

# Colchester Archaeological Trust



**CAT Report 1941  
issued June 2023**

**Archaeological evaluation at 111-115 Newland Street,  
Witham, Essex, CM8 1BG: May 2023**



**CAT project ref.: 2023/04e  
ECC code: WH27**

**Archaeological evaluation at 111-115 Newland Street,  
Witham, Essex, CM8 1BG: May 2023**

**NGR: TL 82037 14314 (centre)**

**Planning ref.: 20/00808/FUL  
Appeal reference: APP/Z1510/W22/3293210**

**CAT project ref.: 2023/04e  
CAT Report 1941**

**ECC code: WH27  
OASIS id: colchest3-514957**

**report prepared by Ben Holloway**

**fieldwork by Ben Holloway with Ziya Eksen  
and Alice Parker**

**commissioned by Tony Dalton,  
East of England Co-Operative Society**

<b>Prepared by:</b>	Ben Holloway	Project Officer
<b>Reviewed by:</b>	Laura Pooley	Post Excavation Manager
<b>Reviewed and approved by:</b>	Philip Crummy	Director of Archaeology
<b>Issued:</b>	09/06/2023	

**Colchester Archaeological Trust**

Roman Circus House,  
Roman Circus Walk,  
Colchester,  
Essex CO2 7GZ

tel.: 01206 501785

email: [bh@catuk.org](mailto:bh@catuk.org)

web: <https://catuk.org/>

## Contents

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

Appendix 1	Context list	9
------------	--------------	---

Figures	after p9
---------	----------

OASIS summary sheet

## List of maps, photographs and figures

Cover: working site shot

Map 1	Extract of the 1839 Tithe map	2
Photograph 1	T1 trench shot – looking north southeast	3
Photograph 2	T2 trench shot – looking south	4
Photograph 3	T2 rep sx – looking east	5
Photograph 4	T2 brick floor F5 – looking east	5
Photograph 5	T2 brick floor F5 working shot – looking southeast	6

Fig 1	Site location, development dashed blue
Fig 2	Evaluation results
Fig 3	Trench results
Fig 4	Feature and representative sections
Fig 5	Evaluation results overlay 1888 OS mapping

## 1 Summary

*An archaeological evaluation (two trial-trenches) was carried out at 111-115 Newland Street, Witham, Essex in advance of a new residential development. The Newland Street site is located within an archaeologically sensitive area. Primarily to the south east of the Roman Road from Colchester to London. Recent investigations to the south of the area has identified activity ranging from the Bronze age to the medieval period. A 19th-20th century building was identified during the evaluation, which included modern brick wall foundations and associated brick and mortar floors. Also present were an undated ditch and utility supplies and drainage.*

## 2 Introduction (Fig 1)

This is the report for an archaeological evaluation carried out by Colchester Archaeological Trust (CAT) between 4th-5th of May 2023 at 111-115 Newland Street, Witham, Essex. The work was commissioned by Tony Dolton of the East Of England Co-operative Society, and took place in advance of the demolition of an existing outbuilding and the construction of seven residential dwellings (houses & flats) and an associated amenity space.

In response to consultation with Essex County Council Place Services (ECCPS), the Historic Environment Advisor 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* (MHCLG 2021).

All archaeological work was carried out in accordance with a *Brief for archaeological evaluation by trial trenching at 111-115 Newland Street, Witham* written by Teresa O'Connor and detailing the required archaeological work (ECCPS 2023), and a written scheme of investigation (WSI) prepared by CAT in response to the brief and agreed with ECCPS (CAT 2023).

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 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 includes extracts of the ECC brief (ECCPS 2023) and Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessed via <http://www.heritagegateway.org.uk>).

The Geology of Britain viewer (1:50,000 scale<sup>1</sup>) shows the bedrock geology of the site to be London clay formation (bioturbated or poorly laminated blue-grey or grey-brown slightly calcareous, silty to very silty clay) with superficial River Terrace Deposits (sand and gravel with subsidiary clay and silt).

The proposed development site is located within the Witham conservation area, the focus of which surrounds Newland Street. Newland Street follows the line of the Roman road from Colchester to London, and is associated with a number of significant Late Iron Age and Roman sites.

Between 2020 and 2021 Archaeology South East (ASE) undertook an evaluation and excavation on the land to the south of the proposed development. The earliest remains identified were two Late Bronze Age cremation burials, both in inverted urns. The most significant remains were from the later Roman period and comprised five pottery kilns sited around the terminus of a ditch, the remains of a possible enclosure and post-holes forming a

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



possible structure. A series of post-medieval quarry pits were also identified (ASE Report 2002198).

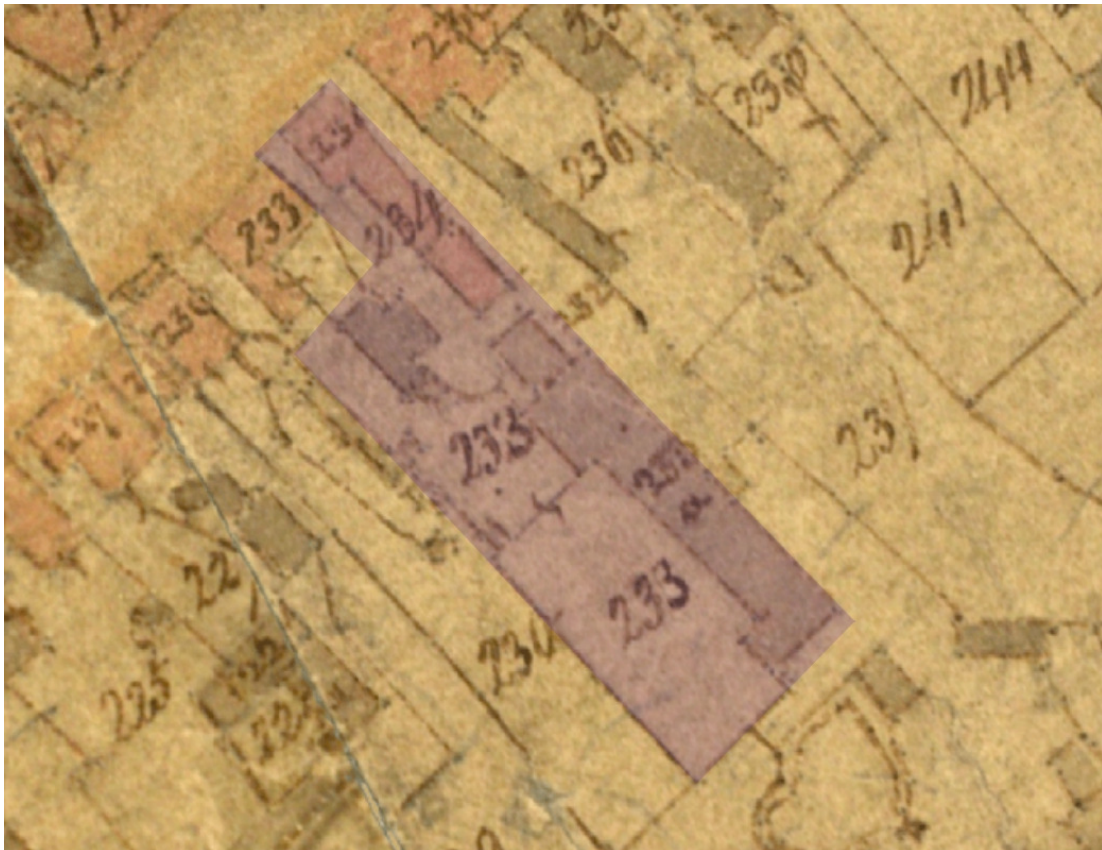
Approximately 900m to the south-west of the development site discoveries include an enclosed Iron Age settlement (EHER 14044, 14039) and a Roman religious complex (EHER 14040, 14043). Saxon pottery has also been identified in this area (EHER 14041).

In the Domesday book, Witham is recorded as a royal holding with a mill and a large number of households. In c 1147, the manor of Witham was granted to the Knights Templar and in 1212 a settlement founded along the Roman road. Initially known as Wulversford, the area quickly adopted the name of Newland Street, Witham.

In the post-medieval period, Witham continued to expand, principally in response to the development of the cloth trade in the 17th century. This expansion can be evidenced by the large number of listed post-medieval buildings that front on to Newland Street.

The Conservation Area Appraisal (Fielder 2007) states that 113 Newland Street dates to roughly 1840 and that numbers 111 to 115 were, at one time, all part of the Witham Co-operative Wholesale Society store. On historic mapping, a series of outbuildings can be seen to the rear of the street. Although these buildings are no longer extant, it is possible they may have been incorporated into the outbuilding proposed for demolition.

For a full background on the history of Witham, see the Witham Historic Towns Project Assessment Report (Medlycott 1998) and the Braintree District Historic Environment Characterisation Project (ECC 2010).



**Map 1** Extract of the 1839 Tithe Map, the development site highlight in purple.

## 4 Aims

The aims of the archaeological evaluation were to record the extent of any surviving archaeological deposits and to assess the archaeological potential of the site to allow the ECCHEA to determine if further investigation is required.

## 5 Results (Figs 2-4)

Two trial-trenches were machine-excavated under the supervision of a CAT archaeologist. The trenches were cut through modern concrete hardstanding (L1, 0.15-0.2m thick), in places re-enforced with steel re-bar, and a deposit of modern made ground (L2, 0.25-0.30m thick). In Trench 1 this material sealed a deposit of sub-soil (L5, 0.3m thick) above natural (L6, encountered at a depth of 0.7-0.75m below current ground level). In Trench 2, made ground deposit L2 sealed two demolition deposits (L3, 0.1m thick and consisting of a large quantity of crushed peg-tile above mortar layer L4, 0.15-0.2m thick). Beneath L4, sub-soil L5 sealed natural L6 (encountered at a depth of 1m below current ground level).

### Trench 1 (5m long by 1.8m wide)

Ditch F1 was located at the eastern end of the trench. The north-east/south-west aligned feature was found to be 0.5m wide and 0.2m deep. There was no datable material from the feature.

Wall foundation F2 was located at the west end of T1. Aligned north-east/south-west, it was recorded for a length of 1.6m and was 0.3m wide and 0.25m deep. The foundation was constructed of half bricks in three courses. The bricks were frogged suggesting a mid-late 19th century date.



**Photograph 1** Trench 1, F3 facing south-east.



### **Trench 2 (15m long by 1.8m wide)**

Structural remains in this trench consisted of three wall foundations and two floors that appear to be part of the same building. All of the remains were c 0.2-0.4m below current ground level.

Wall foundation F3 was aligned north-west/south-east along the western half of the trench. It was uncovered over a distance of 4.9m and was 0.45m wide and 0.6m deep. The foundation was constructed of red brick in six courses. The substantial nature of the foundation suggests that it is part of an external wall. Wall foundations F4 and F6 were aligned north-east/south-west, 0.3m wide and constructed of red brick of which two observed courses were seen. The size and alignment of these foundations suggest they were internal walls.

Between wall foundations F4 and F6 was brick floor F5. Measuring 3.6m by >1.9m, the floor was made of a single course of red bricks set longways on edge-. To the south-east of F6 was floor F7, This was >3.7m by >1.9m, which was made of crushed brick and mortar.

Unfired brick samples date to the 19th century, with bricks from both F4 and F6 being of similar dimensions. Brick from F3 appear to be slightly earlier (17th-18th century)



**Photograph 2** Trench 2, facing south.





**Photograph 3** Trench 2 representative section, facing east



**Photograph 4** Trench 2, F5 facing east.





**Photograph 5** Trench 2, F5 working shot, facing south-east.

## 6 Finds

*by Dr Matthew Loughton*

The evaluation uncovered six pieces of ceramic building material (henceforth CBM) with a weight of 6,646g. The mean sherd weight is high at 1,108 gr. This material was recovered from three contexts (Table 1). Five of the pieces are unfrogged bricks of 19th-century date, including a complete example with dimensions of 230 mm x 80 mm x 55 mm from brick floor F5. The unfrogged brick from wall foundation F3, with dimensions of 245 mm x 120 mm x 55 mm, is earlier dating to the 17th-18th century.

Context	Description	No.	Weight (g)	MSW (g)
F2	Brick wall foundation	2	2,351	1,176
F3	Brick wall foundation	1	2,556	2,556
F5	Brick floor	3	1,739	580
<b>Total</b>		<b>6</b>	<b>6,646</b>	<b>1,108</b>

**Table 1** Quantities of brick from specific features.

## 7 Conclusion

Archaeological evaluation at 111-115 Newland Street, Witham revealed an undated ditch and six structural features (four wall foundations and two floors). The 1839 Tithe Map (see Map 1 above) and early OS maps show a building on the development site. By overlaying the results of the evaluation on these maps (see Fig 5), it is evident that the structural features found here are part of this building. Wall foundations F2 and F3 both appear to be part of external walls, with foundations F4 and F6 being internal walls at the southeastern end of the building. The wall foundations and floors reveal that this southeastern end was divided into at least two rooms, one with a brick floor and another of crushed brick and mortar. Bricks from wall foundation F3

have been dated to the 17th-18th century suggesting that the building may have earlier origins or at least incorporated earlier bricks. Bricks from the rest of the building are dated to the 19th century. However, as the building is on the 1839 Tithe Map, it must be of early 19th-century date. Interestingly, part of this historic building is still standing as it appears that at least two of its outer walls were incorporated into the modern outbuilding which is to the north-east the site of Trench 1 (CAT Report 1938). Can this be shown graphically. The building is recorded on the Tithe Map as Plot 233a, owned by William Henry Patterson, occupied by Henry Lawshall White, and consist of a stable and yard. The adjacent Plot 233 is recorded as the house, yard, garden and premises of owner and occupier Thomas Belcher.  
(<https://www.thegenealogist.co.uk/>)

At 0.2-0.4m below current ground level and in a good state of preservation, any further groundworks on the development site are likely to impact on the *in situ* remains of the 19th-century building which may have earlier origins. Further archaeological investigation/monitoring of the site would allow the footprint, internal arrangement, date and function of the building to be more precisely recorded. Groundworks to the south-west of the building may also impact on any archaeological remains in the adjoining garden/yard and any earlier archaeological remains present.

## 8 Acknowledgements

CAT would like to thank Tony Dolton and the East of England Co-operative Society for commissioning and funding the work. The project was managed by C Lister, A Wightman and L Pooley with fieldwork carried out by B Holloway with Z Eksen and A Parker. Figures were compiled by B Holloway and E Holloway. The project was monitored for ECCPS by Teresa O'Connor.

## 9 References

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

ASE Report No. 2022198	2022	<i>Archaeological investigation: Land at River View, Witham, Essex Post-Excavation Assessment and Updated Project Design</i> by A Dyson
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	2023	<i>Health &amp; Safety Policy.</i>
CAT	2023	<i>Written Scheme of investigation for historic building recording and archaeological evaluation at 111-115 Newland Street, Witham, Essex,</i> by S Veasey
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.
ECCPS	2022	<i>Brief for historic building recording and trial trenching evaluation at 111-115 Newland Street Witham</i> by T O'Connor
Fielder, K	2007	<i>Witham Town Centre Newland Street Conservation Area Appraisal and Management Plan</i>
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>
Medlycott, M	1998	<i>Witham Historic Town Assessment Report</i>
Ryan, P	1996	<i>Brick in Essex from the Roman Conquest to the Reformation.</i> Chelmsford: Pat Ryan.



## 10 Abbreviations and glossary

CAT	Colchester Archaeological Trust
CIfA	Chartered Institute for Archaeologists
context	specific location of finds on an archaeological site
ECCPS	Essex County Council Place Services
EHF	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
natural	geological deposit undisturbed by human activity
NGR	National Grid Reference
OASIS	Online Access to the Index of Archaeological Investigations, <a href="http://oasis.ac.uk/pages/wiki/Main">http://oasis.ac.uk/pages/wiki/Main</a>
post-medieval	from c AD 1500 to c 1800
prehistoric	pre-Roman
section	(abbreviation sx or Sx) vertical slice through feature/s or layer/s
WSI	written scheme of investigation

## 11 Contents of digital archive

CAT Report 1941  
ECC Brief, CAT written scheme of investigation  
Digital photographs  
Survey data  
Site data

## 12 Archive deposition

The 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 the Archaeological Data Service.

© Colchester Archaeological Trust 2023

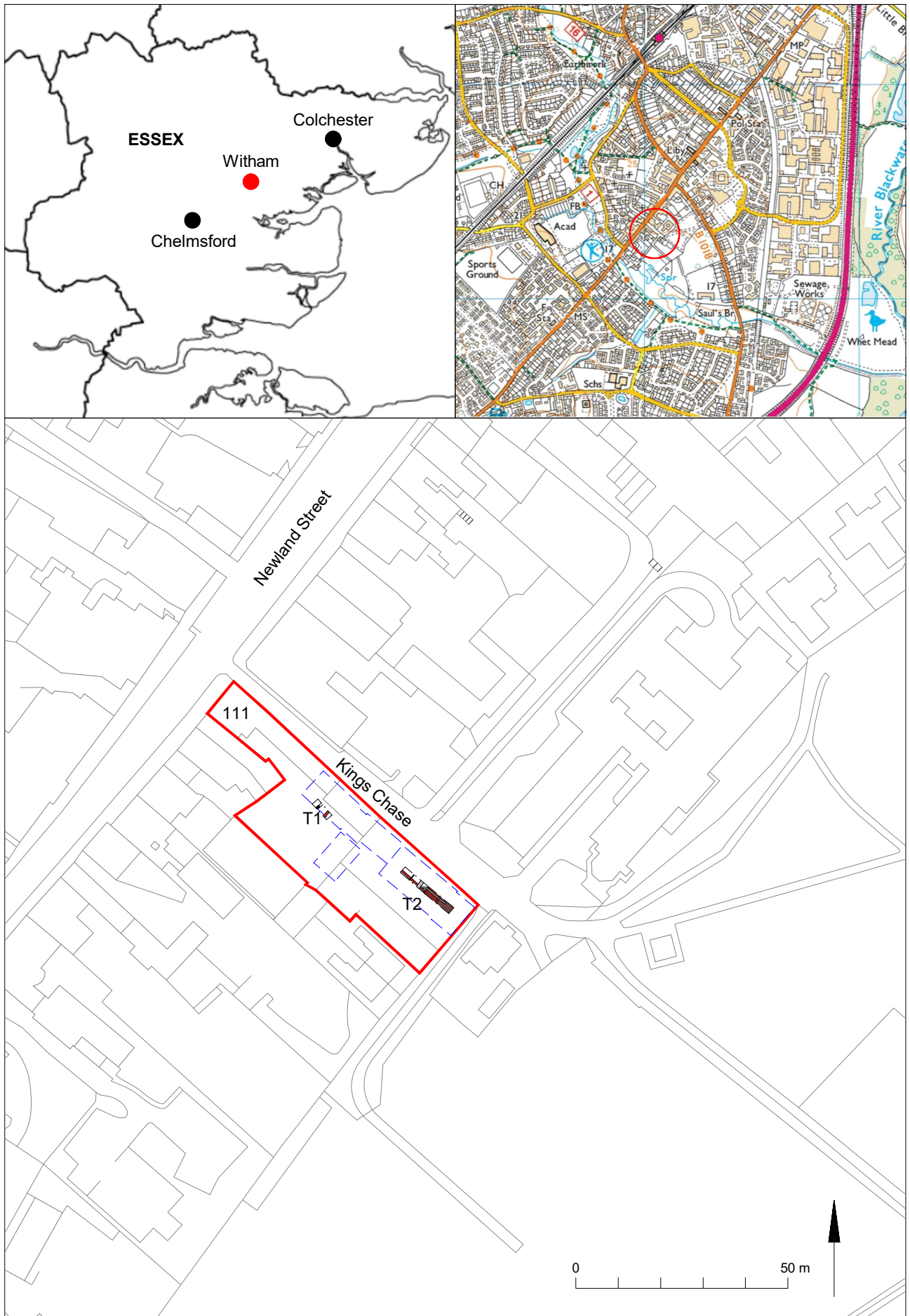
### Distribution list:

Tony Dalton, East of England Co-operative Society  
Teresa O'Connor, Essex County Council Planning Services  
Essex Historic Environment Record

**Appendix 1 Context list**

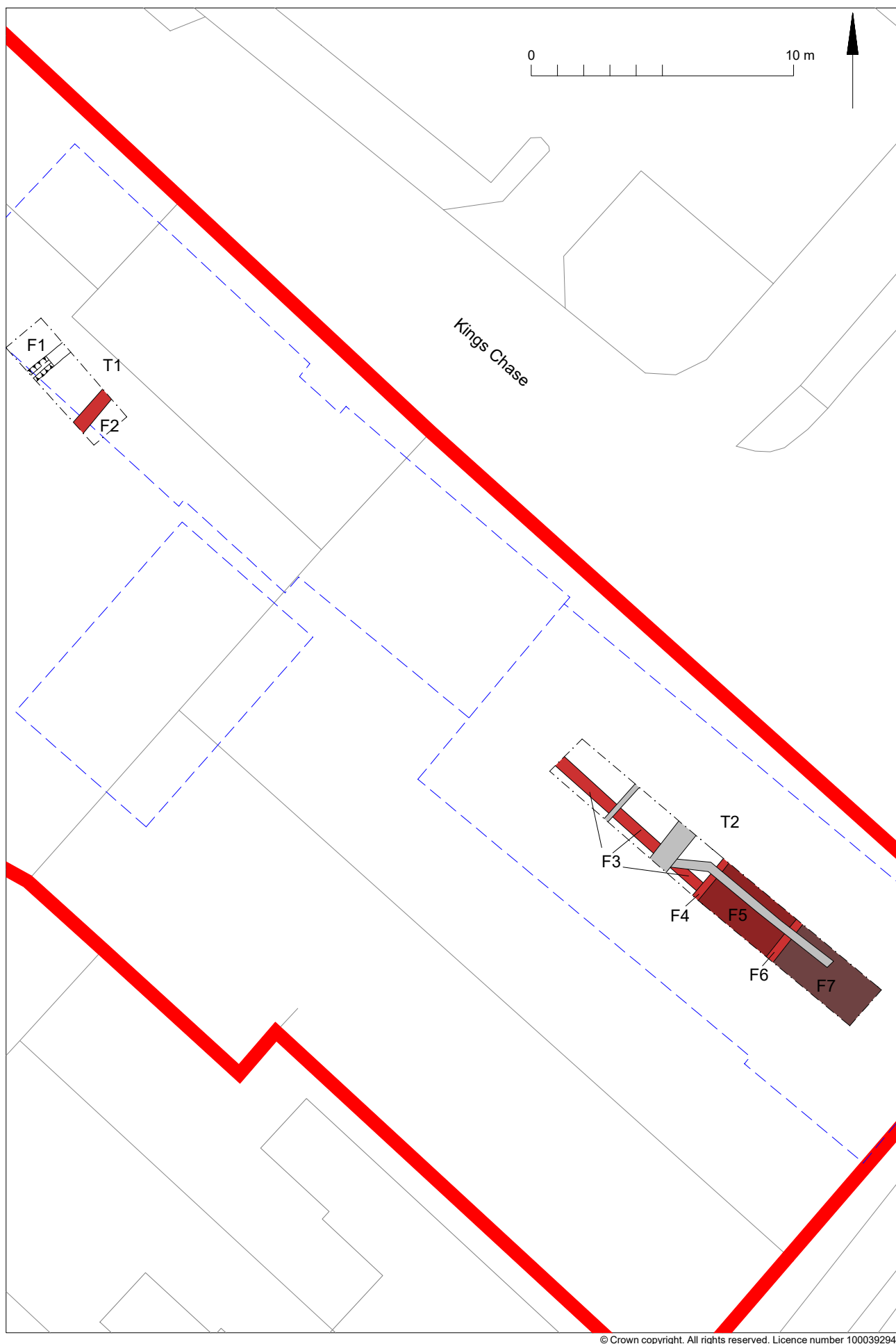
Context	Trench no.	Finds no.	Identification	Description	Date
L1	T1-T2	-	Hard standing	Poured concrete re-enforced with steel re-bar in places 0.15-0.2m thick.	Modern
L2	T1-T2	-	Made ground	Firm moist dark grey/brown sandy silt. 0.2-0.3m thick	Modern
L3	T2	-	Demolition deposit	Firm yellow mortar and crushed pegtile 0.15m thick	Modern
L4	T2	-	Demolition deposit	Firm yellow mortar. 0.2m thick	Modern
L5	T1-T2	1	Sub-soil	Firm moist grey/brown silty clay 0.2-0.3m thick	Post-Med
L6	T1-T2	-	Natural	Firm, moist yellow/grey sandy clay 0.05-0.1m thick (observed)	
F1	T1	-	Ditch	firm moist medium brown silt. 1.9m (L) x >.0.5m (W) x 0.2m (D) Feature extending beyond the limit of excavation.	Undated
F2	T2	2	Foundation	Red brick construction, three courses. 1.9m (L) x >.0.3m (W) x 0.25m (D) Feature extending beyond the limit of excavation	Modern
F3	T2	3	Foundation	Red brick construction, six courses. 4.9m (L) x >.0.5m (W) x 0.6m (D) Feature extending beyond the limit of excavation	Modern
F4	T2	-	Foundation	Red brick construction, two (observed) courses. 1.9m (L) x >.0.3m (W). Feature extending beyond the limit of excavation	Modern
F5	T2	4	Floor	Red brick construction, set on edge in a single thickness. 1.9m (L) x >3.6m (W). Feature extending beyond the limit of excavation	Modern
F6	T2	-	Foundation	Red brick construction, two (observed) courses. 1.9m (L) x >.0.3m (W). Feature extending beyond the limit of excavation	Modern
F7	T2	-	Floor	Crushed brick and Mortar construction. 1.9m (L) x >3.7m (W). Feature extending beyond the limit of excavation	Modern





© Crown copyright. All rights reserved. Licence number 100039294.

Fig 1 Site location and trench layout in relation to the proposed development (dashed blue lines).



© Crown copyright. All rights reserved. Licence number 100039294.

Fig 2 Evaluation results (see Fig 3 for key).



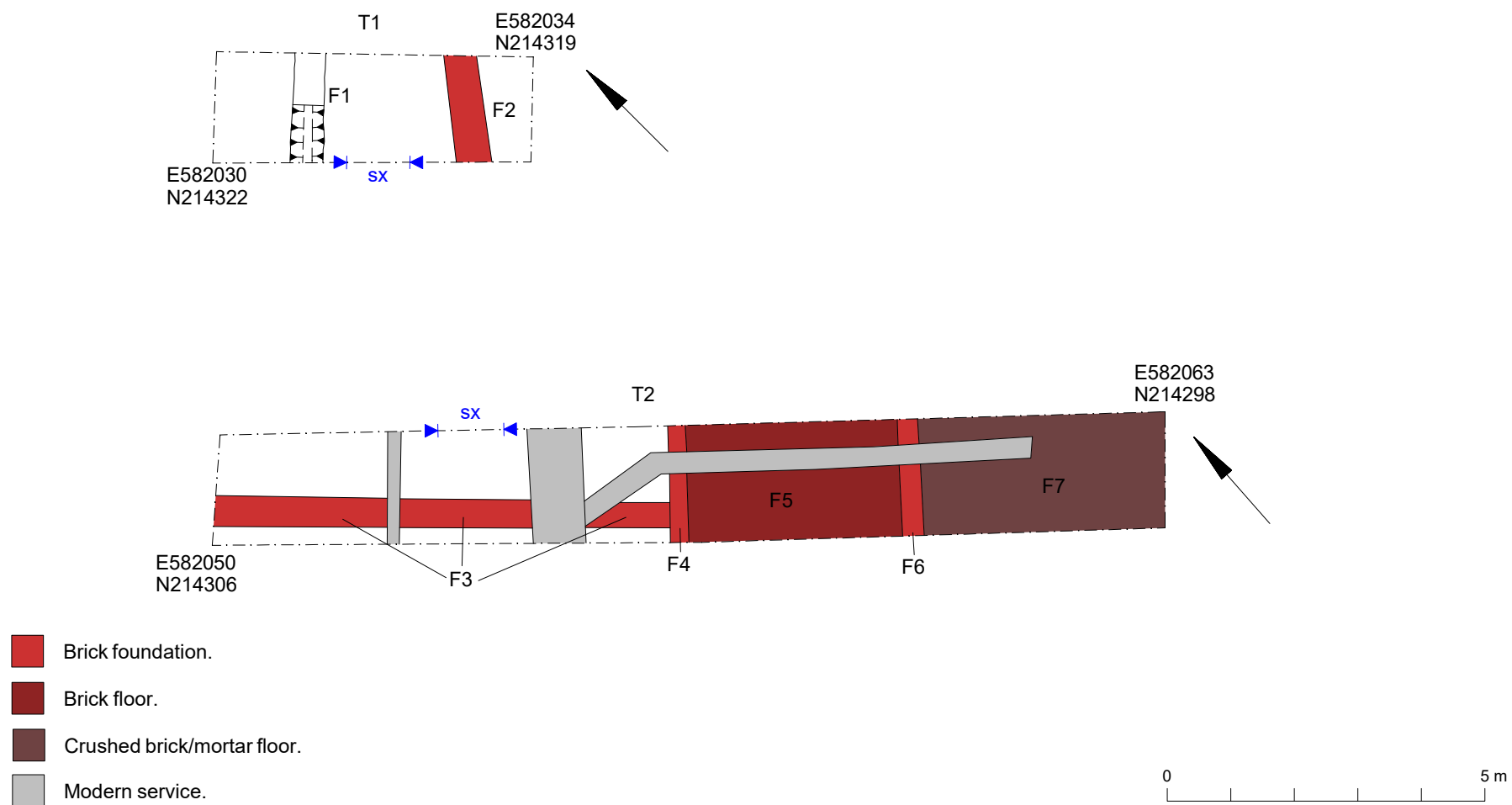


Fig 3 Detailed trench plans.

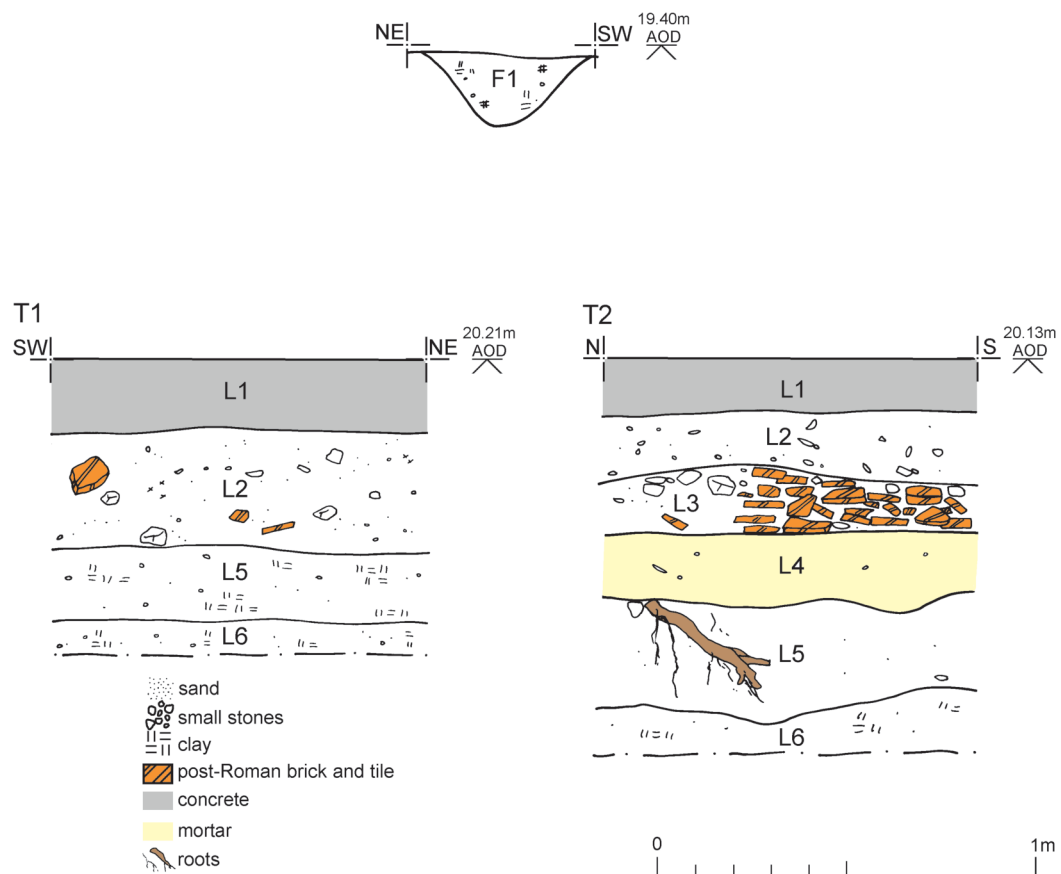
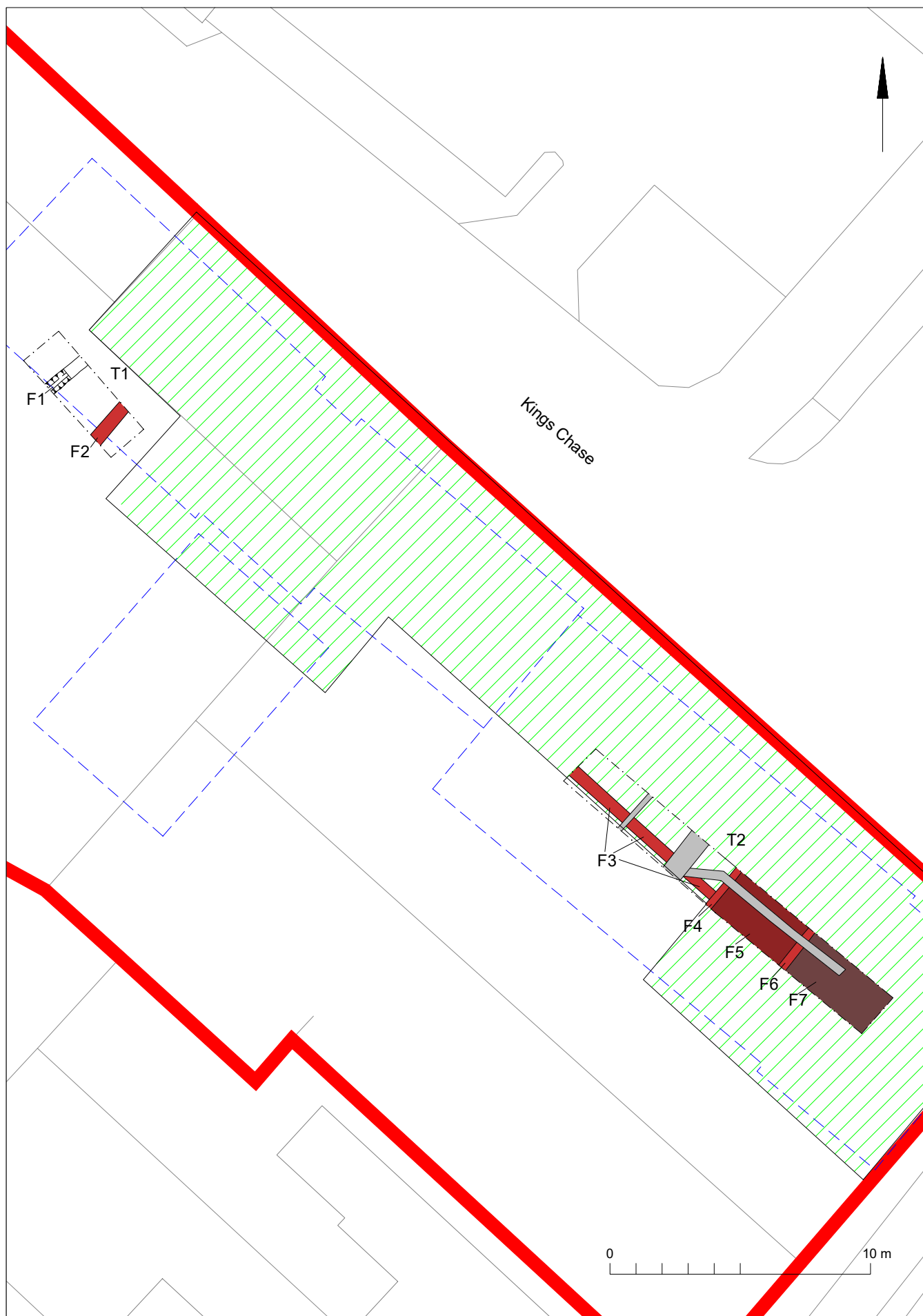


Fig 4 Feature and representative sections.



© Crown copyright. All rights reserved. Licence number 100039294.

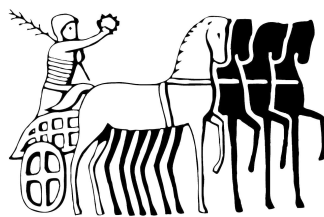
Fig 5 Evaluation results overlaid 1888-1913 OS map (shaded green)



# Summary for colchest3-514957

OASIS ID (UID)	colchest3-514957
Project Name	Archaeological evaluation at 111-115 Newland Street, Witham, Essex, CM8 1BG
Sitename	111-115 Newland Street, Witham, Essex
Activity type	Evaluation
Project Identifier(s)	2023/04e
Planning Id	20/00808/FUL
Reason For Investigation	Planning: Post determination
Organisation Responsible for work	Colchester Archaeological Trust
Project Dates	04-May-2023 - 05-May-2023
Location	111-115 Newland Street, Witham, Essex NGR : TL 82037 14314 LL : 51.79784197351582, 0.638510434734221 12 Fig : 582037,214314
Administrative Areas	Country : England County : Essex District : Braintree Parish : Witham
Project Methodology	Archaeological evaluation (2 trial trenches) carried out as specified in the project brief and wsi.
Project Results	An archaeological evaluation (two trial-trenches) was carried out at 111-115 Newland Street, Witham, Essex in advance of a new residential development. The Newland Street site is located within an archaeologically sensitive area. Primarily to the south east of the Roman Road from Colchester to London. Recent investigations to the south of the area has identified activity ranging from the Bronze age to the medieval period. A 19th-20th century building was identified during the evaluation, which included modern brick wall foundations and associated brick and mortar floors. Also present were an undated ditch and utility supplies and drainage.
Keywords	Building - POST MEDIEVAL - FISH Thesaurus of Monument Types
Funder	
HER	Essex HER - unRev - STANDARD
Person Responsible for work	B, Holloway
HER Identifiers	HER Event No - WH27
Archives	Digital Archive - to be deposited with Archaeology Data Service Archive;

# Colchester Archaeological Trust



**Written scheme of investigation for historic building  
recording and archaeological evaluation at  
111-115 Newland Street, Witham, Essex CM8 1BG**

**April 2023**

**CAT project ref.: 2023/04d (HBR) & 2023/04e (EVAL)  
ECC code: [tbc](#)**

**Written scheme of investigation for historic building  
recording and archaeological evaluation at  
111-115 Newland Street, Witham, Essex CM8 1BG**

**April 2023**

**NGR: TL 82037 14314**

**Planning district.: Braintree  
Planning ref.: 20/00808/FUL  
(Appeal reference: APP/Z1510/W22/3293210)**

**CAT project ref.: 2023/04d (HBR) & 2023/04e (EVAL)**

**ECC code: [tbc](#)  
ECC monitor: Teresa O'Connor  
OASIS id: colchest3-514959 (HBR)  
colchest3-514957 (EVAL)**

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

**Commissioned by: Tony Dalton (EoE Co-op)  
On behalf of: East of England Co-op**

Prepared by:	Sarah Veasey	Junior Project Officer
Reviewed and approved by:	Chris Lister	Contracts Manager
Reissued:	19/04/2023	

**Colchester Archaeological Trust**

Roman Circus House,  
Roman Circus Walk,  
Colchester,  
Essex CO2 7GZ

*tel.:* 01206 501785  
*web:* [www.thecolchesterarchaeologist.co.uk](http://www.thecolchesterarchaeologist.co.uk)  
[sv@catuk.org](mailto:sv@catuk.org)



## Site location and description

The site is located to the rear of 111-115 Newland Street, Witham, Essex. The site is centred on National Grid Reference (NGR) TL 82037 14314.

## Proposed work

The proposed development comprises the demolition of an outbuilding and the construction of four houses and three flats.

## Archaeological background

The following archaeological background includes extracts of the ECC Brief (ECCPS 2023) and Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessed via <http://www.heritagegateway.org.uk>).

The Geology of Britain viewer (1:50,000 scale<sup>1</sup>) shows the bedrock geology of the site to be London clay formation (bioturbated or poorly laminated blue-grey or grey-brown slightly calcareous, silty to very silty clay) with superficial River Terrace Deposits (sand and gravel with subsidiary clay and silt).

The proposed development site is located within the Witham conservation area, the focus of which surrounds Newland Street. Newland Street follows the line of the Roman road, from Colchester to London, and is associated with a number of significant Late Iron Age and Roman sites.

Between 2020 and 2021 Archaeology South East (ASE) undertook an evaluation and excavation on the land to the south of the proposed development. The earliest remains identified were two Late Bronze Age cremation burials, both in inverted urns. The most significant remains on the site were from the later Roman period, and comprised five pottery kilns sited around the terminus of a ditch, the remains of a possible enclosure and post-holes forming a possible structure. A series of post-medieval quarry pits were also identified (ASE Report 2002198 2022).

Approximately 900m to the south-west of the development site is an area of archaeological discoveries, these include an enclosed Iron Age settlement (EHER 14044, 14039) and a Roman religious complex (EHER 14040, 14043). Saxon pottery has also been identified in this area (EHER 14041).

In the Domesday book, Witham is recorded as a royal holding with a mill and a large number of households. In c 1147, the manor of Witham was granted to the Knights Templar and in 1212 a settlement founded along the Roman road. Initially known Wulversford, the area quickly adopted the name of Newland Street, Witham.

In the post-medieval period, Witham continued to expand, principally in response to the development of the cloth trade in the 17th century. This expansion can be evidenced by the large number of listed post-medieval buildings that front onto Newland Street.

The Conservation Area Appraisal (Fielder 2007) states that 113 Newland Street dates to roughly 1840 and that number 111 to 115 were, at one time, all part of the Witham Co-operative Wholesale Society store. On historic mapping, a series of outbuildings can be seen to the rear of the street. Although these buildings are no longer extant, it possible they may have partially survived and been incorporated into the outbuilding proposed for demolition.

For a full background on the history of Witham, see the Witham Historic Towns Project Assessment Report (Medlycott 1998) and the Braintree District Historic Environment Characterisation Project (ECC 2010).

---

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



Map 1 Extract of the 1839 Tithe Map, the development site highlight in purple.

### Planning background

A planning application (20/00808/FUL) was submitted to Braintree District Council in May 2020 proposing a *Residential Development comprising of 4no. Dwelling houses and 3no. Flats, together with associated works and demolition of Single Storey Outbuilding*. The application was initially refused and then granted on appeal (ref: APP/Z1510/W/22/3293210).

As the site is highlighted by the EHER as having a high potential for archaeological deposits and the potential for surviving historic components to the outbuilding, a full archaeological condition was recommended for both a Historic Building Recording and a subsequent phase of archaeological evaluation. This recommendation follows the guidelines given in National Planning Policy Framework (MHCLG 2021).

### Requirement for work (Figs 1&2)

The required archaeological work consists of two parts, the details of which are given in a Project Brief written by ECCPS (*Brief for historic building recording and trial trenching evaluation 111-115 Newland Street Witham* – ECC 2023).

1) A Historic England Level 2 historic building recording of the outbuilding prior to any demolition work, in order to make a permanent record of any surviving original fabric of the outbuilding.

Specifically, the record will consider:

- Plan form of the site
- Materials and method of construction
- A measured survey including floor plans, elevation and sections
- Photographic record accompanied by appropriate photographic register
- Date(s) of the structure

- Function and internal layout
- Fixtures and fittings
- Original and later phasing, additions and their effect on the internal/external fabric and the level of survival of the original fabric
- The significance of the site in a regional context
- A summary statement describing the buildings type or purpose, historically and at present, its materials and possible date(s) so far as these are apparent from a superficial inspection

2) After demolition of the outbuilding, archaeological evaluation by trial-trenching. *Specifically*, CAT proposes to evaluate two trial trenches, trench 1 will measure 5m long and 1.8m wide while trench 2 will be 15m long and 1.8m wide. This equates to 20m of trenching covering an area of 36m<sup>2</sup>. Both trenches will be position within the footprint of the proposed new buildings with trench 1 also targetting the area of the demolished outbuilding.

The initial work will comprise of the trial-trenching which will be followed by a site meeting with the ECCHEA. Further archaeological work may be required. This will be decided by the ECCHEA on completion of the trial-trenching and report.

## 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 2023)
- the Project Brief issued by ECC Historic Environment Advisor (ECCPS 2023)

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:

- HBR: one historic building recorder for one day
- Evaluation: one CAT Project Officer for one day followed by one CAT Project Officer and two archaeologists for one day

In charge of historic building recording: Sarah Veasey

In charge of day-to-day site work: Ben Holloway/Harvey Furniss



## Historic building recording methodology

A Historic England Level 2 building survey of the interior and exterior will be carried out prior to the demolition of the outbuilding. The resultant report will include the following.

A brief documentary, cartographic and pictorial survey of the evidence pertaining to the history and evolution of the building and the site will be made. Sources consulted will include:

- Essex Historic Environment Record.
- Essex Records Office.
- Local Studies Library
- The site owner/developer.

A large-scale block plan will be made of the site using existing architect's drawings or the current OS 1:2500 map extract. The position of the building will be shown and any adjacent buildings will be given a unique identifier noting date of construction and function (where known).

The building will be described in as much detail as possible. The description will address materials, dimensions, method of construction, joinery, fenestration, spatial configuration, phasing, and any evidence of original fixtures/fittings.

Based on existing architect's plans and using Historic England (2016a and RCHME 1996) conventions floor plans at scale 1:100 will be made of the building/s affected by the proposals. Doors, windows, internal divisions, truss positions, together with any surviving fixtures/fittings will be shown together with any evidence of phasing.

A full photographic record will be made comprising both general and detailed shots (external and internal/features/joinery/timber marks/etc). A photographic scale will be included in the case of detailed photographs. The photographic record will be accompanied by a photographic register detailing (as a minimum) location and direction of shot; where possible, the photographic record will be tied into the drawn record.

The guidelines contained in Historic England: *Understanding Historic Buildings. A guide to good recording practice* (2016b) will be adhered to. In addition, RCHME: *Descriptive Specification* 3rd Edition, ClfA's *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (2014) and the appropriate sections of the *Standards for Field Archaeology* in the East of England (East Anglian Archaeology occasional paper **14**, 2003) and *Research and Archaeology Revised: A Revised Framework for the East of England* (EAA **24** 2011) and *Management of research projects in the historic environment* (MoRPHE 2016a) will be used for additional guidance in the design of the project specification, the contents of the report, and for the general execution of the project.

## Evaluation methodology

Where appropriate, modern overburden and any topsoil stripping/levelling will be performed using a mechanical excavator equipped with a toothless ditching bucket under the supervision and to the satisfaction of a professional archaeologist. If no archaeologically significant deposits are exposed, machine excavation will continue until natural geology is reached.

Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

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

There will be sufficient excavation to give clear evidence for the period, depth and nature of

any archaeological deposit. All features or deposits will be excavated by hand. This includes a 50% sample of discrete features (pits, etc), at least 10% of linear features (ditches, etc) in 1m wide sections, and 100% of complex structures/features. Complex archaeological structures such as walls, kilns or ovens will be carefully cleaned, planned and fully recorded, but where possible left *in situ*. Only if it can be demonstrated that the complex structure/feature is likely to be destroyed by groundworks, and only then after discussion with the ECCHEA, will it be removed.

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

The depth and nature of colluvial or other masking deposits will be established. Therefore, a sondage will be excavated in each trench to test the stratigraphy of the site. This will occur in every trench unless it can be demonstrated that a feature excavated within a particular trench has clearly penetrated into the natural geology.

A representative section will be drawn of each trench, to include ground level, the depth of machining within the trench and the depth of any sondages.

Trained CAT staff will use a metal detector to scan all trenches both before and during excavation. All spoil heaps will also be scanned and 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.

The photographic record will consist of general site shots, and shots of all archaeological features and deposits. A photographic scale (including north arrow) shall be included in the case of detailed photographs. A photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

The trenches will not be backfilled until they have been signed off by the ECCHEA.

## **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 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.
- 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 evaluation, 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 the 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](mailto: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 Braintree 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](http://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**

The 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

complement 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](http://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>

ASE Report No. 2022198	2022	<i>Archaeological investigation: Land at River View, Witham, Essex Post-Excavation Assessment and Updated Project Design</i> by A Dyson
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 &amp; Safety Policy.</i>
ClfA	2014a	<i>Standard and Guidance for archaeological Monitoring.</i> Revised October 2020.
ClfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials.</i> Revised October 2020.
ClfA	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 historic building recording and trial trenching evaluation at 111-115 Newland Street Witham</i> by T O'Connor
Fielder, K	2007	<i>Witham Town Centre Newland Street Conservation Area Appraisal and Management Plan</i>
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	1998	<i>Witham 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

*National Planning Policy Framework*. Ministry of Housing, Communities and Local Government.



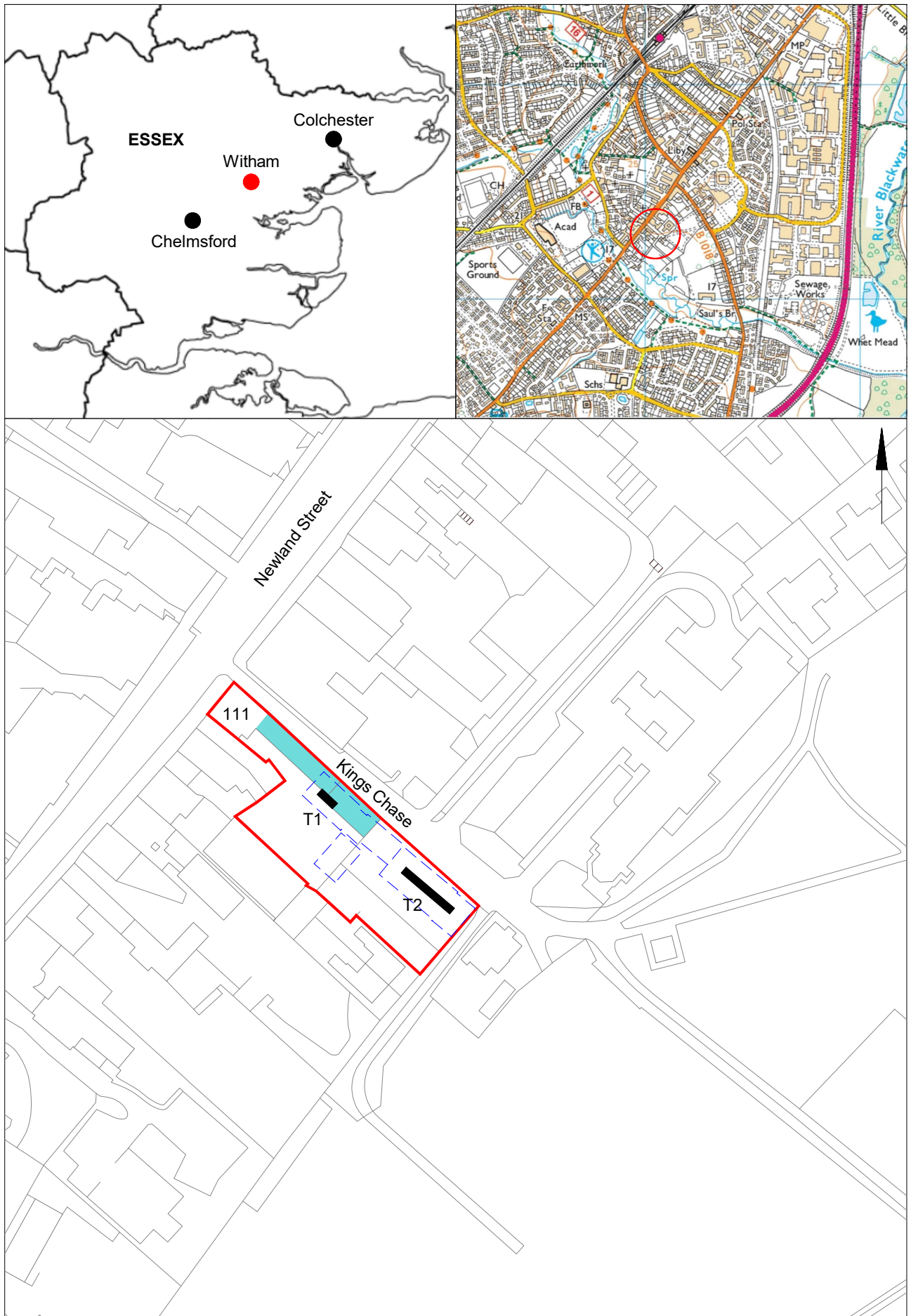


Fig 1 Site location and trench layout in relation to the proposed development (dashed blue lines). The buildings to be recorded are shown blue.

© Crown copyright. All rights reserved. Licence number 100039294.

0 50 m