



Corn Exchange Extension, North Square, Dorset

Written Scheme of Investigation for Archaeological Observations and Recording during Groundworks.

Document No. 3552/0/2

October 2021

Site Name	Corn Exchange Car Park, North Square, Dorchester, Dorset DT1 1HF
OS NGR	SY 6929 9078
Planning Application No.	WD/D/20/002160
Listed Building Consent No.	
Local Planning Authority	Dorset Council
Planning Archaeologist	Steve Wallis, Senior Archaeologist, Dorset Council
Scheduled Monument Consent Ref.	N/A
Historic England Archaeological Advice	
Agent	Crickmay Stark Architects
Client	Dorchester Town Council

Version	Status	Prepared By	Approved By	Date
1	Draft	P Bellamy		19/10/2021
2				
3				

Corn Exchange Extension, North Square, Dorset

Written Scheme of Investigation for Archaeological Observations and Recording during Groundworks

1. Introduction

1.1 Project Introduction

The Dorchester Town Council, as part of its Climate Emergency Response, is extending the municipal buildings (Corn Exchange) to house a bio-mass boiler with associated fuel store and water tanks at ground floor level and provide new office accommodation at first floor level. Terrain Archaeology was commissioned to produce an assessment of the impact of the proposed works on the potential archaeological resource surviving on the site (Terrain Archaeology 2021a), which identified the footings of the new extension as likely to disturb archaeological stratigraphy.

The development was granted planning permission (Application No: WD/D/20/002160) in March 2021. This Written Scheme of Investigation has been produced in part fulfilment of WD/D/20/002160 Condition 3.

This document sets out the specification for the proposed archaeological programme and Terrain Archaeology's methods for achieving this specification.

2. Site

2.1 Location

The site lies in the centre of the historic core of Dorchester at the convergence of High East Street, High West Street, Cornhill and North Square, adjacent to St Peter's Church, centred on SY 6928 9076, at a height of about 65.8 m aOD (Figure 1). The site is largely occupied by the Town Hall and Corn Exchange buildings, with a car park to the north. The car park is accessed off North Square and the surface is level with an approximate 2.5 m drop down to the rear of the King's Arms property to the east. The north side of the site is formed by the Victory Court.

The location of the proposed new extension lies to the rear of the Corn Exchange buildings in the car park area centred on SY 6929 9078 (Figure 1).

2.2 Geology

The underlying solid geology is mapped as Chalk of the Portsdown Chalk Formation, which is shallow-marine in origin, formed in an environment of warm chalk seas, formed approximately 72 to 84 million years ago in the Cretaceous Period. No overlying Superficial Deposits are mapped on the site (<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>).

2.3 Designations

Conservation Areas: The site lies within the Dorchester Conservation Area (WDDC 2003).

Designated Heritage Assets: The *Municipal buildings* (Corn Exchange) are Grade II* Listed (NHL Entry No. 1110585).

3. Archaeological and Historical Background

3.1 Historical and Archaeological Background

3.1.1 Prehistoric

Prehistoric activity within the area of Dorchester is poorly understood and only fragmentary evidence has been obtained to date. The most significant monument is the Neolithic timber monument first identified at Greyhound Yard (Woodward *et al.* 1993). The Corn Exchange site lies outside the likely circuit of this monument. Evidence from a number of sites including Greyhound Yard, Merchant's Garage and County Hall have produced evidence for Bronze Age fields (Bellamy 1992; Smith 1993; Woodward *et al.* 1993), which may have covered the whole area of Dorchester. A large pre-Roman ditch that may also possibly be part of this late prehistoric land division was found at Boots, South Street (Sparey Green 1986). An extensive pre-urban soil layer has been found on many of the sites investigated in Dorchester, which appears to have formed as a result of this late prehistoric agricultural activity.

3.1.2 Roman

The Site lies within the Roman town of *Durnovaria*, founded about AD65. The earliest element of the town appears to be the street pattern, which was laid out on top of the pre-Roman agricultural soil. The full street pattern is not known, but the alignment of a number of streets can be determined. The line of one of the main Roman streets running from the West Gate has been determined by investigations to the rear of St Peter's Church (Sparey Green 1981) and at Greenings Court (Putnam *et al.* 1970). The line of this street is projected to run beneath the north end of the Corn Exchange and across the south east corner of the car park, including part of the area of the proposed new extension (Figure 5). The site lies between two N-S streets. The street to the west passes through the west part of the Dorset County Museum site, where a section of the road was discovered during the construction of Skyrme's Workshop in 1937 (RCHME 1970, 552) and further traces to the south behind Boots, South Street (RCHME 1970, 552). The street to the east is projected to run beneath the east side of the Kings Arms and traces have been recorded beneath Acland Road further to the south (Keen 1979, 135; Woodward *et al.* 1993, 7). The forum of the Roman town probably lay between these streets, which may have formed its northern, eastern and western limits. Spreads of gravel have been found at Cornhill, which may be part of the forum surface (RCHME 1970, 564-6). None of the associated public buildings around the forum have been found to date.

In the early Roman period, the town appears to have had a relatively low density of buildings and the street frontages were developed with small timber buildings set within relatively large enclosures with further enclosures behind the street frontages (Woodward *et al.* 1993; Trevarthen 2008). Towards the end of the second century AD many of the timber buildings were replaced by buildings with stone footings that are extended and developed by the late 3rd and into the 4th century and include large courtyard town houses and aisled buildings including possible urban farms, which continued to be built up until the end of the 4th century.

3.1.3 Medieval

The early medieval history of Dorchester is not well documented, but archaeology has produced evidence for layers of dark soil accumulation over the remains of the Roman structures. This soil development may date to the post-Roman and early medieval period and at Greyhound Yard appears to be associated with the development of strip fields and timber structures (Woodward *et al.* 1993, 376). Documentary evidence suggests that there was a royal residence at Dorchester in the 9th century and the settlement became a borough with a mint in the 10th century (Penn 1980, 60). *Dorecestre* was recorded as a royal borough in the Domesday survey (Thorn 1983).

The medieval street pattern does not follow the Roman street alignment and the principal streets of High West, High East, and South Streets together with back lanes are likely to have been established by the end of the 10th century. The three parishes of St Peter's, All Saints, and Holy Trinity, with their parish churches, are all late Saxon in origin. Dorchester Castle was built soon after the Norman Conquest in the northern part of the town on the site now occupied by the Prison. The details of Dorchester's development during the medieval period are uncertain, but there appears to have been some organised trading activity from at least the late 12th century and was probably an

important trading centre in the 13th century, though in the 14th century Dorchester was not the largest nor most wealthy town in Dorset (Draper 1992; Draper 2001; Penn 1980, 61-2). By the late medieval period it had become a cloth-making town of some local importance and was about the same size as Bridport, Sherborne, and Shaftesbury.

The Dorchester Domesday (1395-1500) recorded land transactions in the town (Mayo 1908, 116-380) and has been used to reconstruct the tenement pattern of late medieval Dorchester (Draper and King 1995). Unfortunately, the area of the site on the east side of the corner of High East Street and North Square (formerly the *High Street to Friars Minor*) has no entries, but it seems unlikely that this area in the centre of the town was undeveloped, so perhaps may have been owned by one of the monasteries, therefore, did not have any transactions recorded by the borough (Draper and King 1995, 40). North Square was the location of the Shambles or butchers' stalls.

3.1.4 Post-medieval and Modern

The town continued as a successful cloth-making town into the 17th century, and by the middle of the century it appeared to be the largest town in the county, though the cloth industry was in decline. In 1724 Defoe described the town as "populous, though not large, the streets broad, but the buildings old, and low" (Penn 1980, 63).

There were a number of major and minor fires in the town during the 17th and 18th centuries. The most disastrous fire happened on 6 August 1613 when 300 houses and churches of Holy Trinity and All Saints were burnt, with only St Peter's church and a few houses near it escaping the conflagration (Hutchins 1868, 340). These fires have likely contributed to the predominantly 18th century and later character of Dorchester. The late 18th and 19th century saw significant expansion and many improvements in the town.

By the late eighteenth century, an inn had been built on the corner plot of the site facing High East Street with a rear entrance into the back yard off North Square (Hutchins 1771 Map of Dorchester). This inn is identified as The Red Lion on the 1810 plan of Dorchester (DHC D1/OE1) (Figure 2). The east side of North Square was fully built up with gardens behind. This part of town continued to have a number of butcher shops until the late nineteenth century. In 1810 the southern part of the current car park was occupied by a house occupied by George Squibb. By 1848 it had become a property of the borough.

The Guildhall of the borough lay on the west side of North Square on the side of St Peter's Church. A new Town Hall was built in 1791 across the entrance of North Square between St Peter's and the Red Lion (Figure 2). This was replaced by the existing Town Hall, designed by Benjamin Ferrey and built by Samuel Slade in 1847-8 (Figure 3). The 1848 map of Dorchester (DHC D/COO:E/7) shows the new town hall with open space behind and with further buildings to the north covering much of the area of the present car park, but the area of the proposed new extension is shown as open space (Figure 3). The Corn Exchange was added to the rear of the building in 1867. A new market hall and the borough police station were added to the rear of the Town Hall/Corn Exchange at about the same time (Figure 4). The borough police station probably became redundant in 1889 when the Dorchester borough police force was absorbed into the Dorset Constabulary. The market hall was demolished some time between 1957 and 1963 according to historic map evidence. Victory Court to the north was probably built in the 1980s on the site of the former Dorchester Arms, later used as West Dorset District Council offices.

3.2 Previous Archaeological fieldwork

The only recorded archaeological investigation on the site itself was a watching brief by Terrain Archaeology during the construction of the brick boundary wall along the north side of the town hall car park in 2004 (Terrain Archaeology 2004a). The footings of the new wall did not penetrate below the remains of the Market House and revealed part of a quarry tile floor and an internal brick partition wall. In addition, the cellars of former houses along the North Square frontage that survive beneath the west end of the car park were recorded in outline. The cellars contained a number of vats, which were probably used for bacon curing.

A full measured survey of the cellars was undertaken by Terrain Archaeology in June 2021 (Bellamy 2021).

4. Proposed Works

4.1 Outline of Proposed Works

The proposed works include a number of internal and external alterations to the existing buildings and the construction of a new extension of the municipal buildings (Corn Exchange) to house a bio-mass boiler with associated fuel store and water tanks at ground floor level and provide new office accommodation at first floor level. The new extension will be built on piled foundations.

5. Brief

5.1 The Brief for Archaeological Works

No written brief has been issued for the works, but the scope was discussed with Steve Wallis, Senior Archaeologist Dorset Council.

5.2 Scope of Works

This Written Scheme of Investigation sets out the programme of Archaeological Works and Terrain Archaeology's proposed methods for achieving this programme. The form and impact of the works is based on information provided by the architect.

6. Planning Background

6.1 National Policy and Guidance

6.1.1 National Planning Policy Framework

This Written Scheme of Investigation has been compiled in accordance with national planning policy, as set out in the *National Planning Policy Framework* (2012, revised July 2018, updated February 2019 and July 2021), in particular Section 16 Conserving and Enhancing the Historic Environment. Planning Practice Guidance relating to the NPPF is available at <http://planningguidance.planningportal.gov.uk/>.

Paragraph 194 outlines the requirements for the description of the significance of any Heritage Assets affected by development proposals:

In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. 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.

Paragraphs 199, 200, 201, 202 and 203 outline the importance of the assessment of significance of both designated and non-designated heritage assets under risk of impact from proposed development:

Paragraph 199. When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

Paragraph 200. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification.

Substantial harm to or loss of:

a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional;

b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional⁶⁸.*

[Note 68: Non-designated heritage assets of archaeological interest, which are demonstrably of equivalent significance to scheduled monuments, should be considered subject to the policies for designated heritage assets.]

Paragraph 201. *Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:*

- a) the nature of the heritage asset prevents all reasonable uses of the site; and*
- b) no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and*
- c) conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and*
- d) the harm or loss is outweighed by the benefit of bringing the site back into use.*

Paragraph 202. *Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.*

Paragraph 203. *The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.*

Paragraph 205 outlines the requirements for the developer to record any heritage assets to be lost and make that information publicly accessible:

Paragraph 205. Local planning authorities should require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible⁶⁹. However, the ability to record evidence of our past should not be a factor in deciding whether such loss should be permitted.

[Note 69: Copies of evidence should be deposited with the relevant historic environment record, and any archives with a local museum or other public depository.]

6.2 Local Guidance

6.2.1 West Dorset, Weymouth and Portland Local Plan 2011-2031

The West Dorset, Weymouth and Portland Local Plan 2011-2031 (Adopted October 2015) expands upon national guidance, setting out the West Dorset District Council's policies with specific reference to cultural heritage and archaeology.

ENV4. HERITAGE ASSETS

- i) The impact of development on a designated or non-designated heritage asset and its setting must be thoroughly assessed against the significance of the asset. Development should conserve and where appropriate enhance the significance.*
- ii) Applications affecting the significance of a heritage asset or its setting will be required to provide sufficient information to demonstrate how the proposals would positively contribute to the asset's conservation.*

- iii) *A thorough understanding of the significance of the asset and other appropriate evidence including conservation area character appraisals and management plans should be used to inform development proposals including potential conservation and enhancement measures.*
- iv) *Any harm to the significance of a designated or non-designated heritage asset must be justified. Applications will be weighed against the public benefits of the proposal; if it has been demonstrated that all reasonable efforts have been made to sustain the existing use, find new uses, or mitigate the extent of the harm to the significance of the asset, and; if the works proposed are the optimum required to secure the sustainable use of the asset.*
- v) *The desirability of putting heritage assets to an appropriate and viable use that is consistent with their conservation will be taken into account.*
- vi) *Where harm can be justified, appropriate provision will be required to capture and record features, followed by analysis and where appropriate making findings publically available.*

ENV10. THE LANDSCAPE AND TOWNSCAPE SETTING

- i) All development proposals should contribute positively to the maintenance and enhancement of local identity and distinctiveness. Development should be informed by the character of the site and its surroundings.
- ii) Development will provide for the future retention and protection of trees and other features that contribute to an area's distinctive character. Such features may not always be designated or otherwise formally recognised.
- iii) Development should only be permitted where it provides sufficient hard and soft landscaping to successfully integrate with the character of the site and its surrounding area.
- iv) Opportunities to incorporate features that would enhance local character, including public art, or that relate to the historical, ecological or geological interest of a site, should be taken where appropriate.

6.3 Planning Conditions

6.3.1 Planning Application WD/D/20/002160

Condition 3 of the granting of approval for Planning Application No. WD/D/20/002160 by Dorset Council, the Local Planning Authority, states *"Prior to the commencement of ground works, the applicant shall make arrangements for archaeological observation and recording to take place during groundworks and details of these arrangements shall be submitted to and approved in writing by the Local Planning Authority, at least one month before commencement of groundworks. Thereafter the works shall proceed in accordance with the agreed details, and the results of archaeological observation shall be reported in accordance with the agreed details.*

Reason: To safeguard and/or record the archaeological interest on and around the site."

7. Definitions, Standards and Guidance

7.1 Definition and Purpose of Archaeological Observation and Recording

Archaeological Observations and Recording are also known as an Archaeological Watching Brief.

The Chartered Institute for Archaeologists (CIfA) 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 2014a).

The purpose of Archaeological Observations and Recording as set out by the Chartered Institute for Archaeologists is:

- a. *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*
- b. *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. (ClfA 2014a).

This clearly indicates that Observations and Recording, whether specified by planning condition or otherwise, may not necessarily comprise the final stage of archaeological site-based mitigation, but may serve to trigger more detailed and extensive archaeological investigation.

7.2 Standards and Guidance

Terrain Archaeology will abide by the Chartered Institute for Archaeologists' *Regulations for professional conduct* (ClfA 2014c).

This document was prepared and the proposed programme of archaeological works referred to herein will be undertaken in accordance with the Chartered Institute for Archaeologists *Code of Conduct*, and *Standard and Guidance for archaeological Watching Briefs* (ClfA 2014a).

8. Aims and Objectives

8.1 Aims

- The principal aim of the Archaeological programme of works is to establish and make available information about the archaeological resource existing on the site.
- The programme of works will aim to place the archaeological results within the local, regional and national context, as appropriate, and advance understanding of the archaeology of the site and its surroundings.

8.2 Objectives

- To investigate and record all the *in situ* archaeological deposits and features revealed during the programme of works to an appropriate professional standard.
- To record recovered artefacts and other materials to an appropriate standard.
- To present the results in a report to the appropriate standard.

9. Methods

9.1 Fieldwork

9.1.1 Introduction

The Client will provide Terrain Archaeology with map coverage of the Site based on Ordnance Survey sheets and with accurate plans showing all known live and dead services, prior to the start of the fieldwork.

The location of the groundworks will be tied to the Ordnance Survey National Grid.

In the event that unexpectedly significant or complex discoveries are made that have the potential to delay the overall work programme, Terrain Archaeology will appraise the Client and the Dorset County Senior Archaeologist at the

earliest possible opportunity, in order to discuss the implications of the discoveries and agree the most appropriate procedure to deal with them.

9.1.2 Recording of Groundworks

The site is covered by very thick deposits of nineteenth century levelling deposits, which are of negligible archaeological significance. The only groundworks which are likely to impinge on more significant archaeology are the piling of the foundations of the new extension and any service trenches that will cross the area of cellaring along the North Street frontage.

The piling operations for the new extension will be observed and recorded by a suitably qualified archaeologist to an appropriate professional standard. The piling operations will be observed particularly to see if any Roman road gravels are revealed.

The proposed new services that cross the area of cellars along North Street will be observed by a suitably qualified archaeologist to an appropriate professional standard to record any further details of the cellars that might be exposed.

All deposits revealed, irrespective of their apparent archaeological significance, will be recorded using components of the Terrain Archaeology recording system of complementary written, drawn and photographic records.

The groundworks, general site views, archaeological features and significant archaeological deposits will be recorded by digital photography to illustrate the site processes observed, the location of the groundworks, and the general character of the site, as well as any required technical photography of the archaeological resource present. All photographs will be taken by a digital SLR camera set to an image size of 4,288 x 2,848 pixels (which equates to a size of 36.31 x 24.11 cm at 300 dpi), using a tripod, where necessary. Photographs will include a metric scale of appropriate length, where applicable. All photographic images will be saved in TIFF format and will form part of a fully indexed photographic record recording the date, site, subject, and direction of view.

While every attempt will be made to keep disruption to the Client's site works to a minimum, sufficient reasonable time shall be granted by the Client (and their groundworks contractors) to allow adequate recording of all archaeological features, deposits, artefacts and/or ecofacts encountered during the course of the groundworks to acceptable archaeological standards. Terrain Archaeology will liaise closely with the appropriate on-site contractors to enable any archaeological remains to be recorded as quickly, safely, and efficiently as possible.

In order to avoid establishing a 'false negative' record for the site, the record of the observations and the subsequent report will make a clear distinction between areas where groundworks did, and did not, expose potentially 'archaeological' levels.

All finds from archaeologically significant contexts will be retained. The finds will be processed according to the standards set out in the *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials* (ClfA 2014d).

9.1.3 Human Remains

In the event of the discovery of human remains, an application will be made for 'Authority to excavate human remains for archaeological purposes', for which a 'License for the Removal of Human Remains' may be granted by Secretary of State, administered by the Ministry of Justice, in accordance with Section 25 of the Burial Act 1857.

All human remains (stratified, articulated or otherwise) will be treated with respect and, where necessary, will be screened from public view.

If complete burials are discovered during the fieldwork, the presumption will be in favour of complete excavation of the grave to obtain information on details of burial position, grave goods, dating evidence, etc in order to understand the significance of the burial. The full extent of the grave/burial will be exposed and if this extends beyond the limit of the trench, then the trench will be extended to expose the full plan. The excavation, recording and lifting of

inhumation burials, both intact articulated burials and disturbed or disarticulated burials, will follow recommended practice as set out in McKinley and Roberts (1993) and Historic England 2018. The grave would be excavated by hand and the human remains would be fully uncovered before photographing, planning, and recording prior to lifting of the burial. The lifted bones would be bagged by skeletal area. Sediment samples would be taken from the areas of the feet and hands to recover small bones.

If cremated human remains are discovered, then excavation and recovery will follow recommended practice set out in McKinley and Roberts (1993). If urned cremations area found, the cremation would be lifted intact together with the vessel, for excavation off-site. Urned or disturbed urned cremations would be excavated on site, first dampening the soil to minimise fragmentation. Where possible, undisturbed cremations would be excavated in 20mm spits. The soil from the cremation burial and the burial pit fill (or from the immediately surrounding area of the burial) would be collected as a 100% whole earth sample, for wet sieving through a 2mm mesh.

9.1.4 Treasure and other Significant Finds

If artefacts or groups of artefacts are discovered that fulfil the definition of potential Treasure (under the Treasure Act 1996 (as revised)), or fulfil the definition of Treasure Trove (where objects are less than 200 years old), then Terrain Archaeology will notify the Client at the earliest possible opportunity. Terrain Archaeology has a statutory duty as the finder to notify any such finds to the Dorset Coroner within 14 days of their significance being recognised.

If finds of major significance, or finds which cannot be adequately excavated within the working day are identified, it may be necessary for the Client to put in place appropriate protective and/or security measures, pending fuller archaeological recovery of those finds.

9.1.5 Environmental Sampling

If significant archaeological features and deposits that are appropriate for environmental sampling are discovered, an environmental sampling strategy will be developed on site. This strategy is likely to consist of whole earth sampling of contexts derived from excavations into discrete features, including ditch fills, significant layers and former land surfaces, selected on a judgmental basis to sample a range of feature types from all phases and areas of the site. The criteria for selection will be that deposits are potentially datable, with little intrusive or residual material. The whole earth samples will be 40-60 litres, or 100% sample, if smaller contexts are sampled. The sampling strategy will follow the principles outlined in the guidance set out in Campbell *et al.* 2011, English Heritage 2014, and Historic England 2015 and will be developed in consultation with the project ge archaeologist. Should unexpected or unusually significant deposits or features be encountered during the ground works, then the Historic England Regional Science Advisor will be consulted for advice on environmental sampling.

If any notable spreads of material including middens or animal bone groups (ABG) are encountered, the relevant specialist (zo archaeologist and/or archaeobotanist) will be contacted for advice in how to sample these (Baker and Worley 2019; Campbell *et al.* 2011).

The nature of the geology and soils, together with the previous investigation of features on the site, suggests that it is unlikely that there are any waterlogged deposits within cut features. However, if waterlogged deposits are encountered during the evaluation excavation, the project archaeobotanist will be consulted to enable the deposits to be appropriately examined.

9.1.6 Reinstatement

Terrain Archaeology will not undertake reinstatement of any investigated areas.

9.2 Report Preparation and Publication

All artefacts excepting certain classes of modern finds will initially be retained for assessment. All finds categories earmarked for archival retention rather than discard will (as a minimum) be washed, dried, marked, sorted by category, quantified and bagged according to standard archaeological practice and to the requirements of the recipient museum or archive store (ClfA 2014c).

A basic quantified report will be prepared for all significant finds categories, to a level of detail commensurate with their significance. Where specialist assessment, analysis and reporting of finds is required to produce an adequate record, this will be undertaken using in-house expertise or commissioned from appropriately competent and qualified external practitioners.

9.2.1 Environmental and Osteological Assessment

All environmental samples will be processed by wet sieving with flotation samples collected on a 0.25mm mesh and residues collected in a 0.5mm mesh, as soon as possible after the completion of the fieldwork. The environmental material will then be dried and sorted for ecofacts and artefacts. Coarse sieved samples from animal bone groups or burials will be processed by wet sieving through a 2mm mesh or as advised by the faunal remains specialist. The environmental remains, including animal bone assemblages will be sent to relevant external specialists for assessment (Brickley and McKinley 2004; Campbell *et al.* 2011; Historic England 2014; Historic England 2018; Mays 1991). The assessments will establish the significance of the material, its potential to enhance understanding of the past and to address the project aims. They will also make recommendations for the type and scope of further analysis, where required.

9.2.2 Report Contents

On completion of the fieldwork, a report (or reports, depending upon the timetabling of fieldwork elements) will be prepared detailing the archaeological works carried out and the results of these works. The recorded deposits will be presented and described in detail. Each report will assess the nature and significance of the results of the archaeological works and place them in their wider local and regional setting, where appropriate.

As a minimum, each report will contain the following: —

- Title Page and non-technical summary
- Introduction
- Context of the project
- Geological and topographical background
- Archaeological and historical background
- Aims and Objectives
- Methodology
- Results
- Specialist reports (as appropriate)
- Conclusions
- Archive location

The report(s) will contain a location plan at an appropriate scale. The report(s) will plan all archaeological features and deposits, and sections of features observed, at an appropriate scale.

In some cases it may be necessary to produce technical illustrations of artefacts or artefact groups. This requirement will normally be assessed and undertaken in-house, although some illustrations may be recommended (or undertaken) by external specialists.

9.2.3 Dissemination

An electronic copy of the report in PDF format will be supplied to the Client, the Dorset Council Planning Department, and to the Dorset Council Senior Archaeologist, for eventual inclusion in the Dorset Council Historic Environment Record. Hard copies of the report can be made available on request.

An online OASIS (Online Access to the Index of Archaeological Investigations) form will be completed for the archaeological work. A digital PDF version of the report(s) will eventually be attached to the form for inclusion in the Archaeological Data Service Grey Literature Library.

In the event that significant archaeological discoveries are made, or artefacts of particular archaeological significance are recovered, consideration of a more detailed publication report will be necessary in addition to the initial report

detailed above. The scope of any such report would be discussed with the Dorset Council Senior Archaeologist and Historic England, and would be subject to a separate agreement.

9.3 Archiving

9.3.1 Preparation of Archive

An ordered and indexed archive will be prepared upon completion of the project. It will be prepared following the standard conditions for the acceptance of archaeological archives by the appropriate receiving museum, and in accordance with nationally recommended guidelines (SMA 1995; Brown 2011; ClfA 2014e).

In English law, ownership of all artefacts and ecofacts arising from archaeological fieldwork rests with the Landowner, except where other legislation (for example the Treasure Act 1996 (as revised) and the Burial Act 1857) takes precedence. Ordinarily, written agreement to transfer of legal ownership to the recipient museum is sought from, and granted by the Landowner(s) as part of the accession process. In the event that a landowner is unwilling, for whatever reason, to donate the finds to the appropriate recipient museum, all artefacts and ecofacts will be recorded, appropriately packaged and conserved (where necessary) before transfer to the owner. The location of this aspect of the archive will be stated in the deposited part of the site archive and public record. The owner's explicit (written) permission is required before entering such personal information in the public record (see *inter alia* the Data Protection Act 1984).

Subject to transfer of title from the Landowner, the complete archive will be deposited with the receiving museum at the earliest opportunity after report submission, and subject to the depository's requirements for deposition. Deposition of the archive places it unconditionally in the public domain.

9.3.2 Designated Museum

The designated receiving museum is the Dorset Museum.

9.3.3 Storage of archive

The archive will be temporarily stored at Terrain Archaeology's offices. No charge will be made for the temporary storage of finds or archives during the period of analyses or report preparation. However, after completion and submission of the report, if the archive cannot be deposited with the relevant museum due to circumstances beyond the control of Terrain Archaeology, a charge may be made for storage.

9.3.4 Archive Selection Policy

The selection and retention of artefacts for deposition follows national guidelines (SMA 1993; Brown 2011) and any other specific guidance prepared by the receiving museum. The selection strategy has been developed using the ClfA *Toolkit for Selecting Archaeological Archives* (ClfA 2019) to ensure that only those elements of the archive that are considered to have potential for future study will be retained. The selection policy will be agreed with the museum, and is documented in the project archive.

10. Personnel

10.1 Management

The project will be managed by Peter Bellamy BSc (Hons) MClfA, Principal Archaeologist of Terrain Archaeology.

10.2 Fieldwork

The fieldwork will be directed and undertaken by Peter Bellamy and/or by Mike Trevarthen BA (Hons) ACIfA, Senior Project Officer with Terrain Archaeology. Additional suitably experienced archaeologists will be subcontracted where required.

10.3 Reporting and Specialists

The report will be compiled by Mike Trevarthen and/or Peter Bellamy. All finds and environmental materials will be assessed by Terrain Archaeology staff and, where necessary, by suitably qualified specialists sub-contracted by Terrain Archaeology. The specialists will be chosen from the following list, as appropriate:

Flint and worked stone	Peter Bellamy (Terrain Archaeology)
Pottery	Wessex Archaeology
Animal Bone	Clare Randall
Human Bone	Clare Randall
Metal Objects and other small finds	Peter Bellamy (Terrain Archaeology)
Geoarchaeology	Allen Environmental Archaeology
Plant Remains	Allen Environmental Archaeology
Charcoal (Wood ID)	Allen Environmental Archaeology

11. Timetable

11.1 Fieldwork

The fieldwork is currently programmed for the second half of October 2021.

11.2 Reporting

An initial report will normally be completed within three months of the completion of the fieldwork.

12. Monitoring

Terrain Archaeology will inform Steve Wallis, Senior Archaeologist, Dorset Council of the intended start date and duration of project. Access to the site and the archaeological works will be given to enable all required monitoring to take place.

13. Insurances

Terrain Archaeology maintains Employers Liability Insurance to £10,000,000, Public Liability to £5,000,000 and Professional Indemnity to £1,000,000. Full details of insurance cover can be supplied upon request.

14. Health and Safety

Terrain Archaeology would be responsible for ensuring that all works were carried out in accordance with The Health and Safety at Work Act 1974, The Construction (Health, Safety and Welfare) Regulations 1996, and The Management of Health and Safety at Work Regulations 1992.

Copies of Terrain Archaeology's General statement of Health and Safety Policy and site-specific Risk Assessment would be displayed at the Site and would be communicated verbally to all affected persons prior to commencement of site works.

Terrain Archaeology will abide by the Health and Safety policies of The Client. The Client will notify Terrain Archaeology prior to the start of works of any site-specific Health and Safety training or requirements or stipulations (beyond use of basic PPE), including the necessity for formal site inductions.

Terrain Archaeology staff will not drive or take charge of any vehicle or item of plant or equipment that they are not insured to operate by prior arrangement.

Terrain Archaeology staff will not perform any role, or operate any item of plant or equipment for which they are not formally trained to an appropriate standard.

Terrain Archaeology staff will not enter any unshored deep excavation, or work in any potentially hazardous confined space without formal assessment and preparation of a specific method statement for safe working.

Terrain Archaeology's designated Site Manager reserves the right to delay, defer or re-prioritise elements of the archaeological programme in situations where site safety, welfare or general working conditions are inappropriate, or safe working practices cannot be observed.

15. Copyright

Terrain Archaeology will retain full copyright of any commissioned reports or other project documents under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that an exclusive license is hereby provided to the client for the use of such documents by the client in all matters directly relating to the project described in this document.

License is also given to the client, Historic England and Dorset Council to use the documentary archive for educational, public and research purposes. This license does not cover commercial use of the material by the client or a third party.

In the case of non-satisfactory settlement of account then copyright will remain fully and exclusively with Terrain Archaeology. In these circumstances it will be an infringement under the Copyright, Designs and Patents Act 1988 for the client to pass any report, partial report, or copy of the same, to any third party. Reports submitted in good faith by Terrain Archaeology to any Planning Authority or local government Historic Environment Service will be removed from said Planning Authority and/or Historic Environment Service. The Planning Authority and/or Historic Environment Service will be notified by Terrain Archaeology that the use of any such information previously supplied constitutes an infringement under the Copyright, Designs and Patents Act 1988 and may result in legal action.

16. Confidentiality

Terrain Archaeology will respect the requirements of the client concerning confidentiality, excepting where this conflicts with statutory duties for disclosure or reporting. All documents intended for limited circulation and use will only be used for their specified purpose. Terrain Archaeology will, in the short term, respect any reasonable request by the Client to maintain confidentiality or sensitivity over the project results, and the purpose and location of fieldwork, excepting where this conflicts with professional or statutory requirements for disclosure.

No member of staff or person subcontracted by Terrain Archaeology will knowingly speak to the press with regard to the project, its conduct or outcomes, or produce any form of publicity relating to the project without the prior consent of the Client.

Terrain Archaeology and its staff are bound by the Chartered Institute for Archaeologists Code of Conduct (as amended), and have a professional obligation to make the results of the archaeological work available to the wider archaeological community and the public within a reasonable period of time (normally six months). This obligation is entirely consistent with the terms of the NPPF, which is clear that the results of archaeological investigation – i.e. the information and interpretations arising from archaeological work – are gathered for the public benefit to offset the physical loss of heritage assets, and cannot legitimately be withheld indefinitely.

It must be noted that after report completion, a copy will be sent to the Dorset Council Historic Environment Record, at which point it will become a publicly accessible document.

17. Variation

By its very nature buried archaeological evidence is unpredictable. Whilst the potential types of archaeological evidence and the potential for archaeological preservation have been considered, no guarantees can be made for the quantity and quality of archaeological remains uncovered during the archaeological works. In order to successfully observe and record, or excavate the site, it may be necessary to amend or alter the specification or the methodology

adopted. Any variation would only be undertaken after appropriate consultation with the Dorset Council Senior Archaeologist and the Client.

In the event that the archaeological works identify significant archaeological remains Terrain Archaeology will inform the Dorset Council Senior Archaeologist at the earliest opportunity.

Where the adequate mitigation of such remains lies beyond any widely professionally accepted understanding of a "watching brief" (whether by reason of their intrinsic importance, their physical extents and state of preservation, or of the resources required); or where their adequate mitigation may present unforeseen costs or delays to the client or other partners; or where the remains possess unusually high potential to address local, regional or national research frameworks, Terrain Archaeology will request an on-site review meeting with the Client and the Dorset Council Senior Archaeologist (and other partners as appropriate). The principal aims of such a meeting will be to identify and formalise any requirements for modification of the agreed archaeological programme, to provisionally identify the resulting cost- and time implications and to assess any need for revised documentation be prepared.

In the event of the unforeseen discovery of adverse ground conditions or ground contamination during the course of the works groundworks contractors will be informed immediately and the Client notified where appropriate. Such instances may, for example, include discovery of asbestos, hydrocarbons, hazardous chemicals, minerals or metals, potential biohazards, controlled invasive flora, British and European protected fauna (species afforded permanent or seasonal protection under statute, including any nesting bird) and their habitats, or other hazards including potentially 'live' utilities or services, chambers, voids and confined spaces, unexploded ordnance or munitions, or sites falling within the scope of the Protection of Military Remains Act 1986 etc. In some of these cases it may be necessary to halt or restrict works temporarily whilst appropriate action/notification is carried out. Under certain circumstances such discoveries will require a variation of the agreed archaeological programme, and may require agreement of task-specific method statements for safe working prior to recommencement of the programme.

Where not undertaken under shelter, archaeological works are susceptible to non-conducive or foul weather: The degree of susceptibility will vary according to local ground conditions and the fragility/significance of the remains under investigation. In cases where weather-related delays to the archaeological programme result in a significant risk of delay to wider project timescales, Terrain Archaeology will notify the Client at an early stage in order to agree a strategy for completion of the works.

In the event that unexpectedly large quantities of artefactual and/or ecofactual materials are recovered, or materials requiring additional conservation are discovered, specialist assessment of finds or environmental samples may be required. This will constitute a variation from the written scheme of investigation. This will also apply to finds requiring specialist conservation.

The value of any variation from this written scheme of investigation shall be added to, or deducted from the quoted price.

18. References

- | | | |
|--|------|---|
| Baker, P. and Worley, K., | 2019 | <i>Animal Bones and Archaeology. Recovery to archive.</i> Historic England Handbooks for Archaeology. |
| Bellamy, P., | 1992 | 'Observations at Merchant's Garage, High West Street, Dorchester, 1983' <i>Proceedings of the Dorset Natural History and Archaeological Society</i> 113 , 41-54. |
| Brickley, M. and McKinley, J. (eds), | 2004 | <i>Guidelines to the Standards for Recording Human Remains.</i> IFA Paper No. 7. British Association for Biological Anthropology and Osteoarchaeology / Institute of Field Archaeologists, Reading. |
| Brown, D. H., | 2011 | <i>Archaeological Archives. A guide to best practice in creation, compilation, transfer and curation.</i> Second Edition, September 2011. Archaeological Archives Forum. |
| Campbell, G., Moffett, L. and Straker, V., | 2011 | <i>Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition).</i> Portsmouth: English Heritage. |

- ClfA, 2014a *Standard and guidance for an archaeological watching brief*. Published December 2014, updated June 2020. Chartered Institute for Archaeologists.
- ClfA, 2014c *Regulations for professional conduct*. December 2014. Chartered Institute for Archaeologists.
- ClfA, 2014d *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*. December 2014. Chartered Institute for Archaeologists.
- ClfA, 2014e *Standard and Guidance for the Creation, Preparation, Transfer and Deposition of Archaeological Archives*. December 2014. Chartered Institute for Archaeologists.
- ClfA, 2019 *Toolkit for Selecting Archaeological Archives*. Chartered Institute for Archaeologists.
- Draper, J., 1992 *Dorchester. An Illustrated History*. Wimborne; The Dovecote Press.
- Draper, J., 2001 *Dorchester Past*. Phillimore.
- Draper, J. and King, M.E., 1995 'The topography of Dorchester in the Fifteenth century', *Proceedings of the Dorset Natural History and Archaeological Society* 117, 21-50.
- English Heritage 2014 *Animal Bones and Archaeology. Guidelines for Best Practice*. English Heritage.
- Farrar, R.A.H., 1966 'Indications of Road Metalling at or near the site of the West Gate of Dorchester', *Proceedings of the Dorset Natural History and Archaeological Society* 88, 119.
- Farrar, R.A.H., 1967 'Recent Archaeological Discoveries in Dorset', *Proceedings of the Dorset Natural History and Archaeological Society* 89, 143-6.
- Historic England 2015 *Geoarchaeology. Using Earth Sciences to Understand the Archaeological Record*. Swindon. Historic England.
- Historic England 2018 *The Role of the Human Osteologist in an Archaeological Fieldwork Project*. Swindon. Historic England.
- Hutchins, J., 1868 *The History and Antiquities of the County of Dorset*. Vol. 3, (3rd edition, edited by W. Shipp and J. W. Hodson), 366-7.
- Keen, L. J., 1977 'Dorset Archaeology in 1977' *Proceedings of the Dorset Natural History and Archaeological Society* 99, 120-126.
- Keen, L. J., 1979 'Dorset Archaeology in 1979' *Proceedings of the Dorset Natural History and Archaeological Society* 101, 133-143.
- Mayo, C. H., 1908 *The Municipal Records of the Borough of Dorchester*.
- Mays, S., 1991 *Recommendations for Processing Human Bone From Archaeological Sites*. AML Report 124/91. London: English Heritage.
- McKinley, J. I. and Roberts, C 1993 *Excavation and post-excavation treatment of cremated and inhumed human remains*. Institute of Field Archaeologists Technical Paper No. 13.
- Penn K. J., 1980 *The Historic Towns of Dorset*. Dorset Natural History and Archaeological Society Monograph No. 1.
- Putnam, W. G., Bradley, R., Viner, D., and Greene, P., 1971 'Excavations for the Dorchester Excavation Committee, Interim Report, 1970' *Proceedings of the Dorset Natural History and Archaeology Society* 92, 135-37.
- RCHME 1970 *An Inventory of the Historical Monuments in the County of Dorset 2. South East*.
- Smith, R. J. C., 1993 *Excavations at County Hall, Dorchester, Dorset, 1988 in the North-West Quarter of Durnovaria*. Wessex Archaeology Report No. 4. (Salisbury; Trust for Wessex Archaeology).
- Society for Museum Archaeologists (SMA), 1993 *Selection, Retention and Dispersal of Archaeological Collections*, Society of Museum Archaeologists.
- Society for Museum Archaeologists (SMA), 1995 *Towards an Accessible Archaeological Archive*, Society of Museum Archaeologists.
- Sparey Green, C. J., 1981 'Discoveries During Building Work at St. Peter's Church, Dorchester' *Proceedings of the Dorset Natural History and Archaeological Society* 103, 124-6.
- Sparey Green, C. J., 1986 'Earthworks of Prehistoric or Early Roman Date in the Dorchester Area'

- Proceedings of the Dorset Natural History and Archaeological Society* **108**, 193-4.
- Terrain Archaeology, 2000 St John Ambulance Hall, North Square, Dorchester, Dorset: Archaeological Evaluation. Unpublished Client Report, Terrain Archaeology Report No. 5058.1, February 2000.
- Terrain Archaeology, 2004a New Wall, Victory Court, North Square, Dorchester, Dorset: Archaeological Watching Brief, March 2004. Unpublished Client Report, Terrain Archaeology Report No. 53149.1, March 2004.
- Terrain Archaeology, 2004b 19 North Square, Dorchester, Dorset: Archaeological Watching Brief, February-March 2003. Unpublished Client Report, Terrain Archaeology Report No. 53120.1, March 2004.
- Terrain Archaeology, 2016 Dorset County Museum, High West Street, Dorchester, Dorset: Archaeological Field Evaluation, March 2016. Unpublished Client Report, Terrain Archaeology Report No. 53408/2/1, June 2016.
- Terrain Archaeology 2021a Corn Exchange Extension, North Square, Dorchester, Dorset Archaeological Assessment. Terrain Archaeology Report No. 53552/1/1, January 2021.
- Terrain Archaeology 2021b Corn Exchange, North Square, Dorchester: Building Recording of Cellars beneath Car Park. Terrain Archaeology Report No. 53552/5/1, July 2021.
- Terrain Archaeology forthcoming Bennetts Court, Colliton Street, Dorchester: Archaeological Excavation.
- Thorn, C & Thorn, F., 1983 *Domesday Book, Dorset*. Chichester, Phillimore
- Trevarthen, M. 2008 *Suburban Life in Dumovaria: Excavations at the Former County Hospital Site, Dorchester, Dorset: 2000-2001*. Salisbury, Wessex Archaeology.
- Woodward, P. J., Davies, S. M. and Graham, A. H., 1993 *Excavations at the Old Methodist Chapel and Greyhound Yard, Dorchester, 1981-1984*. Dorset Natural History & Archaeological Society Monograph No. 12.



Figure 1: Location of Site and area of new extension (not to scale).