacts. All finds will be bagged at the point of discovery within finds bags that are marked with the GPS reading reference number.

- 3.6.2 Although in principle, it will be the intention to 3-d record each find separately, in practice if multiple finds – of the same material category – are discovered at the same location, these will be gathered, bagged and recorded as one find. However, material categories will not knowingly be mixed in the same collection.
- 3.6.3 Wessex Archaeology will notify the Client immediately if any of the material collected is considered to be covered by the *Treasure Act*. All necessary information required by the *Treasure Act* (i.e. finder, location, material, date, associated items etc.) will be reported to the Coroner within 24 hours of confirmation that material is covered by the *Treasure Act*.

3.7 Recording

General

- 3.7.1 Wessex Archaeology will allocate a unique site code for all aspects of the project archive. This site code will be clearly marked on all records, finds etc. All recording will utilise appropriate pro forma record sheets, including a full graphic and photographic archive.
- 3.7.2 The photographic record will comprise digital photography to demonstrate work in progress, general conditions and the surrounding landscape/ terrain. Consideration will also be given to obtaining images that will serve to illustrate any report produced concerning the site.

Fieldwalking

- 3.7.3 The location of individual finds (or collections of the same material category at the same location) will be recorded on hand-held GPS data-loggers. This will provide a unique ID for the location data, which will be transferred on to the finds bag as an identifier. At the same time, the fieldwalker will also select a material category for the find(s) from a pre-populated pick list on the data-logger.
- 3.7.4 All bags will be collated and checked off against the GPS database output to ensure accurate and consistent correlation.

4 PROCESSING AND ASSESSMENT

4.1 Finds

- 4.1.1 On completion of all fieldwalking, all artefacts will be returned to the offices of Wessex Archaeology for processing. Where appropriate (i.e. excluding any metalwork), the artefacts will be washed and the number and weight in grammes of pieces of all material types will be recorded for each collection unit and the information entered onto an Access database.
- 4.1.2 Following quantification, a Senior Finds Specialist will examine the finds assemblage. Wessex Archaeology follows the guidelines set out in the document *Selection, Retention and Dispersal of Archaeological Collections: Guidelines for use in England, Wales and Northern Ireland* (SMA 1993) with regard to the retention of artefacts. This allows for the discard of selected artefact categories and sample products which are not considered to warrant further analysis.
- 4.1.3 Material types such as; burnt, unworked flint, post-medieval or later ceramic building material, clay tobacco pipe, post-medieval and modern glass and metalwork and intrinsically undatable materials (such as animal bone and shell) may be discarded at this stage, following further consultation with the Client. Brief descriptive comments on the discarded material will be added to the database.

- 4.1.4 Material selected for retention will be marked with the project code and unique collection number. Depending on material type, the finds will be packaged appropriately, generally in perforated polythene bags stored cardboard or airtight plastic boxes following the nationally recommended guidelines for the long-term storage of archaeological artefacts (Walker 1990). Within each material type, artefacts will be ordered by collection unit number.
- 4.1.5 The metal objects will be X-radiographed as a basic record and to aid identification. These items, which may be in generally poor, corroded and unstable condition, may also need further conservation treatment (investigative cleaning and stabilisation). This will be considered as part of the reporting process and if necessary, the metal objects will be revisited in a second stage assessment once the conservation treatment is completed.
- 4.1.6 At the assessment stage, the artefacts will be scanned by the relevant specialists to establish the nature, range and condition of the collection and spot dates will be recorded for the more datable material types (i.e. pottery and coins). This information will be added to the working Access database. Text summaries, supported by quantification tables/figures where relevant, will be prepared for each material type for incorporation into the overall fieldwork report. Identifications will be linked to and cross-referenced with standard published corpora (e.g. Fulford 1975, Young 1977, Manning 1985).

4.2 Site Archive

- 4.2.1 On completion of the fieldwork, the site archive will be prepared to the standard set out in *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide* (EH 2006). The archive will include all artefacts and records collected and produced in the course of the work. It will be indexed, catalogued and internally consistent. The archive will be completed within two months of the completion of the fieldwork report (see below).
- 4.2.2 The archive will be prepared for long-term storage in accordance with the documents *Guidelines for the preparation of excavation archives for long term storage* (Walker 1990), *Standards in the Museum Care of Archaeological Collections* (MGC 1992) and *Selection, Retention and Dispersal of Archaeological Collections: Guidelines for use in England, Wales and Northern Ireland* (SMA 1993).
- 4.2.3 The project archive will be prepared for curation in accordance with the recipient museum deposition requirements. Provided there is sufficient capacity, the designated recipient will be Taunton Museum. Otherwise, archive deposition arrangements will be resolved in discussion with the Client, English Heritage and Somerset County Council. All records will be copied to microfilm. This will comply with the requirements presented in the document *Microfilming for Archaeological Archives* (RCHM). Wessex Archaeology will contact the National Monuments Record to check their requirements. The microfilm and one diazo duplicate will be submitted to the recipient museums, and one diazo duplicate submitted to the National Monument Record, Swindon.

5 REPORTING

5.1 Fieldwork Report

- 5.1.1 The fieldwork report will comprise;
- *A non-technical summary.*
 - *An introduction, including project background, description of the site and surrounding area; including geology, topography and hydrography.*

- *A site location plan tied into OS national grid.*
- *Aims and objectives, including a description of the relevant fieldwork and post-fieldwork project methodologies.*
- *A location plan showing all fieldwalking runs in relation to the site boundary, overlain on an Ordnance Survey map base.*
- *A factual report comprising tabulated data quantifying all remains discovered during the works, by period per area/run, and including a consideration of their form, function, date and significance.*
- *A consideration of the changing archaeological activity through time, both within the site and the wider landscape setting, and in particular in relation to topography.*
- *An assessment of each material category component of the artefact assemblage, supported by appropriate distribution plots, to consider the project objectives (as outlined above), and to highlight any updated research aims developed during the course of the fieldwork and reporting. Where appropriate, the distribution of a combination of multiple categories may be assessed (i.e. burnt and worked flint).*

5.1.2 A draft copy of the fieldwork report will be submitted within three weeks of completing fieldwork. The Client will review and comment on the first draft within two further weeks, thereafter the comments will be actioned and a final report (five bound and one unbound) will be submitted within one further week. The final report including figures will also be made available in digital format. Unless specifically instructed otherwise, this will be as an Adobe Acrobat PDF file.

5.1.3 A further two bound copies will be submitted to the Curator for incorporation into the HER.

5.1.4 Details of the Site will also be submitted online to the OASIS (Online Access to the Index of Archaeological Investigations) database.

5.1.5 Wessex Archaeology Ltd shall retain full copyright of any reports under the *Copyright, Designs and Patents Act 1988* with all rights reserved. Wessex Archaeology will provide an exclusive licence to the client for the use of the report by the client in all matters directly relating to the project.

5.2 Digital Deliverables

5.2.1 The primary digital dataset will comprise a Microsoft (MS) Access finds database, quantifying artefacts by material category per period (where relevant) per run. This will be submitted for approval within 4 weeks of the submission of the fieldwork report. The dataset will include, as minimum, the following fields:

- *Site Code*
- *Unique Finds ID number*
- *Easting (6-figure)*
- *Northing (6-figure)*
- *Material Category (i.e. Pottery, Worked Flint, CBM etc. – coded to ensure data consistency)*
- *Period (where relevant – coded to ensure data consistency)*
- *Count*
- *Weight (in grams)*

- *Comments*

5.2.2 In addition, any specialist finds data generated by either in-house or external specialists will be prepared as MS Access tables, and related to the primary dataset by a combination of the Finds ID number and Material code.

6 ARCHIVE

6.1.1 The project archive will be prepared to the standards set out in *Management of Research Projects in the Historic Environment* (EH 2006) and in accordance with procedures outlined in *Standards in the Museum Care of Archaeological Collections* (MGC 1992) and the requirements of the recipient museum, who will be consulted by Wessex Archaeology prior to commencement of the investigation. The written archive will be on clean, stable materials, and will be suitable for photocopying. The materials used will be of the standard recommended in *Guidelines for the Preparation of Evaluation Archives for Long-term Storage* (Walker 1990).

6.1.2 The basic computerised data will form part of the site archive.

6.1.3 With the agreement of the landowner(s), the project archive, including written, drawn, photographic and material elements (together with a summary of the contents of the archive), including any objects declared Treasure under the *Treasure Act* (1996), will be deposited upon completion of the post-fieldwork programme.

6.1.4 Wessex Archaeology will finalise an agreement with the recipient museum (currently anticipated to be Taunton Museum) regarding deposition of the archive before fieldwork commences. This agreement will also address retention and discard policy for the project.

7 PERSONNEL

7.1 In-house key personnel

7.1.1 Wessex Archaeology will provide personnel to the standard outlined below:

- *Project Manager – MIFA or equivalent with at least 10 years relevant experience.*
- *Fieldwork Director – MIFA or equivalent with at least 5 years experience in appropriate aspects of archaeological excavation and recording.*
- *Project Supervisor – AIFA or equivalent with at least 2 years experience in appropriate aspects of archaeological excavation and recording.*
- *Project Assistant – PIFA or equivalent with at least 6 months experience in appropriate aspects of excavation and recording*

7.1.2 Specialist staff will be suitably qualified and will be supervised by personnel with a minimum of ten years relevant experience.

7.1.3 The following personnel are nominated by Wessex Archaeology; summary CVs can be provided on request.

- *Project Manager: Andrew Crockett BTech MIFA*
- *Fieldwork Director: Chris Ellis*
- *Project Supervisor: to be confirmed*
- *Site Assistants: to be confirmed*

- *Senior Finds Specialist: Lorraine Mepham MIFA BA*

7.1.4 If existing work commitments do not allow specified personnel listed above to be part of the project team, Wessex Archaeology reserve the right to replace them with staff of equivalent or greater experience, subject to the prior approval of the Client.

7.1.5 Notwithstanding, as one of the largest professional archaeological organisations in the country, Wessex Archaeology has sufficient flexibility and resources to ensure all client requirements can be met without compromise. Wessex Archaeology Operation and Resource Directors consider all project requirements to ensure we can meet such demands without compromising existing projects.

7.2 Specialist support network

7.2.1 During the course of the project, the advice of the following internal and external specialists may be sought as necessary:

- *Prof. Clive Gamble (Southampton University): Palaeolithic archaeology*
- *John S C Lewis (Antiquarian Society): Mesolithic archaeology*
- *Lorraine Mepham (Wessex Archaeology): Prehistoric, medieval and post-medieval pottery; all other finds types*
- *Rachael Seager Smith (Wessex Archaeology): Roman pottery; all other finds types*
- *Andrew Crockett (Wessex Archaeology): Topographic modelling and distribution analysis*
- *Chris Stevens (Wessex Archaeology): Charred plant remains*
- *Lorrain Higbee (Wessex Archaeology): Animal bone*

8 HEALTH & SAFETY

8.1 General

8.1.1 The archaeological work will be carried out by Wessex Archaeology in full accordance with its Company Policy for Health & Safety, and all Health & Safety Regulations and accompanying HSE Approved Codes of Practice. The work will also be undertaken in line with the guidelines provided in the document Health & Safety in Field Archaeology (Standing Conference of Archaeological Unit Managers 1997, updated September 1999). Copies of Wessex Archaeology's written Company Policy for Health, Safety and Welfare can be provided on request.

8.1.2 A Health & Safety Risk Assessment covering Health & Safety issues with regard to the archaeological fieldwalking survey will be provided as part of the project pre-fieldwork documentation (WA doc. ref. no. 77221.02).

8.2 Fieldwork

8.2.1 The Fieldwork Director (Chris Ellis) is SMSTS-trained, and will operate as the Health & Safety Officer for the project. Prior to the commencement of fieldwork the Health & Safety Officer will provide a Wessex Archaeology tool-box talk to the field team, relevant to the fieldwork and with reference to the project Risk Assessment (77221.02).

8.2.2 The nominated Health & Safety Officer will have overall responsibility for Health & Safety on Site. Health & Safety issues have priority over all other considerations and therefore the usual Wessex Archaeology line management system can be bypassed on such

issues. This means that the Health & Safety Officer can over-rule decisions made by the Project Manager if he feels that Health & Safety could be compromised in any way.

8.3 Communication

- 8.3.1 The Wessex Archaeology Project Manager will be the central point of contact throughout the course of the fieldwork and the report writing stages. Instruction and advice shall be provided by the Client. The Wessex Archaeology Project Manager may also seek relevant advice and input from the Wessex Archaeology in-house Specialist Team.
- 8.3.2 The Wessex Archaeology Fieldwork Director will take instruction from the Wessex Archaeology Project Manager and in some circumstances from the Wessex Archaeology Regional Director. The Wessex Archaeology Fieldwork Director will instruct the field team (Wessex Archaeology Project Supervisors and Project Assistants).
- 8.3.3 During the report writing stages, the Wessex Archaeology Project Manager will co-ordinate the input of all staff and will be responsible for maintaining the budget and the agreed timetable.

9 BIBLIOGRAPHY

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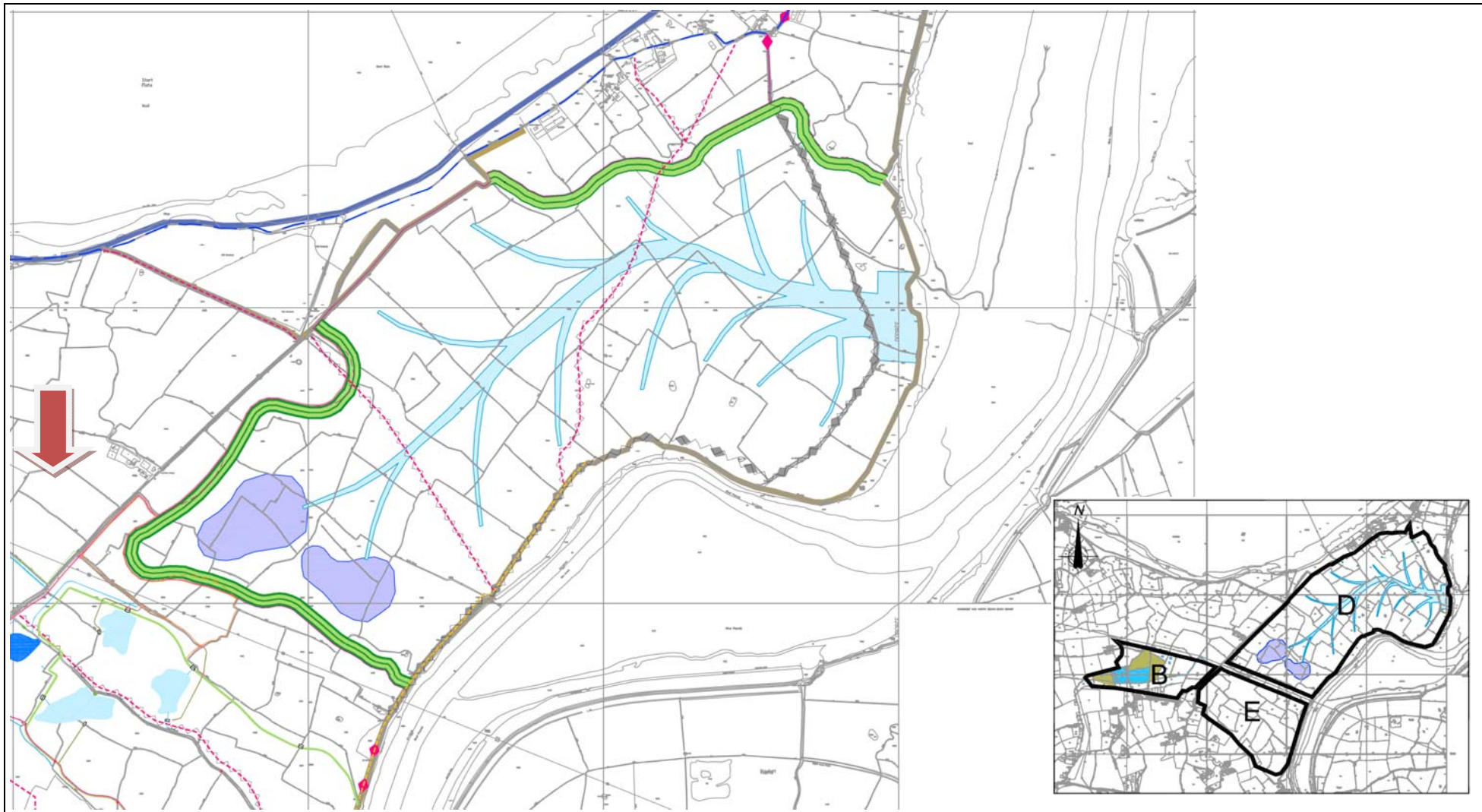


Figure 1: Site location and proposed creek layout (with May Gurney Compound indicated)