

Colchester Archaeological Trust



**CAT Report 1902
issued March 2023**

**Archaeological monitoring at 'Valcot',
London Road, Chelmsford, Essex, CM2 8TF:
January 2023**



**CAT project ref.: 2022/12e
ECC code: CFLR23**

**Archaeological monitoring at 'Valcot',
London Road, Chelmsford, Essex, CM2 8TF:
January 2023**

NGR: TL 69523 05171

Planning reference: 22/01624/FUL, 22/02077/FUL

**CAT project ref.: 2022/12c
CAT Report 1902**

**ECC code: CFLR23
OASIS id: colchest3-511535**

report prepared by Alexander Smith

fieldwork by Alexander Smith

commissioned by the homeowner

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Issued:	01/03/2023	

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1 Summary

Archaeological monitoring was carried out at 'Valcot', London Road, Chelmsford, Essex during the construction of extensions to the property. Despite being located within an area of archaeological potential, no archaeological deposits were identified during the works.

2 Introduction (Fig 1)

This is the report for archaeological monitoring carried out by Colchester Archaeological Trust (CAT) at 'Valcot', London Road, Chelmsford, Essex, on the 31st January 2023. The work was commissioned by the homeowner in advance of the construction of a single-storey rear extension and two-storey side extension.

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 Essex County Council Place Services Historic Environment Advisor. This recommendation was for an archaeological monitoring and was based on the guidance given in the *National Planning Policy Framework* (MHCLG 2019).

A Brief for Archaeological Monitoring at 'Valcot', London Road, Chelmsford, was produced by Mark Baister detailing the required archaeological work (ECCPS 2022), and a written scheme of investigation (WSI) was prepared by CAT in response to the brief and agreed with ECCPS in advance of the groundworks (CAT 2022).

In addition to the brief and wsi, all fieldwork and reporting was done in accordance with *Management of Research Projects in the Historic Environment (MoRPHE)* (Historic England 2016), 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 excavation* (CIfA 2014a) and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA 2014b).

3 Archaeological background

The following archaeological background includes extracts of the ECC Brief (ECCPS 2022) and Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessed via <http://www.heritagegateway.org.uk>).

The site is located in Widford, a former civil parish of Chelmsford. Widford was first recorded in 1216, as Witford, Wydiford and Wydeford, meaning the ford by the willows. In 1936 the parish was abolished and merged with Chelmsford.

The Historic Environment Record shows the site to be located within an area of known archaeological remains. In 1977-1978, Howard Young excavated a ditch (EHER 775) running across the rear of 78-82 Widford Road (a row of houses to the south of the site). The ditch was late medieval in date and produced a good assemblage of finds including a silver halfgroat of Edward IV, medieval pottery sherds, bricks, roof tiles, copper-alloy dress pins, iron nails, a tanged knife and animal bones. The earliest pottery recovered was 13th century in date but this appears to have been residual and the ditch backfilled sometime in the mid-16th century.

Located approximately 170m to the east of the development site is Widford Hall (NHLE No.: 1099143), a former moated site dating to the 18th century. The moat (EHER 717) has been infilled and destroyed by industrial development but the house is still standing.

During the Napoleonic wars, Chelmsford was a major military centre protecting London from attack from the north-east (Medlycott 1999). Barracks were erected around the city and, during an invasion scare of 1803-05, extensive earthworks linking forts at Widford and Galleywood were constructed (EHER 8931). The bastion trace ran for 2.8km and comprised a ditch and rampart. The defences were never utilised and were dismantled by 1813. Some of the rampart

still survives on Chelmsford golf course as hazards (500m to the south-east) but elsewhere most has been levelled. Some was traced through in aerial photographs c 300m south of the development area but this is now under a housing estate.

The Geology of Britain viewer (1:50,000 scale¹) shows the bedrock geology of the site to be London clay formation (clay, silt and sand) with superficial deposits of head (clay, silt and sand).

4 Aims

Archaeological monitoring was undertaken to excavate and record any archaeological deposits which were exposed by the groundworks.

5 Results (Figs 2-3)

Approximately 39m of foundation trench was machine-excavated under the supervision of a CAT archaeologist. The trench for the eastern extension was 0.6-0.65m wide by c 1.25m deep and for the northern 0.65-0.7m wide by c 1.55m deep. All trenches cut through topsoil (L1, c 0.3-0.4m thick) and subsoil (L2, c 0.25-0.4m thick) into natural (L3, encountered at a depth of between c 0.58-0.80m). There were no archaeological remains. Two modern services were encountered in the northern trenches.



Photograph 1 Foundation trench for the eastern extension, view south-east.



Photograph 2 Foundation trench for the eastern extension, view south-east.



Photograph 3 Foundation trench for the northern extension, view south-west.



Photograph 4 Foundation trench for the northern extension, view south-west.

6 Finds

No finds were uncovered during monitoring as no archaeological deposits were encountered.

7 Conclusion

Despite being located in an area of archaeological potential, no features or finds were uncovered during monitoring.

8 Acknowledgements

CAT thanks the homeowner for commissioning and funding the work. The project was managed by C Lister, fieldwork was carried out by A Smith. Figures are by A Smith. The project was monitored for ECCPS by Mark Baister.

9 References

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

- | | | |
|------|-------|--|
| CAT | 2022 | <i>Health & Safety Policy.</i> |
| CAT | 2022 | <i>Written scheme of investigation for archaeological monitoring at 'Valcot', London Road, Chelmsford, Essex, CM2 8TF.</i> |
| CifA | 2014a | <i>Standard and Guidance for an archaeological watching brief.</i> Revised October 2021 |
| CifA | 2014b | <i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials.</i> Revised October 2020. |

CIfA	2014c	<i>Code of Conduct. Revised October 2022.</i>
ECCPS	2022	<i>Brief for archaeological monitoring at Valcot, London Road, Widford by M Baister.</i>
Historic England	2016	<i>Management of Research Projects in the Historic Environment (MoRPHE).</i>
Medlycott, M	1999	<i>Chelmsford Historic Town Assessment Report</i>
MHCLG	2021	<i>National Planning Policy Framework. Ministry of Housing, Communities and Local Government.</i>

10 Abbreviations and glossary

CAT	Colchester Archaeological Trust
CIfA	Chartered Institute for Archaeologists
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
modern	period from c AD 1800 to the present
medieval	period from AD 1066 to c 1500
post-medieval	period from c AD 1500 to c 1800
natural	geological deposit undisturbed by human activity
NGR	National Grid Reference
OASIS	O nline A ccess to the I ndex of A rchaeological I nvestigation S , http://oasis.ac.uk/pages/wiki/Main
section	(abbreviation sx or Sx) vertical slice through feature/s or layer/s
wsj	written scheme of investigation

11 Archive deposition

Digital record: This project falls within the CIfA definition of a sterile project (<https://www.archaeologists.net/selection-toolkit/sterile-projects>), and as such the preserved archaeological archive will take the form of a single digital document that incorporates all the relevant elements from the project archive. This document will be uploaded to OASIS and released into the Archaeological Data Service (ADS) library, from where it will be curated by the ADS. The single digital document will include the report, brief, wsi, photographs, and original site data (for example context sheets, section drawings).

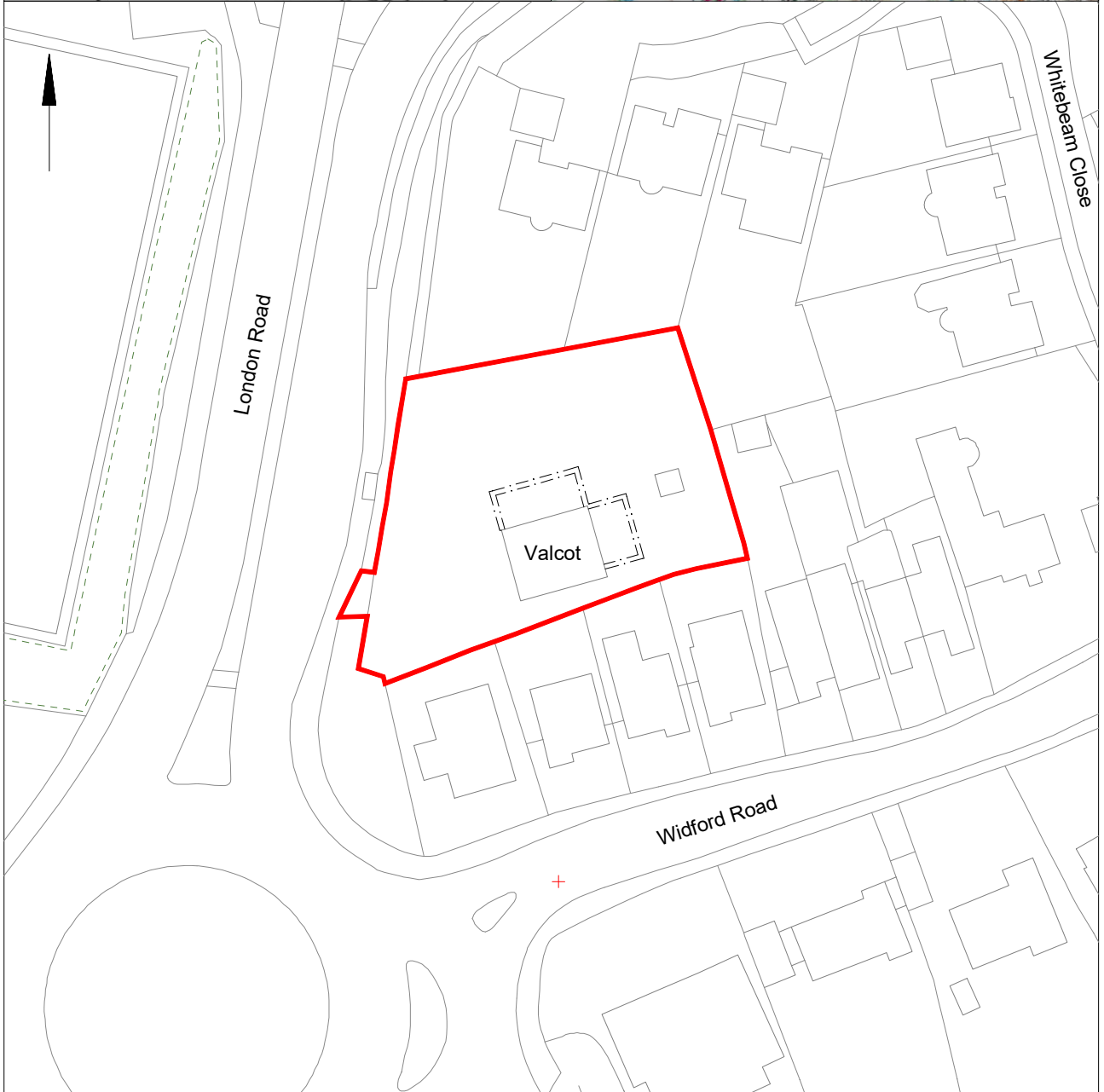
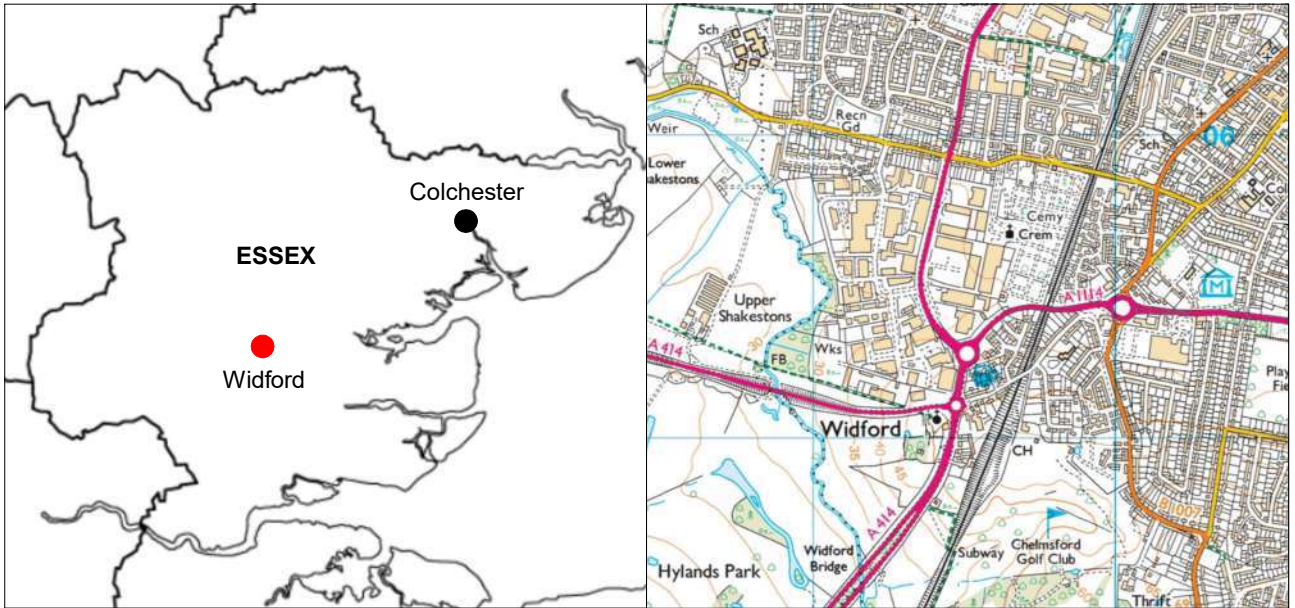
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Distribution list:

Homeowner
 ECC Place Services Historic Environment Advisor
 Essex Historic Environment Record, Essex County Council

Appendix 1 Context list

Context	Finds no.	Context type	Description	Date
L1	-	Topsoil	Friable, moist, dark greyish brown, sandy silt.	Modern
L2	-	Subsoil	Friable/firm, moist, medium greyish brown, silty clay.	Undated
L3	-	Natural	Firm, moist, medium brownish orange, silty clay.	Post-glacial



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Fig 1 Site location.



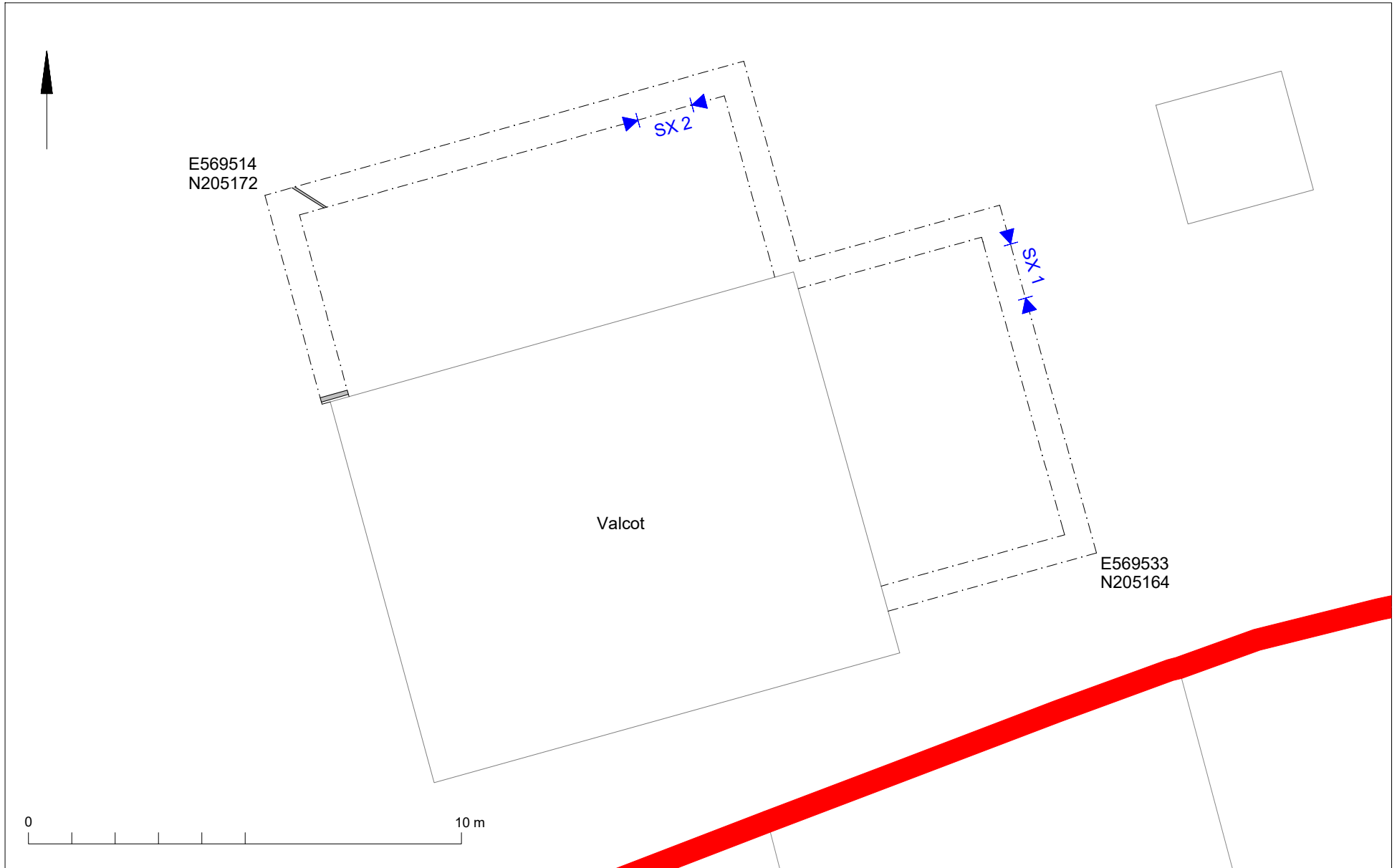


Fig 2 Results.

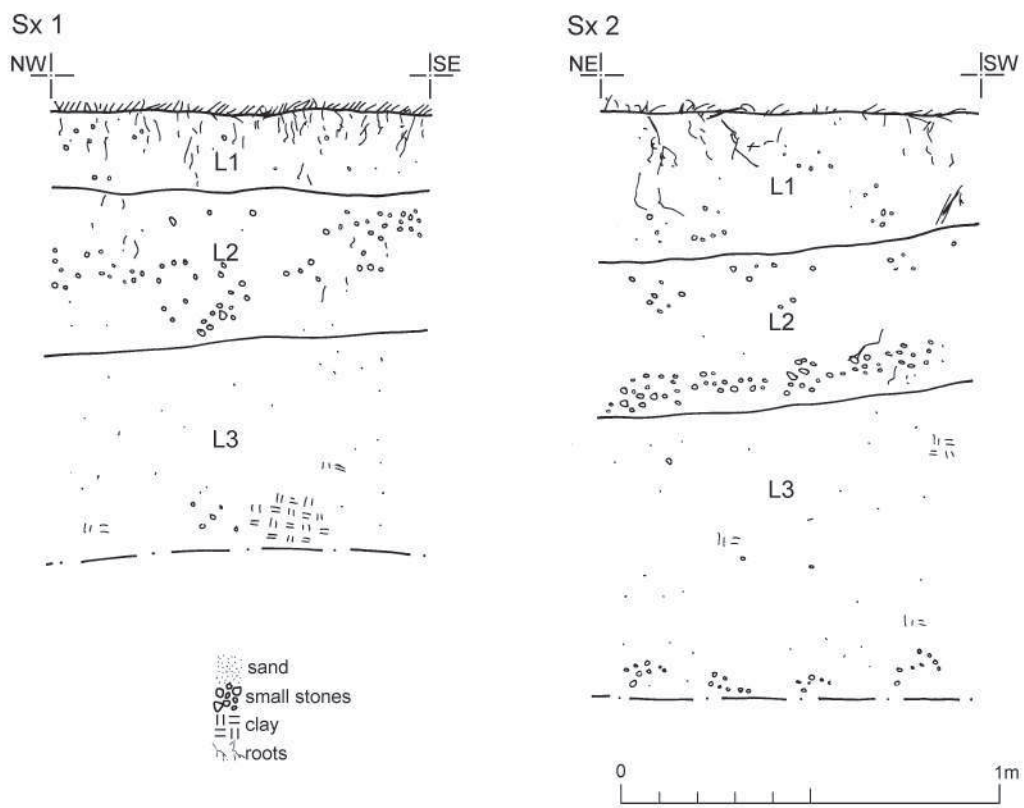


Fig 3 Representative sections.

Summary for colchest3-511535

OASIS ID (UID)	colchest3-511535
Project Name	Watching Brief at Valcot, London Road, Chelmsford, Essex, CM2 8TF
Sitename	Valcot, London Road, Chelmsford, Essex, CM2 8TF
Activity type	Watching Brief
Project Identifier(s)	2022/12e
Planning Id	22/02077/FUL, 22/01624/FUL
Reason For Investigation	Planning: Between application and determination
Organisation Responsible for work	Colchester Archaeological Trust
Project Dates	31-Jan-2023 - 31-Jan-2023
Location	Valcot, London Road, Chelmsford, Essex, CM2 8TF NGR : TL 69523 05171 LL : 51.7196423698451, 0.452761790059477 12 Fig : 569523,205171
Administrative Areas	Country : England County : Essex District : Chelmsford Parish : Chelmsford, unparished area
Project Methodology	Archaeological monitoring of all groundworks as specified in the project brief and wsi.
Project Results	Archaeological monitoring was carried out at 'Valcot', London Road, Chelmsford, Essex during the construction of extensions to the property. Despite being located within an area of archaeological potential, no archaeological deposits were identified during the works.
Keywords	
Funder	
HER	Essex HER - unRev - STANDARD
Person Responsible for work	A, Smith
HER Identifiers	HER Event No - CFLR23
Archives	

Brief for Archaeological Monitoring at **Valcot, London Road, Widford**



Date: 03/10/2022



Valcot, London Road, Widford



Title: Brief for Archaeological Monitoring at Valcot, London Road, Widford

Homeowner: Rohit Gupta | rgupta0109@hotmail.com

Planning Reference: CHL/22/01624/FUL

Date issued: 03/10/2022

Historic Environment Advisor: Mark Baister | mark.baister@essex.gov.uk

Museum: Chelmsford Museum

This archaeological brief is only valid for six months. After this period the Historic Environment Advisor of Essex County Council should be contacted to assess whether any changes are required. Any Written Scheme of Investigation resulting from this brief shall only be considered for the same period.

*The contractor is advised to visit the site before completing their **Written Scheme of Investigation** as there may be implications for accurately costing the project.*

1. Introduction

The Historic Environment Advisor of Essex County Council has prepared this brief for archaeological investigation at Valcot, London Road, Chelmsford. The development site lies within an area of known archaeological remains; a medieval ditch, rich in finds, has previously been identified in close proximity to the development site.

This document forms the basis for any Written Scheme of Investigation submitted by an archaeological contractor for approval by this office. It is recommended that an individual or organisation with membership of the Chartered Institute for Archaeologists is instructed for this work. Details of ClfA registered organisations can be found at:

<https://www.archaeologists.net/ro>

2. Site Location and Description

The proposed development is situated at Valcot, on the east side of London Road, Widford, centred on NGR TL 69523 05171. Details of the proposed application can be found on the Chelmsford planning web site.

3. Planning Background

The development comprises the construction of an extension to the existing property. The planning application was submitted to Chelmsford City Council in September 2022. As the site lies within an area of archaeological interest, a condition was recommended to ensure that appropriate archaeological recording is undertaken. The advice given is in line with the National Planning Policy Framework, paragraph 205. The recommendation that was made is:

RECOMMENDATION: Archaeological Monitoring

- (i) No development or preliminary ground works shall take place within the site until a Written Scheme of Investigation for the programme of archaeological work has been submitted to and approved in writing by the local planning authority.**

- (ii) During the groundworks associated with the development a programme of archaeological monitoring will be undertaken, in accordance with the approved Written Scheme of Investigation. A report detailing the results of the monitoring will subsequently be submitted to 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 data prior to the completion of any Written Scheme of Investigation.

The Essex Historic Environment Record (EHER) shows the proposed development is within an area of known archaeological remains. In the 1970s a late medieval ditch was uncovered and excavated in close proximity to the proposed development site (EHER 775). Finds recovered from the ditch included a silver half-groat, medieval pottery, brick and roof tiles; copper alloy dress pins, iron nails and a tanged knife, along with animal bones. The earliest pottery recovered dated from the 13th century but the ditch appeared to have been backfilled in the mid-16th century.

Based on this, there is a high possibility that further archaeological features and, specifically medieval, deposits may survive in the proposed development area.

5. Requirement for Work

This brief and the archaeological work described below is valid only for this planning application (22/01624/FUL) and only in the event that the proposed development comprises an extension to the existing property.

The archaeological work should aim to record the location, extent, date and character of any archaeological remains that would be impacted by the development.

To achieve this, a programme of archaeological monitoring will be carried out during the excavation of all groundworks associated with the development, including (but not limited to) foundation trenches, service trenches and soakaways. Any archaeological deposits identified will require excavation prior to any further work or machine activity in the area. A period of time to allow for investigation of any exposed archaeological deposits will need to be agreed with the developer and stipulated in the Written Scheme of Investigation.

Specific aims include:

- The identification of any deposits or settlement evidence related to the medieval remains previously identified in close proximity.
- To record the stratigraphic sequence of deposits affected by the development.

6. Methodology

6.1 The archaeological work shall be undertaken by a professional team of field archaeologists. The number of staff involved, the structure of the team and an indicative timetable for the work shall be included within the Written Scheme of Investigation.

6.2 The archaeological contractor is expected to follow the Code of Conduct of the Chartered Institute for Archaeologists and the document Standards for Field Archaeology in the East of England (Gurney 2003).

6.3 All of the latest Health and Safety guidelines must be followed on site.

6.4 Notification of the supervisor/project manager's name for the project shall be provided to the Historic Environment Advisor one week in advance of commencement of work.

6.5 A site code shall be obtained from the Historic Environment Advisor of Essex County Council before the start of work.

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. Monitoring Methodology

7.1 The contractor shall agree a defined period of time with the developer for the investigation of all archaeological deposits exposed during the monitoring programme and this will be stated in the Written Scheme of Investigation.

- 7.2 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.
- 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 Details of the site planning policy 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.
- 7.5 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. Human remains will require full excavation where they are threatened by the development.
- 7.6 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 The CiFA's Standard and guidance for an archaeological watching brief and the EAA Standards for Field Archaeology in the East of England documents 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.

8. Finds

- 8.1 All finds, where appropriate, shall be washed.
- 8.2 All pottery, and other finds where appropriate, shall be marked with the site code and context number.
- 8.3 The Written Scheme of Investigation shall include an agreed list of specialist consultants, who will be required to conserve and/or report on finds and advise or report on other aspects of the investigation.
- 8.4 The requirements for conservation and storage shall be stated within the Written Scheme of Investigation.
- 8.5 Finds work should be to accepted professional standards and adhere to Chartered Institute for Archaeologist's Guidelines.

9. Results

9.1 The full report shall be submitted to the Historic Environment Advisor within a length of time (but not exceeding 2 months) from the end of the fieldwork. A single digital copy shall be supplied to the Historic Environment Advisor.

9.2 This report must contain:

- The aims and methods adopted in the course of the archaeological programme.
- Location plan of groundworks observed during archaeological monitoring. At least two corners of each area shall be given 10 figure grid references.
- One or more section drawings showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.
- Copies of plans and/or sections drawn at an appropriate scale of any archaeological features excavated or recorded during the course of the investigation.
- Reports on specific areas of specialist study.
- Methodology and detailed results including a suitable conclusion and discussion. Where appropriate the discussion should be completed in consultation with the East of England Regional Research Framework (Brown and Glazebrook 2000, Medlycott 2011, <https://researchframeworks.org/eoe/>).
- An OASIS sheet shall be completed at the end of the project and included in the report. 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).

9.3 All parts of the OASIS online form must be completed for submission to the EHER. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

9.4 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.

10. Archive Deposition

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

10.2 If the finds are to remain with the landowner a full copy of the archive shall be housed with the appropriate museum.

10.3 The full archive shall be deposited with the appropriate museum within 2 months of the completion of the report and confirmed to the Historic Environment Advisor.

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

11. Monitoring

11.1 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.

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

11.3 Any variations of the Written Scheme of Investigation shall be agreed with the Historic Environment Advisor prior to them being carried out.

12. Contractors Written Scheme of Investigation

12.1 In accordance with Standards and Guidance produced by the ClfA this design brief should not be considered sufficient to enable the total execution of the project. A Written Scheme of Investigation 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.

12.2 Archaeological contractors shall forward a Written Scheme of Investigation to the Historic Environment Advisor for validation prior to fieldwork commencing.

12.3 The involvement of the Historic Environment Advisor shall be acknowledged in any report or publication generated by this project.

References

- | | | |
|------------------------------|------|--|
| Bennett, A | 2006 | Chelmsford Borough Historic Environment Characterisation Project. ECC |
| 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 |
| Gurney, D. | 2003 | Standards for Field Archaeology in the East of England. East Anglian. Archaeol. Occ. Pap. 14 |
| Medlycott, M. | 2011 | <i>Research and Archaeology Revised: A Revised Framework for the East of England</i> East Anglian. Archaeol. Occ. Pap. 24 |

Valcot, London Road, Widford

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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Essex County Council
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CM1 1QH

Colchester Archaeological Trust



**Written scheme of investigation
for archaeological monitoring at
'Valcot', London Road, Chelmsford, Essex, CM2 8TF.**

December 2022

**CAT project ref.: 2022/12e
ECC code: CFLR23**

**Written scheme of investigation for archaeological
monitoring at 'Valcot', London Road, Chelmsford,
Essex, CM2 8TF.**

December 2022

NGR: TL 69523 05171

**Planning district.: Chelmsford
Planning ref.: 22/01624/FUL, 22/02077/FUL**

CAT project ref.: 2022/12e

**ECC code: CFLR23
ECC monitor: Mark Baister
OASIS id: colchest3-511535**

**WSI prepared by: Sarah Veasey
Figure by: Chris Lister**

Commissioned by: Homeowner

Prepared by:	Sarah Veasey	Junior Project Officer
Reviewed and approved by:	Chris Lister	Contracts Manager
Issued:	07/12/2022	

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Site location and description

The site is located approximately 2km south-west of Chelmsford City Centre at Valcot, London Road, Widford, Chelmsford, Essex. The site is centred on National Grid Reference (NGR) TL 69523 05171.

Proposed work

The proposed development comprises of an extension to the existing property.

Archaeological background

The following archaeological background includes extracts of the ECC Brief (ECCPS 2022) and Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessed via <http://www.heritagegateway.org.uk>).

The site is located in Widford, a former civil parish of Chelmsford. Widford was first recorded in 1216, as Witford, Wydiford and Wydeford, meaning the ford by the willows. In 1936 the parish was abolished and merged with Chelmsford.

The Historic Environment Record shows the site to be located within an area of known archaeological remains. In 1977-1978, Howard Young excavated a ditch (EHER 775) running across the rear of 78-82 Widford Road (a row of houses to the south of the site). The ditch was late medieval in date and produced a good assemblage of finds including a silver half-groat of Edward IV, medieval pottery sherds, bricks, roof tiles, copper alloy dress pins, iron nails, a tanged knife and animal bones. The earliest pottery recovered was 13th century in date but this appears to have been residual and the ditch backfilled sometime in the mid-16th century.

Located approximately 170m to the east of the development site is Widford Hall (NHLE No.: 1099143), a former moated site dating to the 18th century. The moat (EHER 717) has been infilled and destroyed by industrial development but the house is still standing.

During the Napoleonic wars, Chelmsford was a major military centre protecting London from attack from the north-east (Medlycott 1999). Barracks were erected around the city and, during an invasion scare of 1803-05, extensive earthworks linking forts at Widford and Galleywood were constructed (EHER 8931). The bastion trace ran for 2.8km and comprised a ditch and rampart. The defences were never utilised and were dismantled by 1813. Some of the rampart still survives on Chelmsford golf course as hazards (500m to the south-east) but elsewhere most has been levelled. Some was traced through in aerial photographs c. 300m south of the development area but this is now under a housing estate.

The Geology of Britain viewer (1:50,000 scale¹) shows the bedrock geology of the site to be London clay formation (clay, silt and sand) with superficial deposits of head (clay, silt and sand).

Planning background

A planning application (22/01624/FUL) was submitted to Chelmsford City Council in September 2022 proposing the *replacement of the existing dwelling*. This application was rejected. A subsequent application (22/02077/FUL) was submitted in November 2022 for a *Replacement Dwelling. Raise roof to create first floor, rear and side extension. New gates to front driveway and covered hot tub area*. This application is pending consideration.

As the site lies within an area highlighted by the EHER as having a high potential for archaeological remains an archaeological condition was recommended. This follows the guidelines given in National Planning Policy Framework (MHCLG 2021).

¹ British Geological Survey – <https://geologyviewer.bgs.ac.uk/>

Requirement for work (Fig 1)

The archaeological work will consist of monitoring and recording of any groundworks for an extension to the existing property. Details are given in a Project Brief written by ECCPS (Brief for archaeological monitoring at Valcot, London Road, Widford – ECC 2022).

Archaeological monitoring will determine the presence or absence, the extent, date and character and significance of any archaeological deposits that may be present and ensure their preservation by record. The monitoring will take place in all areas where topsoil stripping or ground reduction will have potential to disturb the archaeological horizon including foundation trenches, services and soakaways.

Archaeological deposits identified will require excavation prior to any further work or machine activity in the area. Time will be allocated to allow for investigation of any exposed archaeological deposits.

Specific research aims for the monitoring:

- The identification of any deposits or settlement evidence related to the medieval remains previously identified in close proximity
- To record the stratigraphic sequence of deposits affected by the development.

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-c)
- East of England Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011) and the recent review updates on <https://researchframeworks.org/eoe/>
- Relevant Health & Safety guidelines and requirements (CAT 2022)
- the Project Brief issued by ECC Historic Environment Advisor (ECCPS 2022)

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

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

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

At the start of the project (when the WSI is written) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed (Activity type, Location and Reviewers/Admin areas). At the end of the project all parts of the OASIS online form will be completed for submission to the EHER. This will include an uploaded .PDF version of the entire report.

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

Staffing

The number of field staff for this project is estimated as follows: One CAT project officer for the duration of the groundworks.

Monitoring methodology

There will be sufficient on-site attendance by CAT staff to maintain a watch on all contractors' groundworks to record, excavate or sample (as necessary) any archaeological features or deposits.

All topsoil removal and ground reduction will be done with a toothless bucket under the supervision and to the satisfaction of CAT staff. Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

If any features or deposits are uncovered, time will be allowed for these features to be excavated by hand, planned and recorded. This includes a 50% sample of discrete features (pits, etc), 10% of linear features (ditches, etc) in 1m wide sections, and 100% of complex structures/features. Complex archaeological structures such as walls, kilns, ovens or burials will be carefully cleaned, planned and fully recorded.

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 proforma record sheets. Registers will be compiled of finds, small finds and soil samples.

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

Site surveying

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

The site grid will be tied into the National Grid. Corners of 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 micromorphical 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.
- Differences in remains from undated and dated features.
- Variation between different feature types and areas of site.

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

Should any complex, or otherwise outstanding deposits be encountered, VF or LG will be asked onto site to advise. Waterlogged 'organic' features will always be sampled. In all cases, the advice of VF/LG and/or the Historic England Regional Advisor in Archaeological Science (East of England) on sampling strategies for complex or waterlogged deposits will be followed, including the taking of monolith samples.

Human remains

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

Photographic record

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

Finds

All significant finds will be retained.

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

Most of our finds reports are written internally by CAT staff under the supervision and direction of Philip Crummy (Director) and Laura Pooley (Post-excavation Manager). This includes specialist subjects such as:

ceramic finds (pottery and ceramic building material): Matthew Loughton
animal bones: Alec Wade (or Adam Wightman/Pip Parmenter - small groups only)
small finds, metalwork, coins, etc: Laura Pooley
non-ceramic bulk finds: Laura Pooley
flint: Adam Wightman
environmental processing: Bronagh Quinn
osteology: (human remains): Megan Seehra

or to outside specialists:

animal and human bone: Julie Curl (*Sylvanus*)
environmental assessment and analysis: Val Fryer / Lisa Gray
archaeometallurgy: David Dungworth
radiocarbon dating: SUERC Radiocarbon Dating Laboratory, Glasgow
conservation/x-ray: Laura Ratcliffe (LR Conservation) / Norfolk Museums Service, Conservation and Design Services

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

flint: Tom Lawrence
prehistoric pottery: Stephen Benfield / Nigel Brown / Paul Sealey
Roman pottery: Stephen Benfield / Paul Sealey / Jo Mills / Gwladys Monteil
Roman brick/tile: Ian Betts
Roman glass: Hilary Cool

small finds: Nina Crummy

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

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

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

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

Post-excavation assessment

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

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

Results

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

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

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

The report will contain:

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

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

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

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

Archive deposition

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

If finds are retained from the site the full archive will be deposited with Chelmsford Museum unless otherwise agreed in advance. (A full copy of the archive shall in any case be deposited). If there are no finds a full digital archive will be deposited with ADS Archaeology.

The requirements for archive storage will 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 and provision must be made for additional recording (e.g. photography, illustration and analysis) as appropriate.

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

The ECCHEA will be notified when the digital archive has been deposited.

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 the ECCHEA one week in advance of its commencement.

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

The ECCHEA will be notified when the fieldwork is complete.

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

Public outreach

As part of CAT's public outreach programme, CAT is committed to engaging our local community with their archaeological resource. Among other activities, CAT regularly invites volunteers to engage in finds processing tasks at our office, such as washing, marking, sorting and packing bulk archaeological finds from commercial archaeological projects. Our volunteer programme is not designed to replace the work of paid archaeologists but to compliment it, and to provide greater public benefit by means of community engagement and participation.

CAT volunteers are fully trained in all tasks they are engaged in and are fully supervised by a CAT employee at all times. Finds processing volunteers are managed and supervised by a Senior Post-Excavation Assistant, whose role is to ensure that all volunteer processing is carried out to the highest possible standard and within professional guidelines. This is overseen by the Post-Excavation Manager and Director.

CAT will never use volunteers in place of employees when funding is agreed for the latter, or if doing so would disadvantageously affect the timetable of works agreed between CAT and our clients.

CAT's liability insurance policies cover the activities of volunteers and liability towards them. All activities are carried out according to CAT's 'Volunteer and work experience policy' and 'Outreach, public relations and publicity policy'.

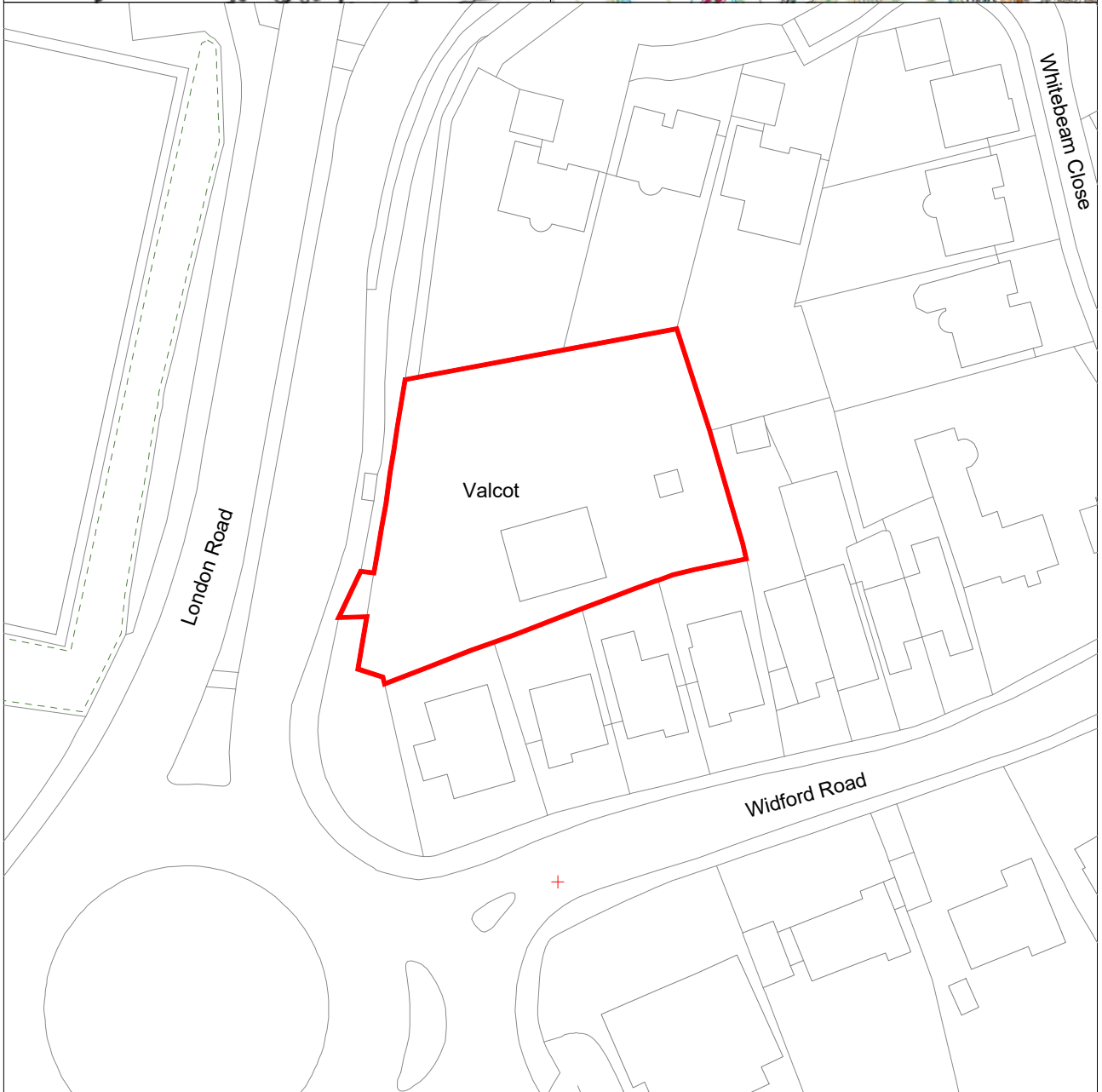
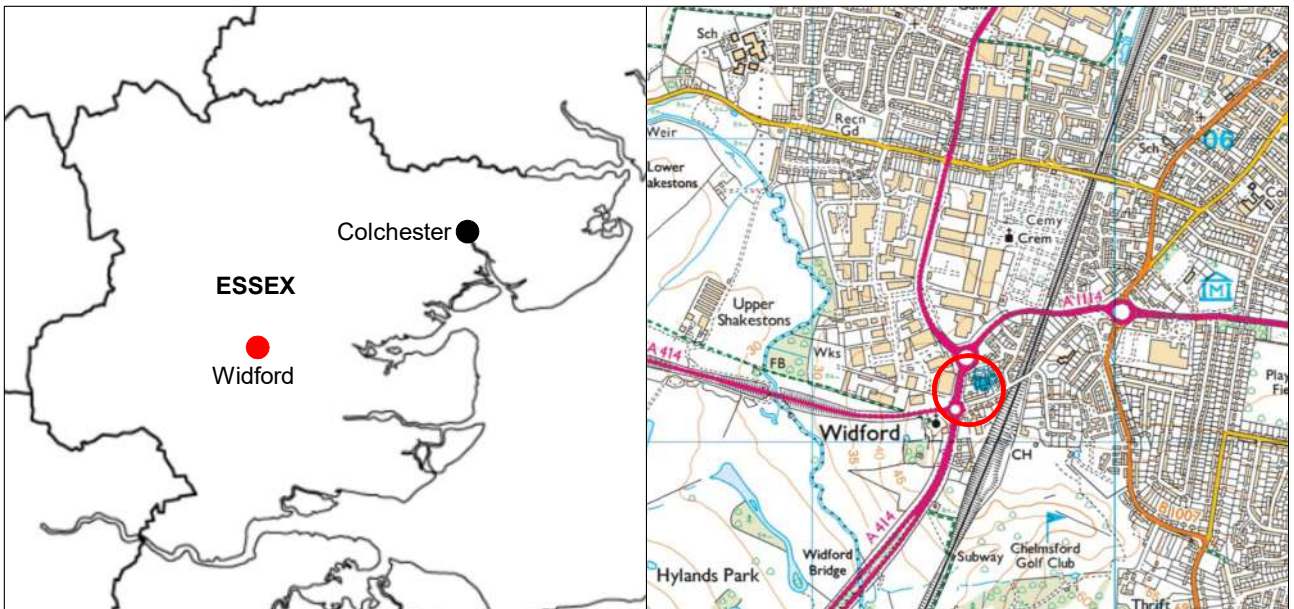
Events, activities and social media

In addition, the CAT website (www.thecolchesterarchaeologist.co.uk) and social media sites are updated regularly with information on our events and activities, with copies of our archaeological reports freely available at <http://cat.essex.ac.uk/>. Staff regularly give talks/lectures to groups, societies and schools, information on which (including any fees) is available by contacting the office on 01206 501785. CAT also works in partnership with both the Colchester Archaeological Group and Young Archaeologists Club providing venues for their meetings, advice and assistance.

References

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

Brown, N & Glazebrook, J	2000	<i>Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy.</i> East Anglian Archaeology Occasional Paper 8 (EAA 8).
CAT	2022	<i>Health & Safety Policy.</i>
CIfA	2014a	<i>Standard and Guidance for archaeological Monitoring.</i> Revised October 2020.
CIfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials.</i> Revised October 2020.
CIfA	2014c	<i>Code of Conduct.</i> Revised October 2022.
Digital Curation Centre (DCC)	2013	<i>Checklist for Data Management Plan v. 4.0.</i>
ECCPS	2022	<i>Brief for archaeological monitoring at Valcot, London Road, Widford</i> by M Baister.
Gurney, D	2003	<i>Standards for field archaeology in the East of England.</i> East Anglian Archaeology Occasional Papers 14 (EAA 14).
Historic England	2015	<i>Management of Research Projects in the Historic Environment (MoRPHE).</i>
Historic England	2018	<i>The Role of the Human Osteologist in an Archaeological Fieldwork Project.</i> By S Mays, M Brickley & J Sidell.
Medlycott, M	1999	<i>Chelmsford Historic Town Assessment Report</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).
MHCLG	2021	<i>National Planning Policy Framework.</i> Ministry of Housing, Communities and Local Government.



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Fig 1 Site location.



Site: Widford Valcot London Rd WB

Site code: CFLR23

Layer No.

Interpretation Top soil

Period Modern

Location Across site

1

SOIL DESCRIPTION

Consistence very loose soft friable firm hard dry moist wet

Colour very light medium dark yellow orange green grey brown black

Soil Type sand silt clay loam clay silt sand

charcoal oyster daub brick tile

Inclusions: flecks

gravel % stone % tile/brick % pot %

Inclusions: pieces 1

RECORDING 1:10 rep sx drawing and photo

Plan nos

Section nos

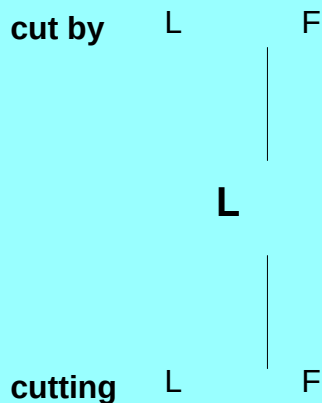
pre-exc ex post-ex

Photos taken

FINDS

Find Nos:

NOTES Modern topsoil, flecks of modern ceramic building material and fragments of modern pottery observed, primarily in eastern footings, with occasional flecks across site.



By Date

Site: Widford Valcot London Rd WB

Site code: CFLR23

Layer No.

Interpretation Sub soil

Period Post-medieval

Location Across site

2

SOIL DESCRIPTION

Consistence very loose soft friable firm hard dry moist wet
✓ ✓ ✓

Colour very light medium dark yellow orange green grey brown black
✓ ✓

Soil sand silt clay loam clay silt sand
Type ✓ ✓

charcoal oyster daub brick tile

Inclusions: flecks

gravel % stone % tile/brick % pot %

Inclusions: pieces 5

RECORDING 1:10 rep sx drawing and photo

Plan nos

Section nos

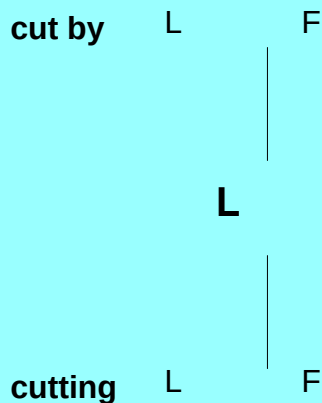
pre-exc ex post-ex

Photos taken

FINDS

Find Nos:

NOTES Post medieval-modern sub soil, occasional flecks of ceramic building material observed. Significant lenses of stones and gravels observed across the layer.



By Date

Site: Widford Valcot London Rd WB

Site code: CFLR23

Layer No.

Interpretation Natural

Period Post-glacial

Location Across site

3

SOIL DESCRIPTION

Consistence very loose soft friable firm hard dry moist wet
✓ ✓

Colour very light medium dark yellow orange green grey brown black
✓ ✓ ✓

Soil Type sand silt clay loam clay silt sand
✓ ✓
charcoal oyster daub brick tile

Inclusions: flecks

gravel % stone % tile/brick % pot %

Inclusions: pieces 1

RECORDING 1:10 rep sx drawing and photo

Plan nos

Section nos

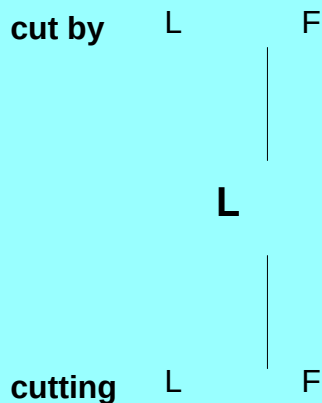
pre-exc ex post-ex

Photos taken

FINDS

Find Nos:

NOTES Natural geology, initially largely sandy.
(Moist, firm mid-brownish orange silty sand with abundant stones, approximately 5%.)
In the south of the eastern footings then slowly morphing into the clay natural as written in soil description.



By Date



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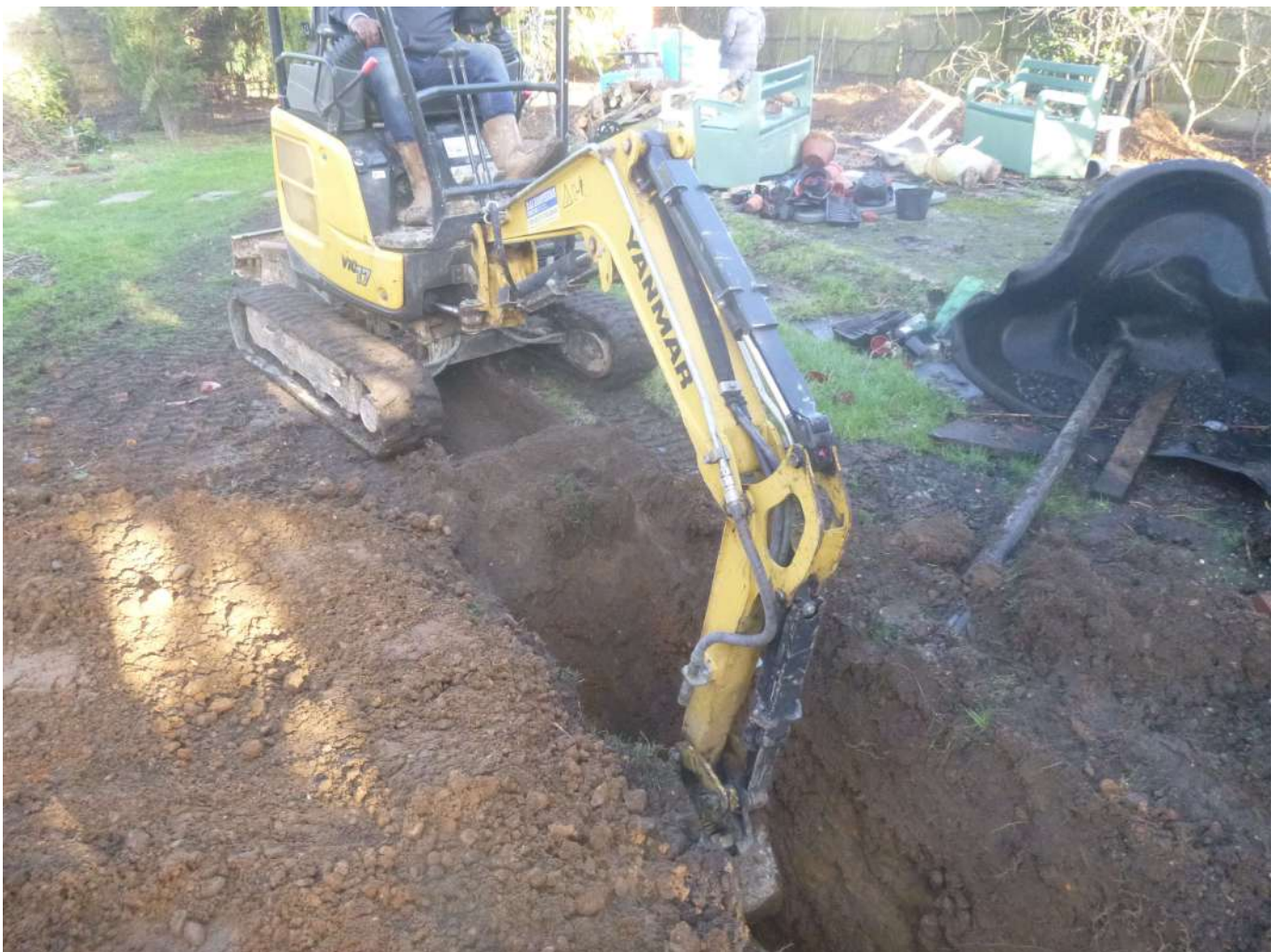
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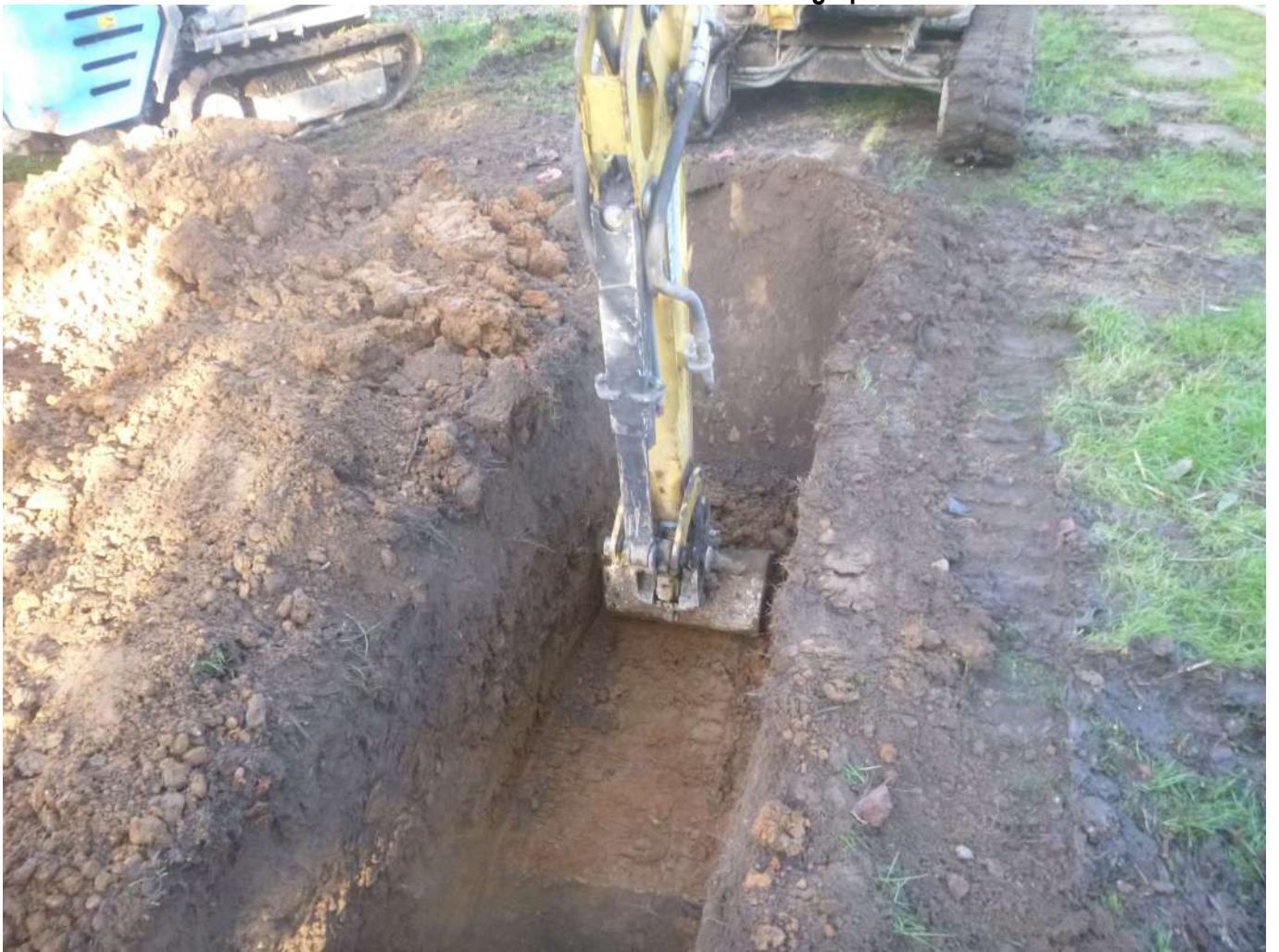
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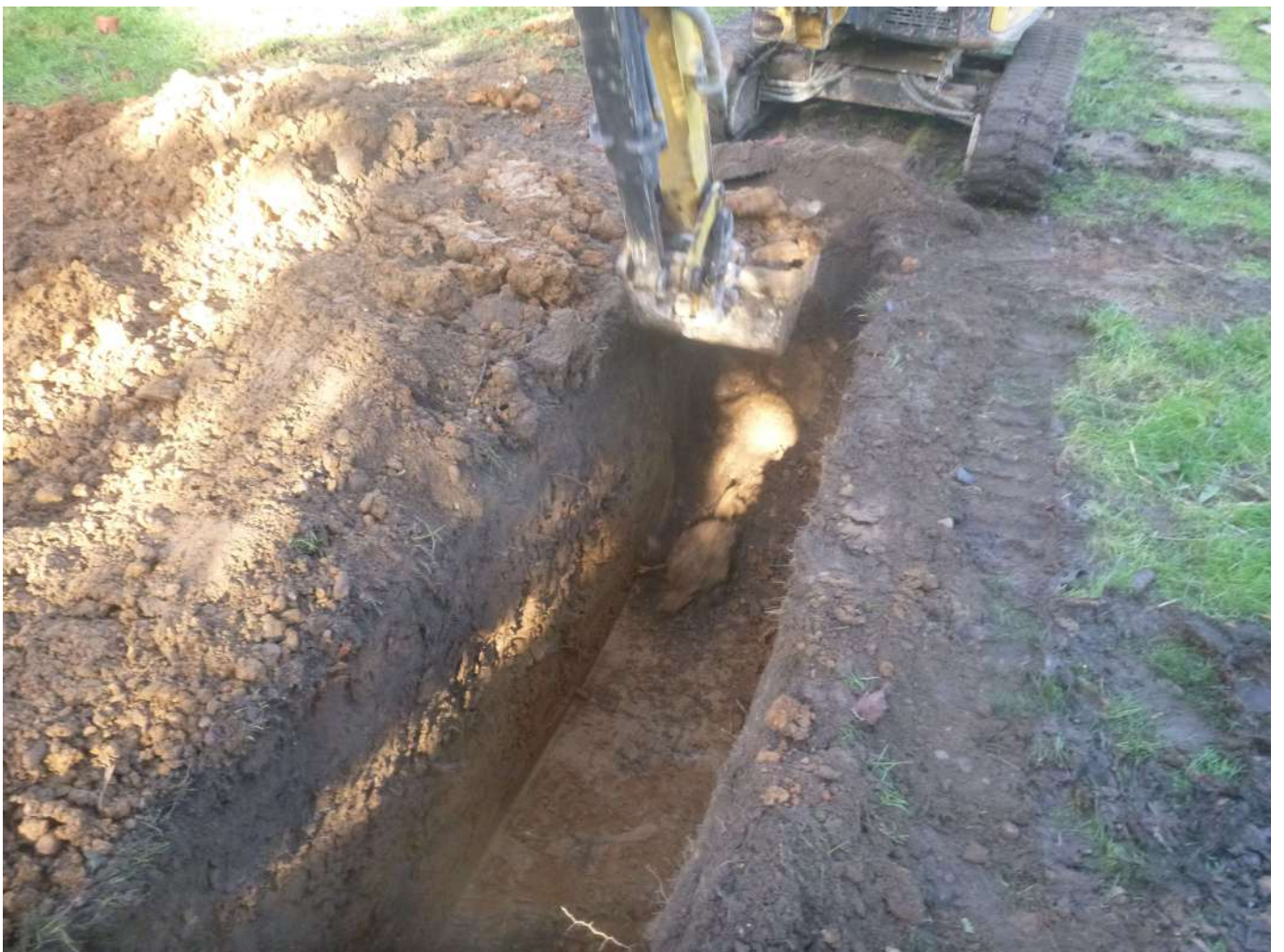
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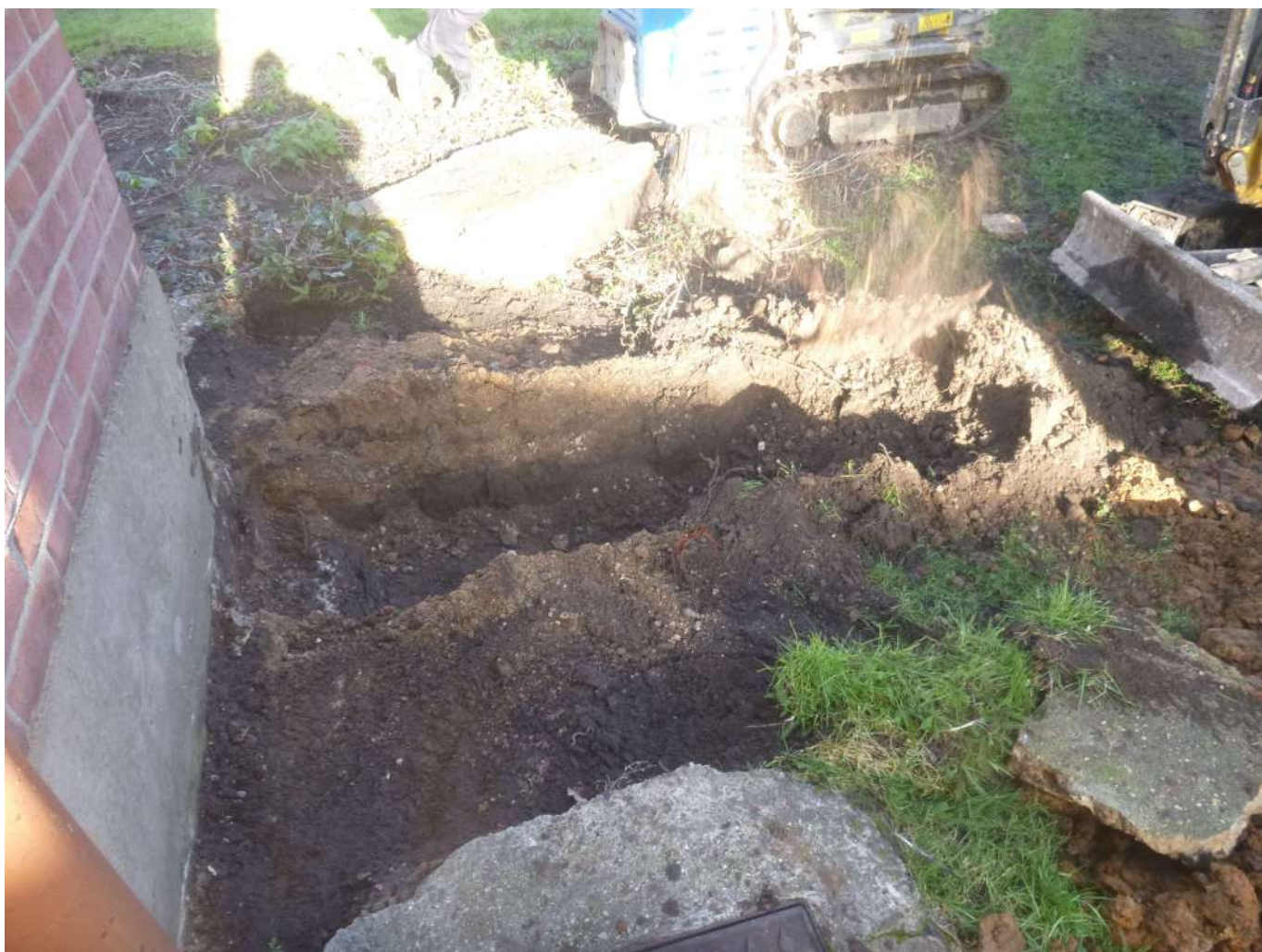
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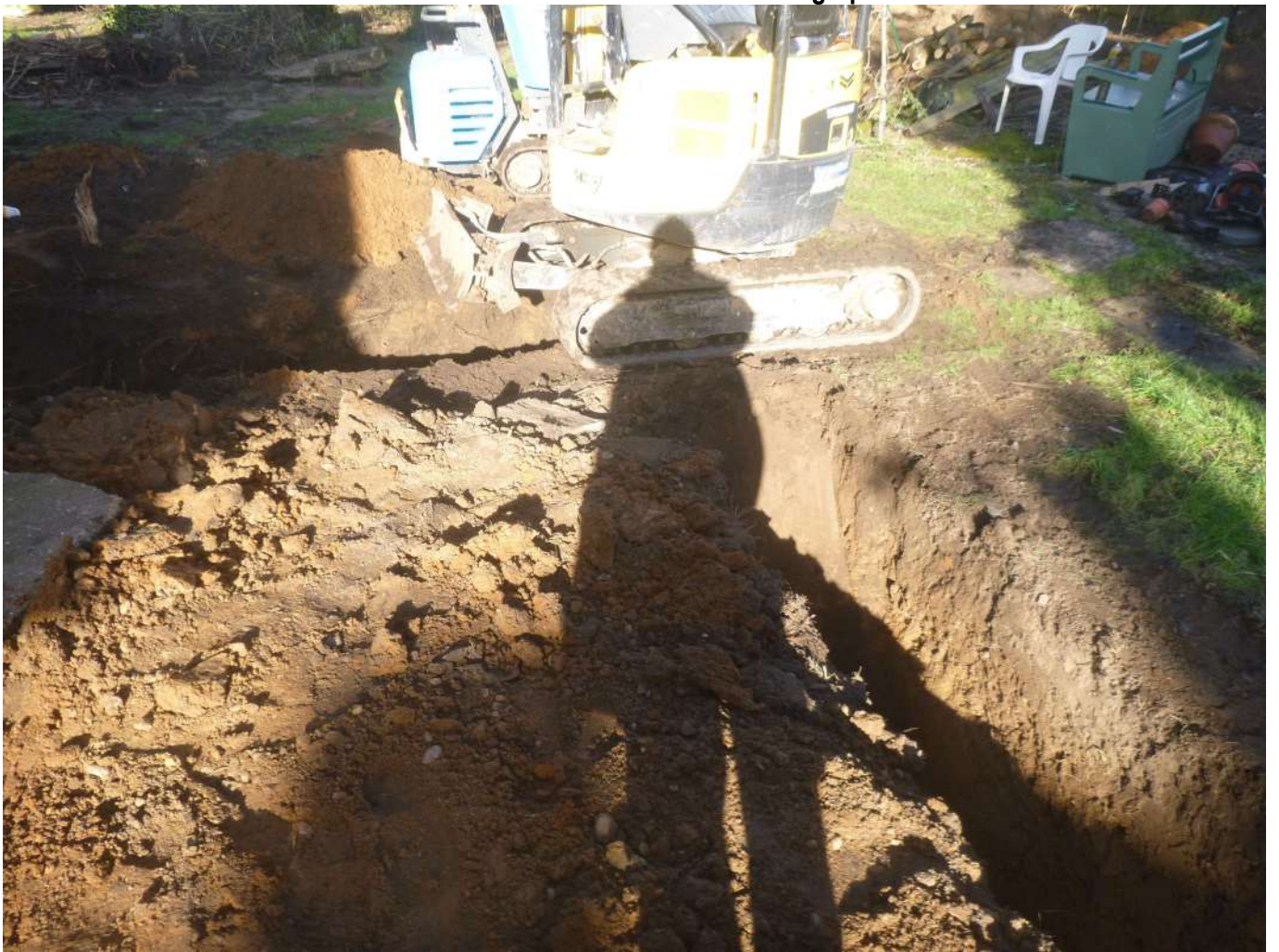
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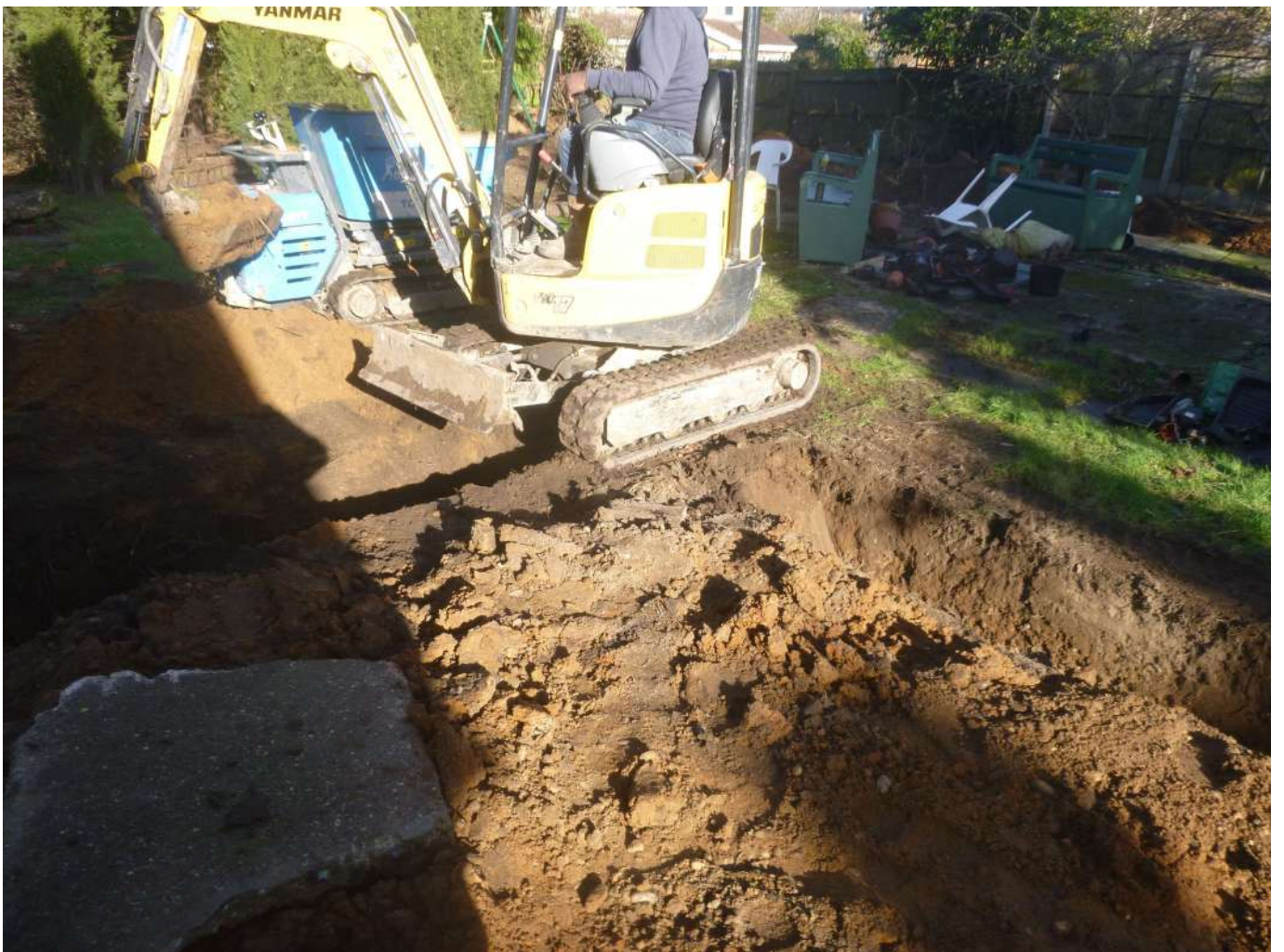
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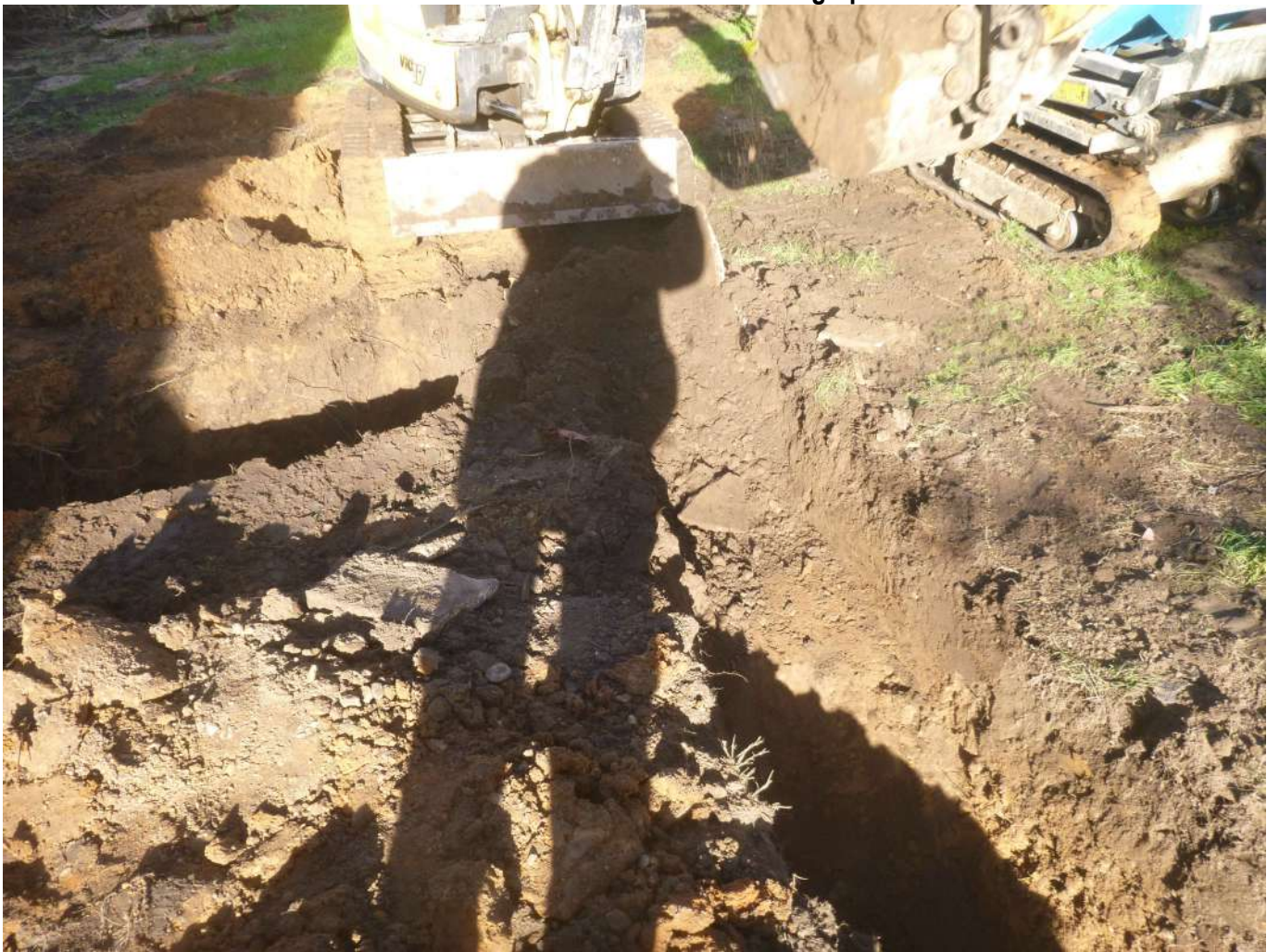
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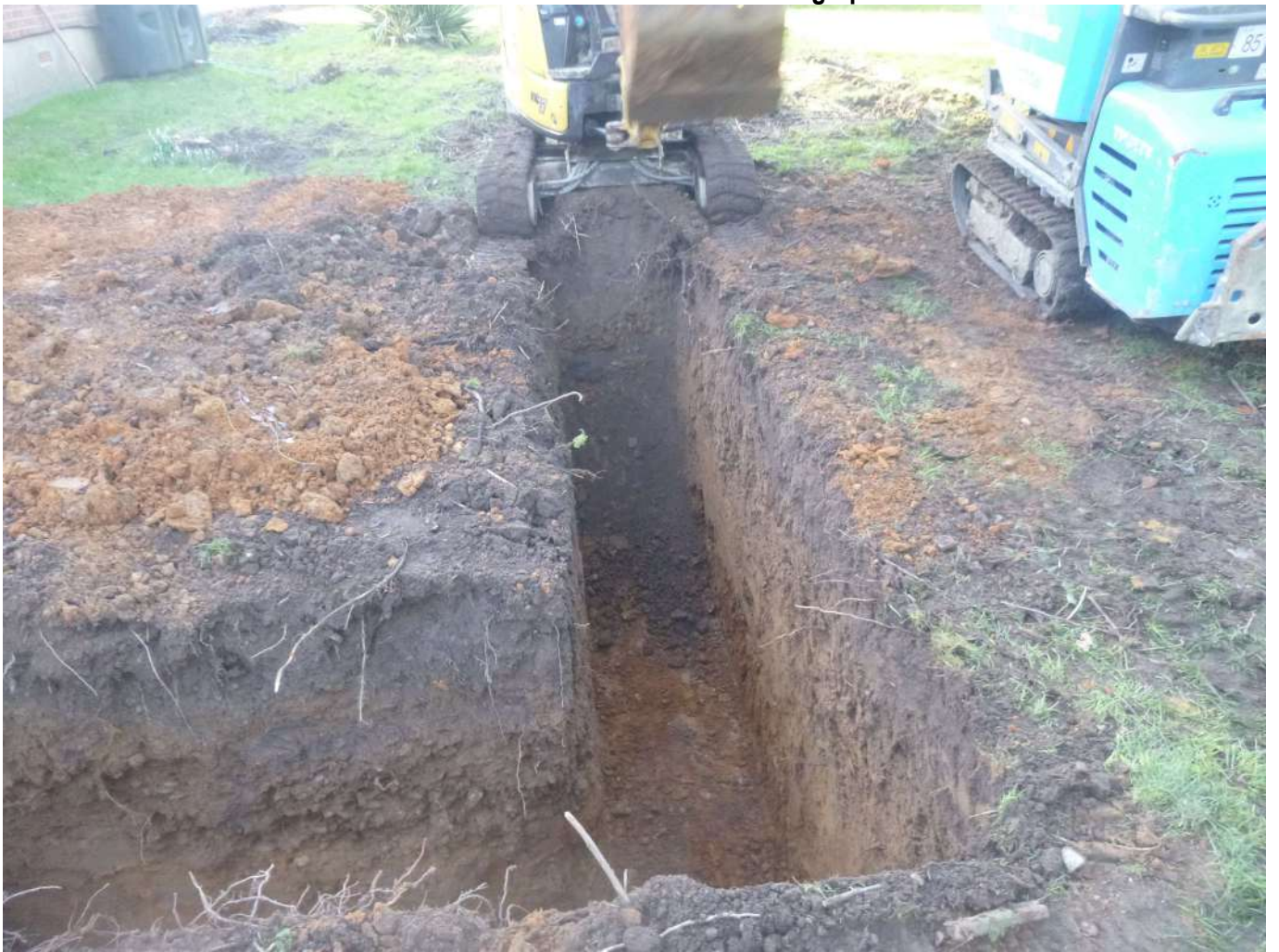
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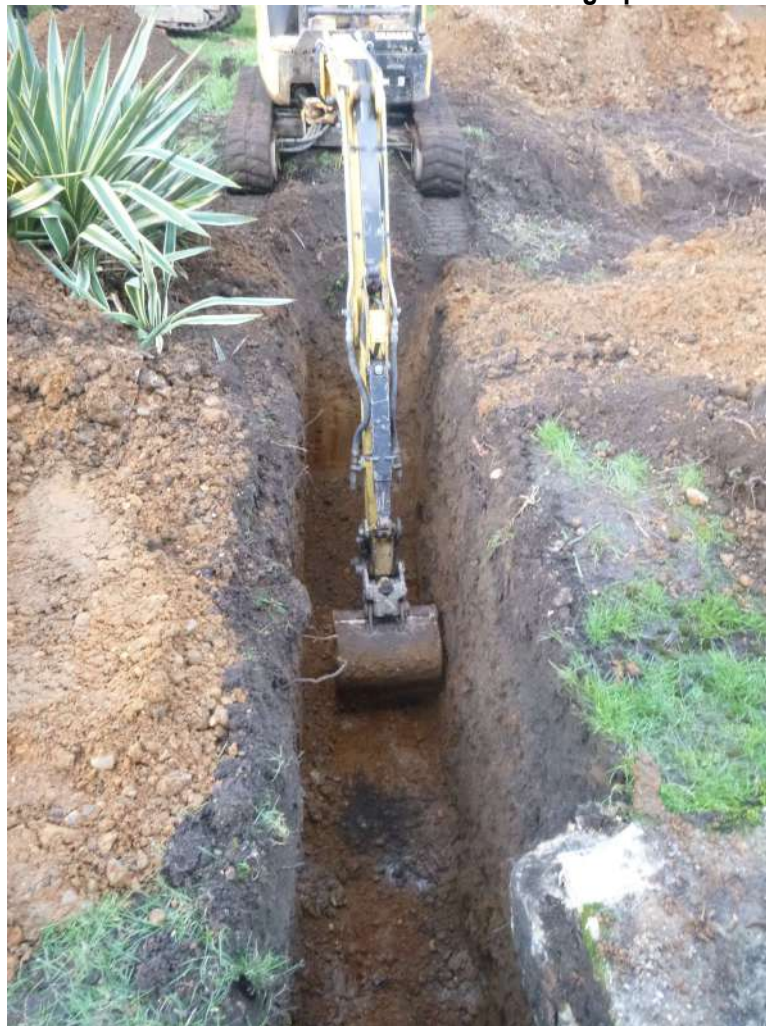
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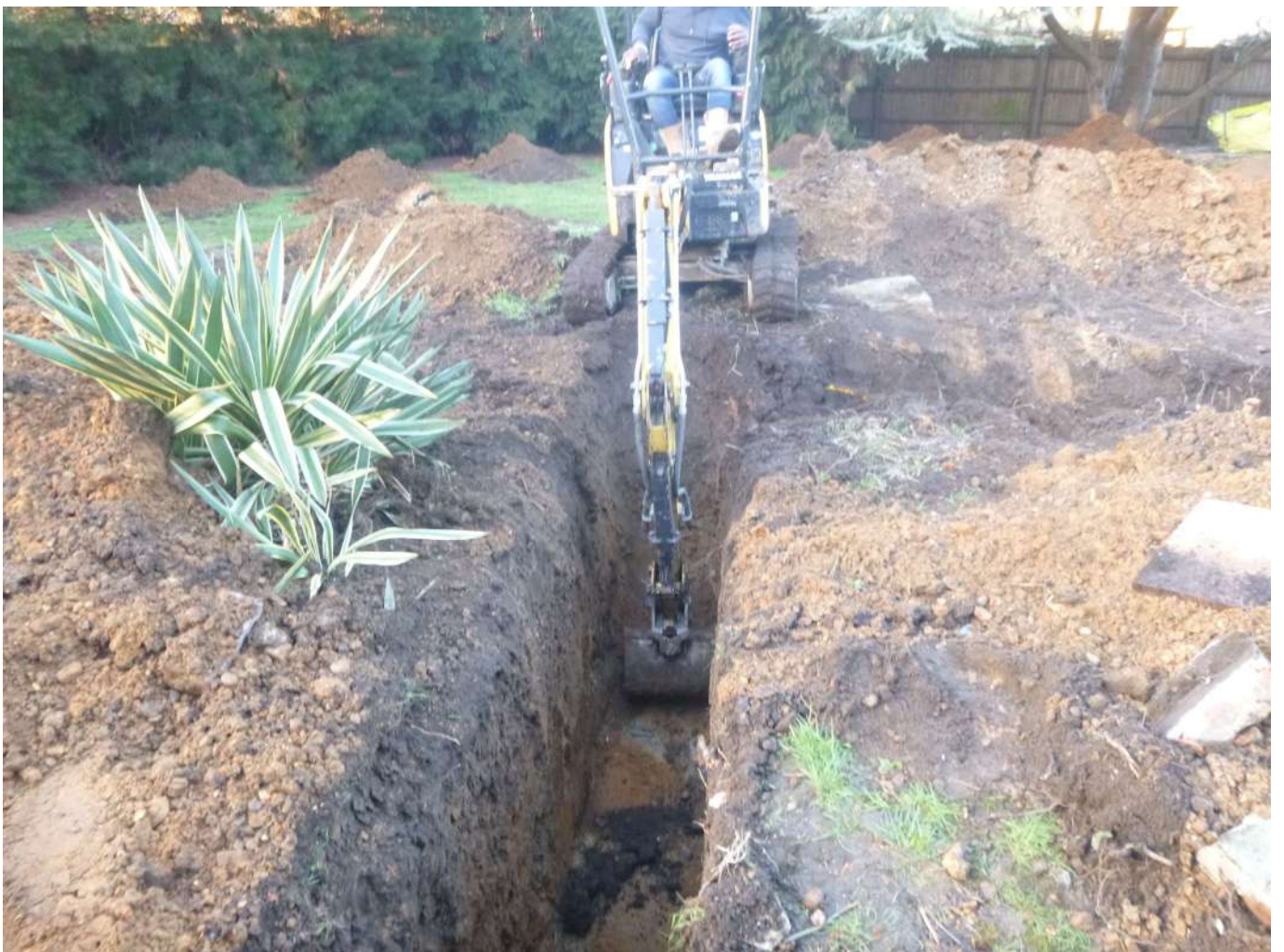
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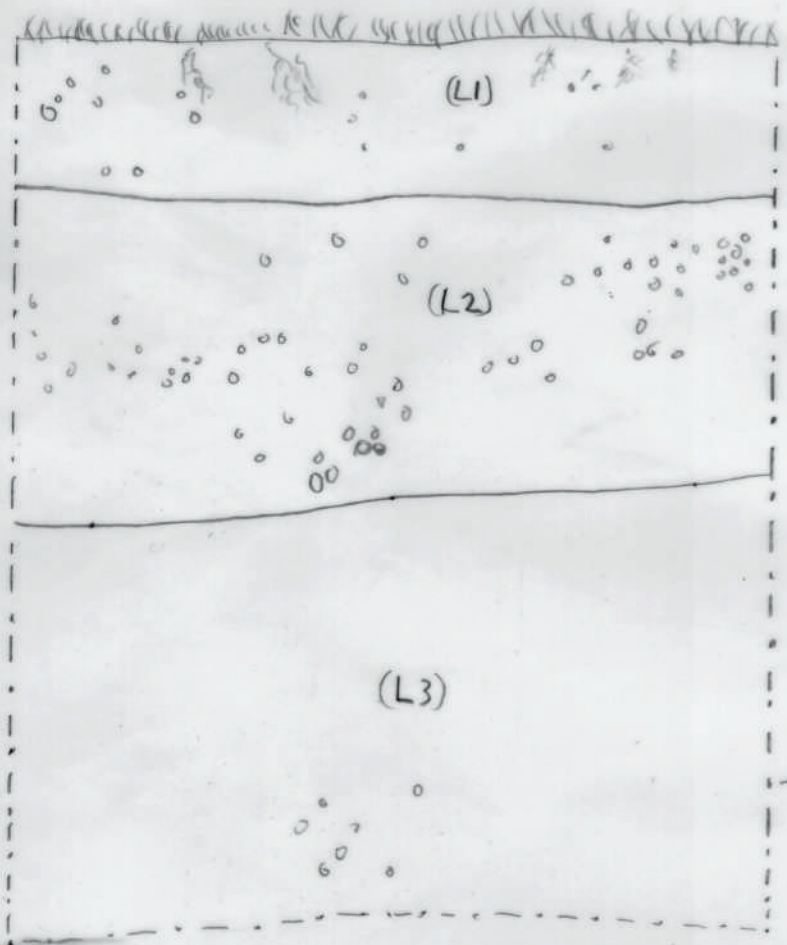
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CFLR23_Photograph_005.jpg	Working shot view NW
CFLR23_Photograph_006.jpg	Working shot - view N
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CFLR23_Photograph_012.jpg	Working shot - view NW
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CFLR23_Photograph_051.jpg	Post ex shot of eastern footings - view SW
CFLR23_Photograph_052.jpg	Post ex view of eastern footings - view SW
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CFLR23_Photograph_059.jpg	Working shot - view N
CFLR23_Photograph_060.jpg	Post ex shot of eastern footings - view SW

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NW SW FACE OF EASTERN FOOTING 1:10 XS 30/10/23 SX1 SE

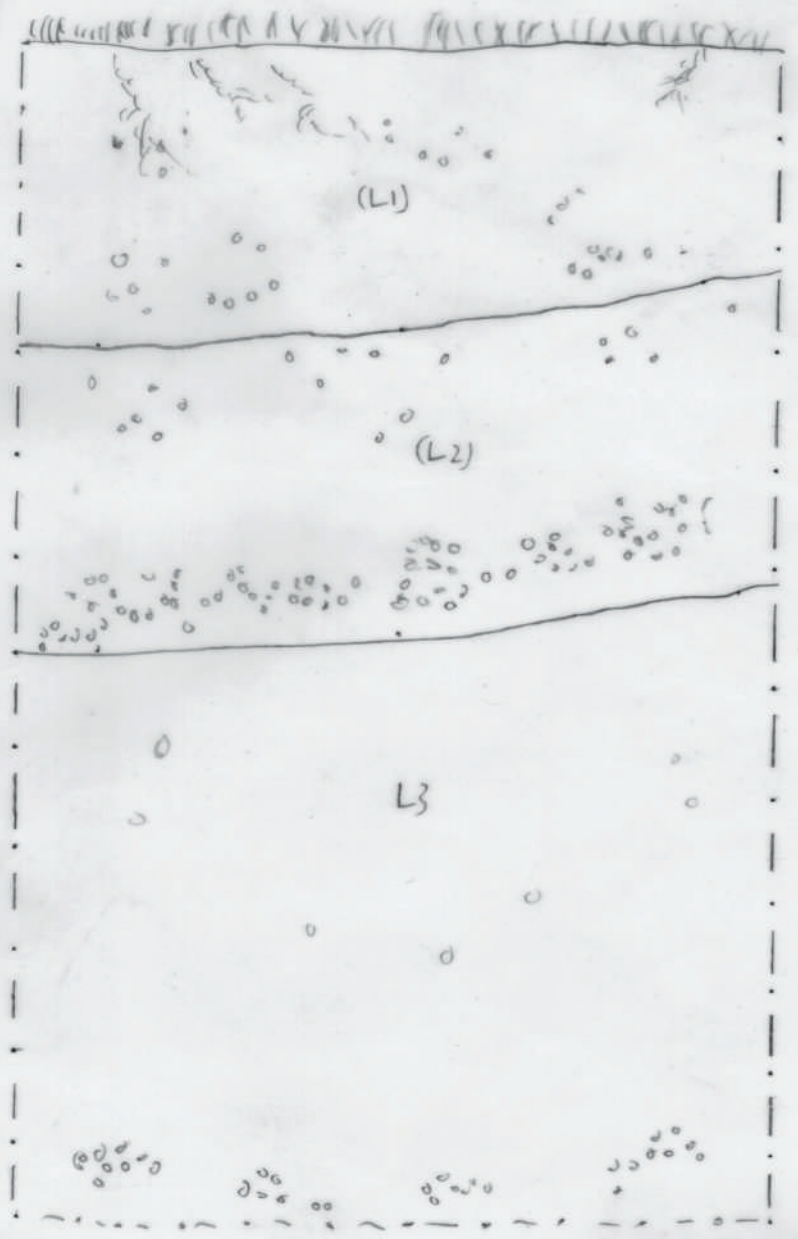
NE NW FACE OF NORTH FOOTING 1:10 XS 30/10/23 SX2 SW



(L1)
Dark grey/brown
Silty sand, occ stones
Frequent roots

(L2)
MID grey/brown
Sandy silt abundant stones

(L3)
MID Brownish orange
Sandy clay occ stones



WIDFORD 'VALCOT' LONDON ROAD WB

22/12E CFLR23

VALCOT, LONDON ROAD, WIDFORD WB

2022/12e

DEMING & SHEET 1 of 1