

Southampton City Council Archaeology Unit

Written Scheme of Investigation
for an archaeological building record at 117-123 Payne’s Road, Southampton.

1. Summary.

An archaeological building record will be made of 117-123 Payne’s Road, Southampton, SO15 3BW. The survey will consist of primarily of photographs in monochrome and colour transparency with measured sketch plans. On completion of the site work a report will be prepared and sent to the client for submission to Southampton City Council. The records will be deposited with Southampton City Council Collections on completion of the project.

2. Site location and description.

2.1. The site lies on the north side of Payne’s Road. It is situated at the western end of the road near the junction between Payne’s Road and Waterloo Road, at grid ref SU NGR 440251 112631.

2.2 Property no 117 is a two-storey building in red brick under a slate roof. Properties 119 and 121 are semi-detached of white-painted brick under a concrete tile roof. Property 123 is a bungalow, built of yellow brick under a concrete tile roof.

3. Historical Background

The four properties are not are not listed buildings, however no 123 is on Southampton’s Historic Environment Record (HER) and is listed as MSH3684.

“Single storey, yellow brick building, possibly built as an estate building on the Freemantle Park estate (MSH3618), although said to have been built about 1854, so after the estate was sold off for redevelopment.”

3.2. The site lay within the Freemantle Park Estate until it was sold in 1852 to a local business man, Sampson Payne. He demolished the house and sold the estate on as building lots. The 1871 Ordnance Survey map shows no 123 was in existence at that time, the rest of the site was vacant (fig 1).

3.3 Further research and a map regression will be done on all the buildings to place them in their historical context. A visit to the City Archives will be made and HER data used.

4. Planning background.

4.1. Southampton City Council have given permission for the redevelopment of the site. Demolition of the existing houses and erection of three blocks of 3 and 4 storey buildings to provide 41 flats (28 x 1 bedroom, 13 x 2 bedroom) with associated vehicular access and parking (resubmission), under planning application reference 08/00014/FUL. The HET reference is 7728. A number of conditions have been placed on the works including:

28. Recording of buildings

No removal of fittings, alteration, or demolition shall take place until the implementation of a programme of recording has been secured in accordance with a scheme of recording that has been submitted to and approved by the Local Planning Authority.

REASON

To ensure that a record is made of a group of locally important buildings.

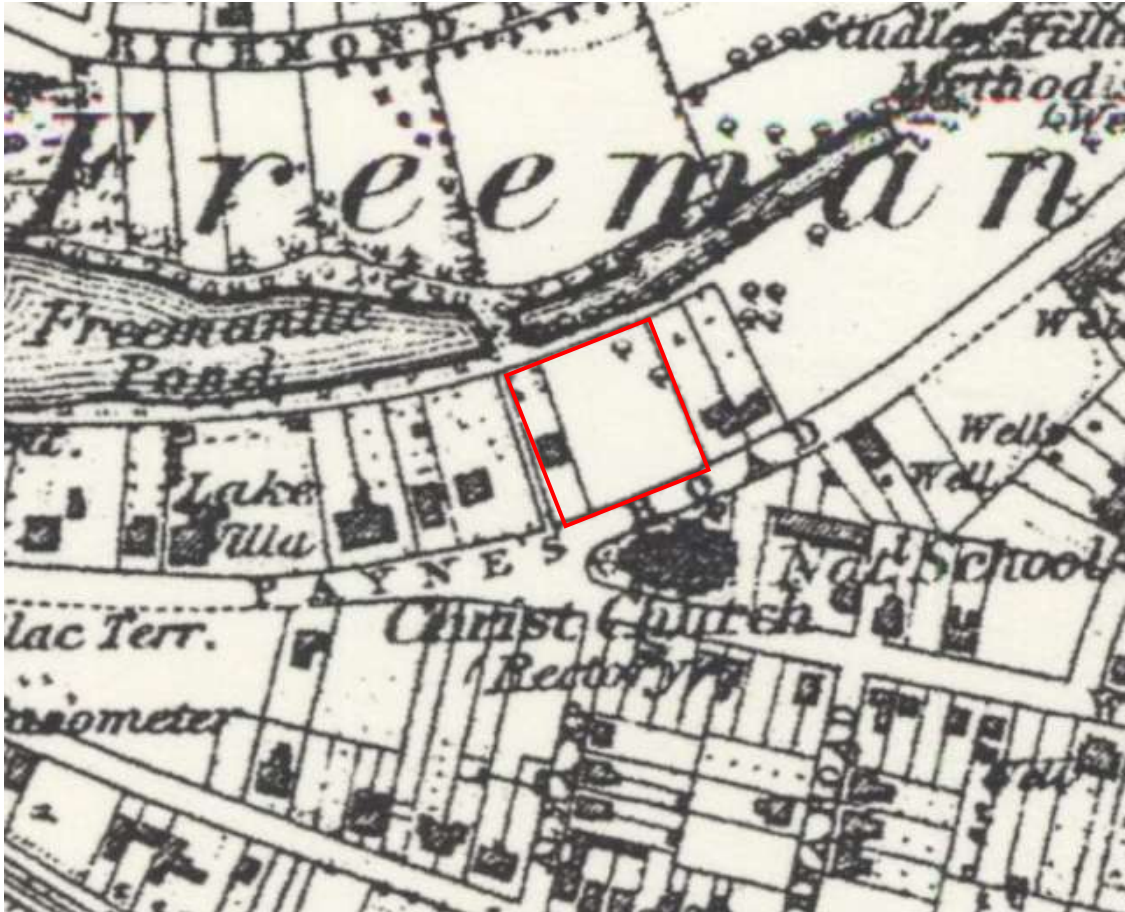


Fig 1. The 1871 Ordnance Survey map showing the location of the site; only number 123 was in existence at that time, the rest of the site was vacant.

5. Purpose/aims of the survey.

5.1 To make a record of the buildings to be subject to demolition.

6. Survey methodology.

6.1. The Archaeology Unit will make the building record to level 2 as defined by English Heritage (Historic England 2006).

6.2. All works will be carried out to fulfil the requirements of the Written Scheme of Investigation.

6.3. The Archaeology Unit will make a photographic survey of the building using monochrome and colour slide film using 35mm cameras. Digital photographs may also be taken for inclusion in the report. Photographs will be taken of the buildings' overall arrangement and specific shots of historic elements. Where practical, metric scale bars will appear in each photograph. A written record of the subject of each photograph will be maintained, and their positions marked on a plan of the building.

6.4. Measured sketch plans will be made of all floors of all buildings. Plans and other drawings will also be obtained from the developers.

6.5. The sketch plans will be digitised into AutoCAD.

6.6. The Archaeology Unit will inform the SCC Historic Environment Team when the specified fieldwork has begun, and when it has been completed.

6.7. Project staff will be provided with a copy of the Written Scheme of Investigation.

6.8. A site code will be allocated to the site from the Southampton City Council list and obtained from SCC Historic Environment Team. This will be used on all site records. The site team will have the necessary equipment. The minimum will be stationery, building record forms, cameras, film, photographic scales, tapes, safety equipment, and survey equipment.

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

7. Report preparation and contents.

7.1. Within four weeks of completion of the recording of the last building the Archaeology Unit will prepare an illustrated report. The report will be structured as in Appendix A. The report will include a summary sheet (see Appendix B).

7.2. Research will be carried out at Southampton City Council Archives Section, Local Collections Library and using the HER to gather information on the building and its history. A full map regression will also be undertaken.

7.3. The report will include a brief summary of the historical development of the buildings.

7.4. A copy of the plans will be included. A representative sample of the site photographs will be included in the report to illustrate key points.

8. Copyright.

8.1 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 provide an exclusive licence to the client for the use of such documents by the client in all matters directly

relating to the project as described in the Scheme of Investigation. Southampton City Council is assigned an exclusive copyright license for the use of the material in all planning and development control matters and can place the material on its web site. The entire archive of photographs and records as well as the report may be copied by Southampton City Council for planning purposes.

9. Archive deposition.

9.1. The survey archive, including all photographs and paperwork, will be prepared to a level that satisfies Southampton City Council standards as laid down in "Standards for the Creation, Compilation and Transfer of Archaeological Archives" (Southampton City Council, 2007). As a minimum this will consist of full site records, including drawings and photographs. Photographs will be stored in archival quality wallets.

9.2. The archive will be deposited with the Southampton City Council Archaeology Collections Unit who will make a charge to the developer for curation. The archive will first be copied onto microfiche. A copy of the archive will be deposited with the Historic England Archive in Swindon. The developer will also cover 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. Publication and Copyright matters.

10.1 A copy of the report will be sent in PDF format to the Historic Environment Team (HET) for approval. Once approved one full-colour copy of the report will be sent to the HET (for the HER), one to the Special Collections section of Southampton Public Library and two to the developer. One copy of the report will form part of the site archive. At the same time, the archaeological contractor will supply the Historic Environment Team with one copy of the approved report in Adobe Acrobat format (pdf file), either by e-mail or disc as appropriate (Southampton City Council, 2007. 8.3.07), and a location plan registered to the National Grid, if the building footprints are different from the current OS Mastermap. The format will be MapInfo TAB.

10.2. A further short report will be sent for inclusion in the annual summaries compiled by relevant journals if applicable.

11. Staffing.

11.1 The project will be supervised by MF Garner BA MCIfA who has been trained in archaeological building recording by English Heritage. The project will be managed by Dr AD Russel BA PhD MCIfA.

12. Health and safety.

12.1 The health and safety policies of Southampton City Council apply to all its staff wherever they work. The Safety Manager for the Archaeology Unit is Dr AD Russel BA PhD MIFA who can be contacted on 023 8063 4906.

13. Insurances.

13.1 Southampton City Council's insurance, including public liability, and professional indemnity, covers its entire staff wherever they work. The Council is insured through the Zurich. Further details can be provided on request.

14. Monitoring procedures.

14.1 The project will be monitored internally by the Archaeology Unit Manager, Dr AD Russel BA PhD MCIfA, and externally by Southampton City Council Historic Environment Team.

14.2 PLEASE NOTE that planning conditions will not be discharged until all reports (both in PDF and paper format) and GIS files have been received and approved by the HET/HER, and until the archive has been approved by the Curator of Archaeological Collections, Gill Woolrich.

15. Bibliography.

Historic England 2006: *Understanding Historic Buildings: A guide to good recording practise*. English Heritage.

Southampton City Council 2007: *Standards for the Creation, Compilation and Transfer of Archaeological Archives*.

AD Russel BA PhD MIfA
Archaeology Unit Manager
14/10/2014

APPENDIX A REPORT CONTENTS

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. As part of the compilation of the Historical Background, data from the Southampton HER that is covered by a valid license, will be used. Any new information not on the already on the Southampton HER will be highlighted as such with the source clearly given.
ARCHAEOLOGICAL BACKGROUND Known archaeological sites or findspots in the vicinity, with location plan. As part of the compilation of the Archaeological Background, data from the Southampton HER that is covered by a valid license will be used. “SOU” site codes, HER event record numbers or HER monument record numbers will be used to identify previous fieldwork, findspots or sites.
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.)