

**MAYPOLE LANE, YAPTON
WEST SUSSEX**

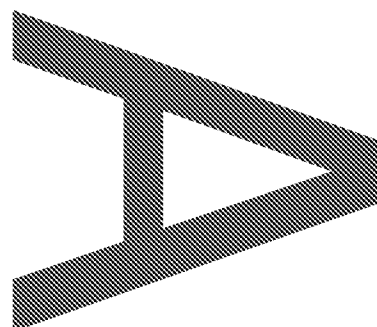
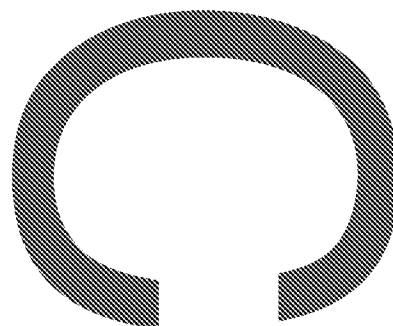
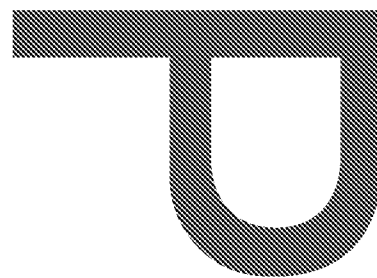
**WRITTEN SCHEME OF
INVESTIGATION FOR AN
ARCHAEOLOGICAL EVALUATION**

**LOCAL PLANNING AUTHORITY:
ARUN DISTRICT COUNCIL**

**PLANNING APPLICATION NUMBERS:
Y/13/18/PL**

SITE CODE: MLWS19

APRIL 2019



PRE-CONSTRUCT ARCHAEOLOGY

**MAYPOLE LANE, YAPTON, WEST SUSSEX
WRITTEN SCHEME OF INVESTIGATION FOR AN ARCHAEOLOGICAL EVALUATION**

Issue 1: Issued For Approval

Local Planning Authority: Arun District Council

NGR: SU 97797 04012

Site Code: MLWS19

Prepared on behalf of: Terence o Rourke Ltd.

By: Pre-Construct Archaeology Ltd

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Figure 1: Site Location Plan

Figure 2: Proposed Trench Location

1 INTRODUCTION

1.1 Project Background

- 1.1.1 Pre-Construct Archaeology Ltd (PCA) has been appointed by Terrence O'Rourke Ltd. (TOR) to produce a Written Scheme of Investigation for an archaeological evaluation on Land South of Maypole Lane, Yapton, West Sussex, (**Figure 1**), hereafter 'the Site' (centred at NGR SU 97797 04012). The Site is the subject of a residential development. This document provides a Written Scheme of Investigation for an initial stage archaeological evaluation comprising trial trenches.
- 1.1.2 The evaluation forms part of a staged approach to understanding the archaeological implications of the proposed development. In the event archaeological remains are uncovered it may be necessary to undertake further stages of archaeological work, in mitigation of the proposed development.
- 1.1.3 This document provides a methodology (Written Scheme of Investigation) for the trial trench evaluation, setting out the number and array of trenches to be opened; a total of **9 30m x 2m trenches are proposed** (representing a 3% sample of the site) with the provision for a further 6 contingency trenches (2% sample) in the event significant archaeological remains are identified, as agreed by email exchange between John Trehy, TOR and James Kenny, archaeology advisor to Arun District Council.
- 1.1.4 This document has been prepared in accordance with the Chartered Institute for Archaeologists standard and guidance for archaeological field evaluation (CIfA 2014) and *Management of Research Projects in the Historic Environment* (Historic England, 2015).

1.2 Location, Topography and Geology

- 1.2.1 Yapton is a village that lies to the south of the South Downs on the Sussex coastal plane. It is located approximately 5km south-west of Arundel and 8km north-east of Bognor Regis. It lies approximately 3km in land from the coastline and 2.5km west of the River Arun.
- 1.2.2 The Site, an area of approximately 1.87ha, is located to the north of the village of Yapton, West Sussex. It is bounded to the north by a strip of pasture and Maypole Lane, to south and west by arable fields and to the east by residential properties and North End Road.
- 1.2.3 The Site presently comprises a horse paddock and was previously used as agricultural land. The site is relatively level, with an approximate height above the Ordnance Datum (aOD) of 6m.
- 1.2.4 The bedrock geology of the Site comprises multiple undifferentiated chalk formations (Lewes Nodular, Seaford, Newhaven, Culver and Portsdown). Superficial geology of River Terrace Deposits – Sand, Silt and Clay, are mapped as overlying bedrock across the site.

1.3 Archaeological and Historical Background

- 1.3.1 Yapton is located within an area of the Sussex coastal plane that has been known to be occupied since the Neolithic period, with evidence for Bronze Age and Romano British settlement identified within the village itself.
- 1.3.2 Current settlement is likely to date to the early medieval period with 'Bilsham' (located in the southern part of the village), listed in the Domesday Book. Furthermore, minor holdings held by 'Ansgot of Earl Godwine' in 1053 and 'Acard of Earl Roger' in 1086 likely grew into the manor of Yapton (VCH 1997).
- 1.3.3 The first use of the name Yapton to describe the land likely dates to the 13th century, however occupation was likely much wider at this point. This can be seen in the parish church of St. Mary's, which includes Norman and Transitional architecture, which predates the 13th century. The medieval village appears to be centred around the church, with possible medieval earthworks located to the south and east of the churchyard and the earliest remaining secular building, the 16th century 'Coachman's Cottage', located on Church Lane, just 275m from the church.
- 1.3.4 The 19th century saw a significant period of growth in the village, with the majority of residential growth occurring to the south of the historic core of Yapton. As such the centre of the village shifted away from Church Lane and towards Main Road. The bulk of the 19th and 20th century development expanded this southern new village centre.
- 1.3.5 No designated or un-designated heritage assets have been identified within the Site. In March 2019 SUMO Survey undertook a detailed magnetometer survey of the Site. No anomalies of archaeological interest were identified.

2 AIM

2.1 Archaeological Evaluation

- 2.1.1 The aim of the archaeological evaluation is to determine the presence or absence of archaeological remains within the Site and, where present, determine their nature, extent, date, condition and significance, taking account of their potential to contain biological and palaeo-environmental remains.
- 2.1.2 A report on the results of the evaluation will aim to provide a context for archaeological remains that may be identified and provide sufficient information so that the future treatment of the remains, in respect of the proposed development, can be determined in consultation with the archaeological advisor to the Local Planning Authority.

3 METHOD

3.1 Introduction

- 3.1.1 This archaeological evaluation represents the first stage in a staged approach to understanding, managing and mitigating the affects of the proposed development on any surviving archaeological resources. Further stages of archaeological work may be required by the LPA's archaeological advisor, in the event *in situ* archaeological remains are identified, in order to mitigate the effects of the development. These further stages of archaeological work may include strip, map and sample excavation, watching brief or another programme of work as agreed with the LPA archaeological advisor.

3.2 Evaluation Fieldwork

- 3.2.1 The evaluation will comprise the mechanical excavation of 9 trenches (representing a 3% sample of the site), each 30m X 2m (**Figure 2**). The number and array of trenches is intended to address the potential impact of the proposed development on any *in situ* archaeological remains in the peripheral areas of the site. In the event that significant archaeological remains are identified, there is also to be provision for an additional 6 contingency trenches (2% sample). The depth of the trenches is generally not expected to exceed 0.5m below ground level.
- 3.2.2 The trenches will be set out using a GPS device to ensure their pre-determined location is achieved accurately. The trenches will be mechanically excavated using a 360° tracked excavator fitted with a wide toothless blade bucket. All mechanical excavation will be supervised by a suitably qualified archaeologist, familiar with the ground conditions anticipated on the Site.
- 3.2.3 Subject to the requirements of the landowner or client, turf & topsoil will be stored separately from any subsoil and will be reinstated as carefully and tidily as possible when the trenches are backfilled.
- 3.2.4 Machining of the trenches will be closely monitored in order that exposed surfaces are inspected for the presence of archaeological deposits, features, artefacts and ecofacts. Exposed surfaces will be maintained clear of loose spoil. Machine excavation will proceed in spits of no more than 100mm thickness in order to ensure that archaeological deposits and features are not over-excavated.
- 3.2.5 Machine-excavated spoil and the exposed surface will be scanned for the presence and collection of artefacts; this may include the use of metal detector.
- 3.2.6 Mechanical excavation will proceed to the top of any significant archaeological level or to the top of 'natural' subsoil, whichever is encountered first. In the event significant and complex archaeological features and deposits are revealed, the archaeological advisor will be informed immediately. Further hand excavation may be required to clarify the nature, character and date of the archaeological deposits and to address the primary objective of establishing the presence/absence of archaeological deposits, their depth, nature, date and extent.

- 3.2.7 Where complex archaeological features and deposits are encountered, deposits will be left *in situ* and measures to assess the depth of this stratification agreed with the archaeological advisor. For instance, where modern or archaeological features are seen to truncate stratified archaeological deposits and features, then these will be sample excavated by hand to enable the depth of stratification to be assessed.
- 3.2.8 If archaeological resources of limited significance are found to be present cutting through or overlying soils (e.g. colluvium) which have the potential to conceal significant archaeological deposits then these will be recorded and investigated prior to their removal and subject to the advice of the archaeological advisor.
- 3.2.9 Test pits may need to be excavated through 'natural' subsoil in trial trenches to confirm and characterise natural deposits specific to characterisation of the Sussex Coastal Plain and Quaternary deposits. Test pits will be positioned to avoid damage to archaeological resources.
- 3.2.10 On completion, the trenches will be backfilled using excavated spoil – this does not constitute reinstatement of surfacing/topsoil. Where vulnerable archaeological resources remain within trial trenches, these will be protected from needless damage. Consideration will be given to covering vulnerable resources with, for example, a geotextile, prior to backfilling.

3.3 Investigation and Sampling Strategy

- 3.3.1 A Site code has been allocated by PCA: **MLWS19**. This will be used on all Site records and other components of the archive of the evaluation
- 3.3.2 Archaeological features will be sampled by hand sufficient to meet the aims of the evaluation, such as to characterise and date them and establish their extent and depth. Full excavation of features will not be undertaken at this stage unless otherwise agreed with the archaeological advisor. Care will be taken not to damage archaeological resources through excessive use of mechanical excavation.
- 3.3.3 Where necessary the surface and sections of trenches will be hand cleaned to define archaeological deposits and features clearly.
- 3.3.4 Measures will be taken to protect particularly significant, valuable or sensitive archaeological remains from exposure, accidental damage and / or theft.
- 3.3.5 Exposed surfaces may be left for a minimum of 48 hours to allow weathering-out of features to occur, where the initial definition of archaeological resources is unclear or in doubt. No trenches will be backfilled until agreed with the archaeological advisor.

3.4 Human Remains

- 3.4.1 Inhumation and cremation burials, including pyre deposits, will normally be left *in-situ* for the purposes of evaluation. Subject to the agreement of a suitable method statement approved by the archaeological advisor, burials and related deposits may be partially investigated to confirm the presence of human remains and their state of preservation, but skeletal remains will be left *in situ*. Burials will be scanned by metal detector to assess whether any grave goods or furnishing are likely to be present.

- 3.4.2 Inhumation and cremation burials which are in a fragile state and that are likely to be damaged by reinstatement of the evaluation trenches may require excavation and removal, subject to the agreement of a suitable method statement approved by the archaeological advisor and only in accordance with a Ministry of Justice Licence.
- 3.4.3 Arrangements will be made to ensure the security, protection from deterioration and damage, and the respectful treatment of human remains and grave goods. An appropriately qualified and experienced osteo-archaeologist will be available to supervise the excavation and removal of any human remains (where this is necessary) from the Site, following published guidance, i.e. the Institute for Archaeologists Technical Paper 13 *'Excavation and post-excavation treatment of cremated and inhumed remains'*. The following guidance will also be observed:

Human Bones from Archaeological Sites: Guidelines for Producing Assessment Documents and Analytical Reports (2004).

<https://www.historicengland.org.uk/images-books/publications/human-bones-from-archaeological-sites/>

Science and the dead. A guideline for the destructive sampling of archaeological human remains for scientific analysis (2013)

<http://www.archaeologyuk.org/apabe/>

- 3.4.4 In the event that human burials are discovered and require excavation and removal from the Site, a Ministry of Justice Licence will be required (in accordance with Section 25 of the Burial Act 1857) before the remains can be lifted. The need for a Licence applies to both inhumation and cremated remains. Application for a Licence will be made by archaeological contractor, on behalf of Client. The archaeological contractor will comply with the conditions of the Licence and discuss with the archaeological advisor any requirements of the Licence that may conflict with the agreed method of investigation of the Site.

3.5 Recording

- 3.5.1 All trenches, structures, deposits and finds will be recorded according to accepted professional standards. Sufficient data will be recorded to allow the required level of assessment and reporting (see section 4). Recording will be carried out to a sufficiently high standard to provide a full record of the deposits evaluated, including in trenches where no archaeology is identified.
- 3.5.2 All archaeological contexts are to be recorded individually on context record sheets. A further, more general, record of the work, comprising a description and discussion of the archaeology, is to be maintained as appropriate.

- 3.5.3 A plan to indicate the location of the boundaries of the evaluated area and the Site grid is to be drawn at a scale of 1:1250 (or a similar appropriate scale). Plans indicating the location of the excavated trenches and the location of all archaeological features encountered will be drawn at an appropriate scale and related to the National Grid; this will be achieved using a GPS device and EDM/theodolite in order to record accurate X, Y, Z co-ordinates.
- 3.5.4 Sections will be drawn at a scale of 1:10. Significant archaeological features will normally be drawn in plan at a scale of 1:20 or 1:10 if appropriate. Long Sections indicating the full stratigraphic sequence will be drawn for all trenches. However, where a very simple sequence is revealed a representative section (minimum 1m wide) at each end of the trench will be sufficient. All plans and sections will be annotated to show heights and levels relative to Ordnance Datum. All plans and sections will be drawn on polyester based drafting film and clearly labelled
- 3.5.5 A digital photographic record of the work will be made forming part of the Site archive. This will consist of high quality, colour digital photographs taken in jpeg and RAW formats by an appropriately trained individual, illustrating in both detail and general context all trenches, test pits and archaeological features and deposits discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted. The digital images will be preserved on a dedicated and backed up server. The RAW files will be converted to high quality tiff images for eventual deposition with Site archive.
- 3.5.6 The complete Site archive including finds and environmental samples will be stored in a secure place throughout the duration of the fieldwork and post-fieldwork programme prior to deposition.
- 3.5.7 The Site archive is to be consolidated after completion of the evaluation and records and finds collated and ordered as a permanent record.

3.6 Finds Recovery Processing and Treatment

- 3.6.1 All artefacts recovered during the excavations on the Site are the property of the Landowner. They are to be suitably bagged, boxed and marked in accordance with the United Kingdom Institute for Conservation, Conservation Guidelines no.2 and the Chartered Institute for Archaeologists 'Standard and Guidance for the collection, documentation, conservation and research of archaeological materials' (IfA 2008). On completion of the archaeological works the Landowner will be requested to donate and deposit the archive, including all artefacts, with an appropriate designated museum or repository.
- 3.6.2 Artefacts will be excavated carefully by hand. Bulk artefacts will be collected and bagged according to their archaeological context. The location of special finds, including *in situ* worked flint will be recorded three dimensionally. If necessary, an appropriately qualified and experienced archaeological conservator will be appointed to advise and assist in the lifting of fragile finds of significance and or value and to arrange for the X-raying and investigative conservation of objects as may be necessary. Where appropriate to address the aims of the evaluation, sieving of deposits will be undertaken to maximise the recovery of small artefacts.

- 3.6.3 Records of artefact assemblages will clearly state how they have been recovered, sub-sampled and processed. Sub-sampling procedures will be agreed with the archaeological advisor and follow the guidance and advice of the curator of the museum/depository in which the Site archive will be deposited.
- 3.6.4 Artefacts that fall under the statutory definition of Treasure (as defined by the Treasure Act of 1996 and its revision of 2002) will be reported immediately to the relevant Coroner's Office, the local Finds Liaison Officer (FLO) who is the designated treasure co-ordinator for West Sussex, the landowner and the archaeological advisor. A Treasure Receipt (obtainable from either the FLO or the DCMS website) must be completed and a report submitted to the Coroner's Office and the FLO within 14 days of understanding the find is Treasure. Failure to report within 14 days is a criminal offence. The Treasure Receipt and Report must include the date and circumstances of the discovery, the identity of the finder (put as unit/contractor) and (as exactly as possible) the location of the find.

3.7 Archaeological Science and Environmental Sampling

- 3.7.1 A structured programme of environmental sampling appropriate to the aims of the evaluation will be implemented. The strategy and methodology for the sampling, recording, processing, assessment, analysis and reporting of deposits with environmental archaeology potential will be in accordance with English Heritage Centre for Archaeology Guidelines "*Environmental Archaeology – A guide to the theory and practice of methods, from sampling and recovery to post-excavation*" (2nd edition, August 2011). Any variation to this guidance will be agreed in advance with both the Historic Environment Officer and the English Heritage Regional Scientific Advisor.
- 3.7.2 Where necessary an appropriately qualified and experienced geo-archaeological specialist will be appointed to record any deposits of particular significance alluvial sequences and to advise on depositional and Site formation processes. The appointment of the specialist will require the prior approval of the archaeological advisor.
- 3.7.3 Where necessary the advice of the English Heritage Regional Scientific Advisor will be sought regarding specialist sampling requirements and any scientific applications relevant to the archaeological evaluation of this Site.
- 3.7.4 Where deposits are dry, bulk samples for the recovery of charred plant remains, small bones and finds, will be taken from sealed and datable features such as pits, ditches, hearths and floors. Each context will normally be sampled. The size of the sample is expected to be in the range of 40-60 litres per context or 100% of smaller contexts. Samples will not be taken from the intersection of features.
- 3.7.5 For large features / spreads appropriate consideration will be given to sampling on a grid system if this fits in with the aims of the evaluation.
- 3.7.6 Where good conditions for the preservation of bone have been identified, all large bones will be collected by hand and sieving of bulk samples up to 100 litres will be undertaken as appropriate.

- 3.7.7 Mollusc samples of 2 litres each will be taken vertically from appropriate sections to investigate the changes of vegetation through time.
- 3.7.8 Where deposits are wet, waterlogged or peaty, monoliths will be taken along cleaned vertical surfaces for the retrieval of pollen, diatoms, ostracods and foraminifera. The numbers to be taken will be agreed with the archaeological advisor. For wet, waterlogged or peaty deposits, bulk samples of 20 litres will be taken from visible layers or spits for the retrieval of plant macro-remains and insects.
- 3.7.9 Environmental samples from dry deposits will normally be processed by flotation following the evaluation fieldwork and the residues will be sorted to retrieve small bones, small finds and charcoal that has not floated. Environmental samples from wet deposits will normally be sent to specialists for processing in laboratory conditions.
- 3.7.10 The processed environmental remains will be assessed and recommendations provided to inform any subsequent stages of archaeological works as may be determined as appropriate.
- 3.7.11 Appropriate provision will be made for the application of scientific dating techniques such as radiocarbon, dendrochronology, archaeomagnetic, OSL and thermoluminescence. The advice of the English Heritage Regional Scientific Advisor will be sought in advance of the application of these techniques. Any necessary delay that is caused in completion of the reporting of the evaluation to enable provisional results to be included will be notified to the archaeological advisor.
- 3.7.12 Where appropriate the guidance in the following Historic England papers will be followed:
- Centre for archaeology Guidelines: Archaeometallurgy* (2001).
<https://www.historicengland.org.uk/images-books/publications/archaeometallurgy/>
- X-radiography of Archaeological Metalwork* (2006).
<https://www.historicengland.org.uk/images-books/publications/x-radiography-of-archaeological-metalwork/>
- Investigative Conservation: Guidelines on How the Detailed Examination of Artefacts from Archaeological Sites can Shed Light on their Manufacture and Use* (2008).
<https://www.historicengland.org.uk/images-books/publications/investigative-conservation/>
- Geoarchaeology: Using Earth Sciences to Understand the Archaeological Record* (2007). <https://www.historicengland.org.uk/images-books/publications/geoarchaeology-earth-sciences-to-understand-archaeological-record/>
- Guidelines for the Curation of Waterlogged Macroscopic Plant and Invertebrate Remains* (2008). <https://www.historicengland.org.uk/images-books/publications/curation-of-waterlogged-macroscopic-plant-and-invertebrate-remains/>
- Waterlogged Wood: Guidelines on the Recording, Sampling, Conservation and Curation of Waterlogged Wood* (2010). <https://www.historicengland.org.uk/images-books/publications/waterlogged-wood/>

Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (Second Edition) (2011). <https://www.historicengland.org.uk/images-books/publications/environmental-archaeology-2nd/>

Waterlogged Organic Artefacts: Guidelines on their Recovery, Analysis and Conservation (2012). <https://www.historicengland.org.uk/images-books/publications/waterlogged-organic-artefacts/>

3.7.13 **NOTE:** Any changes to the methodology set out above will need to be discussed and agreed in advance with archaeological advisor and set out in the evaluation report.

4 REPORTING

4.1 Evaluation Report

- 4.1.1 A report on the results of the evaluation will be prepared within three weeks of completion of the fieldwork for issue to the client. Subject to the approval of the Client, a bound hard copy and electronic (.pdf) copy of the report will be issued to the Local Planning Authority's archaeological advisor.
- 4.1.2 The report will include as a minimum:
- A non-technical summary
 - The background to the project
 - A description of the results of the evaluation
 - A discussion of the location, date, extent, nature, condition and significance of any archaeological deposits identified
 - All finds and environmental specialist reports containing where necessary references to local collections and e.g. for ceramic assemblages to local fabric collections
 - An interpretation of the results of the evaluation taking account of the context of the results at a local, regional and national level, as appropriate
 - Plans, sections and photographs cross referenced to the description of the results
 - A bibliography of sources consulted
 - An index to the project archive
 - The OASIS record
- 4.1.3 The report will also follow the guidelines set out in the Sussex Archaeological Standards 2018.0
- 4.1.4 An ESRI shape file providing GIS data will be supplied to the archaeological advisor and will contain the scheme of investigation, such as trench outlines, and significant archaeological information, such as feature/deposit plans.
- 4.1.5 Subject to consultation with the archaeological advisor the report may include recommendations for further stages of archaeological work, in keeping with the aims of the project and in mitigation of the impact of the proposed development upon archaeological resources identified by the evaluation. Further stages of work as may be required will need to be set out in an updated Written Scheme of Investigation that provides appropriate method statements.

5 ARCHIVE PREPARATION & DEPOSITION

5.1 The Site Archive

- 5.1.1 The Site archive, to include all project records and cultural material produced by the project, is to be prepared in accordance with Guidelines for the Preparation of Excavation Archives for Long-term Storage (UKIC 1990) and the Chartered Institute for Archaeologists 'Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives' (CIfA 2009). On completion of the project the archaeological contractor will arrange for the archive to be deposited in a designated museum or repository. Any alternative arrangements will be agreed with the archaeological advisor and the Local Planning Authority.

6 MONITORING AND LIAISON

6.1 Site Visits

- 6.1.1 Arrangements will be made for the Chichester District Council archaeological advisor to monitor the progress of the evaluation and compliance with the aims and methodology set out in this document. Regular Site meetings will be arranged so that any variation to the agreed evaluation methodology may be discussed and agreed with the archaeology advisor.

7 HEALTH AND SAFETY

7.1 Policy

- 7.1.1 The archaeological contractor will conduct the work in compliance with the Health and Safety at Work etc Act 1974 and will also follow the guidance set out in “Health and Safety in Field Archaeology” (Standing Conference of Archaeological Unit Managers 1997).
- 7.1.2 The archaeological contractor’s own Health and Safety Policy and a procedures manual will be made available on Site. Site staff will have an appropriate level of training to enable them to carry out fieldwork safely.

7.2 Risk Assessment

- 7.2.1 Prior to the commencement of fieldwork the archaeological contractor will conduct a Site specific risk assessment, if necessary as part of a Health and Safety Method Statement. All staff will be appraised of the Risk Assessment and comply with mandatory requirements set out such as the use of PPE and other measures to avoid risk from hazards that are identified.
- 7.2.2 The archaeological contractor will maintain the Site in a safe condition and in order to do this will review and update the Risk Assessment accordingly, taking appropriate measures as necessary to offset risk from new and unexpected hazards as may arise.

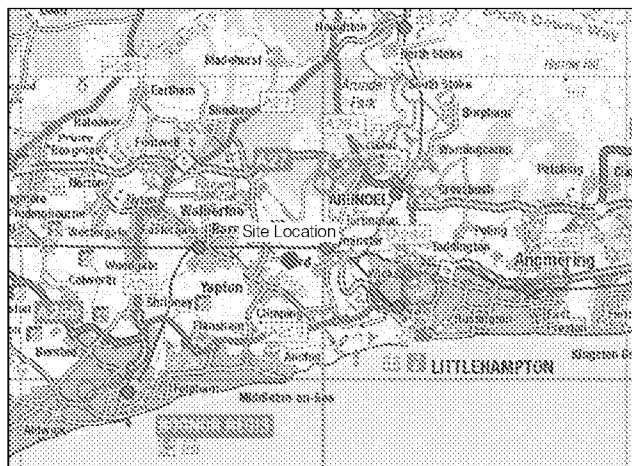




Figure 2
Proposed Trench Location Plan
1:1,250 at A4

P C A

UNIT

UNIT 54, BRO

