

Southampton City Council Archaeology Unit

Written Scheme of Investigation for a watching brief at Tanner's Brook Primary School, Elmes Drive Southampton SO15 4PF, Southampton

14/02000/R3CFL

Revised 12/2/2016

1 Summary

1.1 A watching brief will be held on the construction of a single storey pre-school building and associated works at Tanner's Brook Primary School, Elmes Drive Southampton SO15 4PF. A condition on the planning permission asks for an archaeological watching brief to be held on the groundworks to make a record of the deposits encountered and to collect any artifacts disturbed. On completion of the work a report will be produced, and the archive will be deposited with the Southampton City Council Museum.

2 Introduction

2.1. The approved work to be carried out at Tanner's Brook Primary School will include the construction of a single storey pre-school building to enable relocation of the existing Tanners Brook Community Association and Pre School within the grounds of Tanners Brook Primary School. In addition a new fence, a cycle store, external stores, drainage, and bitumen surface will be installed.

2.2 This project design has been written to the recommended guidelines for archaeological projects laid down by English Heritage in *The Management of Research Projects in the Historic environment* 2006. All work will be carried out in accordance with the Chartered Institute for Archaeologists' *Code of Conduct*.

2.3 The definition of an archaeological watching brief is 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 on land, inter-tidal zone or underwater, where there is a possibility that archaeological deposits may be disturbed or destroyed. The programme will result in the preparation of a report and ordered archive. (CIfA 2015).

3 Site Location, description, and geology

3.1 The site is situated on the corner of Elmes Drive and Munro Crescent, to the west of Tanner's Brook. The site centre is at 438714 113310.

3.2 The natural topography of the area slopes down to the south-east towards Tanner's Brook. There are spot-heights of 7m OD to the northeast and 6.1m OD to the southeast of the site.

3.3 The geology map (<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>) shows that the deposits in the area of the site are River Terrace Deposits 1 (sand and gravel superficial deposits formed up to 3 million years ago in the Quaternary Period) above the Wittering Formation (sand, silt and clay sedimentary bedrock formed approximately 40 to 56 million years ago in the Palaeogene Period).

4 Archaeological and Historical Background

4.1. The site lies within Area 16 of the Local Areas of Archaeological Potential (LAAP) as defined in the City of Southampton Core Strategy 2010. The Historic Environment Record indicates that a number of prehistoric lithic finds have been found from the general area, although none of these are precisely located. There is therefore a possibility that remains associated with the prehistoric occupation of the city may be disturbed by the proposed development.

4.2 The site is about 400m northwest of LAAP 4 Millbrook:

‘The medieval village of Millbrook was centred on St Nicholas’ Church, rebuilt in 1824 and demolished in 1939. The village developed on the main road between Southampton and Redbridge. The area includes the church and cemetery’ (SCC 2010).

4.3 The site is about 900m southeast of LAAP 3 Old Shirley:

‘The village of Shirley developed at the confluence of Holly Brook and Tanners Brook, probably by the end of the 10th century. The area was an important road junction, where routes across the peninsula met routes between Southampton and Romsey. The area of Old Shirley includes Shirley Mill and the millponds, and the site of Shirley Church’ (SCC 2010).

4.4 The 1896/7 Ordnance Survey map shows the area to be agricultural land with a footpath to the west of the site, and Tanner’s Brook (Burgess stream 4) and a series of buildings called Vulcan Iron Works are to the east. The area remained unchanged until the 1950s where the Ordnance Survey map shows housing to the south. The 1953 Ordnance Survey map shows that Tanners Brook School had been built and that more housing had been built to the east of the site.

5 Aims of the Investigation

5.1 The watching brief aims to make a record of any archaeology disturbed by the works and to determine the extent, condition, nature, character, quality, and date of any archaeological remains encountered, as dictated by current best practice.

5.2 An additional aim is to identify and record the nature, dimensions, and relationship of natural deposits on the site.

6 Archaeological Methodology

6.1 An archaeologist will be present on site during all groundworks. They will observe the deposits, make records and collect any artifacts revealed.

6.2 Southampton site code of SOU 1705 was issued by the Historic Environment Team (HET) of Southampton City Council and will be used throughout the project to identify the site records and artifacts.

6.3 The site records will be as full as possible given the constraints of access and safety. If features are revealed they will be drawn and photographed. Plans will be at 1:20 and sections and profiles at 1:10. Drawings will be made in pencil on permanent drafting film. Photographs will be taken with colour transparency film and monochrome film. Digital pictures will also be taken. Photographs will be taken of the cores. Overall site photographs will be taken in order to locate the investigation positions. The site code will appear in all photographs if practical.

6.4 Soil samples will be taken as appropriate. Given the nature of the investigations any

samples are likely to be small in size, and the risk of contamination is likely to be high.

6.5 Any finds recovered will be retained and processed according to the standards laid down in "Standards for the Creation, Compilation and Transfer of Archaeological Archives" (Southampton City Council, 2007).

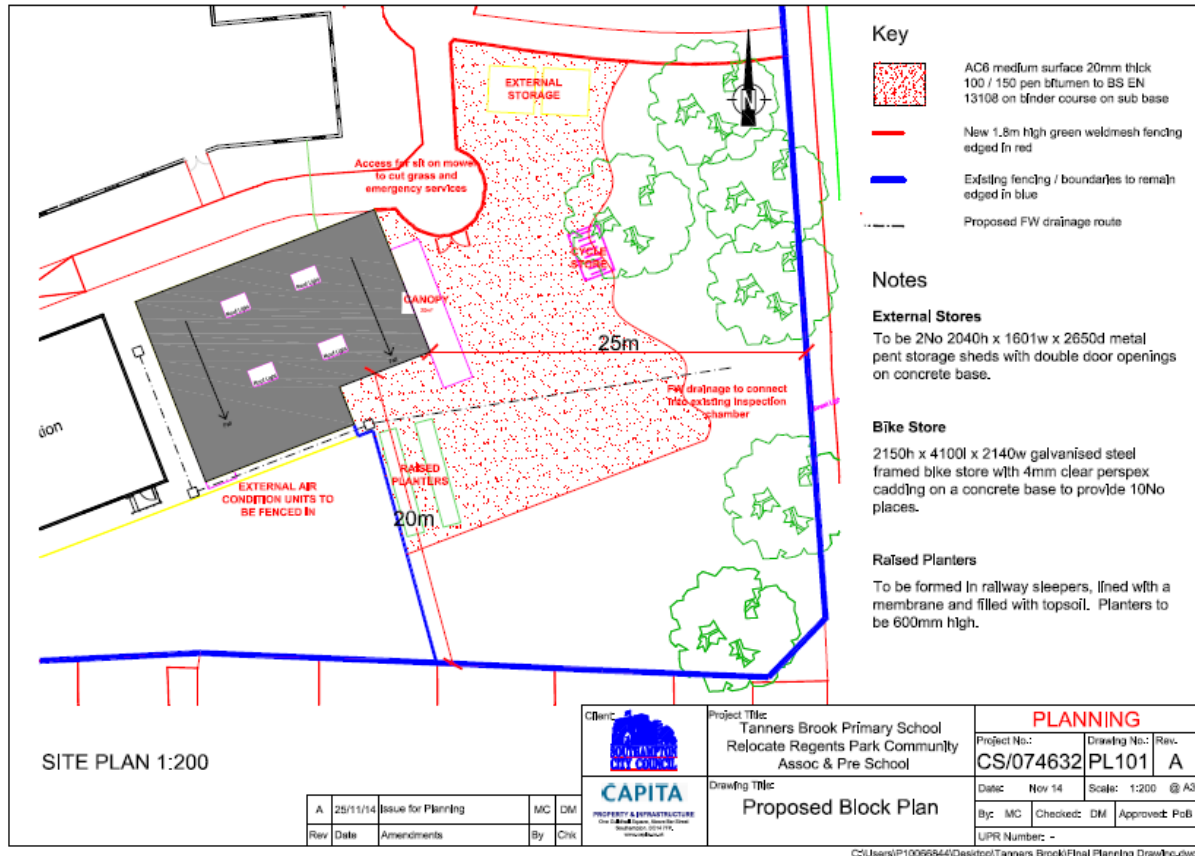


Figure 1. Detail of the plan of the proposed works

6.7 The watching brief will have the necessary equipment. The minimum will be stationery, recording forms, cameras, film, photographic scales, tapes, safety equipment, and trowel.

6.8 A context number will be allocated to all finds, even if this number is simply one allocated to unstratified finds. All pre-AD1850 finds will be retained, and a sample of post-AD1850 will be retained.

6.9 All archaeological personnel will report to the Site Manager on arrival at the site. All site regulations will be observed. All statutory and site-specific health and safety regulations will be followed.

6.10 Close liaison will take place between the Site Manager (or equivalent) and the archaeological observer to ensure that all groundworks are observed.

6.11 If a human burial is encountered works discussions will be held with Southampton City Council's Planning Archaeologist and Environmental Health Department. It will be necessary to enter into a separate archaeological agreement if human skeletal remains need to be excavated.

6.12 The archaeological contractor will inform the HET when the specified fieldwork has begun, and when it has been completed.

7 Post-excavation methodology

7.1 Fair copies will be made of rough site notes and sketches. Photographs will be catalogued and cross-referenced to the recording forms when they have been returned from processing. The site records will be entered into an Access database. A Harris Matrix will be drawn up to show the relationships recorded on site. The matrix and finds data will be used to phases the site sequence.

7.2 All metal finds other than those made of gold and lead (and those exemptions set out in "Standards for the Creation, Compilation and Transfer of Archaeological Archives") will be x-radiographed as part of the recording process and in advance of the Collections Assessment described below.

7.3 At an early stage of the post-excavation process, Southampton City Council's Curator of Archaeological Collections will carry out a Collections Assessment of the material archive, as stipulated in "Standards for the Creation, Compilation and Transfer of Archaeological Archives". (Contact gill.woolrich@southampton.gov.uk.)

7.4 To ensure the long-term stability of the finds and their availability for future study, all conservation work will be carried out as necessary; full records (which will form a part of the archive) will be kept of any treatment given.

7.5 The assessment of conservation needs and subsequent necessary work will be carried out by a qualified archaeological conservator, or in a recognised conservation laboratory which has been approved by the Curator of Archaeological Collections.

7.6 All finds and other items of archaeological interest removed from the site will be analysed and recorded by specialists, subject to the approval of the HET. All specialist work will be carried out as necessary, to agreed standards, and with the approval of the HET, based on the results of assessments of the material which will be carried out as the first stage of the post-excavation process. Specialist work may need to be carried out on all metalwork; all bone, including worked bone and human remains and other organic remains; industrial waste; ceramic material; glass; and lithic material. The pottery and stone type series housed by Southampton City Council's Archaeology Collections will be used as reference material.

7.7 Data about complete, identifiable, itemised objects will be transferred onto Southampton City Museum's Archaeological Object Record Sheets. The sheets will then be entered into the computerised Archaeological Collections Object Database.

7.8 Any soil samples taken on site will be processed as appropriate.

8. Report preparation and contents

8.1 Once the site data and artefacts have been analysed, a summary report will be written within six weeks of the end of the fieldwork. The report will be structured as in Appendix A. The report will include a summary sheet (see appendix B).

8.2 The archaeological contractor will send a copy of the report in PDF format to the HET for approval. Once it has been approved, the archaeological contractor will send a

full-colour paper copy of the report to the developer, the HET (for the Historic Environment Record (HER)), and the Special Collections section of Southampton Public Library.

8.3 A full-colour paper copy of the report will be deposited as part of the archive (see below).

8.4 The archaeological contractor will supply the HET with one copy of the approved report in PDF format (for the HER), either by email or on disk as appropriate. The PDF should be text searchable with good quality figures and images. All report drawings and photographs are to be included in the PDF file, and the selecting of text and graphics security option must be set at "allowed". At the same time, the archaeological contractor will supply the HER Officer (her@southampton.gov.uk) with a trench plan, registered to the National Grid; also a digital copy of trench plans and feature-distribution or phase plans (where phase plans are appropriate). The format will be MapInfo TAB or Auto CAD DWG/DXF.

8.5 At the same time, the archaeological contractor will supply the HER Officer with digital copies of the photographs used in the report, for general use by the HET and HER. These will be supplied in TIFF format at least 600 dpi resolution.

8.6 The archaeological contractor will retain full copyright of the report under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it hereby provides an exclusive licence to the Client for the use of the report by the Client in all matters directly relating to the project as described in the specification. The archaeological contractor in addition gives permission for the HET to freely copy the report and photographs for the purposes of archaeological research or development control within the planning process, without reference to the archaeological contractor.

8.7 At the appropriate time, the archaeological contractor will send a short report of the evidence for inclusion in the summaries compiled by relevant journals (these are defined as any or all of: "Past", "Britannia", "Medieval Archaeology", "Post-medieval Archaeology").

8.8 On completion of the fieldwork the HET will decide if the results require a wider publication than the limited-distribution report allowed for above. If so, this will be the subject of a separate agreement with the client, after which the archaeological contractor will prepare a report of an appropriate standard to an agreed timescale and arrange its publication in an appropriate form.

9 Copyright

9.1 Southampton City Council shall retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs, and Patents Act 1988 with all rights reserved; excepting that it hereby provides an exclusive licence to the client for the use of such documents by the client in all matters directly relating to the project.

10 Archive deposition

10.1 "Archive" here means the documentary and material archive as defined in *Standards for the Creation, Compilation and Transfer of Archaeological Archives* (SCC 2007). Southampton City Council will be the depository of the archive, once the period of post-excavation analysis and report-writing is complete, and will assume title to all

material recovered from the fieldwork for inclusion in its collections. A timescale for the handing over of the archive will be included in the post-excavation programme.

10.2 The contractor will prepare, compile, and present the archive in accordance with the standards laid down in "Standards for the Creation, Compilation and Transfer of Archaeological Archives" (Southampton City Council, 2007).

10.3 The archaeological contractor will deposit the archive, making allowance for the long-term archive-storage costs that will be incurred by Southampton City Council, including the costs of deposition of the digital archive with the Archaeology Data Service (see Appendix 11 of "Standards for the Creation, Compilation and Transfer of Archaeological Archives").

10.4 The archaeological contractor will copy the written and drawn archive onto microfiche which satisfies the criteria set out by English Heritage. The microfiche will itself form part of the archive.

10.5 Where part of the archive is defined as treasure, the developer accepts responsibility for any compensation eventually awarded to the landowner.

11 Staffing

11.1 The work will be carried out by experienced archaeologists, under the supervision of Dr AD Russel BA, PhD, ClfA.

12 Health and Safety

12.1 The Health and Safety Policies of Southampton City Council apply to its entire staff wherever they work. The Safety Manager for the Archaeology Unit is Dr AD Russel BA PhD ClfA who can be contacted on 023 8063 4906.

12.2 The archaeologists will liaise closely with the main contractor, in regard to site specific health and safety requirements.

13 Insurances

13.1 Southampton City Council's insurance, including public liability, covers its entire staff wherever they work.

14 Monitoring procedures

14.1 The project will be monitored for Southampton City Council by the Planning Archaeologist or other member of the HET.

15 Procedures for reporting unexpectedly significant or complex discoveries.

15.1 Should significant or complex discoveries be made, the archaeologist on site will contact the Archaeology Unit Manager on 023 8063 4906. The Archaeology Unit Manager will contact the client and the Southampton City Council Planning Archaeologist.

E Anderson
12/2/2016

APPENDIX A

CONTENTS LIST
PRESENT LANDUSE, GEOLOGY AND TOPOGRAPHY. The geology as recorded by the Geological Survey will be discussed with reference to the actual site geology found during fieldwork.
HISTORICAL BACKGROUND Including a map regression and summary of information in secondary/published sources.
ARCHAEOLOGICAL BACKGROUND Known archaeological sites or findspots in the vicinity, with location plan.
REASON FOR PROJECT, PROJECT AIMS
METHODOLOGY Amended from the WSI as appropriate to include trench dimensions and any restrictions on fieldwork.
DETAILED DESCRIPTION OF RESULTS For all areas/trenches with significant archaeology (with interpretation and dating)
CONCLUSION To include all periods present on the site, including those represented only by residual finds in later stratigraphy. The results will be discussed with reference to the documentary evidence, and the significance of the site in its broader archaeological, historical and landscape setting.
BIBLIOGRAPHY
LOCATION PLANS Site and trench location plans based on 1:1250 OS mapping, indicating areas surveyed by different methods.
OTHER PLANS Detailed plans of all areas/trenches with significant archaeology at an appropriate scale.
All plans will be correctly related to the national grid
All drawings will include levels related to ordnance datum
PHOTOGRAPHS To illustrate specific points in the text.
APPENDICES
Appendix 1 CONTEXT LIST with soil descriptions, phases, etc
Appendix 2 FINDS REPORT Table of all artefacts recorded, listed by context and material type, with an assessment (check artefact types and dating included).

APPENDIX B: SUMMARY SHEET CONTENT

The report will include a summary sheet giving the information in the table below.

Site name/address
SOU site code (this should also be included on the front cover)
Contractor site code
HET consultation number
Planning application number (if relevant)
Grid reference of centre of site - 8 figures, including prefix (eg SU).
Fieldwork dates (full start and end dates in form day/month/year)
Type of fieldwork
Name of contracting unit
Report author
Name of client
Non-technical summary to include <u>all</u> periods represented on the site, including those present only as residual finds in later contexts.)