

DEVELOPMENT ARCHAEOLOGY SERVICES Ltd

METHOD STATEMENT FOR AN ARCHAEOLOGICAL INVESTIGATION ON LAND TO THE REAR OF 251 PAGHAM ROAD, PAGHAM WEST SUSSEX.

- **Figure [1]** Site Location [site centred at approximately NGR SZ 89074 98689]
- **Figure [2]** Site plan showing proposed indicative trench locations within site area

1.0 Site / project back ground and general procedures for Stage 1 Archaeological Investigation.

- 1.1 *All works to be undertaken by Development Archaeology Services Ltd [DAS] as appointed archaeological contractor.*

Summary of main requirements: *preliminary reconnaissance, of selected documentary sources in the District Council Sites & Monuments Record. [See Allen Archaeology 2014 Report No. AA12014124]. In addition, review Wessex Archaeology Report 2002]. Pre-start and on-site liaison with J. Kenny [Chichester District Council archaeologist]. Undertake controlled archaeological excavation [by machine] of up to 720m² trenching [5% of gross site area estimated at C. 1.50 hectares] made up of 18 X 20m long trenches all under the supervision of a suitably qualified or experienced archaeologist[s]; recording of archaeological features and deposits by hand, all to be carried out by suitably qualified archaeologist[s]. On completion backfill and bucket compress only.*

1.2 Site description Background & Scope of Proposed Development:

Production and submission of this 'Method Statement' for archaeological investigation [Stage 1] has been undertaken by Development Archaeology Services Ltd [DAS] on behalf of the applicant / developer Crayfern Homes Ltd

- 1.3 The site is centred at approximately SZ 89074 98689]. For site location refer to Figure 1. for site plan / evaluation / survey area refer to Figures 2.
- The survey area within is presently laid rough turfed/ shrub covered with a small eastern part of the being part occupied by existing buildings [to be demolished].

- 1.4 It is understood a planning application is to be submitted for the construction of a residential development with garages and associated access road off Pagham Road. Construction is to follow demolition of existing buildings in the north-east corner of the site area.
- 1.5 A Desk Based Assessment [DBA] for the development site was previously prepared and submitted by Allen Archaeology [Allen Archaeology 2014]. Preparation and submission of the DBA was undertaken in accordance with and following guidelines detailed in relevant planning policy guidelines for consideration of cultural heritage aspects of development specifically Chapter 12: Conserving and Enhancing the Historic Environment of the National Planning Policy Framework [NPPF] [Department for Communities and Local Government 2102. Submission
- 1.6 The desk based assessment the desk based assessment concluded there was:
- Little evidence for early pre-historic activity within the proposed development area.
 - There was little recorded evidence for Roman presence in the site area apart from dispersed, probably residual, scatters.
 - There is no on-site evidence for Anglo-Saxon activity within the site area
 - Medieval settlement activity was considered to be focused to the east of the site area [though see advice / comments by Taylor M. [WSCC]
 - Post medieval activity saw the extension of Pagham village towards the site area though the majority of the site area appears to have remained, apart from a small site area proximal to the Pagham road, remaining as open pasture / scrub land.
 - Investigations immediately to the south of the site undertaken by DAS in 2016 produced minimal / negligible finds across an extensive adjacent site area.
- 1.7 Response following submission and consideration of Desk Based Assessment [Allen Archaeology 2014] for the site produced the following response / recommendation for Condition: [M. Taylor WSCC 2015]

Comment

1.8

The applicant has commissioned a desk based assessment (DBA) from Allen Archaeology (November 2014). In preparing the DBA report Allen Archaeology has consulted the West Sussex Historic Environment Record (HER) and the report provides a useful summary of the known and reported heritage information in the vicinity of the application site showing as records on the HER. In the conclusions, section 10 of the DBA, it is considered that "Overall therefore there is low potential for features and deposits archaeological interest to be present on the site, and the proposed development is likely to have a negligible impact upon the archaeological resource, or upon the setting of designated heritage assets."

However, although the DBA has looked at the distribution of HER entries it does not appear to have read the report of the archaeological evaluation carried out on the site to the south (Nyetimber Garage) by Wessex Archaeology in 2002 which is available in scanned form on the West Sussex HER library files. The 2002 Wessex report notes that in the western portion of the Nyetimber Garage site (now developed with housing) there was a north-south ditch 2.2 metres wide and 1.1 metres deep of V – shaped profile which appeared to be continuing northwards (ie into the present application site) and southwards. There was little dating evidence from the ditch apart from three sherds of prehistoric and one piece of Roman pottery with occasional burnt flint and flecks of charcoal. The excavators concluded that although the limited finds might suggest a Roman or post-Roman date for the ditch it would be safer to conclude that the material was residual and the ditch was medieval and represents a medieval property boundary. Given that the 2002 evaluation did not sample the area east of the line of the ditch (due to disturbance created by the pre-existing garage) the possibility of traces of medieval occupation closer to Pagham road itself could not be tested. In the present application, there is an opportunity to test the area closer to the road and if the line of the ditch is proven to continue this may also provide more secure dating evidence and topographical information about early settlement in Pagham.

I recommend that if planning permission is granted any below ground archaeological remains likely to be destroyed by development are identified, appropriately sampled and recorded. This investigation shall be subject to a written scheme (WSI or specification) prepared on the developer's behalf by an archaeological contractor to be approved by Arun District Council. Indicatively, this investigation could involve excavation by an appropriately experienced archaeological contractor of exploratory machine-excavated trenches, to assess the character, quality, density and extent of surviving ancient features. If deposits and features come to light in the exploratory investigation which require further, more detailed recording by means of a second stage of fieldwork (or a 'follow on' contingency to extend/ open up a wider area of the preliminary investigation) should be provided for in the written scheme of investigation.

M. Taylor, Principal Archaeologist
17/03/15

- 1.9 Considering the results of comments/ advise from WSCC [at application date consultee to Arun Districts Council] and the results of the submitted Desk Based Assessment it is considered an appropriate Condition will be placed on any permission requiring an investigation [Phase 1] of the site to be undertaken in advance of any development This Document [Method Statement for archaeological Investigation at the site] is submitted to cover and scope required work to address the imposed Condition.
- 1.10 The applicant/commissioning agent is advised that as a result of this pre-determination evaluation [Stage 1] there may be a requirement for additional archaeological works [subject to all necessary approvals] and this works may only be determined when the results of the initial evaluation have been fully considered.

2.0 **Archaeological Investigation general requirements.**

- The archaeological contractor [henceforth the contractor] shall take full responsibility in ensuring that archaeological work will be of a comparable standard and will use a similar methodology, to previous archaeological work in the area. Sufficient contingencies in terms of time and resources will also be made available to adequately elucidate initial findings. Allied to this there will be further contingencies made available for all post excavation costs incurred [including artefactual and environmental material].
- 2.1
- 2.2 Prior to commencement of on-site works the contractor shall, if requested, inform Chichester District Council's archaeology officer, Mr. James Kenny [At submission date consultee to Arun District Council], of the proposed team undertaking such works as specified and provide [if required] CVs of senior staff and specialists involved with the project.
- 2.3 Prior to commencement of archaeological works on the site the contractor shall have:
- 2.3.1 Consulted selected relevant evidence in Chichester Library and the West Sussex Record Office and relevant Ordnance Survey maps. Consulted and considered information in the County and District Archaeological Sites & Monuments Records. [See specifically Allen Archaeology 2014 and following advice from WSCC [M. Taylor] see Wessex Archaeology 2002].
- 2.3.2 Obtained a provisional accession number from designated recipient museum and confirmed current procedures for archive deposition
- 2.3.3 In advance of start of works DAS Ltd will provide the client with documentation in compliance with current health and Safety Legislation [Method statement [this document] Risk Assessment and required insurance certification]
- 2.3.4 A programme of excavation of investigation trenches will be undertaken using a mechanical excavator, followed by manual investigation and recording of archaeological features.
- 2.3.5 Where appropriate, a programme of sampling of archaeological contexts will be carried out for subsequent analysis.
- 2.3.6 A full written report on the results of the archaeological investigation [Stage 1] shall be completed within 20 working days of completion of work on site and copies of this report

will be submitted to the applicant for submission to the LPA to allow for discharge of the imposed Condition or to seek confirmation of the requirement to undertake any additional "Phase 2" investigation.

- 2.3.7 Works carried out by the Contractor both on at all phases on site and in post excavation work shall conform to relevant IFA [Institute of Field Archaeologists] guidelines and to Appendix 2 of *The Management of Archaeological Projects* [English Heritage, 1991].
- 2.3.8 The Contractor will liaise with other archaeological field units who have carried out archaeological investigations in the immediate area to ensure that the work undertaken is in concordance with previous studies in the area.

3.0 Objectives and Rationale of the Field Evaluation.

- 3.1 General: To establish whether any archaeological remains or sites exist in the development area, with particular regard to any which are of sufficient importance to require preservation *in situ*. and / or to inform design proposals to minimise impact on any significant archaeological remains that are present within the site area.
- 3.2 The investigation should aim to determine, as far as reasonably possible, the location, form, extent, date character, condition, significance and quality of any surviving archaeological remains, irrespective of period, liable to be threatened by any proposed development. A representative sample of all areas where archaeological remains are potentially threatened should be studied, and attention given to sites and remains of all periods [inclusive of evidence of past environments].
- 3.3 The investigation should also seek to clarify the nature and extent of existing disturbance and intrusions and hence assess the degree of archaeological survival of buried deposits and any surviving structures of archaeological significance.
- 3.4 Within these parameters, the evaluation of this site presents an opportunity to address the following objectives:
 - 3.4.1 To establish the presence or otherwise of prehistoric, Roman, Medieval or post-Medieval activity/occupation and define the date and nature of that activity/occupation.
 - 3.4.2 To establish the palaeoenvironmental context of any activity/occupation.

- 3.4.3 Evaluate the likely impact of past land use.
- 3.4.4 Establish the presence or otherwise of masking colluvial/alluvial deposits and of waterlogged organic deposits.
- 3.4.5 Provide sufficient information to construct an archaeological mitigation strategy.
- 3.5 Where physical preservation is likely to be considered as a mitigation option, the primary factors affecting the present state of preservation and the direct and indirect effect of the proposed development should also be considered.

4.0 Investigation Methodology [Advance requirements]

- 4.1 A Site specific Risk Assessment will be provided before start of works and this will be supplied to the client, for their distribution. The approved Risk Assessment to be read by all DAS operatives in advance of start of works.
- 4.2 Plant and operator to be provided by Petworth Bulk Plant Hire. Plant [c. 11 ton 360° All test certificates to be approved /checked by C. A. Pine [DAS Ltd Director and Project manager].
- 4.3 Obtained information derived from the Statutory Undertakers on services [gas, electricity, water, sewerage and telecommunications] on the site, and ascertained the alignments of rights of way. [Refer to Risk Assessment for service plan references]
- 4.4 Prior to start of works a copy of this Method Statement will be provided to DAS's appointed Field Officer [C. A. Pine] responsible for carrying out the work on site [this document to be kept on site at all times].
- 4.5 PPE [personal protective clothing] to include:
 - Protective footwear [to include protective midsole]
 - Hi visibility vests / jackets
 - Protective helmet
 - Gloves [dust /oil /acid resistant]will be worn by all operatives at all times whilst on site.

Investigation Methodology [Purposive trench excavation]

- 4.6 Investigation trenching will be located across the full site area. A representative distribution of evaluation trenches is shown at Figures 2]

Note: It is understood part of the site will be subject to ecological restrictions. The contractor [DAS Ltd] will liaise with the applicants/developers appointed ecological consultants to ensure any investigation [intrusive/by trenching] takes fully into account any ecological constrictions in place at the time of survey].

Summary: The Contractor [DAS Ltd] will undertake controlled archaeological excavation [by machine] of up to 720m² trenching [5% of gross site area estimated at C. 1.50 hectares] made up of 18 X 20m long trenches all under the supervision of a suitably qualified or experienced archaeologist[s]; recording of archaeological features and deposits by hand, all to be carried out by suitably qualified archaeologist[s].

- 4.7 DAS will liaise with the client / landowner regarding re-instatement. It is intended that DAS will back fill and bucket compress only. No provision is made within the contract for detailed re-instatement.
- 4.8 Prior to the excavation of investigation trench / trenches, a scan will be undertaken using a CAT or other comparable cable-tracer to locate any live services. In the event of live or suspected live services being located excavation will cease and the trench will be re-positioned
- 4.9 It is anticipated initial excavation of the trench shall be by a 360⁰ tracked [c. 11 Ton] fitted with a 2.00m wide toothless ditching/grading bucket. [Toothed buckets may be used only where DAS can confirm archaeologically sterile overburden is being removed]
- 4.10 The machine will excavate in less than 5 cm spits. The spoil generated will be banked at a safe distance from the trench's edge [spoil heaps will not exceed 1.2m in height] and will be stabilised and or removed from the site area where required
- 4.11 The mechanical excavation will remove the modern over-burden, exposing the underlying archaeology / geological deposits. The archaeology revealed will be recorded in plan and manually excavated.
- 4.12 Excavation depth will not exceed 1.20 metres below ground surface.

- 4.13 All trenches and machine working areas will be fenced using barrier mesh as appropriate.
- 4.14 The trench, when unattended, shall be secured and clearly marked, in a manner commensurate with Health and Safety regulations 'Deep Excavation' notices will be used if appropriate.
- 4.15 Access to trenches by DAS operatives will only be undertaken after assessment of safety of the trench stability of trench sides.
- 4.16 All archaeological features, structures and deposits exposed in the trench will be cleaned, planned and recorded in a manner compatible with that most widely used elsewhere in the County.
- 4.17 All archaeological contexts revealed through excavation will be planned in relation to the trench within which they lie and the trench will be planned onto a copy of an Ordnance Survey base map of not smaller than 1:1250 scale. All significant deposits will be formally planned at a scale of 1:20 with elevations or sections recorded at a scale of 1:10 [this will include all features half-sectioned]. All archaeological contexts will be surveyed using a temporary benchmark derived from an Ordnance Survey benchmark.
- 4.18 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro forma recording [context] sheets. Sample recording sheets, finds recording sheets, sample registers and a photographic register will also be used.
- 4.19 A detailed and comprehensive photographic record will be made using a minimum 5mpg digital camera. Pictures to show both detail and general context the principle features and finds discovered. Working shots to illustrate the nature of the archaeological investigation will also be included.
- 4.20 Archaeological excavation may require work by mattock, pick or shovel; these will only be used for the removal of homogenous deposits. These techniques will not be used to remove complex or sensitive archaeology.
- 4.21 A proportion of archaeological features, structures or deposits, will be excavated. The amount of archaeological context excavated will vary with type: at least 25% of each large discrete feature [e.g. a pit] will be excavated, and 50% of each small discrete feature [e.g. a posthole], with a minimum of 10% for each linear feature / deposit

- exposed in the trench. The proportion of each archaeological feature excavated will be sufficient to obtain a representative picture of the feature's date and function.
- 4.22 Particular care will be taken not to damage any areas containing significant remains of potential national importance which may / are likely to merit preservation *in situ*, even if obscuring underlying archaeological features. Such areas will be protected from the weather and other forms of deterioration. A sufficient sample of these areas will be investigated to assess their character and quality, without compromising the policy of preservation *in situ*.
- 4.23 Mr. James Kenny as archaeological planning officer to CDC and advisor to ADC will be notified at the earliest opportunity of any archaeological contexts considered worthy of preservation *in situ*.
- 4.24 A random sampling strategy [to gather a statistically viable sample] will be used to sample all intrusive features excavated which are considered to be relatively undisturbed. In some instances purposive sampling will also be implemented. The samples taken will ideally comprise a minimum of 50 litres, and these will be sieved using a flotation tank [screen sieving to 1mm and with a flot screen of 250µm]. The residues produced will be air-dried, sorted and assessed as part of the post-excavation phase.
- 4.25 Any human remains revealed during the archaeological investigation will be covered and protected *in situ* and reported to the relevant Coroner's Office, and Mr. James Kenny. Where their removal is agreed by the appropriate authorities, the relevant Home Office and Environmental Health regulations will be followed.
- 4.26 Any finds believed to fall potentially within the statutory definition of Treasure, as defined by the Treasure Act [1996], shall be reported to the relevant Coroner's Office and the relevant local recipient museum, the landowner, and Chichester District Council's archaeological planning officer, Mr. James Kenny. The report provided shall outline the date and circumstances of discovery, the identity of the finder and the location of the find.

5.0 Monitoring / Planning authority audit [Arun District Council]

- 5.1 Mr. James Kenny will be invited to visit the site whilst all phases / elements of work is in progress and may wish to monitor the progress, standards, and results of the investigation[all phases] on behalf of the Local Planning Authority. A minimum of 3 working days' notice will be given prior to the start of the archaeological investigation detailed within this document. All site access to site will be with the agreement / and be guided by DAS Ltd site director [C.A. Pine]

6.0 Site archive

- 6.1 An archive of all records and finds is to be prepared consistent with the principle of 'Management of Archaeological Projects' [MAP] [English Heritage, 1991], particularly Appendix 3. However the detail of the archive is to be fuller than that implied in MAP Appendix 4.2.1 The archive is to be sufficiently detailed to allow comprehension and further interpretation of the site should the project not proceed to detailed analysis and final report production. It must be adequate to perform the function of a final archive for lodgement in the District SMR or museum.
- 6.2 The minimum acceptable standard for the archival report is defined in the 'Management of Archaeological Projects' 5.4 and Appendix 3. It will include all materials recovered [or the comprehensive record of such materials] and all written, drawn and photographic records relating directly to the investigations undertaken. It will be quantified, ordered, indexed and internally consistent. It will also contain a site matrix, a site summary and brief written observations on the artefactual and environmental data.
- 6.3 Work on the site archive will be completed within six months of the field work and this will be available for inspection by Chichester District Council's archaeological officer [Mr. James Kenny] as advisor to ADC
- 6.4 A basic level of conservation will be provided for finds liable to deterioration, and on deposition of these finds at the designated recipient museum. A full record of their treatment will be provided. Items for which available resources do not permit stabilisation will be separately packed and listed.
- 6.5 Finds will be appropriately conserved and stored [in accordance with UK Inst.

Conservators Guidelines / RESCUE publication *First Aid for Finds* [1987]; with all 'small finds' boxed together, separate from bulk samples.

- 6.6 All artefacts / ecofacts will be deposited at the designated recipient museum with the landowner's permission, in accord with the terms of the Treasure Act 1996. The designated recipient museum will be consulted regarding the nature of the archive to be presented. Prior to this they will be securely stored.
- 6.7 Prior to deposition of the site archive, Copyright [for the written, drawn and photographic record], will be retained by the Contractor. At deposition of the archive, written permission will be given for the reproduction of specific material for educational or academic purposes, with due acknowledgement to the Copyright holder [the Contractor].
- 6.8 Relevant OASIS [Online Access to Index of Archaeological Investigations] on line reporting form will be completed and submitted by the contractor.

7.0 Timetable of work

- 7.1 It is anticipated that demolition phase of work and monitoring associated with this phase will commence during late 2017 early 2018. The precise date may be influenced both by ecological constraints and demolition phasing of buildings located in the north-east corner of the site.
- 7.2 It is considered probable that archaeological evaluation will continue for a period of c. 3-4 working days with backfilling being undertaken immediately trenches are confirmed as having been fully recorded.
- 7.3 The post-excavation work will commence immediately after the fieldwork component. A short summary report [outlining main results and recommendations] will be submitted to Chichester District Council's archaeological officers [Mr. J. Kenny] within three working days of completion of the field work.
- 7.5 A final report will follow and this will be submitted approximately 20 working days from the end of the fieldwork.

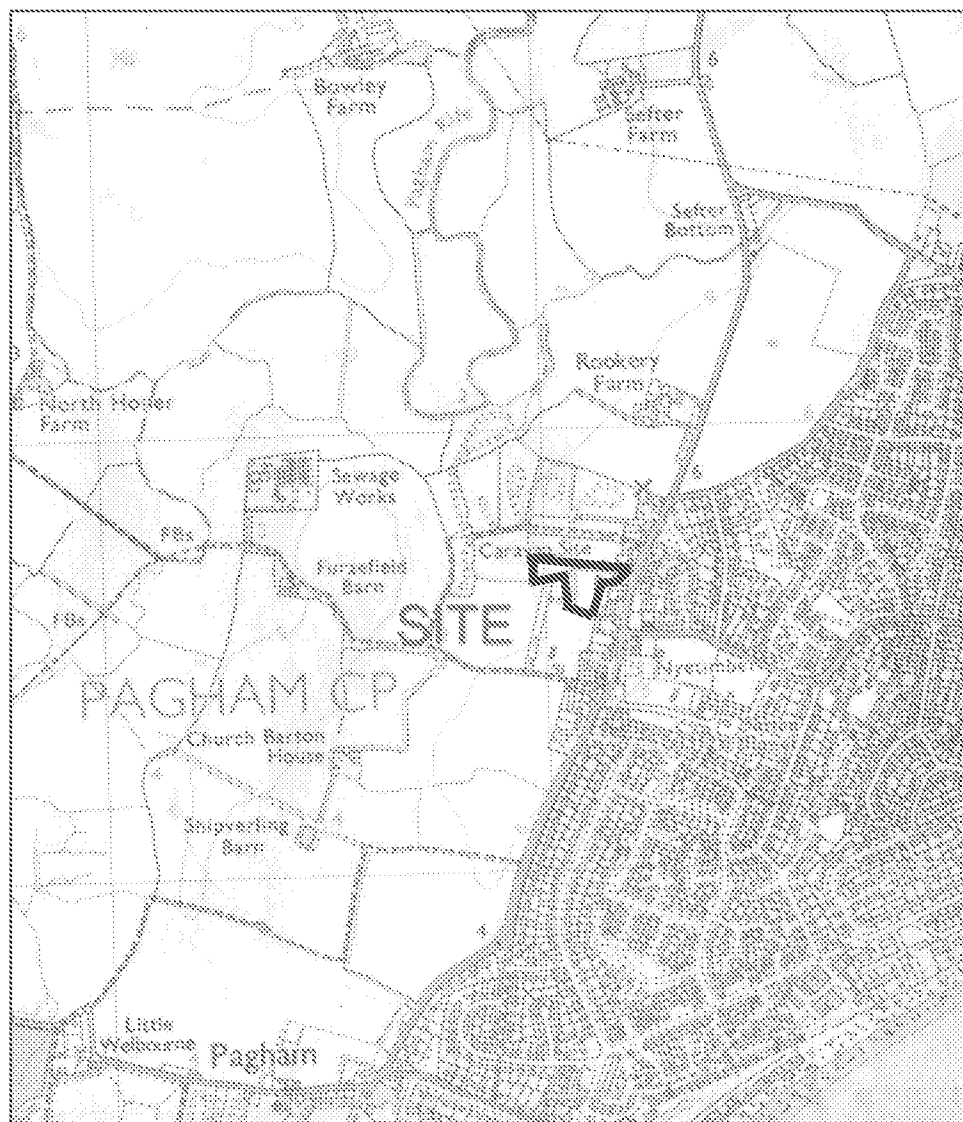


Figure [1] Site Location [site centred at approximately NGR SZ 89074 98689]

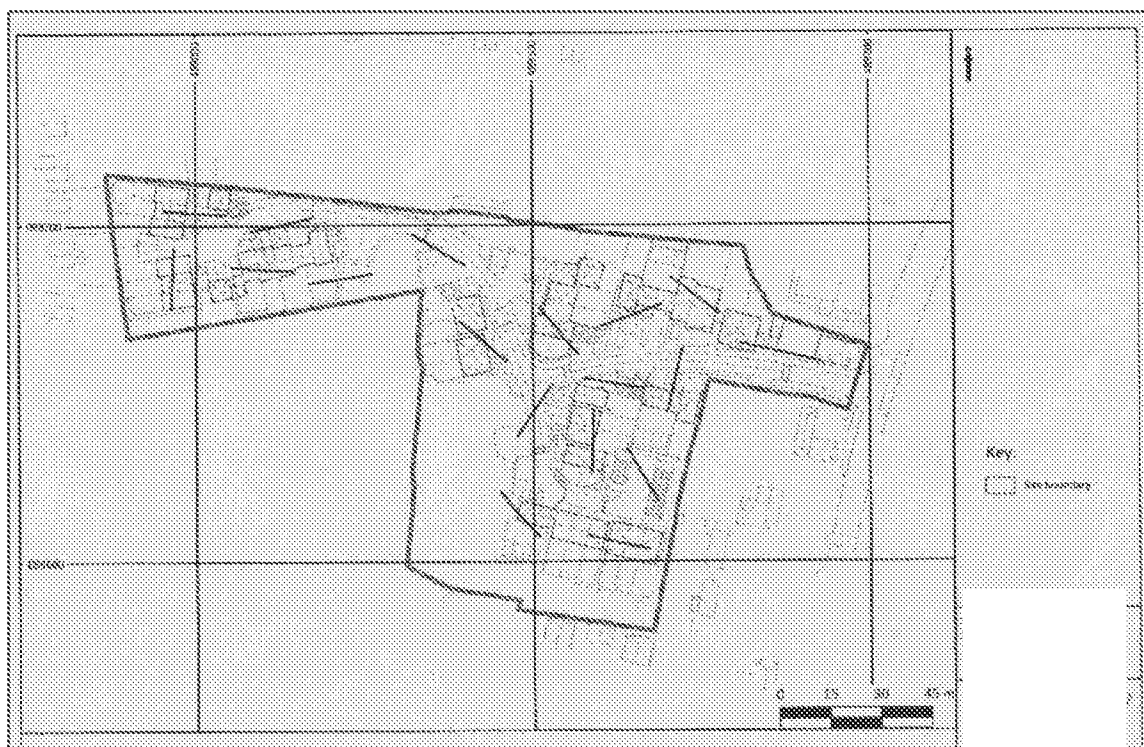


Figure [2] Site plan showing proposed indicative trench locations within site area.

Survey to be excavation [by machine] of up to 720m² trenching [5% of gross site area estimated at C. 1.50 hectares] made up of 18 X 20m long trenches].

Trench locations may be adapted due to results of on-going survey and to take into account of any ecological constraints that may be placed on the site at time of survey. Modification to trench location will not be undertaken if it compromises the stated aims and objectives of the survey.

	Signed	Print Name	Date
Compiled by:	C.A. PINE MA BSc [DAS] Director		02:09:2017
Checked by:	Neville Hall [DAS] Field Officer		02:09:2017