

# Archaeological trial-trenching evaluation: The Maltings, Waterside Place, Lower Sheering Road, Sheering, Essex

April 2015



**report prepared by Ben Holloway  
on behalf of Foxley Builders**

Planning reference: EPF/0360/12  
CAT project ref.: 15/03d  
NGR: TL 4911 1488  
Epping Forest Museum accession code: pending



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**CAT Report 830**  
April 2015

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## 1 Summary

*The site is on the north edge of Sheering, close to the River Stort, and in a car park adjacent to the old maltings. A cross-shaped evaluation trench (total length, 42m) positioned in the footprint a proposed new building revealed no significant archaeological remains.*

*Modern fills were revealed, and modern disturbance probably due to the removal of a concrete silo prior to the conversion of the maltings complex for housing.*



**Plate 1:** general site shot, view north-west

## 2 Introduction and planning background (Fig 1)

This is the report on the archaeological trial-trenching evaluation carried out by CAT for Foxley Builders at The Maltings, Waterside Place, Sheering, Essex in April 2015.

At the time of the evaluation, the site was open hard-standing used as car park for the new maltings apartments.

Proposed works involve the construction of a single new dwelling, garage and associated infrastructure.

Site centre is NGR TL 49118 14887.

Essex County Council Place Services (ECCPS) was consulted by Epping Forest District Council in 2012 (EPF/0360/12). In response to consultation, ECCPS made the following recommendation to the LPA in line with advice given in *National Planning Policy Framework* (DCLG 2012):

*" L2 Implementation of Archaeological Fieldwork Programme*

*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 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."*

A brief detailing the required archaeological work (an evaluation by trial-trenching) was written by Place Services officer (Maria Medlycott: ECC 2015).

The required archaeological work was commissioned by Mr Bill Gregory of Foxley Builders and was carried out on 10th April 2015, in accordance with a CAT WSI (Written Scheme of Investigation) agreed with Place Services (CAT 2015). Post-excavation work was carried out in April 2015.

In addition to the WSI, all fieldwork and reporting was done in accordance with CAT's *Policies and procedures* (CAT 2012), the Chartered Institute for Archaeologists' *Standard and guidance for archaeological field evaluation* (CIfA 2014a), and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA 2014b). The guidance contained in the documents *Management of Research Projects in the Historic Environment* (MoRPHE), *Standards for field archaeology in the East of England* (EAA 14) and *Research and archaeology revisited: A revised framework for the East of England*, East Anglian Archaeology Occasional Papers 24 (EAA 24) was also followed.

### **3 Archaeological background**

The following archaeological background draws on the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford.

EHER shows that the proposed development lies in an area of considerable archaeological interest - a huge complex of mid 19th-century maltings and associated structures (EHER 15044) beside the railway station at Lower Sheering. The Listed main maltings building (EHER 33893) is a four-storey building with attics. At the north end there is six-storey crosswing with wide corner pilasters and a cast iron spiral staircase rising to the fifth storey on the east side. At the south end there is a conical kiln. In addition to the potential survival of historic industrial remains, the site's location within the Stort Valley and proximity to the River Stort indicates that important palaeo-environmental remains may survive.

### **4 Aim**

The aim of the evaluation was to record and establish the character, extent, date, significance and condition of any remains and deposits likely to be disturbed by the proposed works. Particular attention was paid to the potential for historic industrial remains associated with the former maltings.

### **5 Results of the evaluation** (Figs 1-3)

This section gives an archaeological summary of the evaluation trench (T1), with context and finds dating information.

Two layers were removed by machine under archaeological supervision:

- modern car park surface (tarmac and sub-base material), 100mm thick (L1);
- a deposit of imported crush material, 400mm thick (L2 - in the eastern part of the trench, L2 sealed natural geological deposits of alluvial silts and clay (L3).

In the western arm of the trench, Layer 4 appears to have been dumped in order to level the site (ground levels drops away towards the railway and the river Stort to the west). Layer 4 consists of crush (as L2) but also contains a substantial quantity of road planings, compacted presumably to create a firm consolidated surface.

Two areas of modern disturbance in the centre of the trench contained fragments of concrete and rebar (reinforcement bars), none of which was retained.

### Trench 1: summary

No significant archaeological features or deposits were revealed by this evaluation. Modern disturbance was observed in the western arm and centre of the trench, directly sealing natural deposits. Groundwater was encountered at the base of the trench.



*Plates 2, 3: shots to illustrate general site stratification*

## 6 Finds

Fragments of modern brick, concrete and other building debris were recovered from L2 and were seen compressed into natural L3. None of this material was retained.

## 7 Discussion

No significant archaeological deposits or materials were revealed by this evaluation, despite the site being adjacent to the old maltings with its industrial heritage.

In conversation, the previous owner of the site referred to a concrete silo (associated with the maltings) which stood on this site. This was removed during the conversion of the maltings into apartments and the associated car parks thirty years ago. It is therefore likely that the disturbed areas revealed by this evaluation are associated with either the silo itself or its subsequent removal.

## 8 Acknowledgements

CAT thanks Bill Gregory of Foxley Builders for commissioning and funding the work. The project was managed by B Holloway, fieldwork carried out by BH, and E Sanford. Site plans by MB and sections prepared by E Holloway. The project was monitored for the ECC Place Services by Maria Medlycott.

## 9 References

- |                                    |       |  |
|------------------------------------|-------|--|
| Colchester<br>Archaeological Trust | 2012  | <i>Policies and procedures</i>   |
| Colchester<br>Archaeological Trust | 2015  | <i>Written Scheme of Investigation for an archaeological evaluation on land at the Maltings, Waterside Place, Lower Sheering Road, Colchester, Essex, by Adam Wightman</i> |
| English Heritage                   | 2006  | <i>Management of Research Projects in the Historic Environment (MoRPHE)</i>  |
| EAA 14                             | 2003  | <i>Standards for field archaeology in the East of England</i> East Anglian Archaeology Occasional papers 14, edited by David Gurney.                                       |
| ClfA                               | 2014a | <i>Standard and guidance for archaeological field evaluation</i>   |
| ClfA                               | 2014b | <i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>  |
| EAA 24                             | 2011  | <i>Research and archaeology revisited: A revised framework for the East of England</i> , East Anglian Archaeology Occasional Papers 24, by Maria Medlycott                 |
| DCLG                               | 2012  | <i>National Planning Policy Framework</i>  |
| ECCPS                              | 2015  | <i>Archaeological Trial Trenching at Land at the 'Maltings', Waterside Place, Lower Sheering Road, Sheering.</i> Essex County Council Brief Medlycott, M                   |

## 10 Abbreviations and glossary

AOD	above Ordnance Datum
CAT	Colchester Archaeological Trust
ClfA	Chartered Institute of Field Archaeologists
context	specific location of finds on an archaeological site
ECC	Essex County Council
EHHER	Essex Historic Environment Record, held by Essex County Council
feature	an identifiable thing like a pit, a wall, a drain, a floor; can contain 'contexts'
fill	the soil filling up a hole such as a pit or ditch
natural	geological deposit undisturbed by human activity
NGR	National Grid Reference
Roman	the period from AD 43 to around AD 430

## 11 Contents of archive

**Finds archive:** none

**Paper and digital archive:**

One A4 document wallet containing:

This report

Original site records and notes

ECC Brief and CAT WSI

Sundry papers

Photo index, and photos on CD

## 12 Archive deposition

The paper and digital archive is currently held by the Colchester Archaeological Trust at Roman Circus House, Roman Circus Walk, Colchester, Essex CO2 7GZ, but will be permanently deposited with Epping Forest Museum under accession code : *pending* (requested 13/4/15).

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**Distribution list:**

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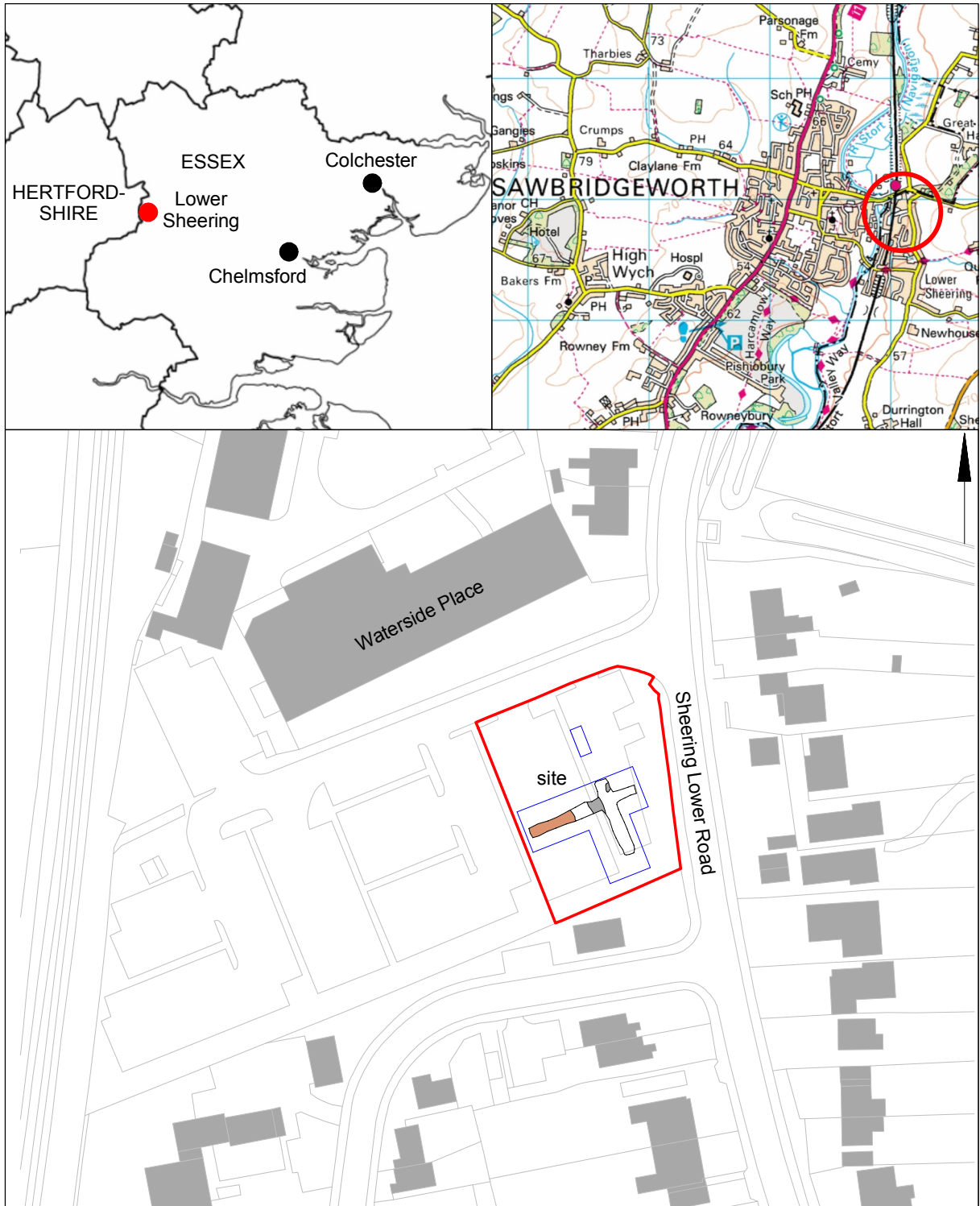
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*Checked by:* Howard Brooks

*Date:* 29/04/15





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Fig 1 Site location.



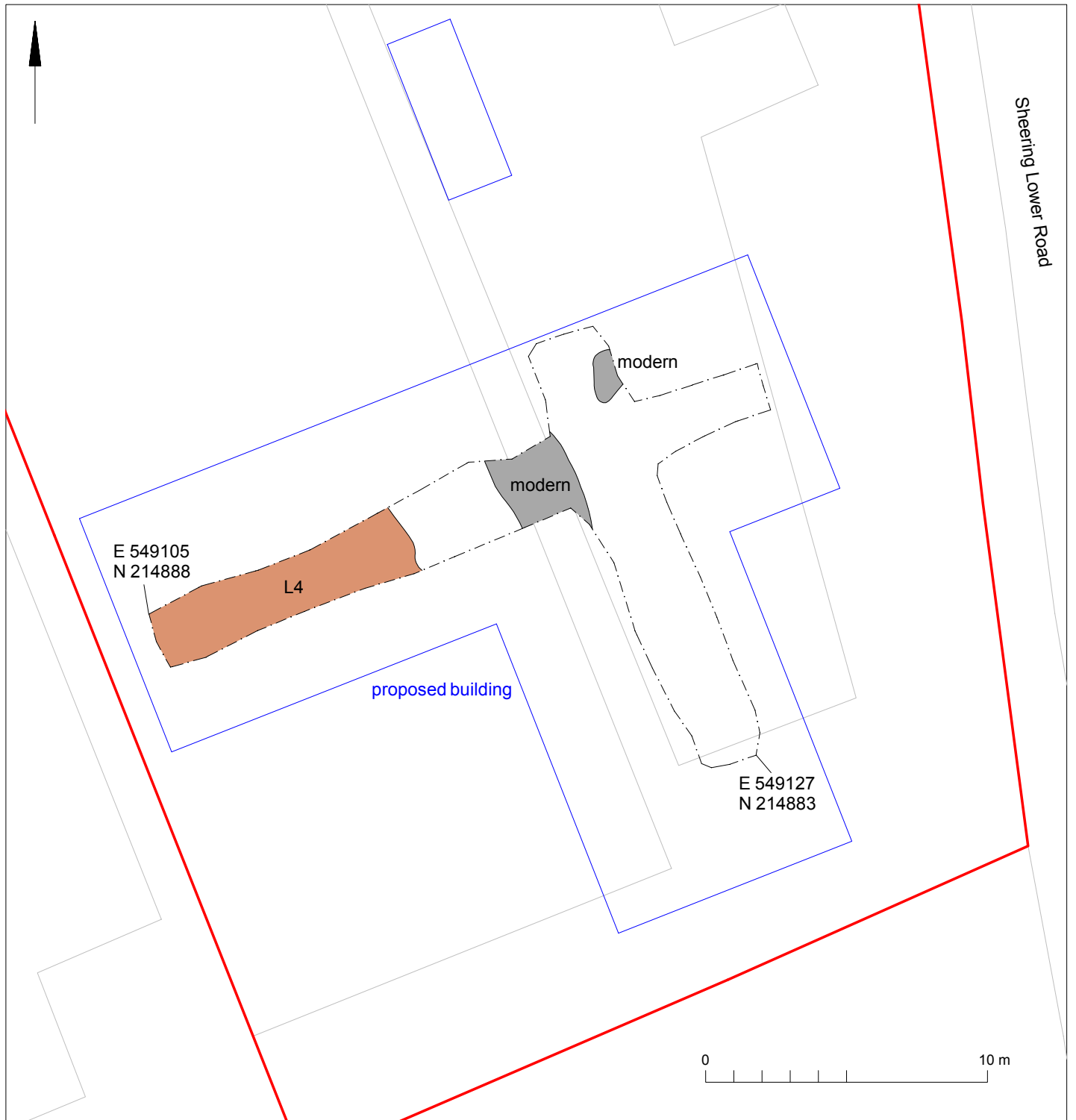


Fig 2 Evaluation results.

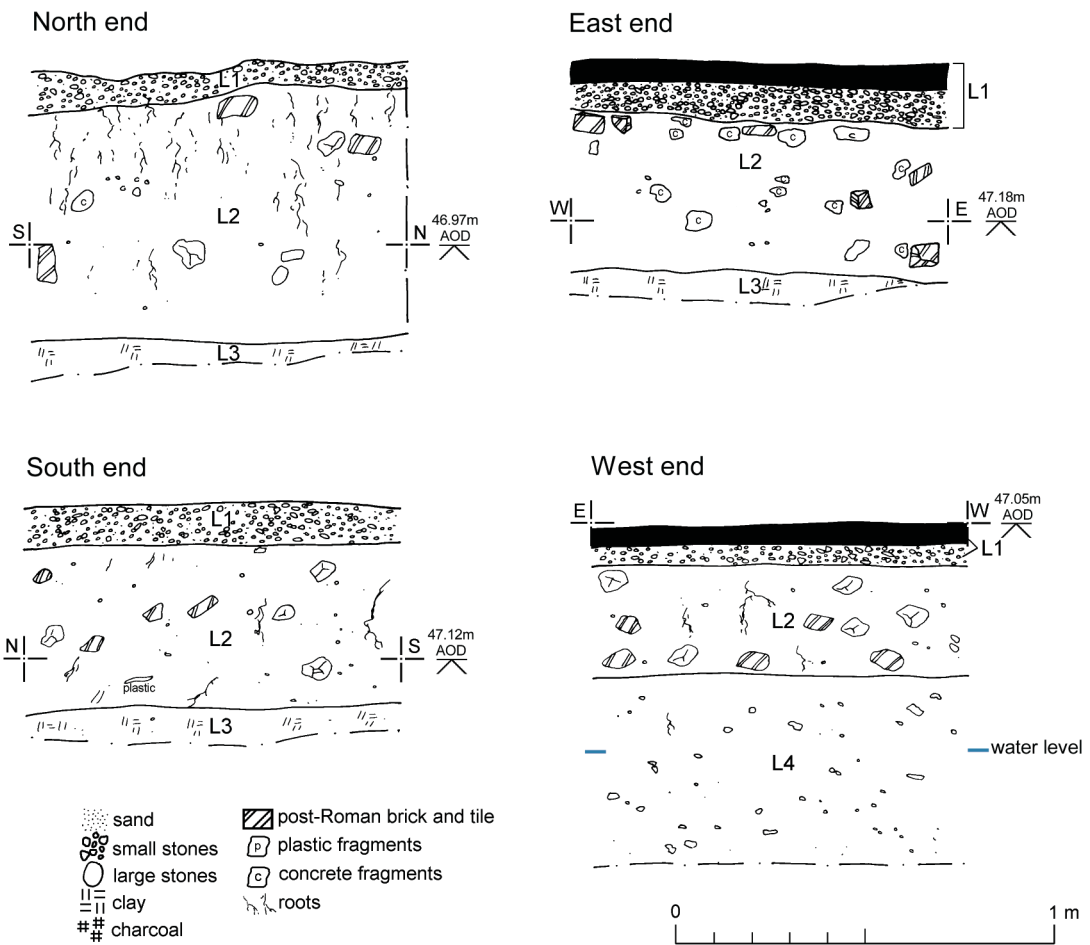


Fig 3 Representative trench sections.

## Essex Historic Environment Record/ Essex Archaeology and History

### Summary sheet

<b>Address:</b> Land at 'The Maltings' Waterside Place, Lower Sheering Road, Sheering, Essex	
<b>Parish:</b> Sheering/Sawbridgeworth	<b>District:</b> Epping Forest
<b>NGR:</b> TL 49118 14887	<b>Site code:</b> CAT project code – 15/03d
<b>Type of work:</b> Evaluation	<b>Site director/group:</b> Colchester Archaeological Trust
<b>Date of work:</b> 9th April 2015	<b>Size of area investigated:</b> 42m (linear)
<b>Location of curating museum:</b> Epping Forest Museum accession code : pending	<b>Funding source:</b> Developer
<b>Further seasons anticipated?</b> no	<b>Related EHER number:</b> EHER 15044, 33893
<b>Final report:</b> CAT Report 830	
<b>Periods represented:</b> Modern	
<p><b>Summary of fieldwork results:</b>  <i>The site is on the north edge of Sheering, close to the River Stort, and in a car park adjacent to the old maltings. A cross-shaped evaluation trench (total length, 42m) positioned in the footprint a proposed new building revealed no significant archaeological remains.</i></p> <p><i>Modern fills were revealed, and modern disturbance probably due to the removal of a concrete silo prior to the conversion of the maltings complex for housing.</i></p>	
<b>Previous summaries/reports:</b> None	
<b>ECC Monitor:</b> Maria Medlycott	
<b>Keywords:</b> Modern	<b>Significance:</b> neg
<b>Author of summary:</b> Ben Holloway	<b>Date of summary:</b> April 2015

The logo for 'place services' consists of a solid blue square. Inside the square, the words 'place' and 'services' are stacked vertically in a white, lowercase, sans-serif font.

**Title:** Brief for Archaeological Trial Trenching at land at The Maltings, Waterside place, Lower Sheering Road, Sheering

**Contractor:** Colchester Archaeological Trust

**Planning Reference:** EPF/0360/12

**Date issued:** 9/3/15

**Historic Environment Advisor:** Maria Medlycott | [maria.medlycott@essex.gov.uk](mailto:maria.medlycott@essex.gov.uk) | 03330 136853

**Museum:** Epping Forest

***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 of the above site, which is sited within the historic maltings complex at Lower Sheering.

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

The proposed development is located on car-parks to the south of The Maltings, Lower Sheering (TL4911814887). The area is currently under tarmac.

## **3. Planning Background**

A planning application for the development of the site as outlined above was submitted to Epping Forest District Council (EPF/0360/12). The following conditions were placed on the application, they were in line with *Planning Policy Statement 5: Planning for the Historic Environment* (DoE 1990), now the National Planning Policy Framework:-

### ***Recommendation: Full condition***

*'No demolition/ conversion or preliminary groundwork's of any kind shall take place until the applicant has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the local planning authority'.*

## **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 information prior to the completion of any written scheme of investigation.

The Essex Historic Environment Record (HER) shows that the proposed development lies in an area of considerable industrial and environmental archaeological interest in the settlement of Lower Sheering. The HER records the development of a huge complex of mid 19<sup>th</sup> century maltings and associated structures (HER 15044) beside the railway station at Lower Sheering. The Listed main maltings building (HER 33893) is a 4 storey with attics block. At the north end there is a 6 storey crosswing with wide corner pilasters and a cast iron spiral staircase rising to the 5th storey on the east side. At the south end there is a conical kiln. In addition to the potential survival of historic industrial remains, the site's

location within the Stort Valley and proximity to the River Stort, strongly indicates that important paleo-environmental remains will survive. It is therefore probable that the proposed development will disturb or destroy important archaeological deposits and structures

## **5. Requirement for Work**

The archaeological work will comprise a cross-shaped trial-trench along the length and breadth of the proposed building. The trenching plan will be agreed with the Historic Environment Advisor prior to work commencing.

The IfA's Standards and Guidance for Archaeological Evaluations 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 English Heritage 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 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. 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.
- 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 (Epping Forest) prior to the start of work, and confirmed to the Historic Environment Advisor.

## **10. Results**

10.1 The report shall be submitted within a length of time (but not exceeding 6 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 assessment
- 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 EHER summary sheet shall also be completed within four weeks (copy attached with brief) and supplied to the Historic Environment Advisor. This will be completed in digital form (copy can be emailed).

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 (Epping), 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 (there will be a separate charge to the applicant for this work).

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.

### 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
Gould, S.	1996	<i>The Essex Malt Industry: History, technology and architecture – comparative survey of industrial sites and monuments</i> , ECC internal report
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

**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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Written Scheme of Investigation (WSI)  
for an archaeological evaluation  
on land at the Maltings,  
Waterside Place,  
Lower Sheering Road,  
Colchester,  
Essex

**NGR:** TL 49118 14887 (centre)

**Planning reference:** EPF/0360/12

**Client:** Foxley Builders

**Agent:** n/a

**Curating Museum:** Epping Forest

**Museum accession code:** tba

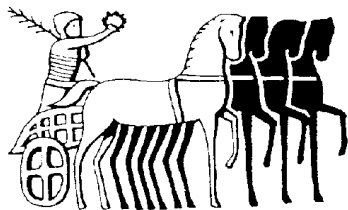
**ECC Project code:** SHEM15

**CAT Project code:** 15/03d

**Site Manager:** Adam Wightman

**ECC Monitor:** Maria Medlycott

**This WSI written:** 16-03-2015  
**revisions:**



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## Site Location and Description

The proposed development site lies on car parks to the south of Waterside Place, a former maltings in Lower Sheering, Essex. Site centre is TL 49118 14887.

## Proposed work

The development comprises the construction of a housing development in a single building.

## Archaeological Background

The following archaeological background draws on the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford.

EHER shows that the proposed development lies in an area of considerable industrial and environmental archaeological interest in the settlement of Sheering. The EHER records the development of a huge complex of mid 19th-century maltings and associated structures (EHER 15044) beside the railway station at Lower Sheering. The Listed main maltings building (EHER 33893) is a four-storey building with attics. At the north end there is six-storey crosswing with wide corner pilasters and a cast iron spiral staircase rising to the fifth storey on the east side. At the south end there is a conical kiln. In addition to the potential survival of historic industrial remains, the site's location within the Stort Valley and proximity to the River Stort, strongly indicates that important palaeo-environmental remains will survive.

## Planning Background

A planning application was submitted to Epping Forest District Council in 2012 for the proposed work (above: *EPF/0360/12*). As the site lies within an area highlighted by the EHER as having a high potential for archaeological deposits, a full archaeological condition was recommended by the ECC Historic Environment Advisor (ECCHEA). The recommended archaeological condition is based on the guidance given in the *National Planning Policy Framework* (DCLG 2012) and states:

*"No development or preliminary groundworks of any kind shall take place until the applicant has secured the implementation of a programme of archaeological work and recording in accordance with a written scheme of investigation which has been submitted by the applicant, and approved by the planning authority."*

## Requirement for Work

The required archaeological work is evaluation. Details are given in a Project Brief written by ECC (Brief for Archaeological Trial-Trenching at land at the Maltings, Waterside Place, Lower Sheering Road, Sheering - ECC 2015).

Specifically, the work will comprise:

The excavation of a cross-shaped trial-trench along the length and breadth of the proposed building, totalling 42m linear.

Specific research aims are:

- To identify industrial archaeological remains associated with the maltings
- To identify palaeo-environmental remains associated with earlier settlement on 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 2008a, b)
- Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011)
- relevant Health & Safety guidelines and requirements (CAT 2014)
- the Project Brief issued by ECC Historic Environment Advisor (ECC 2015)

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 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 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: two archaeologists for one day.

In charge of day-to-day site work: Adam Wightman.

### **Evaluation methodology**

Machine stripping shall be undertaken using a toothless ditching bucket, to the top of the archaeological horizon, and under the supervision and to the satisfaction of CAT archaeologist.

If required, exposed sub-soil or archaeological horizon will be cleaned by hand after machine stripping, and any archaeological deposits or negative features planned.

CAT archaeologist(s) will be present during all topsoil removal and ground reduction, which will be done with a toothless bucket.

If archaeological features or deposits are uncovered time will be allowed for these to be planned and recorded.

All features or deposits will be excavated by hand. This includes a 50% sample of discrete features (pits, etc) and 10% of linear features (ditches, etc).

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

A metal detector will be used to examine spoil heaps, and the finds recovered.

Individual records of excavated contexts, layers, features or deposits will be entered on pro-forma 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.

### **Site surveying**

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 excavation areas and trenches will be located by NGR coordinates.

### **Environmental sampling policy**

CAT has an arrangement with Val Fryer whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course, but only if they are datable. Any processing and reporting will be done by Val Fryer. If any complex or outstanding deposits

are encountered, VF will be asked onto site to advise. EH Regional Adviser is available for further advice.

### **Human remains**

Policy depends on the age of the burial. 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. In that case, conditions laid down by the license will be followed. If it seems that the remains are not ancient, then the coroner, the client, and ECCHEA will be informed, and any advice and/or instruction from the coroner will be followed.

### **Photographic record**

Will include both general and feature-specific photographs, the latter with scale and north arrow. A photo register giving context number, details, and direction of shot will be prepared on site, and included in site archive.

### **Post-excavation assessment**

If a post-excavation assessment is required by ECCHEA, it will be normally be submitted within 2 months of the end of fieldwork, or as quickly as is reasonably practicable and at a time agreed with ECCHEA.

Where archaeological results do not warrant a post-excavation assessment, preparation of the normal site report will begin. This is usually a PDF report available as hard copy, and also published on the CAT website and on the OASiS website.

### **Finds**

All significant finds will be retained.

All finds, where appropriate, will be washed and marked with site code and context number.

Stephen Benfield (CAT) normally writes our finds reports. Some categories of finds are automatically referred to other CAT specialists:

animal bones (small groups): Adam Wightman

flints: Adam Wightman

or to outside specialists:

small finds, metalwork, coins, etc: Nina Crummy.

animal bones (large groups) and human remains: Julie Curl (*Sylvanus*)

environmental processing and reporting: Val Fryer (Loddon)

conservation of finds: staff at Colchester Museum

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

Roman brick/tile: Ernest Black

Roman glass: Hilary Cool

Prehistoric pottery: Paul Sealey

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.

### **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* (English Heritage 2006).

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

The report will contain:

- The aims and methods adopted in the course of the archaeological project
- Location plan of trenches in relation to the proposed development. At least two corners of each trench will be given 10 figure grid references.
- A section drawing/s 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 and results referring to Regional Research Frameworks (Medlycott 2011).
- All specialist reports or assessments
- A concise non-technical summary of the project results.

An EHER summary sheet will also be completed within four weeks and supplied to ECCHEA as an appendix to the CAT site report.

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

## Archive Deposition

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

If the finds are to remain with the landowner, a full copy of the archive will be housed with the curating museum.

The archive will be deposited with the appropriate museum within 3 months of the completion of the final publication report, with a summary of the contents of the archive supplied to ECCHEA.

## 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 to 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

CAT	2014	<i>Health &amp; Safety Policy</i>
CifA	2008a	Standard and Guidance for an archaeological watching brief
CifA	2008b	Standard and guidance for the collection, documentation, conservation and research of archaeological materials
DCLG	2012	<i>National Planning Policy Framework</i>
David Gurney	2003	<i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers 14 (EAA 14).
ECC	2015	<i>Brief for Archaeological trial Trenching at land at the Maltings, Waterside Place, Lower Sheering Road, Sheering</i>
English Heritage	2006	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>

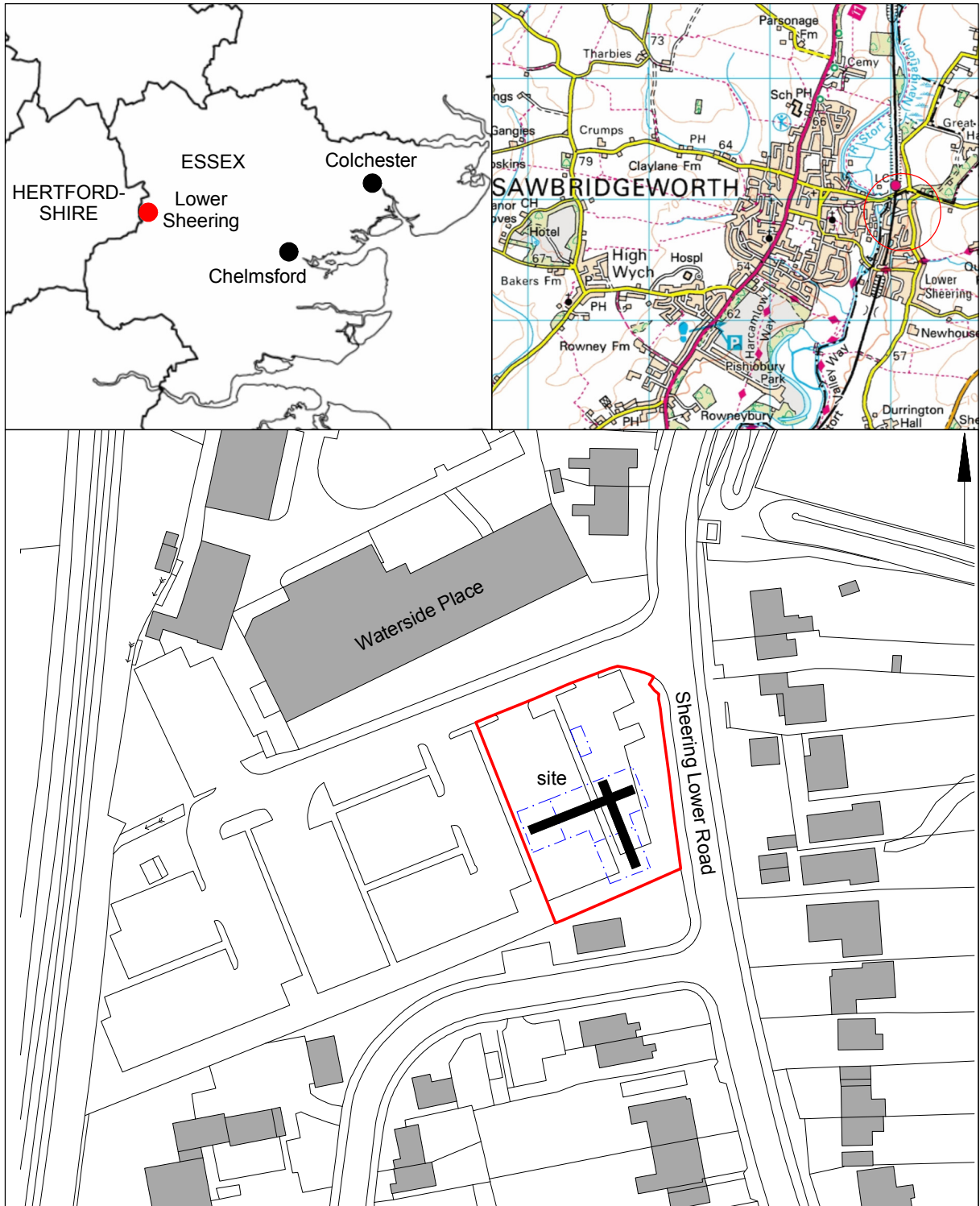


Medlycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England.</i> East Anglian Archaeology Occasional Papers 24 (EAA 24)
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Fig 1 Site location.





001  
Trench rep sx east end view N



002  
Trench rep sx east end view N



003

Working shot (Emma S) view SW



004

Working shot (Emma S) view NW



005  
Working shot (Emma S) view N



006  
Site shot view N  
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007  
Site shot view NE



008  
Trench rep sx north end view W  
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009  
Trench rep sx north end view W



010  
Trench rep sx south end view E  
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011  
Trench rep sx south end view E



012  
Trench rep sx west end view N  
Page 6/9





013  
Trench rep sx west end view N



014  
Trench shot view W  
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015  
Trench shot view N



016  
Trench shot view E  
Page 8/9



017  
Trench shot view S