

The Lamb Inn, Bilsham Road, Yapton, West Sussex: A Written Scheme of Investigation for a Historic Building Record and Watching Brief

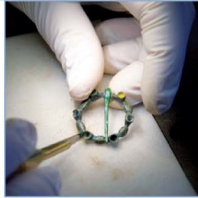
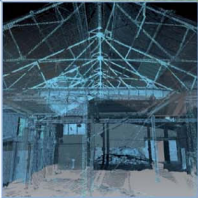
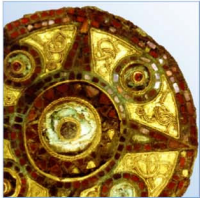
Planning Application: C3810/ A/ 12/ 2182107

National Grid Reference: SU 97776 02448

AOC Project No: 32436

Site Code: LMB 13

Date: August 2013



AOC
Archaeology
Group

ARCHAEOLOGY

HERITAGE

CONSERVATION

The Lamb Inn, Bilsham Road, Yapton, West Sussex: A Written Scheme of Investigation for a Historic Building Record and Watching Brief

On Behalf of: **Matthew Homes**
Matthew House,
45/47 High Street,
Potters Bar,
Herts,
EN6 5AW

National Grid Reference (NGR): **SU 97776 02448**

AOC Project No: **32436**

Prepared by: **Les Capon**

Illustration by: **Lesley Davidson**

Date: **August 2013**

This document has been prepared in accordance with AOC standard operating procedures.

Author: Les Capon

Date: August 2013

Approved by: Paul Mason

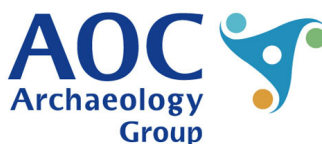
Date: August 2013

Draft/Final Report Stage: Draft

Date: August 2013

Enquiries to: AOC Archaeology Group
Unit 7
St Margarets Business Centre
Moor Mead Road
Twickenham
TW1 1JS

Tel. 020 8843 7380
Fax. 020 8892 0549
e-mail. london@aocarchaeology.com



www.aocarchaeology.com

Contents

	Page
1 Introduction	1
2 Planning Background	1
3 Geology and Topography	2
4 Archaeological and Historical Background	2
5 Aims of the Investigation	4
6 Scope of Works and Strategy	5
7 Methodology	6
8 Report and Archive Preparation	8
9 Health and Safety	9
10 General	10
11 Bibliography	10
Appendix A – General	15
Appendix B – Specialist Staff	17
Appendix C – OASIS Form	18
Appendix D – Archaeological Archive Consent Form	20

Illustrations

Figure 1: Site Location

Figure 2: Detailed Site Location Plan

Plates

Plate 1: Extract of Yeakell and Gardner Map of 1778

1 Introduction

- 1.1 This document is a Written Scheme of Investigation (WSI) setting out a methodology for historic building recording and a watching brief on new foundation trenches at The Lamb Inn on Bilsham Road, Yapton, West Sussex. The site is centred on National Grid Reference (NGR) SU 97776 02448 (Figure 1).
- 1.2 The site is rectangular in plan, measuring approximately 3,800sq m; the Lamb Inn is located towards the northern end of the site, and is a part two-storey, part single-storey public house, appearing to be a mid-19th century cottage with later additions. The plot of land also includes the former beer garden and car park areas. It lies on the eastern side of Bilsham Road with Taylors Close to the south, and the gardens of properties to the east as it curves north-eastwards. To the north are further properties on Bilsham Road. On the western side of Bilsham Road are fields (Figure 2).
- 1.3 The proposed development involves the demolition of the existing public house and erection of 14 dwellings (including two affordable dwellings) with associated works. This will remove the building, as well as impacting upon potential below-ground remains when trenches for new footings are excavated.
- 1.4 This WSI details how the historic building record and watching brief will be undertaken. The works will comprise the recording of the Lamb Inn prior to demolition, by a photographic, drawn and written record to 'Level 2' standard, as defined by English Heritage guidelines (English Heritage 2006). The historic building recording will be undertaken by a team of suitably qualified archaeologists. The watching brief will be limited to the area of new foundations and ground reduction

2 Planning Background

- 2.1 The local planning authority is Arun Borough Council. Archaeological advice to the borough is provided by Mark Taylor, Principal Archaeologist at West Sussex County Council (WSCC).
- 2.2 The Lamb Inn appears to have its origins in the early 19th century, but is not a listed building, neither locally or nationally. Its historic value has been reduced by the addition of modern extensions, but it has sufficient value as a remnant of a past landscape feature as well as representing the declining 'pub culture' of the late 20th and early 21st century.
- 2.3 Planning permission (Planning Application Ref: C3810/A/12/2182107), was granted for the demolition of all buildings, to be replaced by 14 new residential properties including two affordable dwellings. Two relevant conditions were placed on the granted application, one for the implementation of a programme of archaeological work (Condition 14), the other for the provision of a building record (Condition 15).
- 2.4 Condition 14 states:
No ground excavations, landscaping works or infrastructure works shall be carried out until the implementation of a programme of archaeological work on land underlying the existing building in accordance with a written scheme of archaeological investigation (observation of ground excavations) which has been submitted to and approved in writing by the local planning authority.
- 2.5 Condition 15 states:
Before the commencement of demolition works, an archaeological and historical record of the existing building shall be carried out at the expense of the developer in accordance with a specification which has been submitted to and approved in writing by the local planning authority.

- 2.6 This WSI details the methods and standards to which the historic building recording and observation of ground excavations will be carried out. This has been designed in accordance with current best archaeological practice and local and national standards and guidelines:
- Department for Communities and Local Government – National Planning Policy Framework (NPPF) (DCLG 2012).
 - English Heritage – Management of Archaeological Projects (EH 1991).
 - English Heritage – Understanding Historic Buildings: A Guide to Good Recording Practice (EH 2006).
 - Institute for Archaeologists – Code of Conduct (IFA 2010).
 - Institute for Archaeologists – Standards and Guidance for Archaeological Investigation and Recording of Standing Buildings and Structures (IfA 2008a).

3 Geology and Topography

- 3.1 The British Geological Survey mapping (BGS 2013) indicates that the solid geology underlying the site is sedimentary chalk comprising the Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation, and Culver Chalk Formation, dating to the Cretaceous Period. This is overlain by a superficial geology of waterlain sand, silt and clay. The site lies at around 10mOD, with a slight gradient downhill southwards.
- 3.2 The nearest watercourse is the Ryebank Rife, which is an artificial ditch draining the parish of Climping, lying 1km to the south. The nearest natural watercourse is the River Arun, 2.5km to the east, which runs through Littlehampton. The site is only 3km from the English Channel.

4 Archaeological and Historical Background

Prehistoric (c. 500,000 BC – AD 43)

- 4.1. Yapton lies on low ground on the Sussex coastal plain, in an area with widespread settlement activity in the prehistoric period, particularly during the Bronze Age and Iron Age. It is likely that the site was under water in the Upper Palaeolithic, and witnessed inundations during the Mesolithic and Neolithic periods as well (Woodcock 2003). Coastal plains tend to be attractive to nomadic populations during these periods, but there are few known sites in the area compared to the south downs and the weald (Drewitt 2003).
- 4.2. Yapton contains an important Bronze Age site (Aldsworth 1983), with settlement activity and a hoard, which includes socketed bronze axes and rings. A Bronze Age enclosure at Climping (Priestly-Bell and Rayner 2009), has been excavated, which showed that as well as settlement, cremation urns were buried. Other stray finds include pottery from Yapton village. In the wider area, further settlement activity has been found at Selsey and Selsey Bill.
- 4.3. By the Iron Age, more permanent settlement had occurred on the coastal plain, principally at Chichester, where the material culture from the *oppidum* shows continental influences. There are smaller settlements recorded through excavations at Ford Airfield, 1.5km to the northeast (Place 2004) and at Bilsham corner, 1km to the south (Chilcott 1999)

Roman (c. AD43 – 450)

- 4.4. The principal Roman settlement on the coastal plain is Chichester, with outlying settlements and villas of some prestige, including Fishbourne. This represents a wealthy area, the *civitas* of the *Regni* (Rudling 2003). The National Monument Record notes that there are cropmarks and finds from the field 200m north of the site that suggest the remains of a villa (NMR_NATINV-762733). In the wider

area, the Iron Age settlements continued in use in the Roman period, with the inhabitants of these small settlements or farmsteads more properly defined as Romano-British. Isolated finds are also recorded on the NMR, including a coin from Yapton (NMR_NATINV-249138).

Medieval (451 – 1485).

- 4.5. There is archaeological evidence for Saxon occupation in the area from Westhampnett, 6km to the northwest, and at Climping, 2km to the east, but nothing yet found from Yapton itself. Yapton is a Saxon place name, and is recorded in the Domesday survey of 1086 as a manor with woodland yielding six swine. This suggests a wooded landscape, with the woodland still present in the 16th century (Hudson 1997). The best agricultural land in the parish, however, lies around the village and the crops grown in this period included wheat, barley, flax, hemp and apples, with livestock of cattle, sheep, pigs, and geese (Hudson 1997).
- 4.6. The centre of the settlement is likely to have been centred on the church, south of which earthworks define roughly rectangular areas perhaps representing house plots (SMR1458). In later centuries dwellings were loosely scattered along Main and North End roads and along the two streets linking them to the church, Church Road and Church Lane
- 4.7. Bilsham, a smaller village south of Yapton, has finds of Saxon date near the medieval chapel and therefore indicates another settlement focussed around the church (Drewitt et al 1988). The 'ham' of the place name may refer to low lying land rather than being indicative of settlement: the low lying land would be the marsh drained by the Ryebank Rife (Brandon 1978). The earliest buildings in Bilsham include Bilsham Croft and Old Bilsham Farmhouse, of 15th-16th century date, and show the rural focus of the village.

Post-medieval (1485 – modern)

- 4.8. The earliest known secular building in Yapton is Coachman's cottage in Church Lane, likely to be of 16th century date. Two slightly later buildings are the Old Malthouse and Laburnum cottages at the west end of the village, and date to the 17th century. Other buildings in the village of pre-18th century date are typified by being small dwellings of flint and brick with thatch, tile or slate roofs.
- 4.9. Later post-medieval buildings in the village show a continued occupation and development, keeping the village thriving, although still with a clear agricultural bias. These buildings include Stakers Farmhouse in North End Road (18th century), Yew Tree House with a stuccoed exterior and Park Lodge with neoclassical elements (19th century), and Church House. In 1840, Yapton comprised 45 dwellings
- 4.10. One principal building in the village, Yapton Place, was demolished in the 1830s. This had extensive Parkland, which in 1831 extended between North End Road and the line of the Portsmouth-Arundel canal (Margary 1970). Yapton Place had its origins in the medieval manor of Yapton House, and was the home of George Thomas in the mid-18th century. He was former governor of Pennsylvania and the Leeward Islands.
- 4.11. The cartographic evidence provides good information regarding the development of the site, on the main road between Yapton and Bilsham. The Yeakell and Gardner Map of Sussex is the earliest map to depict the area in detail, and shows a property on the site, on the eastern side of Bilsham Road. The 1839 Tithe Map also depicts a building, and this is a cottage at the northern end of the site with an associated orchard. This cottage developed into the Lamb Inn as present today, and may also be the building shown on the 1778 map (in the centre of Plate 1).

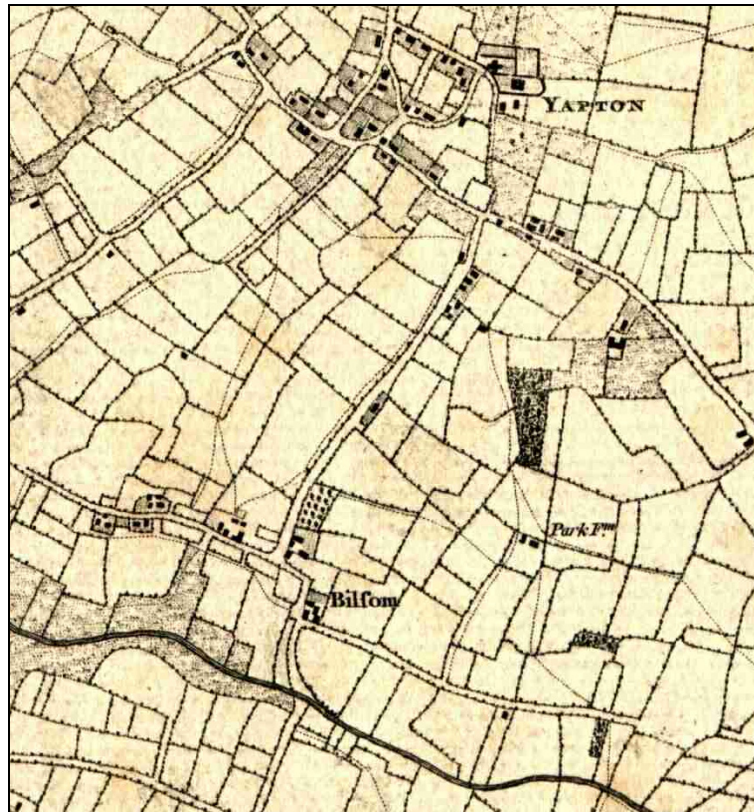


Plate 1: Extract of Yeakell and Gardner Map of 1778

- 4.12. The first edition Ordnance Survey map dates to 1876, and shows the same building. The previously depicted rectangular structure, has an extension on the northeast end and on the southeast side. The orchard is still present, and at the southern end of the plot was a building named 'Morners Barn'. This lies within the development site. The same layout is depicted on the 1895 Ordnance Survey Map, although now the building is named The Lamb (PH). Morners Barn is still present. By the time of the 1912 Ordnance Survey Map, the Inn had been enlarged again, but now no orchard is depicted at all. The early maps also show the location of the Inn to be generally rural, with little local housing nor ribbon development along the road from Yaption to Bilsham. By 1937, additional plots begin to be laid out, which are built on by the 1960s. The 1960s also saw the loss of Morners Barn. By 1975, all the current extensions appear to have been built.
- 4.13. Directories and censuses give information about the occupants of the Lamb Inn. The 1890 Post Office Directory gives the name of William Hotston, Beer Retailer as the licensee, and his family is resident in the 1901 census. The census gives Frederick Hotston as the head of the household, with his wife and four children. This is presumably the son of William, inheriting the business, although not necessarily the ownership.

5 Aims of the Investigation

- 5.1 The aims of the Historic Building Record are defined as being:
- To determine the buildings' development and use.
 - To provide a written account of the buildings form, function, date and sequence of development.
 - To photograph the exterior of the buildings to create a permanent archive record.
 - To photograph the overall appearance of the principle rooms and circulation areas.
 - To create measured and sketched plans and sections, as appropriate, in line with Level 2 standards.

- To make a Level 2 drawing of any pieces of architectural decoration, structural features and details.
- To record any features from the first phase of the building.

5.2 The aim of the watching brief is to excavate and record any archaeological features revealed when new foundation trenches are excavated.

5.3 The final aim is to make public the results of the investigation, subject to any confidentiality restrictions.

6 Scope of Works and Strategy

6.1 A programme of Level 2 building recording (as laid out in English Heritage guidelines, 2006) will be undertaken on all external and internal areas of the buildings which are part of the 19th century fabric, if not older, with a record made of 19th and 20th century alterations, in relation to their impact on historic fabric.

6.2 The record will enable a phased plan of alterations and modifications to be made. The record will involve a drawn, written and photographic record. Floor plans have been supplied by the client. These will form the base of all additional records to be made during the site visit if of appropriate detail. The photographic record will be made using black and white film, supported by digital images.

6.3 The recording and reporting will conform with current best archaeological practice and local and national standards and guidelines:

- English Heritage – Management of Archaeological Projects (EH 1991).
- English Heritage – Archaeological Guidance Paper 3: Standards and Practices in Archaeological Fieldwork (EH 1998).
- Institute of Field Archaeologists – Code of Conduct (IfA 2010).
- Museum of London – Archaeological Site Manual (Third Edition) (MoL 1994).
- United Kingdom Institute for Conservation – Conservation Guidelines No.2 (UKIC 1983).
- United Kingdom Institute for Conservation – Guidance for Archaeological Conservation Practice (UKIC 1990).

6.4 Insurances, copyright and confidentiality and standards are defined in Appendix A.

6.5 A unique site code (**LMB13**) has been obtained from Littlehampton Museum and an OASIS online form initiated (Appendix C). Mark Taylor of West Sussex County Council will be informed of the commencement date of the fieldwork and opportunities for monitoring.

6.6 For the watching brief fieldwork, procedures will follow the Museum of London's Archaeological Site Manual (MOL 1994).

6.7 The historic building record will be undertaken by a Project Officer, and the watching brief will be undertaken by a Project Supervisor under the overall direction of Tony Walsh, Project Manager of AOC Archaeology Group. Further staff will be made available as required.

6.8 The watching brief will be carried out during ground works and geotechnical investigations carried out for foundations of the new buildings. During the course of the works, the scale and scope of the watching brief may be reviewed in consultation with Mark Taylor of West Sussex County Council. Should practical considerations mean that the scope of the groundworks has to be changed, Mark will be consulted.

6.9 The watching brief will be monitored by Mark Taylor for the Arun Borough Council, and by Tony Walsh for AOC Archaeology.

7 Methodology

Historic Building Record

- 7.1 The Historic Building Record will be made of the rectangular core building of the Lamb Inn, and its extensions (Figure 2).
- 7.2 The survey work and resultant report will correspond to Level 2 of the guidelines published by English Heritage (EH 2006). The scope of recording is based upon these guidelines. The record will be made for the structure, with attention paid to evidence for alterations and repairs.
- 7.3 This will be a descriptive record, suitable for a building which has been altered, extended and refurbished beyond its original character. Both the exterior and the interior will be viewed, described and photographed. The record will present conclusions regarding the building's development and use, but will not discuss in detail the evidence on which these conclusions are based. A plan has been provided of each floor, showing extant and proposed details. This will provide the baseline data for descriptions and interpretive conclusions, as well as enabling areas of modification to be identified on-site. Other drawings of architectural detail will be made if they are of historic character.
- 7.4 The Level 2 record will consist of the following:

Drawings.

- Measured plans (to scale or fully dimensioned) as existing will be annotated with details of phasing and materials. If these require a more detailed, interpretive plan to be initiated, this plan will be made. These will extend to all areas, to fully understand the development of the structure. Plans will show the form and location of any structural features of historic significance, such as blocked openings and any evidence for fixtures of significance.
- Measured drawings recording the form or location of other significant structural detail, such as principal joists where visible..
- Measured cross-sections, long-sections or elevations illustrating the vertical relationships of the structure will be annotated.
- Measured drawings showing the form of any architectural decoration. These are defined as the moulding profiles of beams or small-scale functional detail not more readily captured by photography. A measured detail drawing is particularly valuable when the feature in question is an aid to dating.
- A site plan, typically at 1:500 or 1:1250, relating the structure to topographical and landscape features.
- A plan or plans identifying the location and direction of accompanying photographs.

Photography

- A general view or views of the building in its wider setting
- The building's external appearance. A series of oblique views will show all external elevations of the building, including although views from the south are obscured by adjacent properties. This will give an overall impression of its size and shape. Where an individual elevation embodies complex historical information, views at right angles to the plane of the elevation may also be appropriate.
- The overall appearance of the principal rooms and circulation areas. The approach will be similar to that outlined above.

- Photographs of areas to be altered.

Watching Brief

- 7.5 Excavated material will be scanned in order to retrieve artefacts.
- 7.6 Should archaeological remains be identified during the watching brief they will, subject to safe access, be excavated and recorded in line with the methodology set out below (Section 7.9-7.17).
- 7.7 Machine excavation will cease at the first significant archaeological horizon or the upper level of the geological strata, whichever is reached first. There is no need to watch the excavation of proven geological material.
- 7.8 On completion of machine excavation, all investigation of archaeological features/deposits will be by hand, with cleaning, inspection, and recording both in plan and section.
- 7.9 Linear features will be excavated to achieve a minimum of a 10% sample along their length, with a minimum of a section of 1m width, or of the width of the foundation trench. The termini of any linear features will be 100% excavated. Pits will be 50% excavated as a minimum. Structural remains, building slots or postholes will be 100% excavated. Complex features such as hearths will be 100% excavated.
- 7.10 Records will be produced using either *pro-forma* context or trench record sheets and by the single context planning method and will be compatible with those published by the Museum of London (MoL 1994).
- 7.11 A record of the full sequence of all archaeological deposits as revealed in the evaluation will be made. Plans and sections of features will be drawn at an appropriate scale of 1:10 or 1:20, with sections drawn at 1:10.
- 7.12 In consultation with the archaeological advisor, AOC will recover environmental samples from suitable deposits that might help to characterise local environmental development or inform on the characterisation of land-use for the local area.
- 7.13 Bulk samples, 20L for wet and 40L for dry contexts of will be taken from appropriate contexts for the recovery and assessment of environmental data. Provision will be made for column and other appropriate samples to be taken. Sampling methods will follow English Heritage guidelines (EH 2011).
- 7.14 Any finds of human remains will be excavated subject to the appropriate Ministry of Justice licence.
- 7.15 Any finds covered by the provisions of the Treasure Act (1996, amended 2003) and Treasure (Designation) Order 2002, including gold and silver, will be moved to a safe place and reported to the coroner's office according to the procedures determined by the Act. They will also be reported to the local finds liaison officer from the Portable Antiquities Scheme. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the artefacts from theft or damage.
- 7.16 All identified finds and artefacts will be collected and retained. Certain classes of material, i.e. post-medieval pottery and building material may be discarded after recording if a representative sample is kept. No finds will be discarded without the prior approval of the archaeological monitor and Littlehampton Museum.
- 7.17 Finds will be scanned to assess the date range of the assemblage with particular reference to pottery. In addition the artefacts will be used to characterise the site, and to establish the potential for all categories of finds should further archaeological work be necessary.

- 7.18 All finds and samples will be treated in a proper manner and to standards agreed in advance with the Littlehampton Museum. Finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in United Kingdom Institute for Conservation's *Conservation Guidelines No. 2* (UKIC 1983).
- 7.19 Provision for onsite conservation and finds treatment, in addition to any scientific dating of materials uncovered, will be undertaken where appropriate.
- 7.20 Upon completion of the project the landowner and the relevant museum will be contacted regarding the preparation, ownership and deposition of the archive and finds.
- 7.21 Upon completion of the project the landowner and the relevant museum will be contacted regarding the preparation, ownership and deposition of the archive and finds.

8 Report and Archive Preparation

- 8.1 A report, combining the results of all of the survey work will be completed within four weeks of the conclusion of the fieldwork, subject to the availability of specialist reports.
- 8.2 The report will include as a minimum:

The Historic Building report

- The building's precise location, as a National Grid reference and in address form.
- A note of any statutory designation (listing, scheduling or conservation area). Non-statutory designations (historic parks and gardens registers, local lists etc) may be added.
- The date of the record, the name(s) of the recorder(s) and, if an archive has been created, its location.
- A summary of the findings
- A description of the building's form, function, date and sequence of development. The names of architects, builders, patrons and owners will be given where known. This more detailed body of the record will include a description of the form of window cases, doorcases, architrave and features of note.
- Phased drawings, when these are of value. Since these are by their nature interpretative, the evidence on which any reconstruction or phasing is based will be given. Successive phases of a structure's development may be shown by graded tone (dark to light, with the darker being the earlier), by colour, by sequential diagrams or by annotation.
- Acknowledgements to all contributors to the fieldwork, reporting and analysis. Also, a note of any copyrights for reproduced material.
- A glossary of architectural or other terms likely to be unfamiliar to readers. If few in number, terms may be explained more economically within the text or in foot or endnotes.
- A summary statement of the results.

Watching Brief Report

- A location plan of the site.
- The date of the record, the names of the recorders and the location of the archive.
- A table of contents and a list of figures and plates.
- Acknowledgements to all contributors to the fieldwork, reporting and analysis. Also, a note of any copyrights for reproduced material.

- A location plan of the observed/excavated areas.
 - Plans and sections of features and/or extent of archaeology located. These will be at an appropriate scale.
 - A summary statement of the results.
 - A table summarising per trench the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds.
- 8.3 A list of specialist staff that may be used for analysis of samples and artefacts is given in Appendix B.
- 8.4 A digital copy of the report in pdf format will be submitted to the Archaeological Advisor for approval before formal submission to the National Monument Record.
- 8.5 Copies of the evaluation report will be issued to the LPA case officer, the LPA archaeological advisor, the GLHER Manager, and the local studies Library on the understanding that it will become a public document after an appropriate period of time.
- 8.6 An OASIS form has been initiated (Appendix C). This will be completed and an electronic copy of the evaluation report deposited with the Archaeological Data Service (ADS). In addition, a summary of the findings will be submitted to the local fieldwork roundup.

Archive Preparation

- 8.7 The site archive will comprise all artefacts, environmental samples and written and drawn records. It is to be consolidated after completion of the whole project, with records and finds collated and ordered as a permanent record. Archaeological finds rarely have any monetary value but they are an important source of information for future research, included in museum exhibits and teaching collections. The Institute for Archaeologists (IfA 2008b) and the Society of Museum Archaeologists (SMA 1993) recommend that finds are publicly accessible and that landowners donate archaeological finds to a local museum. Within Yapton, the recipient museum is Littlehampton Museum.
- 8.8 On completion of the project AOC will discuss arrangements for the archive to be deposited with Littlehampton Museum, with the developer/landowner. Following completion of each stage or the full extent of the fieldwork (as appropriate) the site archive will be prepared in the format agreed with the museum. The excavation archive will be security copied (microfilmed) and a copy deposited with the National Archaeological Record (NAR).
- 8.9 In the case where finds are retained, landowner consent will be required to allow transfer of the finds to Littlehampton Museum. A Deed of Transfer (Appendix D) will be drawn up by Littlehampton Museum for signing by the landowner. The complete finds inventory and further finds information can be provided to the landowner, on request.
- 8.10 The site archive will be deposited with Littlehampton Museum within one year of the completion of fieldwork (if no further work is required). It will then become publicly accessible.

9 Health and Safety

- 9.1 Health and Safety will take priority over all other requirements. A conditional aspect of all archaeological work is both safe access to the area of work and a safe working environment.
- 9.2 The project will be carried out in accordance with safe working practices and under the defined Health and Safety Policy. The Construction (Design and Management) Regulations 1994 (CDM)

may apply to the archaeological work depending on whether contractors other than the archaeological team are present on the site.

- 9.3 A separate Risk Assessment/Method Statement (RAMS) will be prepared prior to the commencement of the fieldwork.
- 9.4 Staff present on site will be required to wear the appropriate Personal Protective Equipment (PPE), which will be issued as necessary. Facilities will be made available on site for washing.
- 9.5 Where AOC is not the main contractor on a site the main contractor's Risk Assessment will have primacy over the AOC document given that:
- The main contractors' risk assessment is aware of, and takes account of, AOC's working practices – i.e. it does not compromise normal and safe archaeological procedure as set out in our Written Scheme of Investigation and Risk Assessment;
 - AOC was notified of the full suite of hazards present prior to arriving on site;
 - There is a proper induction and monitoring process in place and AOC staff have been through this process;
 - There is no significant conflict between AOC H & S procedures and those proposed by the main contractor;
 - AOC are made aware of new threats or hazards as they arise during the course of our on-site involvement.

10 General

- 10.1 The methodologies of the WSI will be met in full where reasonably practicable.
- 10.2 Any significant variations to the proposed methodology will be discussed and agreed with the archaeology advisor in advance of implementation.
- 10.3 The scope of fieldwork is aimed at meeting the aims of the project in a cost effective manner. AOC Archaeology attempts to foresee all possible site specific problems and make allowances for these. However there may on occasion be unusual circumstances, which have not been included in the programme and costing. These can include:
- unavoidable delays due to extreme bad weather, vandalism etc.
 - lack of access

11 Bibliography

Aldsworth, F G, (1983). *'A Bronze Age hoard and settlement at Yapton'*.

Brandon, P (1978) *The South Saxons*

British Geological Survey (BGS). 2013. URL: <http://mapapps.bgs.ac.uk/geologyofbritain/home.html>
Date Accessed: 15th August 2013

Chilcott B. (1999) *Bognor Regis and Littlehampton Transfer Pipelines: an archaeological evaluation near Bilsham Corner*

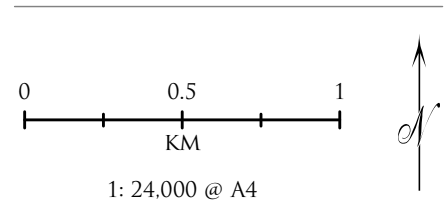
Department for Communities and Local Government (2012). *National Planning Policy Framework (NPPF)*.

Drewett, P, 2003, 'Taming the wild: the first farming communities in Sussex', in (ed) D Rudling *The Archaeology of Sussex to AD 2000*.

Drewett, P, Rudling, D. and Gardiner, R. (1988). *The South East to AD 1000*

- English Heritage (1991). *Management of Archaeological Projects*.
- English Heritage (1998). *Archaeological Guidance Paper 3: Standards and Practices in Archaeological Fieldwork*. (English Heritage London Region).
- English Heritage (2006). *Understanding Historic Buildings: A guide to good recording practice*
- English Heritage (2011) *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation*
- Hudson T P (Editor), (1997) *A History of the County of Sussex: Volume 5 (Victoria County History)*.
- Institute for Archaeologists (2008a). *Standards and Guidance for Archaeological Investigation and Recording of Standing Buildings and Structures*.
- Institute for Archaeologists (2008b) *Guidelines for Finds Work and the Standards and guidance for the collection, documentation, conservation and research of archaeological materials*.
- Institute for Archaeologists (2010). *Code of Conduct*.
- Margary, H. (1970) *250 Years of Map-making in the County of Sussex*
- Museum of London (1994). *Archaeological Site Manual* (3rd ed).
- Place, C (2004). *Excavations at Ford Airfield, Yapton, West Sussex, 1999*
- Priestley-Bell, G. & Rayner, L. (2009) *Archaeological Excavations on land to the rear of the "Oystercatcher" Public House and Restaurant, Yapton Road, Climping, West Sussex*
- Rudling, D, (2003), 'Roman rural settlement in Sussex: continuity and change', in (ed) D Rudling *The Archaeology of Sussex to AD 2000*,
- Society of Museum Archaeologists (1993). *Selection, Retention and Dispersal of Archaeological Collections*.
- United Kingdom Institute for Conservation (1983). *Conservation Guidelines No 2*.
- United Kingdom Institute for Conservation (1990). *Guidance for Archaeological Conservation Practice*.
- Woodcock, A. (2003)., 'The archaeological implications of coastal change in Sussex', in (ed) D Rudling *The Archaeology of Sussex to AD 2000*,

Figure 1:
Site Location



CONTAINS ORDNANCE SURVEY DATA © CROWN COPYRIGHT AND DATABASE RIGHT [2013]

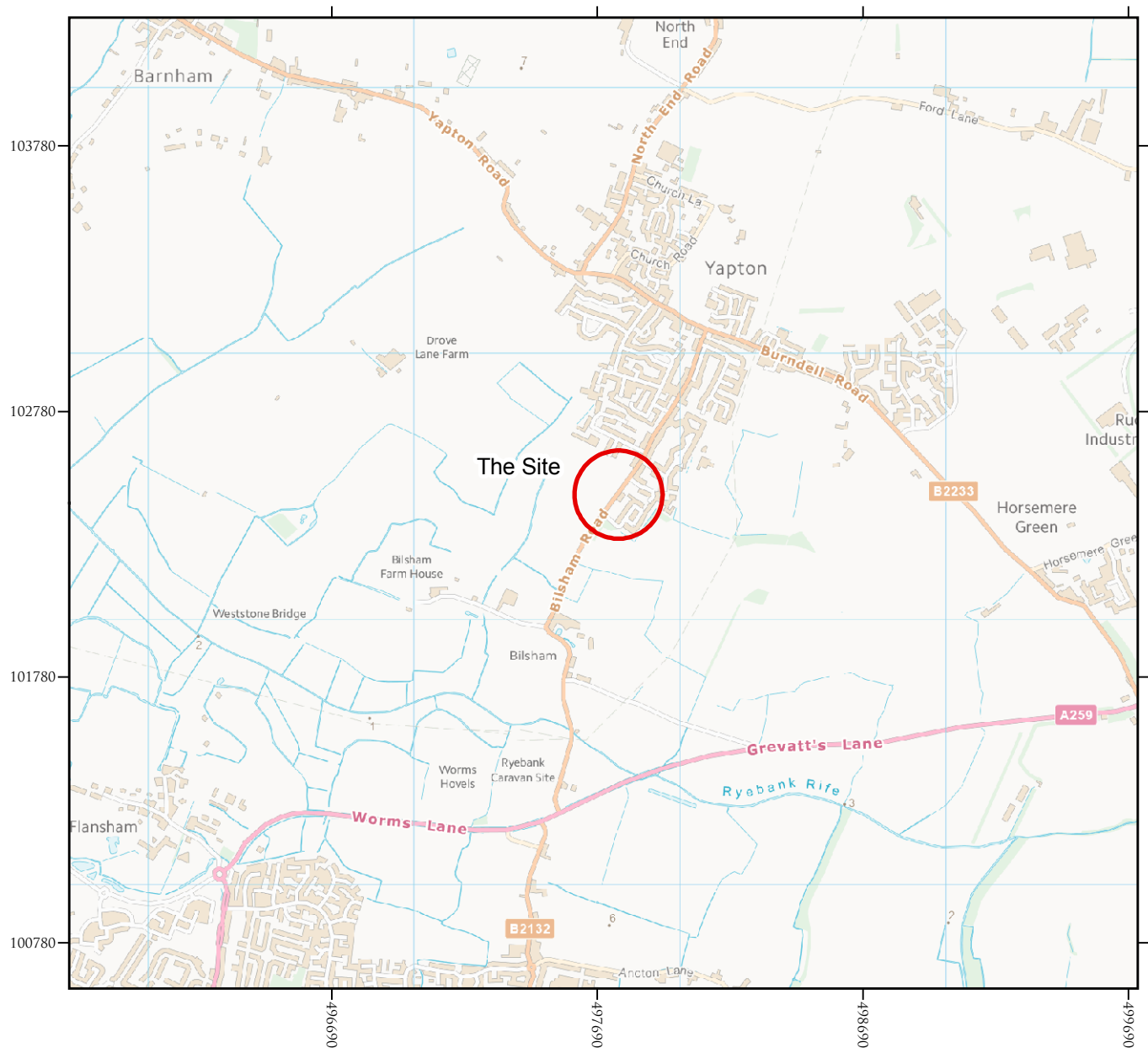




Figure 2: Detailed Site Location Plan

Appendices

Appendix A – General

Insurances

1. AOC holds Employers Liability Insurance, Public Liability Insurance and Professional Indemnity Insurance. Details can be supplied on request.
2. AOC will not be liable to indemnify the client against any compensation or damages for or with respect to:
 - damage to crops being on the Area or Areas of Work (save in so far as possession has not been given to the Archaeological Contractor)
 - the use or occupation of land (which has been provided by the Client) by the Project or for the purposes of completing the Project (including consequent loss of crops) or interference whether temporary or permanent with any right of way light air or other easement or quasi easement which are the unavoidable result of the Project in accordance with the Agreement
 - any other damage which is the unavoidable result of the Project in accordance with the Agreement
 - injuries or damage to persons or property resulting from any act or neglect or breach of statutory duty done or committed by the client or his agents servants or their contractors (not being employed by AOC Archaeology or for or in respect of any claims demands proceedings damages costs charges and expenses in respect thereof or in relation thereto)
3. Where excavation has taken place evaluation trenches will be backfilled with excavated material but will otherwise not be reinstated unless other arrangements have previously been agreed. Open area excavations normally will not be backfilled but left in a secure manner unless otherwise agreed.

Copyright and Confidentiality

4. AOC Archaeology will retain full copyright of any commissioned reports, tender documents or other project documents under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide an exclusive license to the Client in all matters directly relating to the project as described in the Written Scheme of Investigation.
5. AOC will assign copyright to the client upon written request but retains the right to be identified as the author of all project documentation and reports as defined in the Copyright, Designs and Patents Act 1988.
6. AOC will advise the Client of any such materials supplied in the course of projects, which are not AOC's copyright.
7. AOC undertake to respect all requirements for confidentiality about the Client's proposals provided that these are clearly stated. In addition AOC further undertakes to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that Clients respect AOC's and the Institute of Field Archaeologists' general ethical obligations not to suppress significant archaeological data for an unreasonable period.

Standards

8. AOC conforms to the standards of professional conduct outlined in the Institute of Field Archaeologists' Code of Conduct, the IFA Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology, the IFA Standards and Guidance for Desk Based Assessments, Field Evaluations etc., and the British Archaeologists and Developers Liaison Group Code of Practice.

9. Where practicable AOC will liaise with local archaeological bodies (both professional and amateur) in order that information about particular sites is disseminated both ways (subject to client confidentiality).

Appendix B – Specialist Staff

The following specialist staff may be used on this project depending on the type of artefacts and soil samples recovered during the course of the fieldwork.

Macroscopic plant remains	Quaternary Scientific	Reading University
Soils and sediments analysis	Quaternary Scientific	Reading University
Palaeoenvironmental archaeology	Quaternary Scientific	Reading University
Human remains	Rachel Ives	AOC
Conservation	Pieta Greaves	AOC
Building material	Sue Pringle	ASE
Lithics	Chris Butler	Freelance
Mammal and bird bone	Jackeline Roberts	AOC
Prehistoric pottery	Anna Doherty	ASE
Roman pottery	Anna Doherty	ASE
Medieval and post-medieval pottery	Luke Barber	ASE
Metal	Andy Heald	AOC
Glass	Elke Raemen	ASE
Geoarchaeology	Quaternary Scientific	Reading University

Appendix C – OASIS Form

OASIS ID: aocarcha1-157239

Project details

Project name	Lamb Inn, Yapton
Short description of the project	HBR of 19th century Inn and watching brief on new foundations
Project dates	Start: 21-08-2013 End: 12-12-2013
Previous/future work	No / No
Any associated project reference codes	32436 - Contracting Unit No.
Any associated project reference codes	LMB 13 - Sitecode
Type of project	Building Recording
Site status	None
Current Land use	Community Service 2 - Leisure and recreational buildings
Monument type	PUBLIC HOUSE Post Medieval
Methods & techniques	"Photographic Survey", "Survey/Recording Of Fabric/Structure"
Prompt	Direction from Local Planning Authority - PPS

Project location

Country	England
Site location	WEST SUSSEX ARUN YAPTON The Lamb Inn

THE LAMB INN, BILSHAM ROAD, YAPTON, WEST SUSSEX:
A WRITTEN SCHEME OF INVESTIGATION FOR A HISTORIC BUILDING RECORD AND WATCHING BRIEF

Postcode	BN18 0FN
Study area	3800.00 Square metres
Site coordinates	SU 97776 02448 50 0 50 48 45 N 000 36 43 W Point

Project creators

Name of Organisation	AOC Archaeology
Project brief originator	West Sussex County council
Project design originator	AOC Archaeology
Project director/manager	Tony Walsh
Project supervisor	Les Capon
Type of sponsor/funding body	Developer

Entered by	les capon (les.capon@aocarchaeology.com)
Entered on	19 August 2013

Appendix D – Archaeological Archive Consent Form

ARCHAEOLOGICAL ARCHIVE CONSENT FORM

SITE: [Site address]

SITE CODE: [Site code]

AOC ARCHAEOLOGY REF: [Project number]

RECEIVING MUSEUM: [Local recipient museum]

I agree to the finds archive recovered from this site being donated to the specified museum.

SIGNED [Signature]

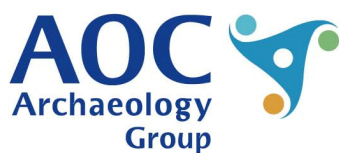
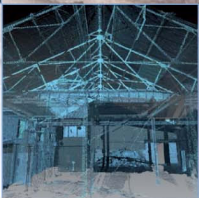
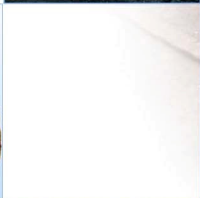
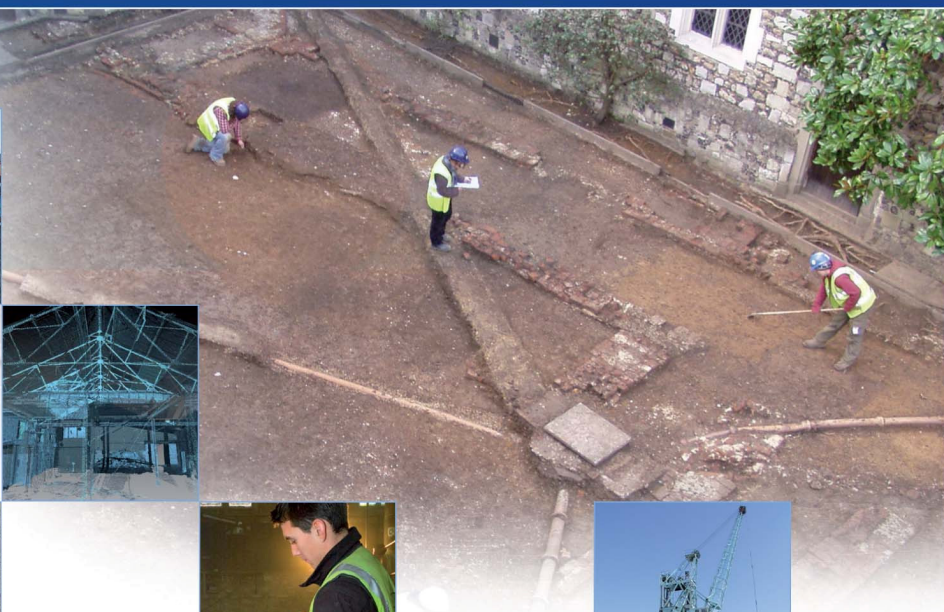
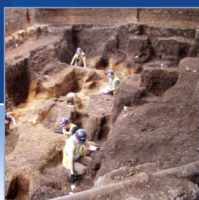
PRINT [Name]

Landowner/Agent

LANDOWNER'S NAME: [Landowner name]

LANDOWNER'S ADDRESS: [Landowner address]

Please retain a copy of this form for your records



AOC Archaeology Group, Unit 7, St Margarets Business Centre, Moor Mead Road, Twickenham TW1 1JS
 tel: 020 8843 7380 | fax: 020 8829 0549 | e-mail: london@aocarchaeology.com

www.aocarchaeology.com