

SRBW12



STATION ROAD, BRETFTON

Archaeological Evaluation

for Crest Nicholson PLC

August 2012

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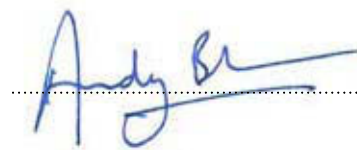
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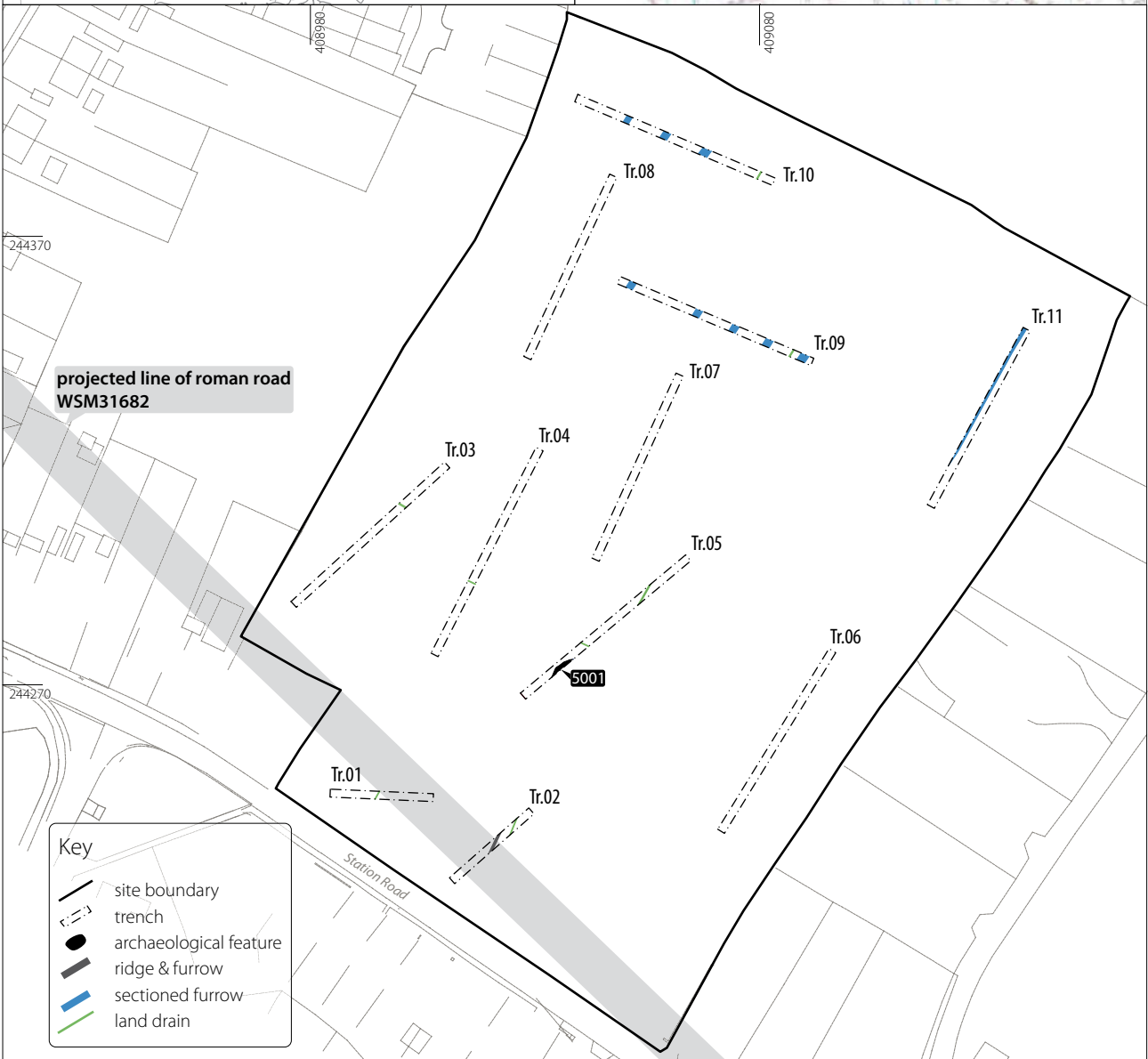
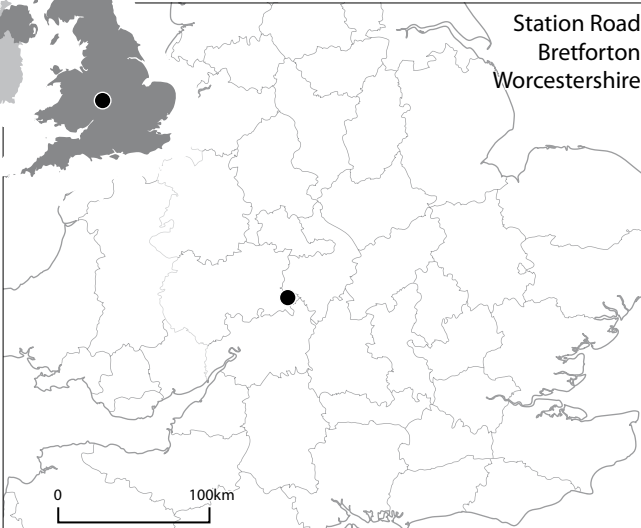
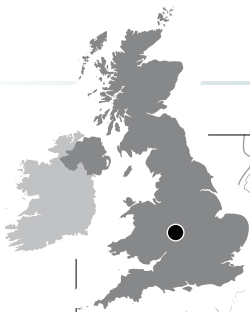


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Scale 1:1,500 @ A4



0 50m

Illus 1

Site location

STATION ROAD, BRETFORTON

Archaeological Evaluation

Headland Archaeology (UK) Ltd acting on behalf of the agent, Dr John Halsted of Atkins Limited, conducted a trial trench evaluation in prior to the submission of an planning application for the construction of a residential development by Crest Nicholson PLC, at land off Station Road, Bretforton (National Grid Ref SP 087 439). The groundworks consisted of the excavation of nine, 50m by 1.8m wide evaluation trenches and two 25m by 1.8m wide evaluation trenches.

A series of diminished archaeological features representing the remains of furrows (furrows were created by ploughing with non-reversible ploughs on the same strip of land each year) were identified within the majority of the evaluation trenches, the identified furrows were sampled but unfortunately no datable material was identified.

1. INTRODUCTION

An application for development by Crest Nicholson PLC (the client), for 2.3 ha of residential development at land adjacent to Station Road, Bretforton is to be submitted to Wychavon District Council. As prequel to the application process, the client has commissioned an archaeological investigation in line with Section 12.128 of the National Planning Policy Framework (DCLG 2012).

Dr John Halsted of Atkins Limited acting as Agent to Crest Nicholson PLC, commissioned Headland Archaeology (UK) Ltd to conduct a programme of field evaluation consisting of the excavation of a series of trial trenches within the boundaries of the proposed development area (National Grid Ref SP 087 439).

The Wychavon District Council planning advisory archaeologist, Mr Mike Glyde, agreed that an assessment of the impact on the significance of any previously unknown heritage assets within the footprint of the proposed scheme via trial trenching would be an appropriate first phase of investigation to inform any need for mitigation on the site.

This was to be achieved by means of a field evaluation encompassing the excavation of nine, 50m by 1.8m wide and two 25m by 1.8m wide trial trenches, within the boundary of the proposed development site.

The field work was conducted between the 1st and 3rd of August 2012.

The fieldwork was carried out in line with an approved Written Scheme of Investigation (Craddock–Bennett 2012).

2. SITE DESCRIPTION

Currently the site lies to the north east of Station Road, Bretforton, bounded on three sides by roads and residential developments and comprising approximately 2.3ha (NGR SP 087 439). It is cultivated farmland, apart from where it is occupied in its south-east corner by a range of agricultural buildings.

The underlying geology is noted in the Written Scheme of Investigation (WSI) (Craddock–Bennett April 2012), as site is underlain by mudstones of the Blue Lias Formation (part of the Lower Lias formation) and superficial deposits of glacial head comprised of sand and gravel dating to the Quaternary period.

3. ARCHAEOLOGICAL BACKGROUND

An Archaeological desk based assessment (DBA) was conducted by Atkins Limited in 2012 on behalf of Crest Nicholson PLC. The DBA identified crop marks forming a possible trackway and enclosures 300m north-east of the site, and suggests these are prehistoric in date.

Further evidence suggesting Roman settlement was identified at two points within 1,500m of the site, The DBA speculates that the line of a Roman road (WSM31682), running from Bretforton to Bidford may encroach upon the southern part of the site.

The Village of Bretforton appears to have had Saxon origins, and medieval sites survive within the core of the settlement.

In 1885, the site was evidently subdivided into an eastern and western field by an S-shaped boundary which was possibly a relic



of a medieval field system. The farm buildings in the southeast corner were more extensive than survive today, with a three-range building partially enclosing a yard.

The DBA suggests that a Roman presence closer to the Site is indicated by two find spots. One of these, which lay outside the study area but close to the vicarage, produced a skeleton associated with pottery and dressed masonry (WSM37533). The second, from which unstratified finds including pottery and coins were recovered, lay approximately 300m to the north of the site (WSM02742).

It has been commonly conjectured that a Roman road between Bretforton and Bidford extended through the southern part of the site (WSM31682; *Illus 1*)

Examination of the available evidence suggested that the site has been used for arable farming throughout the majority of its recent history.

4. OBJECTIVES

The objectives of the project were to ascertain whether any archaeological remains were present within the area of the development, and to characterise them by date, extent, preservation, and significance. (WSI Craddock-Bennett, L Headland Archaeology (UK) Ltd 2012)

- 2 Specific aims of the evaluation were to establish the presence or absence of a Roman road (WSM31682) and any associated archaeology.

The combined information assembled during the trial trenching was intended to make it possible to establish the potential impact of the development upon any archaeological assets present within the site boundary to establish the need for and scope of any mitigation measures that may be required prior to the planning submission.

5. METHOD

1.1 Trial trenching

The evaluation comprised of the excavation of nine trenches measuring 50m and two measuring 25m in length within the principal area of the development, the total trenching equated to a 4% sample of the site area. Trench locations were agreed in advance within the WSI.

Excavation of the evaluation trenches was undertaken using a 14 tonne mechanical excavator equipped with a toothless bucket. All mechanical excavation was under direct supervision of an archaeologist.

The excavated trenches were examined for any features and the spoil was re-examined in order to identify any artefacts within the topsoil.



Illus 2

Trench 9 showing evidence for traces of ridge and furrow

1.2 Recording

All recording followed IfA Standards and Guidance for Archaeological Evaluation (IfA 2009). A plan of evaluation trenches and features encountered was created using an RTK Trimble GPS and updated onto an AutoCAD base plan of the development area.

Evaluation trenches were photographed with graduated metric scales and include 35mm B/W archival prints and digital reference photographs.

6. RESULTS

For ease of use the results from each of the trenches have been displayed in a tabular form (Appendix 1). A brief, generalised description of the contexts present in the excavated trenches is given below.

The general stratigraphic make up of the site consisted of the present day cultivated topsoil (approximately 0–0.25m) comprising of a buff brown loamy sand with inclusions of irregular shaped pea grit, beneath which was a light brown moist loam (approximately 0.25–0.45m) overlaying an archaeologically sterile deposit of red and yellow mixed gravels. Archaeological excavation ceased at this level. The depth of subsoil has remained relatively consistent throughout the study area.

1.3 Undated features

A series of undated features were identified within trenches 2, 9, 10 and 11, the linear features were on average 1.20m wide



Illus 3

Section through furrow

and generally 0.15m in depth. Aligned approximately northeast to southwest the shallow cuts, into the archaeologically sterile horizon represented the remains of a previous agricultural farming system generally known as ridge and furrow. No indication for the ridges was noted within the sections, this was possibly due to the field being subject to modern deep ploughing; it is assumed that this also resulted in the survival of the furrows being very patchy within the trenches.

The overall alignment of the furrows respects the present alignment of boundaries around the study area. Although the furrows had suffered from modern activity, there were enough remaining to suggest that the cultivation strips were approximately 8m apart (centre to centre of the furrow).

1.4 Post medieval features

Within the study area a series of post medieval/modern features were also identified, these features generally related to various phases of modern land drainage systems, with the exception of a modern iron water pipe, located within trenches 3 and 4 (aligned east-west). During the evaluation, it was observed that the modern land drains generally coincided within the location of the furrows and followed the same alignment.

Within Trench 5, a large circular pit containing mixed topsoil and subsoil was identified. This feature [5001] contained red brick rubble, iron, and white ceramic, it was not fully excavated.

7. DISCUSSION

Excavation of the trial trenches has indicated that the site contains evidence of past agricultural activity in the form of a series of furrows. The series of linear features representing the furrows were visible within the evaluation trenches that were located perpendicular to the line of ploughing.

Ridge and furrow is an archaeological arrangement of mounds and depressions created by ploughing with non-reversible ploughs, on the same strip of land each year. The practice possibly first occurred in the post Roman period and continued up to the late 17th century. Unfortunately, the lack of datable evidence recovered from the sampled furrows means that their dating is inconclusive, however the indication that the furrows are aligned to the current field boundaries may possibly indicate that they are of post medieval date.

8. CONCLUSION

The evaluation identified that some remains of furrows associated with ridge and furrow survive within the subsoil, although insubstantial in nature, due to truncation through extensive recent cultivation of the site.

The original objective of the evaluation works was to either confirm or reject the conjecture as to the presence of a Roman road (WSM31682), running from Bretforton to Bidford. No evidence was recovered for the presence of this road within the study area.

3



Illus 4

Trench 2 showing traces of furrows



9. REFERENCES

1.5 Bibliography

Atkins 2012 *Land off Station Road, Bretforton, Worcestershire, Archaeological Desk Based Assessment*, Atkins Limited UK.

British Geological Survey website; <http://www.bgs.ac.uk>

Craddock-Bennett, L 2012 *Land off Station Road, Bretforton, Worcestershire Planning Application Reference: Pre-Application Written Scheme of Investigation for Archaeological Evaluation*, Headland Archaeology (UK) Ltd.

IfA 2007 *Archaeological Archives Forum Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (published by the IfA 2007).

IfA 2009 *Standard and Guidance for Archaeological Field Evaluation*.

1.6 Cartography

1990 British Geological Survey *Mid Wales & Marches*, 1:250,000 scale map.

10. APPENDICES

Appendix 1 Trench descriptions

Trench	Dimensions (m)	Description	Contexts (depths below ground surface)
1	25 x 1.8 x 0.31	(38.08–38.03m OD ground level), Excavated to a geological deposit, Modern disturbance at NW end and modern land drain	Ground surface: 100 – 0.20m Subsoil: 101 – 0.00m Geological deposit: 102 – u/ex
2	25 x 1.8 x 0.30	(38.41–38.13m OD ground level), Excavated to a geological deposit, possible trace of R&F, modern land drain	Ground surface: 200 – 0.20m Subsoil: 201 – 0.10m Geological deposit: 202 – u/ex
3	50 x 1.8 x 0.50	(38.74–37.87m OD ground level), Excavated to a geological deposit, No archaeological features present, possible line of modern FE pipe	Ground surface: 300 – 0.25m Subsoil: 301 – 0.30m Geological deposit: 302 – u/ex
4	50 x 1.8 x 0.39	(38.09–37.91m OD ground level), Excavated to a geological deposit, No archaeological features present, possible line of modern FE pipe	Ground surface: 400 – 0.20m Subsoil: 401 – 0.10m Geological deposit: 402 – u/ex
5	50 x 1.8 x 0.32	(37.92–38.04m OD ground level), Excavated to a geological deposit, Large modern pit contains brick and rubble [5001]	Ground surface: 500 – 0.20m Subsoil: 501 – 0.10m Geological deposit: 502 – u/ex
6	50 x 1.8 x 0.55	(38.35–38.35m OD ground level), Excavated to a geological deposit, No archaeological features present	Ground surface: 600 – 0.25m Subsoil: 601 – 0.25m Geological deposit: 602 – u/ex
7	50 x 1.8 x 0.35	(38.00–37.91m OD ground level), Excavated to a geological deposit, No archaeological features present	Ground surface: 700 – 0.20m Subsoil: 701 – 0.15m Geological deposit: 702 – u/ex
8	50 x 1.8 x 0.40	(37.79–37.39m OD ground level), Excavated to a geological deposit, No archaeological features present	Ground surface: 800 – 0.10m Subsoil: 801 – 0.25m Geological deposit: 802 – u/ex
9	50 x 1.8 x 0.35	(38.02–37.82m OD ground level), Excavated to a geological deposit, trench cut by modern land drains. Evidence for 5, 1.20m wide traces of furrows. sectioned and sampled, no dating evidence, approximate spread 7m [903– 907]	Ground surface: 900 – 0.10m Subsoil: 901 – 0.25 Geological deposit: 902 – u/ex
10	50 x 1.8 x 0.30	(37.98–37.86m OD ground level), Excavated to a geological deposit. Evidence for 3, 1.20m wide traces of furrow. sectioned and sampled, no dating evidence, approximate spread 7m [1004–1006]	Ground surface: 1000 – 0.20m Subsoil: 1001 – 0.10m Geological deposit: 1002 – u/ex
11	50 x 1.8 x 0.54	(38.70–38.24m OD ground level), Excavated to a geological deposit, the trench contained the partial remains indicating direction of a furrow [1104] for approximately 33m of its length (0.6m to 0.0m wide) sectioned and sampled no dating evidence.	Ground surface: 1100 – 0.25m Subsoil: 1101 – 0.20m Geological deposit: 1102 – u/ex



Appendix 2 Photographic register

Photo	BW	CS	Digital	Direction	Description
1	Y	Y	Y	NE	Trench 2 showing faint traces of R&F
2	Y	Y	Y	W	Trench 2 Section
3	Y	Y	Y	NE	Trench 1 with modern disturbance.
4	Y	Y	S	NE	Trench 1 section with land drain
5	Y	Y	Y	NE	General section detail through remains of furrow
6	Y	Y	Y	–	General section detail through remains of furrow
7	Y	Y	Y	SW	Trench 3,General view
8	Y	Y	Y	SE	Section of Trench 3
9	Y	Y	Y	SW	Trench 4, General view
10	Y	Y	Y	SW	Section of Trench 4
11	Y	Y	Y	S	Trench 5, General view
12	Y	Y	Y	E	Section of Trench 5
13	Y	Y	Y	SW	Trench 8, General view
14	Y	Y	Y	E	Section of Trench 8
15	Y	Y	Y	E	Trench 9, General view
16	Y	Y	Y	N	Section of trench 9
17	Y	Y	Y	NE	Trench 11 ,General view
18	Y	Y	Y	NE	Section of trench 11
19	Y	Y	Y	NE	Trench 6, General view
20	Y	Y	Y	NE	Section of trench 6
21	Y	Y	Y	S	Trench 7, General view
22	Y	Y	Y	E	Section of trench 7
23	Y	Y	Y	NW	Trench 10, General view
24	Y	Y	Y	S	Section of trench 10

Appendix 3 Written Scheme of Investigation

LAND OFF STATION ROAD, BRETFORTON, WORCESTERSHIRE

Written Scheme of Investigation for Archaeological Evaluation

for Crest Nicholson PLC ⁷

Pre-Application

July 2012



1. INTRODUCTION

- 1.1 An application for development by Crest Nicholson PLC (the client), for 2.3 ha of residential development at Station Road, Bretforton is to be submitted to Wychavon District Council. As part of the application process, the client has commissioned an archaeological trial trench investigation and the results will form part of the application submission, in line with Section 12.128 of the National Planning Policy Framework (DCLG 2012): *'Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation.'*
- 1.2 The client has commissioned Dr John Halsted of Atkins to agree a programme of archaeological work with Mike Glyde of WHEAS, the Archaeological Advisor for the planning authority. This Project Design encapsulates that programme and is submitted for the agreement of the planning authority.
- 1.3 A Desk Based Assessment relating to the development has been undertaken in connection with the planning application (Atkins 2012). This document takes this work into account. The evaluation will provide further information about the archaeological resource, to enable appropriate decisions to be reached regarding the planning submission.
- 1.4 This PD is designed to conform with the outline contained in Appendix 2 of the Management of Archaeological Projects and takes into account relevant IfA Standards and Guidance.

2. DESCRIPTION OF THE SITE

- 2.1 The proposed development site is located at National Grid Ref SP 087 439 (site centre) and covers a total of 2.3 ha. The site is largely under cultivation, apart from where it is occupied in its south-east corner by a range of post-medieval agricultural buildings.
- 2.2 The site is underlain by mudstones of the Blue Lias Formation (part of the Lower Lias formation) and superficial deposits of glacial head comprised of sand and gravel dating to the Quaternary period (British Geological Survey website; <http://www.bgs.ac.uk>).

3. ARCHAEOLOGICAL BACKGROUND (FROM ATKINS 2012)

- 3.1 There are cropmarks of a trackway and enclosures located 300m north-east of the site, which may be of prehistoric date. Roman settlement has been identified at two points within a mile of the site, with isolated Roman find-spots

reported from even closer. It is conjectured that the line of a Roman road (WSM31682), running from Bretforton to Bidford runs through the southern part of the site.

- 3.2 Bretforton appears to have had Saxon origins, and medieval sites survive within the core of the village. However, the proposed development is outside of this area, and medieval remains, if present, are likely to be related to rural settlement and cultivation activity.
- 3.3 In 1885 the site was divided into an eastern and western field, with an S-shaped boundary possibly a relic of the medieval field system. The farm buildings in the SE corner were more extensive, with a three range building partially enclosing a yard.
- 3.4 Assuming that the projected line of the Roman road does cross the site, other activity of Roman date might be likely to occur alongside it. In its absence, remains are likely to be limited to medieval and later agricultural activity.

4. OBJECTIVES

- 4.1 In general, the purpose of the evaluation is to provide sufficient evidence for confident prediction of the impact of the proposal by establishing the extent, nature and importance of any heritage assets within the affected area (following *PPS 5 Planning for the Historic Environment Historic Environment Planning Practice Guide 2010*).
- 4.2 More specific aims of the evaluation include:
- Establishing the location, extent, nature and date of archaeological features or deposits that may be present within the proposed development area.
 - Establishing the integrity and state of preservation of archaeological features or deposits that may be present within the proposed development area.
 - Establishing the potential impact of the proposed development upon the significance of any archaeological remains.
 - Establishing whether the projected line of the Roman road crosses the site.
- 4.3 The local and regional research contexts are provided by *The Archaeology of the West Midlands: A Framework for Research*. Any evidence retrieved during the works will be analysed in light of the objectives contained in these frameworks.
- 4.4 The results of the evaluation will be used to inform a strategy for further archaeological mitigation if appropriate.
- 4.5 The project will be undertaken in line with the Standards and Guidelines for Archaeological Projects

in Worcestershire, issued by Worcestershire Historic Environment and Archaeology Service.

- 4.6 The resulting archive (finds and records) will be organised and deposited in Worcestershire Museum to facilitate access for future research and interpretation for public benefit.

5. SCHEDULE

- 5.1 Subject to receipt of the necessary approval from Mike Glyde, the archaeological advisor to Wychavon District Council, the programme of trial trenching will be completed within 3 days (on-site). A draft report will then be delivered to the client and, on approval, to Wychavon District Council within two weeks of the completion of fieldwork.
- 5.2 Fieldwork is currently scheduled to be undertaken on 1st – 3rd August 2012.

6. PROJECT TEAM

- 6.1 The project will be managed for Headland Archaeology by Mike Kimber (Project Manager); the field team will consist of Simon Mayes (Project Officer) with 1 other staff members from Headland Archaeology and an additional sub-contracted excavator driver. *Curricula vitae* of key personnel can be supplied on request. The project team will familiarise themselves with the background to the site and will be aware of the project's aims and methodologies.
- 6.2 Specialist artefact analyses will be managed by Julie Franklin who is Headland's Finds Manager. Julie will undertake finds assessment within her areas of competence (medieval and post-medieval metalwork, glassware, clay pipes, ceramic building material and other small finds) and assisted by Julie Lochrie (lithics, prehistoric pottery). Further consultation will be sub-contracted to recognised period specialists familiar with finds from this geographical area as appropriate, notably Jane Timby (Roman pottery). All ceramic types will be related to the County Fabric Type series.
- 6.3 Environmental analysis will be managed by Dr Scott Timpany. Headland has in-house specialists who can undertake analysis of pollen, plant macrofossils, insect remains and thin sections. Faunal remains will be assessed by Sheila Hamilton-Dyer and human remains by Tegan Daly (although it is not anticipated that the latter will be removed during an evaluation project).
- 6.4 Headland Archaeology (UK) Ltd is a Registered Organisation and abides by the Codes of Conduct and Approved Practice and Standards of the Institute for Archaeologists. The company has all the necessary

technical and personnel resources for the satisfactory completion of the evaluation.

7. INSURANCE & COPYRIGHT

- 7.1 Headland Archaeology (UK) Ltd is fully indemnified and all necessary insurances can be presented on request.
- 7.2 Copyright will be retained by Headland Archaeology (UK) Ltd. Headland will licence the client, Worcestershire County Council and other bodies as necessary for use in matters relating to the project and for use of the project archive by the relevant museum. This licence will also extend to non-commercial use.

8. HEALTH & SAFETY

- 8.1 All of Headland's work is undertaken in accordance with current H&S legislation. A risk assessment and method statement will be prepared prior to the commencement of fieldwork. All staff will wear appropriate PPE and this will include high-visibility clothing, hard hats and safety footwear. Suitable site welfare facilities will be located at an appropriate location after consultation with the landowner.

9. ACCESS & SERVICES

- 9.1 Overhead powerlines cross the site at its south-western end. It will be necessary to cross beneath these powerlines to access the site. No machine movements beneath electrical cables or within the exclusion zone will take place on site without the presence of a banksman.
- 9.2 An excavator will be selected with regard to safe clearance heights as defined by Western Power Distribution and HSE guidance, and will be able to pass safely beneath the cables under supervision.
- 9.3 This PD is submitted on the understanding that there will be unhindered access (including machine-access) to all areas of the site. Any livestock/cars/spoil heaps etc will be removed.

10. STRATEGY

- 10.1 The development area measures approximately 2.3 ha, and the Brief has specified a sample of ten evaluation trenches measuring 50m long and 1.8m wide. Two of these trenches are placed to target the presumed line of the Roman road.
- 10.2 A contingency for excavating an additional 50m² of trenches has been agreed with the client in the event features are exposed that cannot be adequately understood within the confines of a narrow trial trench.



- 10.3 The contingency will be activated on instruction from the Archaeological Advisor and the client's representative.

11. METHOD

Fieldwork

- 11.1 An activity number for the fieldwork will be obtained from the Worcestershire Historic Environment Record.
- 11.2 All trenches will be set-out using differential GPS, which will also be used to provide absolute heights above OD. Service plans will be consulted in advance of excavation and safe digging techniques will be observed.
- 11.3 Trenches will be opened with an excavator, suitably equipped with a toothless ditching bucket of 1.8 m width. All trenches will be excavated by machine under direct archaeological supervision to remove topsoil and deposits of modern make-up and will be excavated in controlled spits. Machine excavation will terminate at the top of the natural geology or the first significant archaeological horizon, whichever is encountered first. Further investigation of deep depositional sequences may be undertaken by machine-dug sondage at selected locations as considered necessary. Spoil will be stored beside the trench; topsoil and subsoil will be kept separate by putting topsoil on one side of the trench and subsoil on the other.
- 11.4 Excavation of archaeological deposits and features required to satisfy the objectives of the evaluation will continue by hand (except where agreed otherwise with the archaeological advisor). On completion of machine excavation, all faces of the trench that require examination or recording will be cleaned using appropriate hand tools where required. The stratigraphic sequence will be recorded in full in each of the trenches, even where no archaeological deposits have been identified.
- 11.5 A sufficient quantity (to adequately evaluate the site) of identified features will be investigated and recorded. This will typically involve excavation of 50% of discrete features, and a 1m slot of linear features. Where features form a definite arrangement a sample of features within the arrangement will be sample excavated with the agreement of the curator. Features not suited to excavation in evaluation trenches will be investigated in plan only. This would typically apply to areas of complex, intercutting features such as structures with *in situ* floor surfaces, kilns and other '*special*' features, all of which benefit from open area investigation and suffer when excavated during trial trench evaluations. No features will be wholly excavated; similarly, structures and features worthy of preservation will not be unduly excavated.
- 11.6 Due to Health and Safety considerations, excavations will normally be limited to a maximum depth of 1m

below existing ground level. Test pits may be machine-excavated to greater depths; any such test pits will be located within blank areas of existing trenches, will not be entered by site staff, and will be backfilled immediately after excavation.

Recording

- 11.7 All recording will follow IfA Standards and Guidance for conducting archaeological evaluations. All contexts, small finds and environmental samples will be given unique numbers. All recording will be undertaken on *pro forma* record cards. In the event that stratified deposits are encountered, a '*Harris*' matrix will be compiled. 35mm colour transparencies and B/W prints will be taken; a graduated metric scale will be clearly visible. Digital images of 7MP+ resolution showing general views of fieldwork and/or significant finds and features will be taken for illustrative purposes and provided with the final report.
- 11.8 A site plan including all identified features, areas of excavation and other pertinent information will be recorded digitally. The site plan will be accurately linked to the National Grid and heights to OD. Digital recording will be undertaken using a differential GPS or an EDM linked to a hand-held computer in order to allow data checking while in the field. Where appropriate (*eg* large features with a simple profile and single undifferentiated fill), sections and stratigraphic sequences will be recorded digitally; If additional detailed recording of features and sections is required (*ie* where their complexity means that archaeological information could be lost if recorded digitally) then plans and sections will be hand-drawn on permatrace at an appropriate scale (normally 1:20 or 1:50 for plans and 1:10 for sections).

Samples and artefacts

- 11.9 Finds will be routinely recorded by context and recorded 3-dimensionally where appropriate (*ie* where their position within a context can provide further significant information or the find is of particular significance). Any artefacts retrieved during the evaluation will be cleaned using appropriate techniques and packaged and stored in accordance with First Aid for Finds (Watkinson & Neal 1998). All artefacts recovered during the evaluation will be cleaned, marked and catalogued. Headland's in-house finds specialists will be available to provide advice remotely or on site if necessary. Conservation will be undertaken by Scottish Conservation Studio (for metalwork) and AOC Ltd (for organics).
- 11.10 The terms of the Treasure Act 1996 will be followed with regards to any finds which might fall within its scope. Any finds will be removed to a safe place and reported to the local coroner as required by the procedures laid down in the '*Code of Practice*'. Where removal cannot be effected on the same working day as the discovery,

suitable security measures will be taken to protect the finds from theft.

- 11.11 Deposits identified as archaeologically significant will be sampled for environmental material and other finds (eg bone, pottery etc). Bulk samples will be taken from selected deposits for wet sieving and floatation in order to recover any environmental material. A bulk sample will typically be 40 litres. However, where large deposits are encountered more than one bulk sample may be taken. Similarly, small deposits such as the fill of postholes may contain less than 10 litres of sediment and will be fully sampled. A representative proportion of samples taken on site will be processed and assessed with the results and recommendations for any further work included in the evaluation report.
- 11.12 Where waterlogged deposits are encountered (such as peat) appropriate sampling techniques will be employed so as to maximise the environmental information gained from such deposits. This may include the taking of monolith or core samples for pollen and non-pollen palynomorphs (eg testates and fungal spores) and large specialist samples for plant macrofossil, wood (including waterlogged wood) and insect analyses.
- 11.13 The environmental sampling strategy will be in line with the guidelines on environmental archaeology specified in the brief (Association for Environmental Archaeology 1995). Any variations to the best practice outlined in this guidance will be agreed with the curator in consultation with the English Heritage Regional Science Advisor.

12. MONITORING

- 12.1 Access to the site will be afforded to the archaeological advisor for monitoring purposes.

Reporting and Archive

- 12.2 All aspects of reporting and archive will be undertaken in accordance with guidelines published by the IfA on behalf of the Archaeological Archives Forum (July 2007) and the Worcestershire Historic Environment and Archaeology Service standards and guidelines. On completion of the evaluation Headland will produce a site archive and, if appropriate, an Updated Project Design in line with the MAP2 specification and MoRPHE Guide. This will include all relevant specialist assessments of excavated material. An online OASIS report will be completed and will be accompanied by a pdf report and boundary file.
- 12.3 Copies of the report will be sent to the client for onward transmission to the local planning authority; copies (paper & electronic) will also be submitted to the HER Officer, to be deposited in the Worcestershire HER. Finds and environmental reports will include a summary table as per WHEAS standards and guidance. An electronic

copy will be sent to the Archaeological Advisor. All reports will be submitted within one month of the completion of fieldwork.

- 12.4 The finds and archive will be deposited with Worcestershire Museum, as per standard conditions, and arrangements have been put in place. Provision has been made for storage costs. Deposition will be undertaken within one year of the completion of fieldwork.
- 12.5 If the museum or repository is able to accept and maintain digital archives, these will be transferred with the rest of the archive following the museum's guidelines and packaged appropriately. Metadata forms will accompany all digital archives. If the museum or repository does not have the means to curate digital material any survey files and digital photographs forming part of the primary record will be deposited with the report and boundary file at ads (<http://archaeologydataservice.ac.uk>), accompanied by the relevant metadata.

Human remains

- 12.6 All finds of human remains will be reported to the consultant/client/coroner/curator. None will be excavated during the course of the present program of work. If human remains are to be excavated during subsequent work, a license will be gained from the Ministry of Justice in accordance with Section 25 of the 1857 Burial Act. All excavation and treatment of cremated and inhumed human remains will be undertaken in cognisance of IfA Technical Paper Number 13 (Brickley & McKinley & 2004) and relevant English Heritage guidelines (2005).

11

Reinstatement

- 12.7 Upon completion of fieldwork and after any monitoring visit by the curator, all trenches will be backfilled by machine and tamped down as tidily as practicable.

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