

Brief for Archaeological Evaluation and Excavation at land between Windermere Avenue and Lower Road, Maylons Lane, Hullbridge

Date:
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Essex County Council



Title: Brief for Archaeological Evaluation and Excavation at land between Windermere Avenue and Lower Road, Maylons Lane, Hullbridge

Developer: Barratt David Wilson (BDW) Homes

Planning Reference: 14/00813/OUT

Date issued: 16/10/17

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Museum: Southend Museum

This archaeological brief is only valid for six months. After this period the Historic Environment Advisor of Place Services, Essex County Council should be contacted to assess whether changes are required. Any written scheme of investigation resulting from this brief shall only be considered for the same period.

*The archaeological contractor is advised to visit the site before completing their **written scheme of investigation (WSI)** as there may be implications for accurately costing the project.*

1 Introduction

The Historic Environment Advisor of Place Services, Essex County Council has prepared this brief for archaeological trial-trenching and excavation on land at land between Windermere Avenue and Lower Road, Maylons Lane, Hullbridge. The development lies on the south-western edge of Canewdon. The Historic Environment Record shows that there is the potential of medieval deposits surviving related to a moated complex within the development area.

2 Site Location and Description

The proposed development comprises development of 500 dwellings with associated access, car parking, landscaping, open space and related work. This is located to the south-west of Hullbridge (TQ 8066 9459). Currently the site is occupied by Maylons Farm and agricultural land.

3 Planning Background

An outline application for the development of this site for 500 dwellings with associated works was submitted to Rochford District Council in November 2014. The following condition was recommended due to the potential impact on archaeological deposits known to survive in the area. It follows the policies within the National Planning Policy Framework:-

RECOMMENDATION: A Programme of Trial Trenching followed by Open Area Excavation

- 1. Archaeological evaluation by trial trenching shall be undertaken prior to the submission of any detailed layout proposals, with a report submitted with the reserved matters application. This work shall be undertaken to the standards required by the local planning authority and specified in an archaeological brief issued by the local planning authority acting through its historic environment advisors.**
- 2. An archaeological mitigation strategy detailing the excavation strategy shall be agreed with the local planning authority through its historic environment advisors and submitted with the reserved matters applications.**
- 3. No development or preliminary groundworks can commence until the satisfactory completion of fieldwork, as detailed in the mitigation strategy, and signed off by the local planning authority through its historic environment advisors.**
- 4. The applicant will submit to the local planning authority a post-excavation assessment (to be submitted within six months of the completion of fieldwork, unless otherwise agreed in advance with the Planning Authority). This will result in the completion of post-excavation analysis, preparation of a full site archive and report ready for deposition at a registered museum, and submission of a publication report (to be completed within two years of the completion of fieldwork, unless otherwise agreed in advance with the Planning Authority, through its historic environment advisors).”**

4 Archaeological Background

The following archaeological background utilises the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford. Prospective contractors are advised to obtain the EHER information prior to the completion of any written scheme of investigation.

The Heritage Assessment submitted with this application identifies that there is the potential for archaeological remains in this area. The Rochford Historic Environment Characterisation shows that this landscape has ancient origins and the landscape features survive well. The documentary evidence indicates that there was a property on the site of Malyons Farm since at least 1351. Cartographic evidence shows the presence of the farm, with a green lane leading to it on the first Edition Ordnance Survey Maps as well as a possible moated enclosure. The Historic Environment record also indicates the presence of an enclosure to the south of Malyons Farm.

5 Requirement for Work

The trial trenching should aim to determine the location, extent, date, character, condition, significance and quality of any surviving archaeological remains. The trial trenching shall be undertaken to cover 4% of the whole of the development area, with 1% held as contingency should further work should be required to define features. A proposed trench plan shall be included within the WSI. Where archaeological deposits are identified there will be a further phase of archaeological open area excavation to record the archaeology prior to the development proceeding.

Once the trenching is completed a site meeting will be required to determine the excavation strategy. At this point the contractor will be required to provide a summary interpretation of the evaluation results including spot dates of the material recovered.

Specific attention shall be paid to:

- Evidence of early occupation and land use.
- Evidence of medieval or post medieval occupation, its nature and extent.

6 General Methodology

6.1 A professional team of field archaeologists shall undertake the trial-trenching. The number of staff involved and the structure of the team shall be stated in the written scheme of investigation. Notification of the project manager's name for the project shall be provided to the Historic Environment Advisor one week in advance of commencement of work.

6.2 A provisional timetable for the work shall be given in the written scheme of investigation.

6.3 The archaeological contractor is expected to follow the Code of Conduct of the Chartered Institute for Archaeologists.

6.4 The contractor shall ensure detailed study of all mains' service locations and avoid damage to these.

6.5 All Health and Safety guidelines must be followed on site.

6.6 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> must be initiated and key fields completed on Details, Location and Creators forms.

7 Trenching Methodology

- 7.1 Machine stripping shall be undertaken to an agreed standard, using a toothless ditching bucket, and under the supervision and to the satisfaction of a professional archaeologist. The exposed sub-soil or archaeological horizon will be cleaned by hand immediately after machine stripping, if required and any archaeological deposits or negative features excavated and recorded.
- 7.2 Details of the site planning and recording policies shall be given in the written scheme of investigation. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections at 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.3 The contractor shall provide details of the site surveying, excavation and finds recovery policy in the written scheme of investigation. The site grid shall be tied into the National Grid. A minimum of 1m of linear features and 50% of other features shall be excavated within the trenches unless a different strategy is agreed with the monitoring officer.
- 7.4 If walls or other masonry remains are uncovered these should be cleaned up, recorded and sampled, but left in situ where possible.
- 7.5 The contractor shall provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeoenvironmental and palaeoeconomic investigations), and samples of sediments and/or soils (for micromorphological and other pedological/sedimentological analyses). Advice on the appropriateness of the proposed strategies will be sought from the Historic England Regional Adviser in Archaeological Science (East of England).
- 7.6 Details of the site photographic policy shall be given in the written scheme of investigation. The photographic record shall include both general and feature specific photographs, a photographic scale (including north arrow) shall be included in the case of detailed photographs. The photographic record shall be accompanied by a photographic register detailing as a minimum feature number, location, and direction of shot.
- 7.7 Should human remains be discovered the coroner will be informed and a licence from the Home Office sought immediately; both the client and the monitoring officer will also be informed. These should be left in situ wherever possible.
- 7.8 The IFA's Standards and Guidance for Archaeological Evaluations and excavations and the EAA Standards for Field Archaeology in the Eastern Region document should be used for additional guidance in the production of the written scheme of investigation, the content of the report, and the general execution of the project.
- 7.9 The site and spoil heaps shall be checked by metal detector, with any finds recovered. A list of finds recovered by this shall be given in the report.
- 7.10 A meeting will be held on site once the trial trenching has been completed to define the level of further investigation. A summary of the results and a plan of the findings with a completed spot-dating report of all finds will be available at the meeting.

8 Post Excavation Assessment

- 8.1 An updated post excavation assessment shall be submitted within 2 months or at an alternatively agreed time to the Historic Environment Advisor at the end of the fieldwork phase.
- 8.2 Where archaeological results do not warrant a post excavation assessment then agreement will be sought from the Historic Environment Advisor to proceed straight to grey literature /publication.

9 Finds

- 9.1 All finds, where appropriate, shall be washed.
- 9.2 All pottery and other finds where appropriate, shall be marked with the site code and context number.
- 9.3 The written scheme of investigation shall include an agreed list of specialist consultants, who might be required to conserve and/or report on finds, and advise or report on other aspects of the investigation.
- 9.4 The requirements for conservation and storage shall be agreed with the appropriate museum (Southend) prior to the start of work, and confirmed in writing to the Historic Environment Advisor.

10 Results

- 10.1 The report shall be submitted within a length of time (but not exceeding 12 months) from the end of the fieldwork, to be agreed between the developer and archaeological contractor, with a digital copy as a single PDF supplied to the Historic Environment Advisor.
- 10.2 This report must contain:
 - The aims and methods adopted in the course of the assessment
 - Location plan of excavated areas and/or other fieldwork in relation to the proposed development. At least two corners of the site shall be given 10 figure grid references.
 - A section/s drawing showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.
 - Methodology and detailed results including a suitable conclusion and discussion. Where appropriate the discussion should be completed in consultation with the Eastern Counties Research Agenda and Strategy (Brown and Glazebrook 2000, Medlycott 2011).
 - All specialist reports
 - A concise non-technical summary of the project results.
 - An OASIS sheet shall be completed at the end of the project and supplied to the Historic Environment Advisor. This will be completed in digital form. A copy should also be e-mailed to the Hon. Editor of the Essex Archaeology and History Journal for inclusion in the annual round-up of projects in the Journal (paul.gilman@me.com).
- 10.3 Publication of the results at least to a summary level (i.e. round up of archaeology in Essex in Essex Archaeology and History) shall be undertaken in the year following the archaeological field work. An allowance shall be made within the costs for full publication in an appropriate journal.

11 Archive Deposition

- 11.1 The requirements for archive storage shall be agreed with the appropriate museum (Southend), and confirmed to the Historic Environment Advisor.
- 11.2 If the finds and archive are to remain with the landowner a full copy of the archive shall be housed with the appropriate museum.
- 11.3 The full archive shall be deposited with the appropriate museum within 1 month of the completion of the report and confirmed with the Historic Environment Advisor.
- 11.4 A summary of the contents of the archive shall be supplied to the Historic Environment Advisor at the time of deposition to the museum.

12 Monitoring

- 12.1 The Historic Environment Advisor will be responsible for monitoring progress and standards throughout the project. This will include the fieldwork, post-excavation and publication stages.
- 12.2 Notification of the start of work shall be given to the Historic Environment Advisor one week in advance of its commencement.
- 12.3 Any variations of the written scheme of investigation shall be agreed with the Historic Environment Advisor prior to them being carried out.

13 Contractors Written Scheme of Investigation

- 13.1 In accordance with Standards and Guidance produced by the IFA this design brief should not be considered sufficient to enable the total execution of the project. A WSI is required therefore in order to provide *the basis for a measurable standard* and for submission by the developer to the Local Planning Authority for approval.
- 13.2 Archaeological contractors shall forward a written scheme of investigation to the Historic Environment Advisor for validation **before** any work is undertaken on site. This validation is undertaken on behalf of the Planning Authority.
- 13.3 The involvement of the Historic Environment Advisor shall be acknowledged in any report or publication generated by this project.

14 References

Brown, N. and Glazebrook, J.	2000	Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy East Anglian. Archaeol. Occ. Pap. 8
Gurney, D.	2003	Standards for Field Archaeology in the East of England, East Anglian. Archaeol. Occ. Pap. 14
Medlycott, M.	2011	Research and Archaeology revisited: A revised framework for the East of England, East Anglian Archaeol. Occ. Paper 24

For further information regarding the content of this brief and as part of our desire to provide a quality service, we would welcome any comments you may have on the content and presentation of this archaeological brief. Please address them to the author at the address below.

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