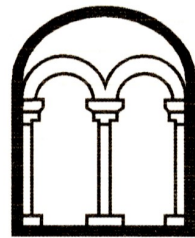


**CHURCH FARM  
CARLTON  
BEDFORDSHIRE**

**METHOD STATEMENT FOR  
ARCHAEOLOGICAL WATCHING BRIEF**

**Albion**  
archaeology



**CHURCH FARM  
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**METHOD STATEMENT FOR  
ARCHAEOLOGICAL WATCHING BRIEF**

Project: CF3720  
Museum accession no.: BEDFM 2021.29  
OASIS ref.: albionar1-419352

Document: 2021/59  
Version 1.0

Issue date: 21st May 2021

Compiled by	Approved by
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Produced for  
Robinson & Hall LLP

On behalf of:  
Richard and Debbie Davis



### **Non-technical summary**

*This document presents the Method Statement for an archaeological watching brief associated with the construction of a new agricultural building at Church Farm, Carlton, Bedfordshire, centred on NGR SP 95031 54833.*

*This document was written by Mike Luke (Archaeological Project Manager). Albion Archaeology projects are under the overall management of Drew Shotliff (Operations Manager).*

### **Key Terms**

The following terms or abbreviations are used throughout this document:

AO	BBC Archaeological Officer
BBC	Bedford Borough Council
CIfA	Chartered Institute <i>for</i> Archaeologists
LPA	Local Planning Authority
NGR	National grid reference
PDA	Permitted development area
WSI	Written Scheme of Investigation



## 1. INTRODUCTION

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Bedford Borough Council granted planning permission (20/02827/MAF) for a new timber-framed agricultural building at Church Farm, Turvey Road, Carlton.

In his comments on the proposals the LPA's Archaeological Officer (AO) noted that the proposed site lies within an area of potential archaeological interest. He advised that a programme of archaeological work would be required in order to safeguard archaeological heritage assets within the site.

The AO further advised that the initial phase of work should comprise archaeological field evaluation in the form of trial trenching, in order to assess the presence/absence, significance, extent, condition, character and date of any archaeological remains within the PDA.

Therefore, an evaluation was undertaken comprising three trial trenches (Fig. 1) in line with the approved Written Scheme of Investigation (Albion 2021). Trench 2 contained a pit that produced seven sherds of late Iron Age/early Roman pottery. During the monitoring visit on 29th April and in a subsequent email of 30th April the AO stated that a watching brief would be required during groundworks associated with the construction of the new building. It was also agreed that the results of the evaluation could be reported on in the same document as the watching brief.

This document, as requested by the AO, provides a Method Statement for the watching brief works. For further archaeological background of the site, refer to the Written Scheme of Investigation (Albion 2021).



## 2. METHOD STATEMENT

The methodological approach to the project is summarised below.

### 2.1 Methodological Standards

The standards and requirements set out in the following documents will be adhered to throughout the project:

• Albion Archaeology	<i>Procedures Manual: Volume 1 Fieldwork</i> (3rd edn, 2017).
• Bedford Museum	<i>Preparing Archaeological Archives for Deposition in Registered Museums in Bedfordshire</i> (2010)
• ClfA	<i>Charter and by-law; Code of conduct</i> (2019)
	<i>Standard and guidance for an archaeological watching brief</i> (2020)
	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i> (2020)
• EAA	<i>Standards for Field Archaeology in the East of England</i> (2003)
• Historic England	<i>Management of Research Projects in the Historic Environment PPN3: Archaeological Excavation</i> (2015)
	<i>Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation. 2nd ed.</i> (2011)

### 2.2 Fieldwork

The evaluation demonstrated that archaeological features could be revealed at 0.25–0.35m below ground level. The groundworks associated with the construction of the new agricultural building will be observed by a suitably experienced archaeologist, and any exposed archaeological remains will be subject to an appropriate level of investigation and recording. The latter will be undertaken by an Albion archaeologist using the *Albion Procedures Manual*.

The level of investigation and recording will be sufficient to understand the location and character of the remains, but in keeping with the formation levels where possible. The AO has stated that when a sufficient area has been observed that the watching brief can cease, subject to his agreement.

If any complex or important archaeological deposits or remains are uncovered, an appropriate strategy of investigation will be agreed with the client and the AO.

### 2.3 Post-fieldwork Analysis and Reporting

During or immediately after fieldwork, all records will be checked and cross-referenced to ensure they are internally consistent. Recording, cleaning and conservation of finds will follow ClfA guidelines. Site drawings will be digitised and geo-referenced.



Data gathered during the fieldwork (both evaluation and watching brief) will be analysed and synthesised into a final report. The analysis will be carried out using Albion's networked Access database system and GIS.

The report will be sufficiently detailed to allow the results of the project to be interpreted without recourse to the site archive and where appropriate, place them in their local, regional and national context. It will include appropriate illustrative material, including copies of relevant parts of the drawn and photographic record.

## **2.4 Archiving**

The archive of finds and records generated during the project will be kept secure at all stages of the operation. All records and materials produced will be archived to the standards outlined in Historic England's *Management of Research Projects in the Historic Environment* (2015) and EAA's *Standards for Field Archaeology in the East of England* (Gurney 2003). Bedford Museum has also issued guidance entitled *Preparing Archaeological Archives for Deposition in Bedfordshire* (2010) and the Archaeology Data Service has issued guidance on digital archives in *Guidelines to Good Practice*<sup>1</sup>. A Data Management Plan (DMP) can be found in Appendix 4 of the WSI.

Permission will be sought from the landowner for transfer of title of all finds to The Higgins Art Gallery & Museum, Bedford on completion of post-excavation analysis and reporting. On completion of the project the archive will be deposited with the museum (accession no. BEDFM 2021.29).

Details of the project and its findings will be submitted to the OASIS database in accordance with the guidelines issued by Historic England and the Archaeology Data Service (ref. albionar1- 419352).

Albion Archaeology employs a full-time Archives Officer to ensure that all archives are completed to the correct standards and deposited according to the relevant guidelines.

## **2.5 Liaison with the AO**

The AO is responsible for monitoring the project on behalf of the LPA to ensure adherence to this Method Statement and the maintenance of professional standards.

The AO will therefore be given notice of the commencement of fieldwork so that arrangements for monitoring can be made if required. Monitoring meetings will be arranged at the AO's request.

Any variation to the Method Statement will be agreed with the client and the AO before its implementation.

## **2.6 Project Timetable**

It is anticipated that the watching brief will commence in the week beginning 7th June and will be completed by the end of June 2021. The report will be issued

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<sup>1</sup> <https://guides.archaeologydataservice.ac.uk/g2gp/Main>



within 6–10 weeks of the completion of the fieldwork, depending on the nature of the remains.

## **2.7 Health and Safety**

A risk assessment will be carried out before the start of fieldwork in accordance with Albion Archaeology's *Health & Safety Policy*. As part of the Project briefing, all staff will be made aware of their responsibilities and the specific site hazards (identified under the risk assessment). The risk assessment will be reviewed as the project progresses. All work will comply with Albion Covid-19 *Site Operating Procedures*.



### 3. BIBLIOGRAPHY

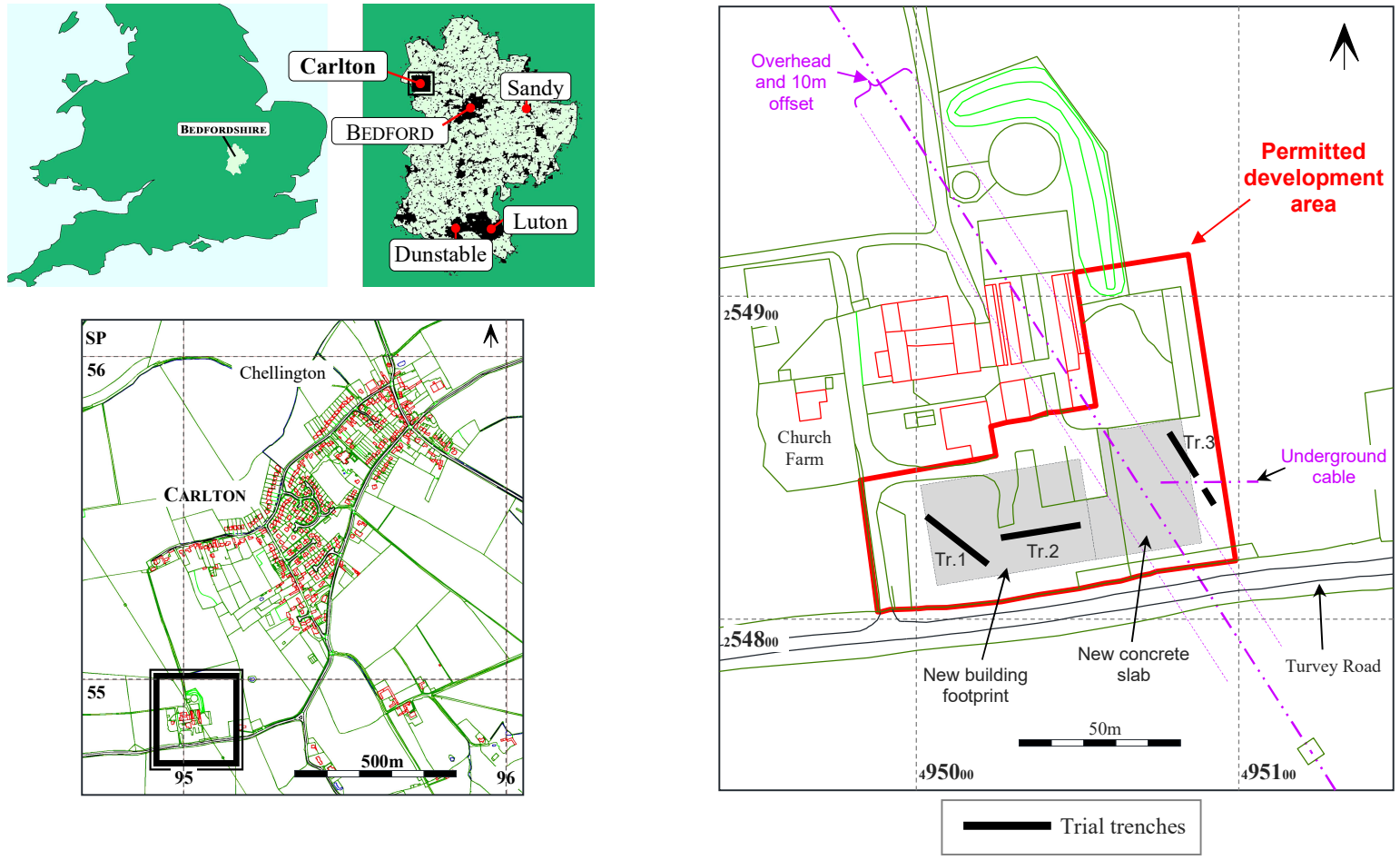
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**Figure 1:** Site and trench location plan

(Map data © Crown Copyright and database right 2021. Ordnance Survey 100049029. Central Bedfordshire Council)

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