

# Brief for trial trenching & excavation Land west of Bridgeman's Green, Latchingdon



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**Title:** Brief for trial trenching and excavation at Land west of Bridgeman's Green, Latchingdon

**Contractor:** Chris Lister, Colchester Archaeological Trust

**Planning Reference:** MAL/15/00396

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**Museum:** Colchester Museum

*This archaeological brief is only valid for six months. After this period the Historic Environment Advisor of Place Services, Essex County Council should be contacted to assess whether changes are required. Any written scheme of investigation resulting from this brief shall only be considered for the same period.*

*The archaeological contractor is advised to visit the site before completing their **written scheme of investigation (WSI)** as there may be implications for accurately costing the project.*

## **1. Introduction**

The Historic Environment Advisor of Place Services, Essex County Council has prepared this brief for archaeological trial-trenching and excavation on Land west of Bridgeman's Green, Latchingdon. The trial trenching will enable the assessment of the historic environment significance of the site and the development of an archaeological mitigation strategy if required. The trial-trenching should identify the presence of any archaeological features or deposits, their significance and the need for preservation *in situ* or further investigation prior to any construction work taking place.

## **2. Site Location and Description**

The proposed development is sited on land to the west of Bridgeman's Green, Latchingdon (TL 88140054). The development comprises the construction of 52 dwellings and flats, associated infrastructure and landscaping. It is sited to the rear of the properties that face on to the northern side of The Street, Latchingdon. Full details of the planning application can be found on the Maldon Planning Web site under the planning application number.

## **3. Planning Background**

A planning application for this site (OUT/MAL/15/00396) to '*Erect 52 Detached, Semi-Detached And Terraced Dwellings And Flats, Lay Out Parking, Amenity Areas, Estate Roads, Footpaths And Landscaping*' was received by Maldon District Council in June 2015. The following condition was placed on the application due to the potential impact on archaeological deposits known to survive in the area. It follows the policies within the National Planning Policy Framework:

6 CONDITION No development including any site clearance or groundworks of any kind shall take place within the site until the applicant or their agents; the owner of the site or successors in title has submitted an archaeological assessment by an accredited archaeological consultant to establish the archaeological significance of the site. Such archaeological assessment shall be approved by the local planning authority and will inform the implementation of a programme of archaeological work. The development shall be carried out in a manner that accommodates such approved programme of archaeological work.

REASON To protect the site which is of archaeological interest in accordance with policy D3 of the Maldon District Local Development Plan.

7 CONDITION No development including any site clearance or groundworks of any kind shall take place within the site until the applicant or their agents; the owner of the site or successors in title has secured the implementation of a programme of archaeological work from an accredited 9 archaeological contractor in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority. The development shall be

carried out in a manner that accommodates the approved programme of archaeological work and retained as such thereafter.

REASON To protect the site which is of archaeological interest in accordance with policy D3 of the Maldon District Local Development Plan.

#### **4. Archaeological Background**

The following archaeological background utilises the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford. Prospective contractors are advised to obtain the EHER data prior to the completion of any written scheme of investigation.

The proposed development has the potential to impact on archaeological remains. The site is located to the immediate north of the historic settlement of Latchingdon. The Street is thought to follow the line of the Roman road to Bradwell-on-Sea (HER 7838). Archaeological monitoring during the construction of the Latchingdon Rising Main revealed medieval features (HER 48552) to the east of the proposed development, whilst Roman features (HER 48551) were recorded to the north-east.

#### **5. Requirement for Work**

The initial phase of the fieldwork assessment will take the form of archaeological trial-trenching at a density of 5% (4% with 1% contingency) of the total development area. The trenches should be distributed so as to achieve as even a coverage of the development area as possible, within the constraints of any existing service runs.

The trial trenching should aim to determine, the location, extent, date, character, condition, significance and quality of any surviving archaeological remains.

The ClfA's *Standards and Guidance for Archaeological Evaluations and Excavations* should be used for additional guidance in the production of the content of the WSI and report, and the general execution of the project.

**NB: The work described here forms the first part of the archaeological fieldwork to be undertaken on this site. Further fieldwork comprising open-area excavation maybe required dependent on the results of this phase of investigation.**

#### **6. General Methodology**

6.1 A professional team of field archaeologists shall undertake the trial-trenching. The number of staff involved and the structure of the team shall be stated in the written scheme of investigation. Notification of the project manager's name for the project shall

be provided to the Historic Environment Advisor one week in advance of commencement of work.

- 6.2 A provisional timetable for the work shall be given in the written scheme of investigation.
- 6.3 The archaeological contractor is expected to follow the Code of Conduct of the Institute of Field Archaeologists.
- 6.4 The contractor shall ensure detailed study of all mains' service locations and avoid damage to these.
- 6.5 All Health and Safety guidelines must be followed on site.
- 6.6 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> must be initiated and key fields completed on Details, Location and Creators forms

## **7. Trenching Methodology**

- 7.1 Machine stripping shall be undertaken to an agreed standard, using a toothless ditching bucket, and under the supervision and to the satisfaction of a professional archaeologist. The exposed sub-soil or archaeological horizon will be cleaned by hand immediately after machine stripping, if required and any archaeological deposits or negative features excavated and recorded.
- 7.2 Details of the site planning and recording policies shall be given in the written scheme of investigation. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections at 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.3 The contractor shall provide details of the site surveying, excavation and finds recovery policy in the written scheme of investigation. The site grid shall be tied into the National Grid.
- 7.4 If walls or other masonry remains are uncovered these should be cleaned up, recorded and sampled, but left in situ where possible.
- 7.5 The contractor shall provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeoenvironmental and palaeoeconomic investigations), and samples of sediments and/or soils (for micromorphological and other pedological/sedimentological analyses). Advice on the appropriateness of the proposed strategies will be sought from the Historic England Regional Adviser in Archaeological Science (East of England).
- 7.6 Details of the site photographic policy shall be given in the written scheme of investigation. The photographic record shall include both general and feature specific photographs, a photographic scale (including north arrow) shall be included in the case of detailed photographs. The photographic record shall be accompanied by a

photographic register detailing as a minimum feature number, location, and direction of shot.

- 7.7 Should human remains be discovered the coroner will be informed and a licence from the Home Office sought immediately; both the client and the monitoring officer will also be informed. These should be left in situ wherever possible.
- 7.8 The IFA's Standards and Guidance for Archaeological Evaluations and excavations and the EAA Standards for Field Archaeology in the Eastern Region document should be used for additional guidance in the production of the written scheme of investigation, the content of the report, and the general execution of the project.
- 7.9 **A meeting will be held on site once the trial trenching has been completed to define the level of further investigation. A summary of the results and a plan of the findings with a completed spot-dating report of all finds will be available at the meeting.**

## **8. Post Excavation Assessment**

- 8.1 An updated post excavation assessment shall be submitted within 2 months or at an alternatively agreed time to the Historic Environment Advisor following the completion of the excavation phase.
- 8.2 Where archaeological results do not warrant a post excavation assessment then agreement will be sought from the Historic Environment Advisor to proceed straight to grey literature /publication.

## **9. Finds**

- 9.1 All finds, where appropriate, shall be washed.
- 9.2 All pottery and other finds where appropriate, shall be marked with the site code and context number.
- 9.3 The written scheme of investigation shall include an agreed list of specialist consultants, who might be required to conserve and/or report on finds and advise or report on other aspects of the investigation.
- 9.4 The requirements for conservation and storage shall be agreed with the appropriate museum (Colchester) prior to the start of work and confirmed in writing to the Historic Environment Advisor.

## **10. Results**

- 10.1 The report shall be submitted within a length of time (but not exceeding 4 months) from the end of the excavation phase, to be agreed between the developer and archaeological

contractor, with a digital copy as a single PDF supplied to the Historic Environment Advisor.

10.2 This report must contain:

- The aims and methods adopted in the course of the fieldwork
- Location plan of excavated areas and/or other fieldwork in relation to the proposed development. At least two corners of the site shall be given 10 figure grid references.
- A section/s drawing showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.
- Methodology and detailed results including a suitable conclusion and discussion. Where appropriate the discussion should be completed in consultation with the Eastern Counties Research Agenda and Strategy (Brown and Glazebrook 2000, Medlycott 2011).
- All specialist reports
- A concise non-technical summary of the project results.

10.3 An OASIS sheet shall be completed at the end of the project and supplied to the Historic Environment Advisor. This will be completed in digital form. A copy should also be e-mailed to the Hon. Editor of the Essex Archaeology and History Journal for inclusion in the annual round-up of projects in the Journal [paul.gilman@me.com](mailto:paul.gilman@me.com)

10.4 Publication of the results at least to a summary level (i.e. round up of archaeology in Essex in Essex Archaeology and History) shall be undertaken in the year following the archaeological field work. An allowance shall be made within the costs for full publication in an appropriate journal.

## **11. Archive Deposition**

11.1 The requirements for archive storage shall be agreed with the appropriate museum (Colchester), and confirmed to the Historic Environment Advisor.

11.2 The full archive shall be deposited with the appropriate museum within 1 month of the completion of the report and confirmed with the Historic Environment Advisor.

11.3 A summary of the contents of the archive shall be supplied to the Historic Environment Advisor at the time of deposition to the museum.

## **12. Monitoring**

12.1 The Historic Environment Advisor will be responsible for monitoring progress and standards throughout the project. This will include the fieldwork, post-excavation and publication stages.

12.2 Notification of the start of work shall be given to the Historic Environment Advisor one week in advance of its commencement.

12.3 Any variations of the written scheme of investigation shall be agreed with the Historic Environment Advisor prior to them being carried out.

### 13. Contractors Written Scheme of Investigation

- 13.1 In accordance with Standards and Guidance produced by the IFA this design brief should not be considered sufficient to enable the total execution of the project. A WSI is required therefore in order to provide *the basis for a measurable standard* and for submission by the developer to the Local Planning Authority for approval.
- 13.2 Archaeological contractors shall forward a written scheme of investigation to the Historic Environment Advisor for validation **before** any work is undertaken on site. This validation is undertaken on behalf of the Planning Authority.
- 13.3 The involvement of the Historic Environment Advisor shall be acknowledged in any report or publication generated by this project.

### 14. References

Brown, N. and Glazebrook, J.	2000	<i>Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy</i> East Anglian. Archaeol. Occ. Pap. 8
Gurney, D.	2003	<i>Standards for Field Archaeology in the East of England,</i> East Anglian. Archaeol. Occ. Pap. 14
Medlycott, M.	2011	<i>Research and Archaeology revisited: A revised framework for the East of England,</i> East Anglian Archaeol. Occ. Paper 24
Wallis, S. and Waughman, M.	1998	<i>Archaeology and the Landscape of the Lower Blackwater Valley,</i> East Anglian. Archaeol. 82

For further information regarding the content of this brief and as part of our desire to provide a quality service, we would welcome any comments you may have on the content and presentation of this archaeological brief. Please address them to the author at the address below.

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