

Written Scheme of Investigation (WSI) for archaeological excavation on land to the north of 63 Rectory Road, Stisted, Essex, CM77 8AL

NGR: TL 7981 2527 (centre)

District: Braintree

Parish: Stisted

Planning reference: 18/01665/OUT & 21/00822/FUL

Commissioned by: Robert Steed

Client: Task Force Developments Ltd

Curating museum: Braintree

ECC project code: SSRR21

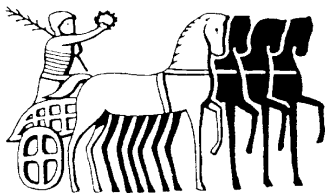
CAT project code: 2021/04j

Oasis project ID: colchest3-420375

Site manager: Chris Lister

ECC monitor: Teresa O'Connor

This WSI written: 27/04/2021



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Site location and description (Fig 1)

The proposed development site is a plot of open land adjacent to a golf course on the west side of Rectory Road in Stisted, to the north of 63 Rectory Road and immediately to the south of Stisted Lodge (Fig 1). The site is centred at National Grid Reference (NGR) TL 7981 2527.

Proposed work

The planning application proposes the construction of three dwellings, together with associated access, services, landscaping and parking.

Archaeological background

The following archaeological includes extracts of the ECC brief and the Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessed via <http://www.heritagegateway.org.uk>).

To the north of the site is the current Stisted Hall, formerly Glebe House (EHER 30193), a 19th-century Grade II* listed building (NHLE no.1171201). The golf course to the west of the site is situated within the former designed landscape associated with the Hall (HER 19953).

Prior to the construction of the current Hall, an earlier manor house (since demolished; HER 6385) was present on the site; it was pre-16th century in date and is likely to have had medieval origins. During the digging of the foundations for the present Hall six Roman urns were uncovered, strongly suggesting that there is a Roman cemetery within close proximity.

Stisted is a historic village which is likely medieval in origin. The centre of the village, some 400m to the south-east of the site, contains several listed buildings dating from the 15th century onwards. Immediately to the west of the site struck flints and abraded prehistoric pottery have been recovered from the topsoil within the golf course, which may suggest prehistoric activity. To the north-west of the site are several undated features identified by cropmark survey, including linear features and large pits.

An archaeological evaluation (four trial-trenches) was undertaken by CAT in February in response to a recommendation from ECC Place Services Historic Environment Advisor Teresa O'Connor (ECCHEA). The evaluation identified two phases of activity on the development site. The first dates to prehistoric period with two pits containing Bronze Age pottery and a quantity of heat-altered (burnt) stone. The second dates to the later medieval period with three ditches, a gully/plough scar and pit producing pottery sherds of 12th to 14th century date.

Planning background

A planning application (18/01665/OUT) was submitted to Braintree District Council in September 2018 for an *Outline Application with all matters reserved, with the exception of access for the erection of 3 Dwellings*. An amended application (21/00822/FUL) was subsequently submitted in March 2021.

As the trial-trenching identified significant archaeological remains on the site a further phase of archaeological work is required. This recommendation follows the guidelines given in National Planning Policy Framework (MHCLG 2019).

Requirement for work (Fig 2)

The required archaeological work is for an open area excavation of part of the footprint of the northernmost proposed dwelling (170m²), archaeological monitoring of the new access onto Rectory Road and potential monitoring of part of the proposed driveway adjacent to the medieval remains identified in the evaluation.

Specific attention will be paid to:

- Any evidence associated with medieval or post-medieval settlement of Stisted.
- Further evidence associated with the Bronze Age activity identified at the north end of the site.

General methodology

All work carried out by CAT will be in accordance with:

- professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (CIfA 2014a, b)
- Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011)
- relevant Health & Safety guidelines and requirements (CAT 2020)

Professional CAT field archaeologists will undertake all specified archaeological work, for which they will be suitably experienced and qualified.

Notification of the supervisor/project manager's name and the start date for the project will be provided to the ECCHEA one week before start of work.

Unless it is the responsibility of other site contractors, CAT will study mains service locations and avoid damage to these.

At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed on Details, Location and Creators forms. At the end of the project all parts of the OASIS online form will be completed for submission to EHER. This will include an uploaded .PDF version of the entire report.

A project or site code will be sought from the ECCHEA and/or the curating museum, as appropriate to the project. This code will be used to identify the project archive when it is deposited at the curating museum.

Staffing

The number of field staff for this project is estimated as follows:

- One CAT officer and two archaeologists for three days.

In charge of day-to-day site work: Nigel Rayner.

Excavation methodology

Where appropriate, modern overburden and any topsoil stripping/levelling will be performed using a mechanical excavator equipped with a toothless ditching bucket under the supervision and to the satisfaction of a professional archaeologist. If no archaeologically significant deposits are exposed, machine excavation will continue until natural subsoil is reached.

Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

Where archaeological features or deposits are uncovered these will be excavated, planned and recorded.

There will be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. For linear features 1m wide sections will be excavated across their width to a total of 10% of the overall length. Discrete features, such as pits, will have

50% of their fills excavated, although certain features may be fully excavated. Complex archaeological structures such as walls, kilns, ovens or burials will be carefully cleaned, planned and fully recorded, but where possible left in situ. Only if it can be demonstrated that the complex structure/feature is likely to be destroyed by groundworks, and only then after discussion with the ECCHEA, will it be removed.

Fast hand-excavation techniques involving (for instance) picks, forks and mattocks will not be used on complex stratigraphy.

Trained CAT staff will use a metal detector to scan the excavation area both before and during excavation. All spoil heaps will also be scanned and finds recovered.

Individual records of excavated contexts, layers, features or deposits will be entered on proforma record sheets. Registers will be compiled of finds, small finds and soil samples.

All features and layers or other significant deposits will be planned, and their profiles or sections recorded. The normal scale will be site plans at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be appropriate.

The photographic record will consist of general site shots, and shots of all archaeological features and deposits. A photographic scale (including north arrow) shall be included in the case of detailed photographs. A photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

The excavation will not be backfilled until it has been signed off by the ECCHEA.

Site surveying

The excavation and any features will be surveyed by Total Station or GPS, unless the particulars of the features indicate that manual planning techniques should be employed. Normal scale for archaeological site plans and sections is 1:20 and 1:10 respectively, unless circumstances indicate that other scales would be more appropriate.

The site grid will be tied into the National Grid. Corners of excavated areas will be located by NGR coordinates.

Environmental sampling policy

The number and range of samples collected will be adequate to determine the potential of the site, with particular focus on palaeoenvironmental remains including both biological remains (e.g. plants, small vertebrates) and small sized artefacts (e.g. smithing debris).. Samples will be collected for potential micromorphical and other pedological sedimentological analysis. Environmental bulk samples will be 40 litres in size (assuming the context is large enough).

Sampling strategies will address questions of:

- the range of preservation types (charred, mineral-replaced, waterlogged), and their quality
- concentrations of macro-remains
- and differences in remains from undated and dated features
- variation between different feature types and areas of site

CAT has an arrangement with Val Fryer / Lisa Gray whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course. Trained CAT staff will process the samples and the flots will be sent to Val Fryer or Lisa Gray for analysis and reporting.

Should any complex, or otherwise outstanding deposits be encountered, VF or LG will be asked onto site to advise. Waterlogged 'organic' features will always be sampled. In all cases, the advice of VF/LG and/or the Historic England Regional Advisor in Archaeological Science

(East of England) on sampling strategies for complex or waterlogged deposits will be followed, including the taking of monolith samples.

Human remains

CAT follows the policy of leaving human remains *in situ* unless there is a clear indication that the remains are in danger of being compromised as a result of their exposure or unless advised to do so by the project osteologist or ECCHEA. If circumstances indicated it were prudent or necessary to remove remains from the site during the excavation, the following criteria would be applied; if it is clear from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them and seek advice from the project osteologist. Following HE guidance (HE 2018) if the human remains are not to be lifted, the project osteologist should be available to record the human remain *in situ* (i.e. a site visit). Conditions laid down by the DoJ license will be followed. If it seems that the remains are not ancient, then the coroner, the client, and the ECCHEA will be informed, and any advice and/or instruction from the coroner will be followed.

Finds

All significant finds will be retained.

All finds, where appropriate, will be washed and marked with site code and context number. CAT may use local volunteers to assist the CAT Finds Officer with this task.

Most of our finds reports are written internally by CAT Staff under the supervision and direction of Philip Crummy (Director of Archaeology) and Howard Brooks (Deputy Director). This includes specialist subjects such as:

ceramic finds (pottery and ceramic building material): Matthew Loughton

animal bones: Alec Wade (or Adam Wightman, small groups only)

small finds, metalwork, coins, etc: Laura Pooley

non-ceramic bulk finds: Laura Pooley

flints: Adam Wightman

environmental processing: Bronagh Quinn

project osteologist (human remains): Meghan Seehra

or to outside specialists:

animal and human bone: Julie Curl (*Sylvanus*)

environmental assessment and analysis: Val Fryer / Lisa Gray

radiocarbon dating: SUERC Radiocarbon Dating Laboratory, Glasgow

conservation/x-ray: Laura Ratcliffe (LR Conservation) / Norfolk Museums Service,
Conservation and Design Services

Other specialists whose opinion can be sought on large or complex groups include:

flint: Hazel Martingell

prehistoric pottery: Stephen Benfield / Nigel Brown / Paul Sealey

Roman pottery: Stephen Benfield / Paul Sealey / Jo Mills / Val Rigby /
Gwladys Monteil

Roman brick/tile: Ian Betts (MOLA)

Roman glass: Hilary Cool

small finds: Nina Crummy

other: EH Regional Adviser in Archaeological Science (East of England).

All finds of potential treasure will be removed to a safe place, and the coroner informed immediately, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.

Requirements for conservation and storage of finds will be agreed with the appropriate museum prior to the start of work, and confirmed to ECCHEA.

A contingency will be made in the budget for scientific assessment/analysis if suitable deposits are identified. This can include soil micromorphological and geochemical analysis of floors and dark earth deposits and/or absolute dating (such as archaeomagnetic and radiocarbon). The Historic England Regional Science Advisor will be consulted for advice.

Post-excavation assessment

An updated post-excavation assessment will be submitted within 2 months or at an alternatively agreed time with the ECCHEA.

Where archaeological results do not warrant a post-excavation assessment then agreement will be sought from the ECCHEA to proceed straight to grey literature / publication.

Results

Notification will be given to ECCHEA when the fieldwork has been completed.

An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (HE 2015).

The report will be submitted within 6 months of the end of fieldwork, with a copy supplied to the Historic Environment Advisor as a single PDF.

The report will contain:

- Location plan of the excavation area in relation to the proposed development. At least two corners of each excavated area will be given a 10 figure grid reference.
- Section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Archaeological methodology and detailed results including a suitable conclusion and discussion. Appropriate discussion and results section assessing the site in relation to the Regional Research Frameworks (Brown and Glazebrook 2000, Medlycott 2011).
- All specialist reports or assessments.
- A concise non-technical summary of the project results.

An OASIS summary sheet shall be completed at the end of the project and supplied to the ECCHEA. This will be completed in digital form with a paper copy included with the archive. A copy (with a site plan) will also be emailed to the Hon. Editor of the Essex Archaeology and History Journal for inclusion in the annual round-up of projects (paul.gilman@me.com).

Publication of the results at least a summary level (i.e. round-up in *Essex Archaeology & History*) shall be undertaken in the year following the archaeological fieldwork. An allowance will be made in the project costs for the report to be published in an adequately peer reviewed journal or monograph series.

A PDF copy of the full report will be uploaded by CAT to the OASIS website and the Colchester Archaeological Trust's Online Report Library (<http://cat.essex.ac.uk/>), both of which are publicly accessible.

Archive deposition

The requirements for archive storage shall be agreed with the Curating museum.

The paper archive will be deposited with the appropriate museum within two months of the completion of the final publication report and confirmed in writing to the ECCHEA.

The digital archive resulting from the work will be deposited with the Archaeology Data Service (www.archaeologydataservice.ac.uk) to safeguard the long-term curation of the digital records. The ECCHEA will be notified when the digital archive has been deposited. Prior to deposition CAT's data management plan (based on the official guidelines from the Digital Curation Centre [DCC 2013]) will ensure the integrity of the digital archive. A summary

of the contents of the archives shall be supplied to the ECCHEA at the time of their deposition.

Monitoring

ECCHEA will be responsible for monitoring progress and standards throughout the project, and will be kept regularly informed during fieldwork, post-excavation and publication stages.

Notification of the start of work will be given ECCHEA one week in advance of its commencement.

Any variations in this WSI will be agreed with ECCHEA prior to them being carried out.

ECCHEA will be notified when the fieldwork is complete.

The involvement of ECCHEA shall be acknowledged in any report or publication generated by this project.

References

Note: all CAT reports, except for DBAs, are available online in PDF format at <http://cat.essex.ac.uk>

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|-------------------------------|-------|--|
| Brown, N & Glazebrook, J | 2000 | <i>Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy.</i> East Anglian Archaeology Occasional Paper 8 (EAA 8) |
| CAT | 2021 | <i>Health & Safety Policy</i> |
| CIfA | 2014a | <i>Standard and Guidance for archaeological excavation.</i> Updated Oct 2020 |
| CIfA | 2014b | <i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials.</i> Updated Oct 2020 |
| Digital Curation Centre (DCC) | 2013 | <i>Checklist for Data Management Plan v. 4.0</i> |
| Gurney, D | 2003 | <i>Standards for field archaeology in the East of England.</i> East Anglian Archaeology Occasional Papers 14 (EAA 14). |
| Historic England (HE) | 2016 | <i>Management of Research Projects in the Historic Environment (MoRPHE)</i> |
| Historic England (HE) | 2018 | <i>The Role of the Human Osteologist in an Archaeological Fieldwork Project.</i> By S Mays, M Brickley and J Sidell |
| Medlycott, M | 2011 | <i>Research and archaeology revisited: A revised framework for the East of England.</i> East Anglian Archaeology Occasional Papers 24 (EAA 24) |
| MHCLG | 2019 | <i>National Planning Policy Framework.</i> Ministry of Housing, Communities and Local Government. |

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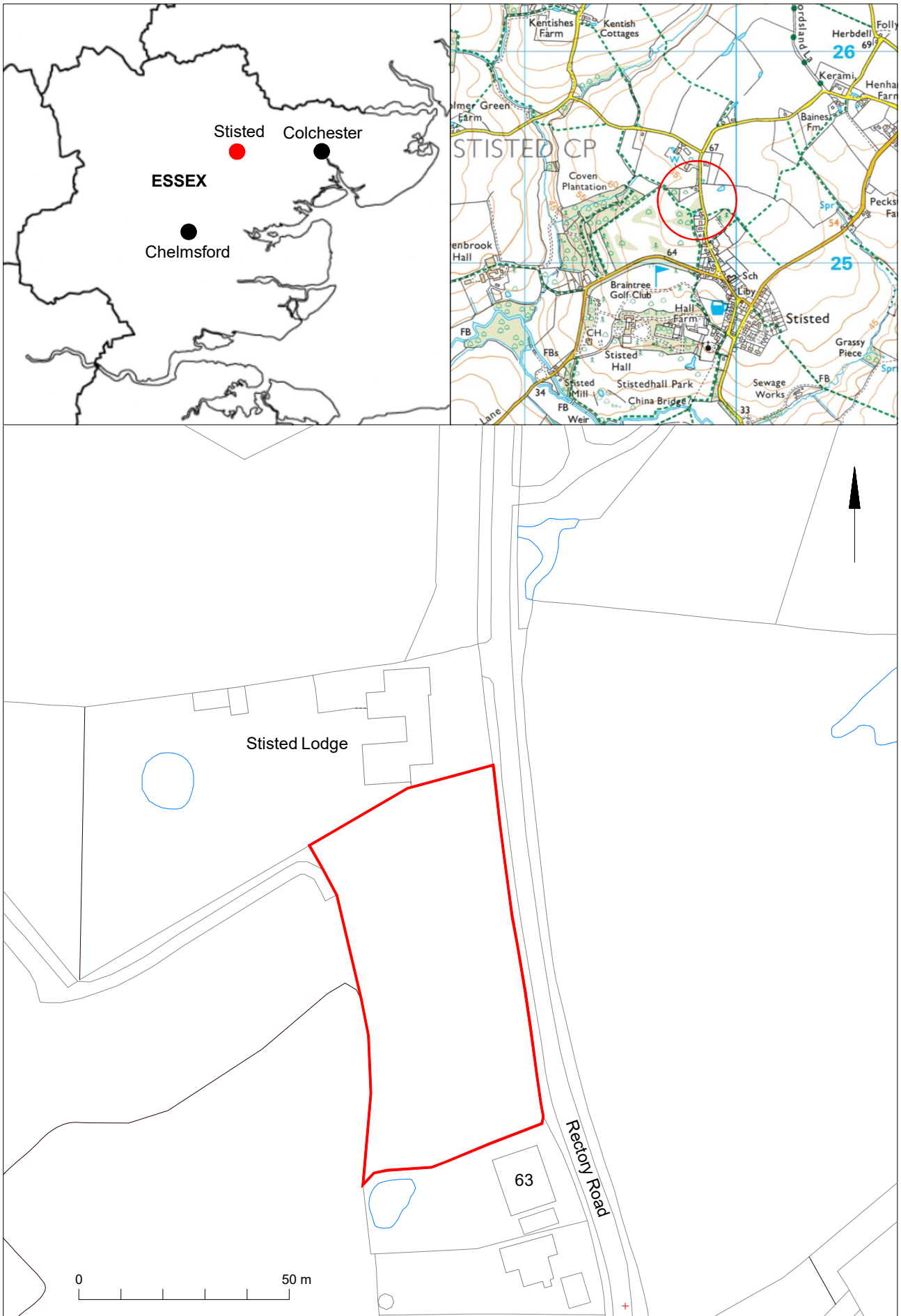


Fig 1 Site location.

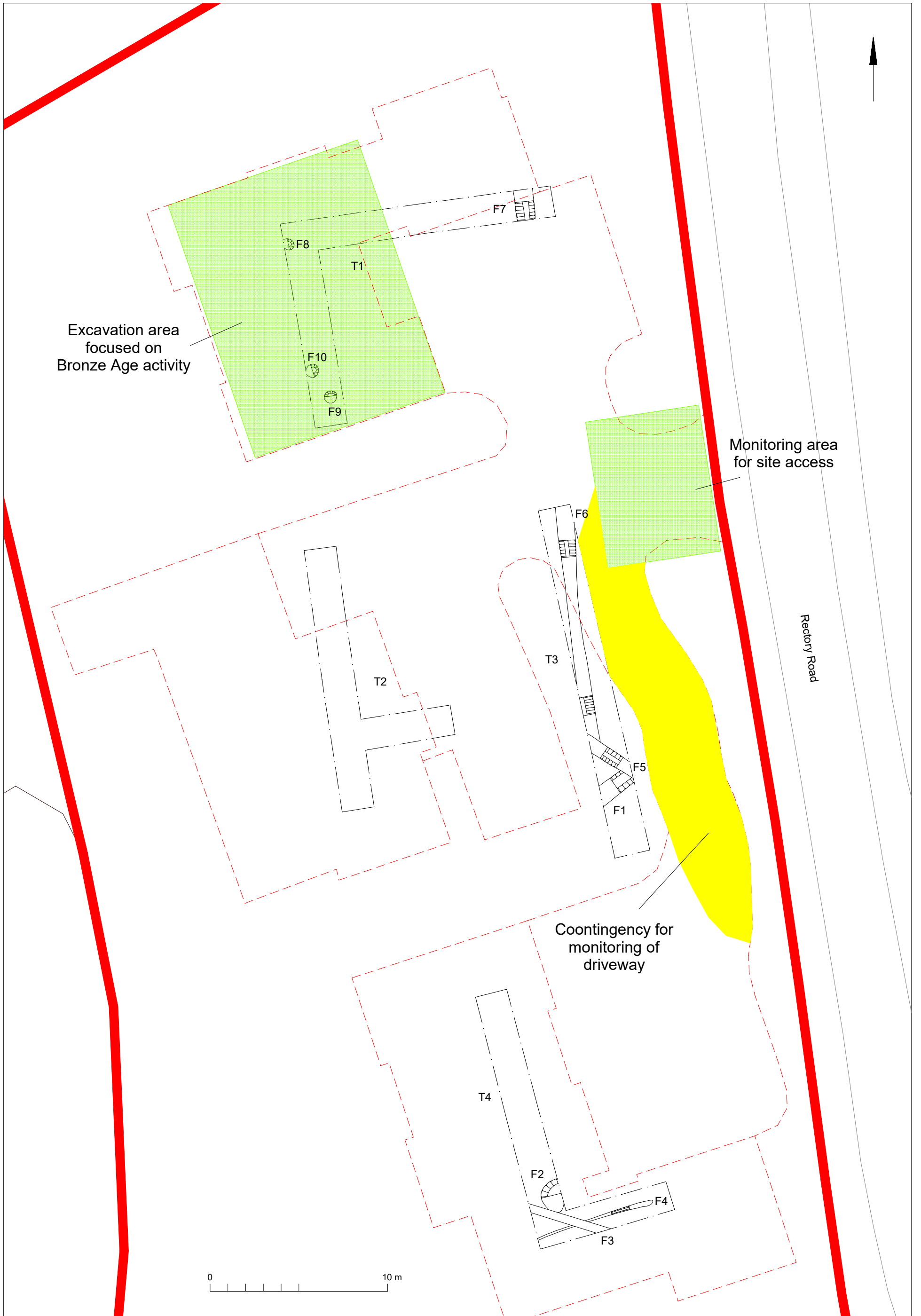


Fig 2 Excavation and monitoring areas in relation to the evaluation results and the amended planning application.