

Archaeological evaluation at Little London Farm, Gravel Lane, Chigwell, Essex, IG7 6DQ

May 2017



by Dr Elliott Hicks

figures by Ben Holloway and Sarah Carter

fieldwork by Alec Wade with Harvey Furness and Elliott Hicks

**commissioned by Stephen Hayhurst
on behalf of James Parrish**

NGR: TQ 45813 95870 (centre)

Planning ref.: EPF/2173/16

CAT project ref.: 17/04q

ECC code: CHGLL17

Epping Forest Museum accession code, EPPMS: 2017.4

OASIS ref.: colchest3-284205



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CAT Report 1103
May 2017

Contents

1	Summary	1
2	Introduction	1
3	Archaeological background	1
4	Results	1
5	Finds	3
6	Discussion	3
7	Acknowledgements	3
8	References	3
9	Abbreviations and glossary	3
10	Contents of archive	4
11	Archive deposition	4

Appendix 1	Context list	5
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Figures	after p5
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Appendix 2 OASIS summary sheet

Appendix 3 Photographic Archive

Appendix 4 Brief

Appendix 5 WSI

List of photographs and figures

Cover: general site shot

Photograph 1	T1, looking NNE	2
Photograph 2	T2, looking NNE	2

Fig 1 Site location showing proposed development (dashed blue) and original trench locations (solid black) in relation to the excavated trenches (red).

Fig 2 Results

Fig 3 Representative sections

1 Summary

An archaeological evaluation (two trial-trenches) was carried out at Little London Farm, Gravel Lane, Chigwell, Essex in advance construction of two detached houses with detached double garages and new vehicular access. Despite being located close to the Roman site of Little London, there were no archaeological remains.

2 Introduction (Fig 1)

This is the archive report for an archaeological evaluation by trial-trenching at Little London Farm, Gravel Lane, Chigwell, Essex which was carried out on 11th May 2017. The work was commissioned by Stephen Hayhurst on behalf of James Parrish in advance of the construction of two detached houses with detached double garages and new vehicular access, and was undertaken by Colchester Archaeological Trust (CAT).

In response to consultation with Essex County Council Place Services (ECCPS), Historic Environment Advisor Maria Medlycott advised that in order to establish the archaeological implications of this application, the applicant should be required to commission a scheme of archaeological investigation in accordance with the *National Planning Policy Framework* (DCLG 2012).

All archaeological work was carried out in accordance with a *Brief for trial trenching and excavation* detailing the required archaeological work, written by Maria Medlycott (ECCPS 2017), and a written scheme of investigation (WSI) prepared by CAT in response to the brief and agreed with ECCPS (CAT 2017).

In addition to the brief and WSI, all fieldwork and reporting was done in accordance with English Heritage's *Management of Research Projects in the Historic Environment (MoRPHE)* (English Heritage 2006), and with *Standards for field archaeology in the East of England* (EAA 14 and 24). This report mirrors standards and practices contained in the Institute for Archaeologists' *Standard and guidance for archaeological field evaluation* (ClfA 2014a) and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (ClfA 2014b).

3 Archaeological background

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

The EHER shows that the proposed development is sited next to the Roman site of Little London (EHER 4057-9), which has been variously interpreted as a villa, a mansio (Roman government staging-post) and a small town. The cropmark of a trackway (EHER 4064) links the proposed development area to the Roman road from London to Cambridge, and it is probable that the development area formed part of the wider Roman settlement area.

4 Results (Figs 2-3, photographs 1-2)

As a result of human error the trial-trenches were not located within the footprint of the proposed dwellings and garages (as stated in the brief and wsi), but were instead located approximately 20m further to the east and south (see Fig 1). This was discussed with ECCHEA when the error was discovered during post-excavation and, as there were no significant archaeological remains (see below), it was agreed that no further trenching was necessary to rectify the error.

Two trial trenches (both measuring 16m long by 1.8m wide) were machine excavated under the supervision of a CAT archaeologist. They were excavated through modern topsoil (L1, c 0.15-0.25m thick, medium grey/brown silty-loam with frequent gravel inclusions) and subsoil (L2, c 0.12-0.24m thick, medium brown silty-clay with

occasional gravel inclusions), which sealed a natural yellow/brown silty-clay (L3, encountered at a depth of c 0.35-0.42m below current ground level).

Trench 1 (T1): A small sondage was dug at the southwestern end of T1 to confirm that L3 was natural. Several small fragments of post-medieval/modern peg tile were recovered from L2. There were no significant archaeological remains.

Trench 2 (T2): Two small patches of modern hydrocarbon staining were recorded in the base of the trench. There were no significant archaeological remains.



Photograph 1 T1, looking NNE



Photograph 2 T2, looking NNE

5 Finds

Three sherds (44g) of glazed red earthenware (Fabric 40, late 16th to early 18th century) and four fragments (86g) of post-medieval/modern tile were recovered from L2 (1).

6 Discussion

Despite being located in proximity to the Roman site of Little London and a cropmark trackway linking Little London to the Roman road from London to Cambridge, there were no archaeological remains.

7 Acknowledgements

CAT thanks Stephen Hayhurst and James Parrish for commissioning and funding the work. The project was managed by C Lister, fieldwork was carried out by A Wade with H Furness and E Hicks. Figures are by B Holloway and S Carter. The project was monitored for ECCPS by Maria Medlycott.

8 References

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

Brown, D	2007	<i>Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation</i>
Brown & Glazenbrook	2000	<i>Research and Archaeology: A Framework for the Eastern Counties 2 – Research Agendas and Strategy</i> , East Anglian Archaeology Occasional Papers 8 (EAA 8)
CAT	2014	<i>Health & Safety Policy</i>
CAT	2017	<i>Written Scheme of Investigation (WSI) for an archaeological evaluation at Little London Farm, Gravel Lane, Chigwell, Essex, IG7 6DQ</i>
ClfA	2014a	<i>Standard and guidance for an archaeological evaluation</i>
ClfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
DCLG	2012	<i>National Planning Policy Framework</i>
ECCPS	2016	<i>Brief for trial trenching and excavation Little London Farm, Gravel Lane, Chigwell</i>
English Heritage	2006	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Gurney, D	2003	<i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers 14 (EAA 14).
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)

9 Abbreviations and glossary

CAT	Colchester Archaeological Trust
ClfA	Chartered Institute for Archaeologists
context	specific location of finds on an archaeological site
ECC	Essex County Council
ECCHEA	Essex County Council Historic Environment Advisor
ECCPS	Essex County Council Place Services
EHHER	Essex Historic Environment Record
feature (F)	an identifiable thing like a pit, a wall, a drain: can contain 'contexts'
layer (L)	distinct or distinguishable deposit (layer) of material
medieval	period from AD 1066 to c 1500
modern	period from c AD 1800 to the present

natural	geological deposit undisturbed by human activity
NGR	National Grid Reference
OASIS	Online Access to the Index of Archaeological Investigations, http://oasis.ac.uk/pages/wiki/Main
post-medieval	from c AD 1500 to c 1800
Roman	the period from AD 43 to c AD 410
section	(abbreviation sx or Sx) vertical slice through feature/s or layer/s
ws	written scheme of investigation

10 Contents of archive

Finds: none retained

Paper and digital record

One A4 document wallet containing:

The report (CAT Report 1103)

ECC evaluation brief, CAT written scheme of investigation

Original site record (feature and layer sheets, finds record, plans)

Site digital photos and log, architectural plans, attendance register, risk assessment

11 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, EPPMS: 2017.4.

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Distribution list:

Stephen Hayhurst

James Parrish

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Essex Historic Environment Record, Essex County Council



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Checked by: Philip Crummy

Date: 25.5.2017

Appendix 1 Context list

Context number	Finds number	Context type	Description	Date
L1		Topsoil	Very loose, dry, medium grey/brown silty-loam with frequent gravel with a base of crushed concrete, brick and building materials laid by the farmer in 1996 (owner, pers comm).	Modern
L2	1	Subsoil	Firm, moist, medium brown silty-clay with occasional gravel	Post-medieval / modern
L3		Natural	Firm, moist, medium yellow/brown silty-clay with occasional gravel patches	-

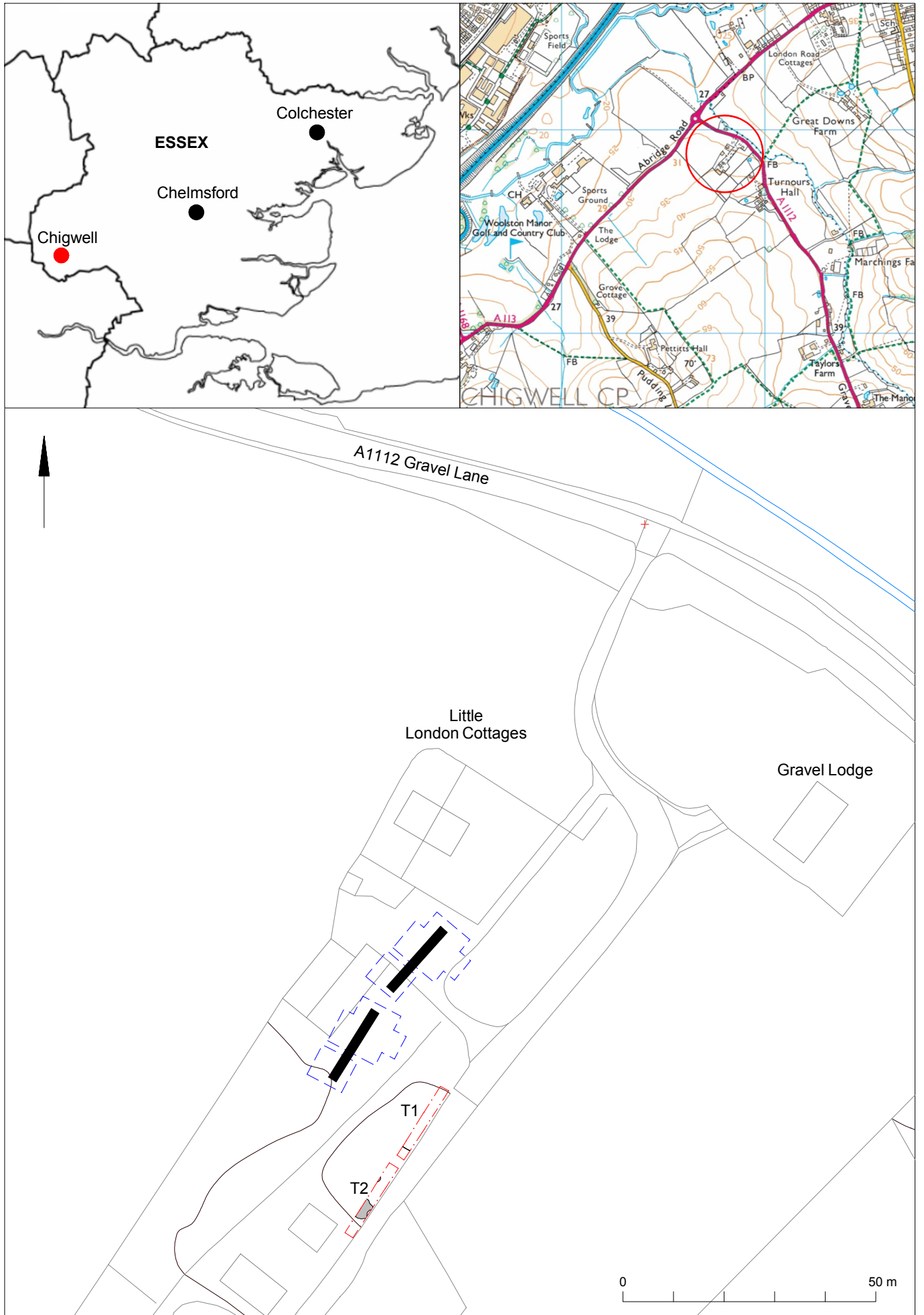


Fig 1 Site location showing proposed development (dashed blue) and original trench locations (solid black) in relation to the excavated trenches (red).

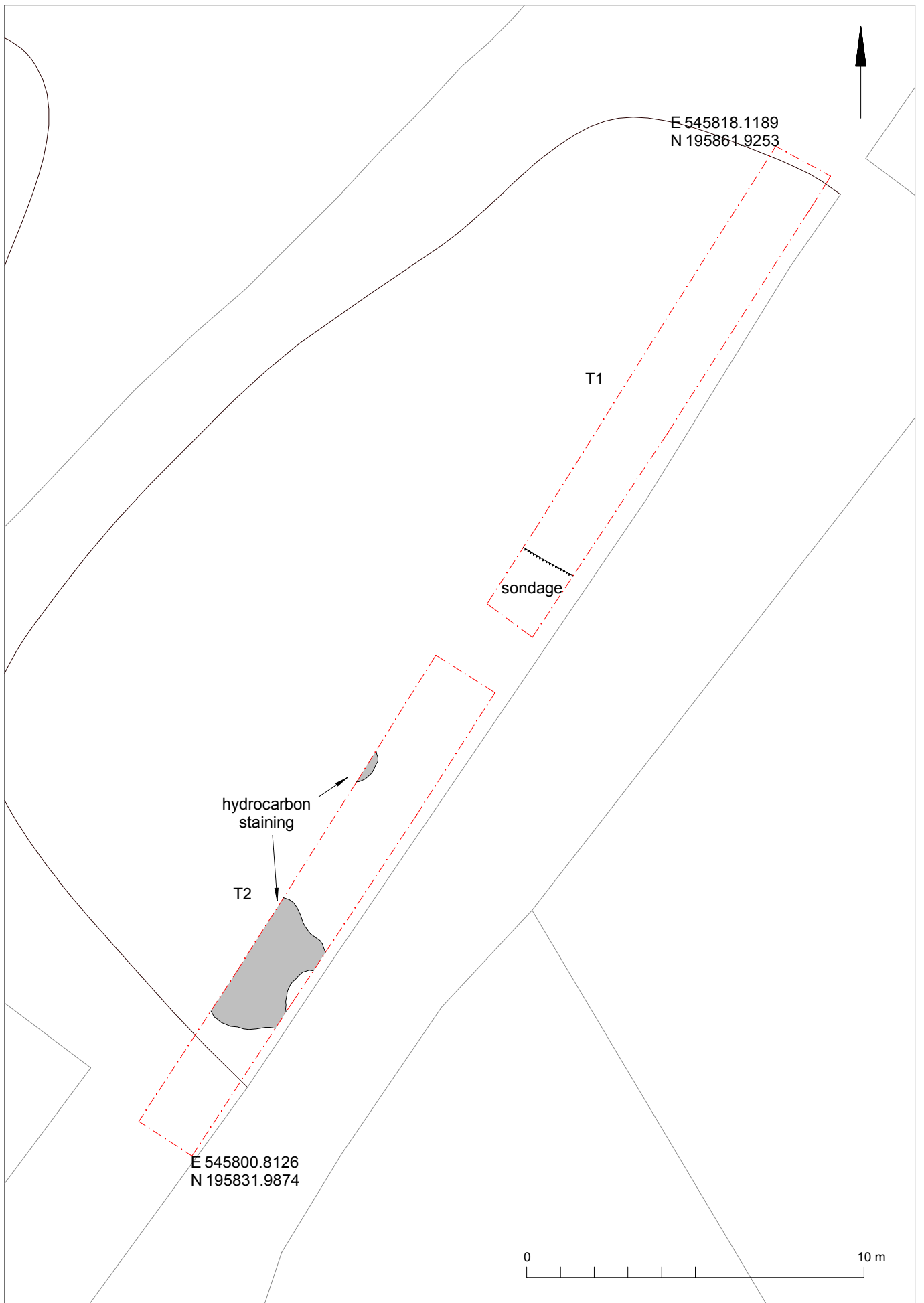


Fig 2 Results

OASIS DATA COLLECTION FORM: England

[List of Projects](#) | [Manage Projects](#) | [Search Projects](#) | [New project](#) | [Change your details](#) | [HER coverage](#) | [Change country](#) | [Log out](#)

[Printable version](#)

OASIS ID: colchest3-284205

Project details

Project name	Archaeological evaluation at Little London Farm, Gravel Lane, Chigwell, Essex, IG7 6DQ
Short description of the project	An archaeological evaluation (two trial-trenches) was carried out at Little London Farm, Gravel Lane, Chigwell, Essex in advance construction of two detached houses with detached double garages and new vehicular access. Despite being located close to the Roman site of Little London, there were no archaeological remains.
Project dates	Start: 11-05-2017 End: 11-05-2017
Previous/future work	No / Not known
Any associated project reference codes	17/04q - Contracting Unit No.
Any associated project reference codes	EPF/2173/16 - Planning Application No.
Any associated project reference codes	CHGLL17 - HER event no.
Any associated project reference codes	EPPMS: 2017.4 - Museum accession ID
Type of project	Field evaluation
Site status	None
Current Land use	Residential 1 - General Residential
Monument type	N/A None
Significant Finds	N/A None
Methods & techniques	""Sample Trenches""
Development type	Rural residential
Prompt	Planning condition
Position in the planning process	Not known / Not recorded

Project location

Country	England
Site location	ESSEX EPPING FOREST CHIGWELL Little London Farm, Gravel Lane
Postcode	IG7 6DQ
Study area	0.4 Hectares
Site coordinates	TQ 45813 95870 51.642210594908 0.107544002385 51 38 31 N 000 06 27 E Point
Height OD / Depth	Min: 30.72m Max: 30.93m

Project creators

Name of Organisation	Colchester Archaeological Trust
Project brief originator	HEM Team Officer, ECC
Project design originator	Laura Pooley
Project director/manager	Chris Lister
Project supervisor	Alec Wade
Type of sponsor/funding body	Developer

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Epping Forest Museum
Digital Archive ID	EPPMS: 2017.4
Digital Contents	"Stratigraphic", "Survey"
Digital Media available	"Images raster / digital photography", "Survey"

Paper Archive recipient Epping Forest Museum
Paper Archive ID EPPMS: 2017.4
Paper Contents "Stratigraphic", "Survey"
Paper Media available "Context sheet", "Miscellaneous Material", "Photograph", "Plan", "Report", "Section"

**Project
bibliography 1**

Publication type Grey literature (unpublished document/manuscript)
Title Archaeological evaluation at Little London Farm, Gravel Lane, Chigwell, Essex, IG7 6DQ: May 2017
Author(s)/Editor(s) Hicks, E.
Other bibliographic details CAT Report 1103
Date 2017
Issuer or publisher Colchester Archaeological Trust
Place of issue or publication Colchester
Description A4 ringbound loose leaf
URL <http://cat.essex.ac.uk/all-reports.html>

Entered by Laura Pooley (lp@catuk.org)
Entered on 17 July 2017

OASIS:

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Cite only: <http://www.oasis.ac.uk/form/print.cfm?id=290331> for this page



001
Overall shot of T1, view SW



002
Overall shot of T1 - view SW



003
Overall shot of T1 - view NE



004
Overall shot of T1 - view NE



005
T1 rep. sx. #1 - view SE



006
T1 rep. sx. #1 - view SE



007
Overall shot of T2 - view SW



008
T1 sondage - view SW



009
T1 sondage - looking NW



010
Overall shot of T2 - view NE



011
Overall shot of T2 - view NE



012
Site shot



013
Site shot



014
Site shot



015
Site shot



016
Site shot



017
Site shot



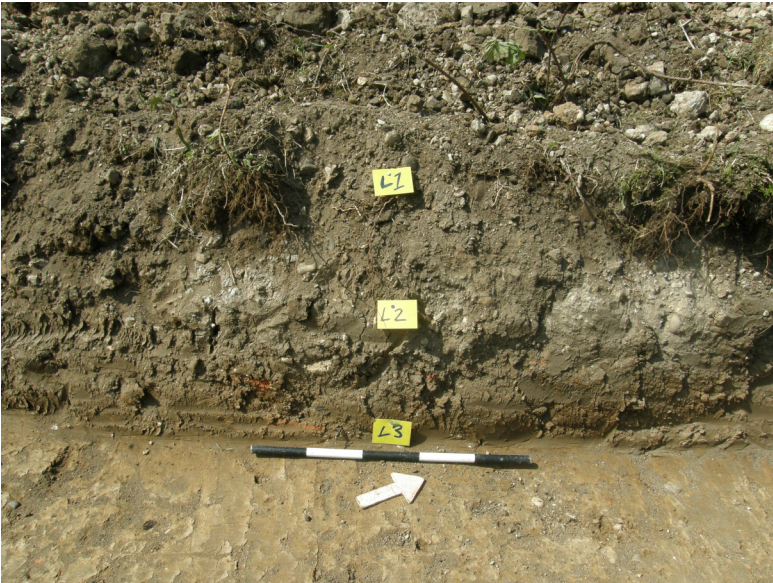
018
Site shot



019
Site shot



020
T1 rep sx #2 - view NW



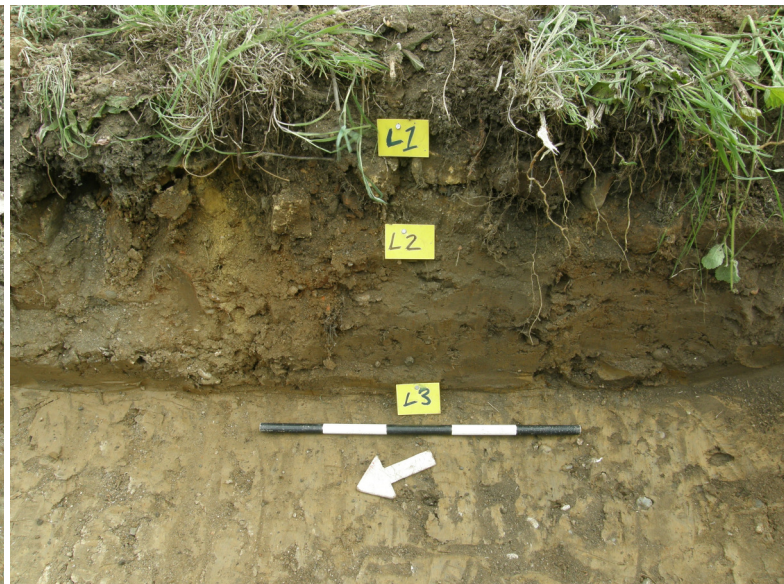
021
T1 rep sx #2 - view NW



022
T2 rep sx #1 - view NW



023
T2 rep sx #1 - view NW



024
T2 rep sx #2 - view SE



025
T2 rep sx #2 - view SE

Brief for Trial Trenching & Excavation Little London Farm, Gravel Lane, Chigwell



Date:
23/1/17





Title: Brief for trial trenching and excavation Little London Farm, Gravel lane, Chigwell

Agent: Stephen Hayhurst, stevhayhurst@btconnect.com, 01376-553970

Planning Reference: EPF/2173/16

Date issued: 23/1/2017

Historic Environment Advisor: Maria Medlycott maria.medlycott@essex.gov.uk

Museum: Epping Forest District 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 at Little London, Gravel Lane, Chigwell. The development lies on or immediately adjacent to the medieval town defences and within the historic settlement. There is known archaeology in the immediate vicinity.

2. Site Location and Description

The proposed development is located between Abridge and Chigwell, in the Roding valley (TQ4581395870). Currently the land contains one building (to be demolished) with associated hardstanding, and some lawn.

3. Planning Background

A planning application for the development of the site was submitted to Epping Forest District Council (EPF/2173/16). The proposed development comprises the *Demolition of existing buildings and erection of 2 detached houses with detached double garages including formation of new vehicular access.*

The following condition was recommended for 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:-

Recommendation: Full condition

'No development 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'.

Further Recommendations: A professional team of archaeologists should undertake the archaeological work. The archaeological work will consist of trial-trenching of the development site, to be followed by full excavation if archaeological deposits survive.

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 (EHER) shows that the proposed development is sited next to the Roman site of Little London (EHER 4057-9), which has been variously interpreted as a villa, a *mansio* (Roman government staging-post) and a small town. The cropmark of a trackway (EHER 4064) links the proposed development area to the Roman road from London to Cambridge, and it is probable that the development area formed part of the wider Roman settlement area.

5. Requirement for Work

The archaeological work will comprise two trenches targeting the building-plots (indicative plan attached). The IfA'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 may be 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-trench. 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 1.8m 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.
- 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 in writing 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.
 - 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

10.3 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.

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	Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy East Anglian. Archaeol. Occ. Pap. 8
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Gurney, D.	2003	Standards for Field Archaeology in the East of England, East Anglian. Archaeol. Occ. Pap. 14
Medlycott, M.	2011	Research and Archaeology revisited: A revised framework for the East of England, 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.

Maria Medlycott
 Historic Environment Advisor
 Place Services
 County Hall
 Chelmsford
 CM1 1QH

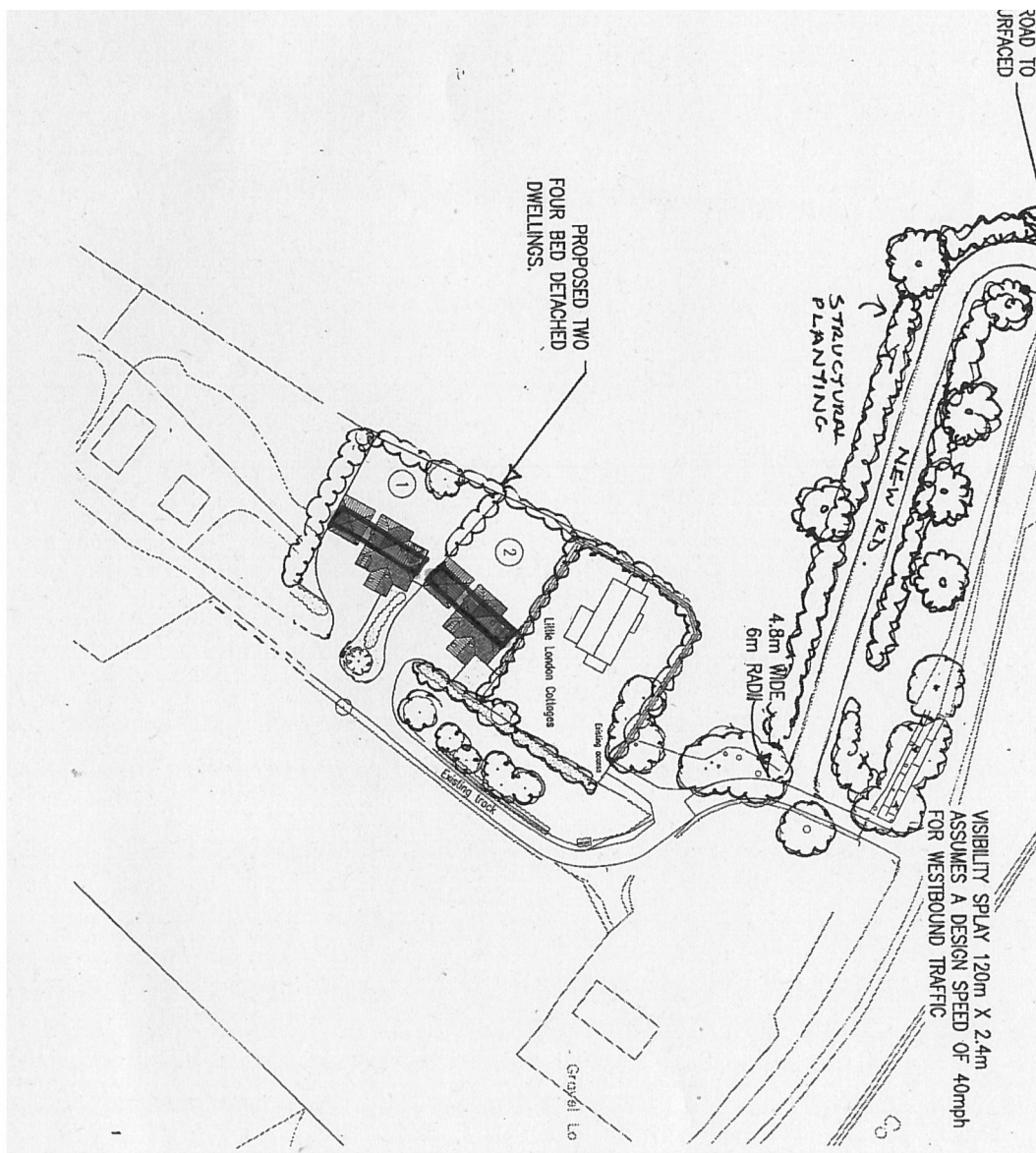


Fig. 1 Indicative trench plan

Written Scheme of Investigation (WSI) for an archaeological evaluation at Little London Farm, Gravel Lane, Chigwell, Essex, IG7 6DQ

NGR: TQ 45813 95870 (centre)

Planning reference: EPF/2173/16

Commissioned by: Stephen Hayhurst

On behalf of: James Parish

Curating Museum: Epping Forest District Museum

Museum accession code: [TBC](#)

ECC Project code: [TBC](#)

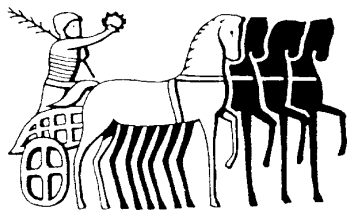
CAT Project code: 17/04q

Oasis ID: colchest3-284205

Site Manager: Chris Lister

ECC Monitor: Maria Medlycott

This WSI written: 04.05.2017



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tel: 01206 501785

email: lp@catuk.org

Site location and description

The proposed development site is located between Abridge and Chigwell in the Roding valley at Little London Farm, Gravel Lane, Chigwell (Fig 1). Site centre is NGR TQ 45813 95870.

Proposed work

The development comprises the demolition of existing buildings and erection of two detached houses with detached double garages including formation of new vehicular access.

Archaeological background

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

The EHER shows that the proposed development is sited next to the Roman site of Little London (EHER 4057-9), which has been variously interpreted as a villa, a mansio (Roman government staging-post) and a small town. The cropmark of a trackway (EHER 4064) links the proposed development area to the Roman road from London to Cambridge, and it is probable that the development area formed part of the wider Roman settlement area.

Planning background

A planning application (EPF/2173/16) was submitted to Epping Forest District Council in August 2016 for the demolition of existing buildings and erection of two detached houses with detached double garages including formation of new vehicular access.

As the site lies within an area highlighted by the EHER as having a high potential for archaeological deposits, an 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 for evaluation by trial-trenching. Details are given in a Project Brief written by ECC (*Brief for trial trenching and excavation Little London Farm, Gravel Lane, Chigwell* – ECC 2017).

Specifically, two trial-trenches will be laid out within the footprints of the new building-plots (Fig 1). Each trench will measure 16m long by 1.8m wide.

The trial-trenching will form the first phase of archaeological works on the site; dependant on the results of the trenching, monitoring or full excavation may be required of any surviving archaeological deposits. This will be decided at the discretion of the ECCHEA.

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 2014)
- the Project Brief issued by ECC Historic Environment Advisor (ECC 2017)

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: One supervisor plus three archaeologists for one day.

In charge of day-to-day site work: Ben Holloway

Trial-trenching methodology

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

If archaeological features or deposits are uncovered time will be allowed for these to be excavated, 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). Masonry walls shall be carefully cleaned and planned, and where possible left *in situ*. If they have to be removed then detailed drawings both in plan and section will be required.

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.

A meeting will be held on site once 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.

Site surveying

The evaluation trench and any features will be surveyed by Total Station, 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 excavation 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), and to provide information for sampling strategies on any future excavation. Samples will be collected for potential micromorphological and other pedological sedimentological analysis. Environmental bulk samples will be 40 litres in size (assuming 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 do any processing and the flots passed to Val Fryer / Lisa Gray for analysis and reporting.

Should any complex, or otherwise outstanding deposits be encountered, VF/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

During evaluation work 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. If circumstances indicated it were prudent or necessary to remove the remains from the site during the evaluation phase, 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. 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): Pip Parmenter

small finds, metalwork, coins, etc: Pip Parmenter / Laura Pooley

flints: Adam Wightman

or to outside specialists:

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 Advisor as a single PDF.

The report will contain:

- Aims and methods adopted in the course of the archaeological work.
- Location plan of fieldwork in relation to the proposed development. At least two corners of the development site will be given 10 figure grid references.
- Section/s drawings showing depth of deposits from 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 and Medlycott 2011).
- All specialist reports or assessments.
- A concise non-technical summary of the project results.

An OASIS sheet shall be completed at the end of the project and supplied to the ECCHEA. This will be completed in digital form. A copy will also be emailed 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).

Publication of the results at least to 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.

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 1 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 ECCHEA one week in advance of its commencement.

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

All excavated trenches must be inspected by the ECCHEA prior to their backfilling.

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

- | | | |
|---------------------|-------|---|
| Brown, D | 2007 | <i>Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation</i> |
| Brown & Glazenbrook | 2000 | <i>Research and Archaeology: A Framework for the Eastern Counties 2 – Research Agenda and Strategy</i> , East Anglian Archaeology Occasional Papers 8 (EAA 8) |
| CAT | 2014 | <i>Health & Safety Policy</i> |
| CIfA | 2014a | <i>Standard and Guidance for an archaeological evaluation</i> |
| CIfA | 2014b | <i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i> |
| DCLG | 2012 | <i>National Planning Policy Framework</i> |
| ECCPS | 2016 | <i>Brief for trial trenching and excavation Little London Farm, Gravel Lane, Chigwell</i> |
| English Heritage | 2006 | <i>Management of Research Projects in the Historic Environment (MoRPHE)</i> |
| Gurney, D | 2003 | <i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers 14 (EAA 14). |
| 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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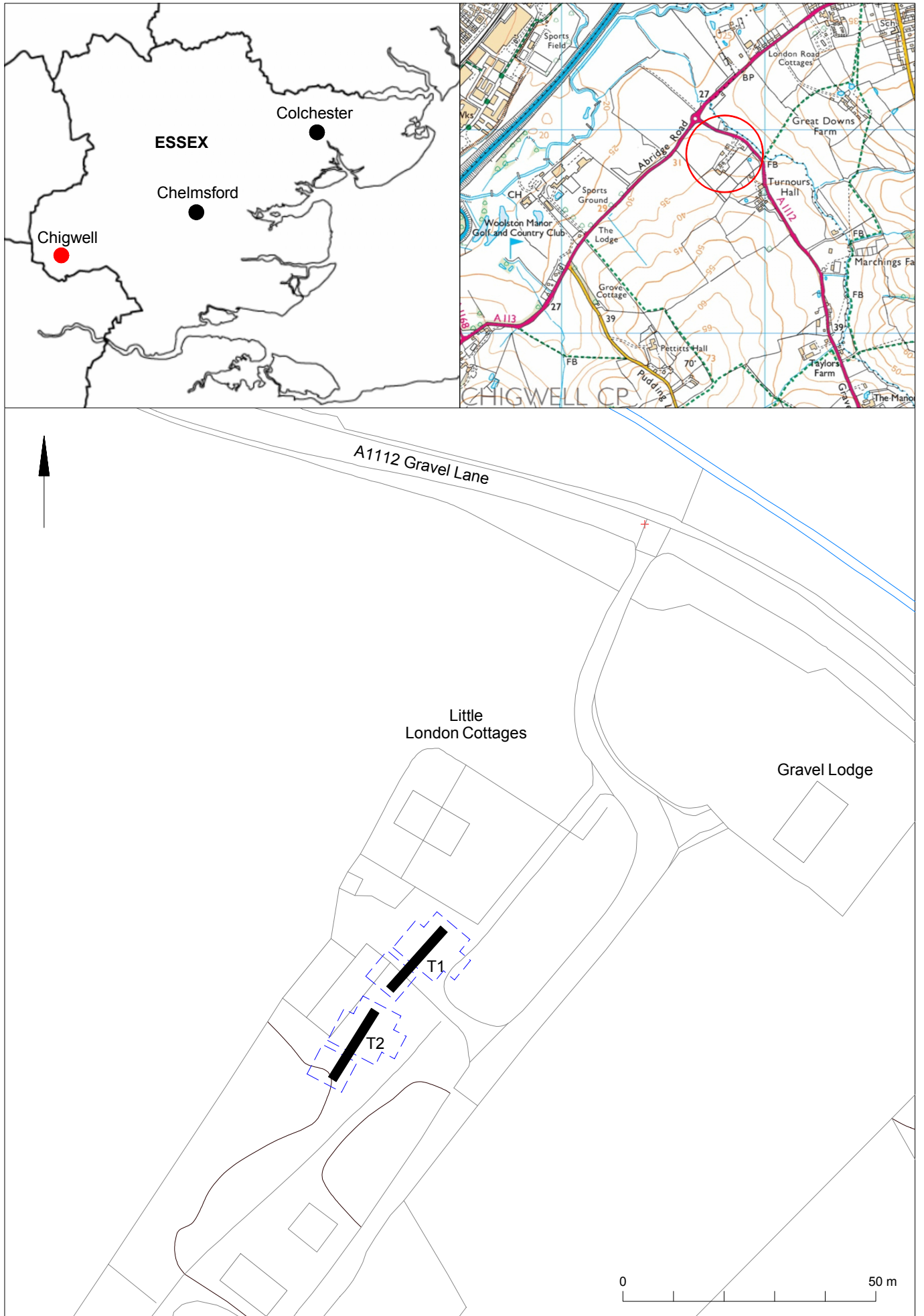


Fig 1 Site location and trench proposal in relation to new development (dashed blue lines).