WITHAM ARCHAEOLOGY

WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL MONITORING AND RECORDING AT WINSOVER ROAD, SPALDING, LINCOLNSHIRE

PLANNING REFERENCE: H16-1004-09

SUMMARY

This document outlines details of a scheme of archaeological monitoring and recording to be carried out in conjunction with groundworks associated with mixed residential and commercial development at 15-21 Winsover Road, Spalding. The site falls within the presumed extent of the Priory of St Mary and within the medieval settlement of Spalding. Evidence for salt making during the Late Iron Age and Romano-British date is also known from a number of sites in the area.

The project will culminate in the production of a report describing and interpreting the main findings. Subsequent to this, the complete project archive will be deposited with The Collection, Danes Terrace, Lincoln.

1. INTRODUCTION

1.1. This document has been prepared by Witham Archaeology for Octagon Developments. It sets out details of a programme of monitoring and recording to be carried out during groundworks associated with mixed commercial and residential development 15-21, Winsover Road, Spalding, Lincolnshire.

1.2. The specification is designed to comply with the usual requirements of the local planning authority and with guidelines set out in the Lincolnshire Archaeological Handbook. Prior to the commencement of development groundworks it should be submitted for approval by the planning archaeologist, Louise Jennings, Historic Environment Team, Lincolnshire County Council.

2. SITE LOCATION AND DESCRIPTION

2.1. The site is located at 15-21, Winsover Road, Spalding, immediately southeast of the historic core of the town, centred on TF 2444 2260.

2.2. The geology of the area is Jurassic period mudstone of the Oxford Clay Formation, overlain by superficial deposits of quaternary clay and silt (British Geological Survey, Solid and Drift, 1:50 000).

3. PROJECT BACKGROUND

3.1. The proposed development comprised the demolition of extant structures at the site on 15-21, Winsover Road, Spalding followed by mixed commercial and residential development. Shop fronts are to be replaced and 27 dwellings built The development has received full planning permission under reference H16-1004-09.

3.2. A scheme of archaeological investigation is required under a condition of planning permission imposed by South Holland District Council.

4. ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

4.1. Information contained in the county Historic Environment Record indicates that the site lies in close proximity to the medieval settlement of Spalding and within the bounds of St. Mary's Priory.

4.2. Evidence for salt making during the Late Iron Age and Romano-British date is also known from a number of sites in the area.

5. AIMS AND OBJECTIVES

5.1. The purpose of the investigation is to:

- Allow the preservation by record of any surviving archaeological deposits and artefacts exposed by the development groundwork within the constraints imposed by the contractor's working methods, programme and development design.
- Produce a project archive for deposition with the appropriate museum together with a client report.
- Provide information for accession to the Lincolnshire Historic Environment Record.

6. METHODOLOGY

6.1. Witham Archaeology will monitor all groundworks including landscaping and excavations for foundations and services.

6.2. An archaeological record will be made of any remains revealed by the excavations. This will comprise written context descriptions, scale plans and sections as necessary, together with monochrome print and colour digital photographs. These will include overall views detailing general site circumstances as well as specific views of individual archaeological deposits and/or features. Representative section drawings will be produced, to show the general stratigraphic sequence.

6.3. Our quotation assumes that archaeological recording will take place within the parameters of the contractor's original ground-works programme. If monitoring results in the discovery of extensive and/or significant remains, which cannot be dealt with adequately within the resources available, Witham Archaeology will notify the client and the relevant archaeological curator so that an appropriate course of action might be agreed.

6.4. Within the terms of the above, any interruptions to the contractor's programme of ground-works will be kept to the minimum consistent with achieving the project aims and objectives, and will only be carried out after consultation with the main contractor and in strict accordance with the current Witham Archaeology Health and Safety Policy and any specific requirements dictated by site conditions.

6.5. Witham Archaeology will report to the principal contractor and will conform to any requirements for notification of entering and leaving the site.

6.6. The archaeological record will comprise:

- Notes detailing site circumstances at the time of each visit
- Individual descriptions for archaeological contexts, made on pro forma recording sheets.
- Section drawings showing specific archaeological contexts as well as general stratigraphic sequences, produced at scales of 1:10 or 1:20 as appropriate.
- Plans of archaeological contexts (individually and/or multiply) at scale 1:20 or 1:50 as appropriate.
- Monochrome print and colour digital photographs showing individual archaeological features and overall site circumstances.

6.7. The structure and media of the site record will be in accordance with the archive guidelines issued by the 'The Collection', Danes Terrace, Lincoln.

6.8. Any human remains encountered during groundworks will be left in situ, covered and protected. The landowner and/or developer, the Planning Archaeologist and the local coroner will be informed immediately of the discovery. The remains will only be removed in accordance with a Ministry of Justice licence and in compliance with relevant environmental health regulations. Please note that our quotation does not provide for skeletal analysis.

6.9. In accordance with the Treasure Act 1997 and Code of Practice finds of gold and silver will be archaeologically removed to a safe place and reported to the Coroner immediately. Where it is not possible to remove finds on the same day as discovery, appropriate security arrangements will be put in place.

6.10. All fieldwork will be carried out in accordance with Lincolnshire County Council's Archaeological Handbook.

7. POST FIELDWORK METHODOLOGY

7.1. Post-fieldwork tasks will be as follows:

- Checking and ordering of the site record to ensure a consistent archive
- Production of a stratigraphic matrix
- Cataloguing of photographic and other records

- Processing and dating of finds (together with any necessary x-ray and conservation treatment to stabilise fragile items)
- Compilation of a client report
- Accession of information to the County Sites and Monuments Record
- Preparation of the complete project archive for museum deposition

7.2. All such work shall be carried out in accordance with the standards of the United Kingdom Institute of Conservation and the Museums and Galleries Commission.

7.3. Conservation work on finds will be carried out by the Conservation Laboratory of the City and County Museum, Lincoln.

8. REPORTING PROCEDURES

8.1. A client report will be produced in A4 format. The report will conform to the requirements of the Lincolnshire Archaeological Handbook.

8.2. The report will contain:

- A non-technical summary
- A summary account of archaeological and historical background
- A description of the data gathering process
- An account of the findings of archaeological fieldwork together with an interpretation of any remains
- Site location plans
- A plan(s) of the site showing locations examined
- Section drawings showing the general stratigraphic sequence as well as particular features/contexts, together with plans as necessary
- A selection of photographs depicting the main phases of fieldwork and any significant archaeological features or finds

8.3. Subject to the availability of specialists, the report will be made available within 3 months from completion of fieldwork for distribution as follows:

Recipient	**Copies**
Client	2
Local Authority Archaeological Officer	1
County Historic Environment Record	1 + digital copy
The Collection, Lincoln (as part of archive)	2 + digital copy

9. ARCHIVE PREPARATION AND DEPOSITION

9.1. The Project Archive, preferably including all finds, shall be deposited with the The Collection, Danes Terrace Lincoln under the Accession Number LCNCC : 2016.121 and Site Code SPWR16. In English law all material collected from a site through archaeological fieldwork (except Treasure Trove) is the property of the landowner. In advance of the project Witham Archaeology will therefore seek to obtain agreement in principle to the transfer of ownership of the finds archive from the applicant/landowner to The Collection.

9.2. The archive will be prepared for long term storage in accordance with requirements set out in the Lincolnshire Archaeology Handbook and will be deposited by August 2017

** other than human remains subject to conditions of any Ministry of Justice licence (under the Burials Act 1857), and any finds reported in accordance with the Treasure Act 1996.

10. PUBLICATION AND DISSEMINATION

10.1. An OASIS online form will be initiated at the ADS internet site (ads.ahds.ac.uk/project/oasis), in advance of the commencement of fieldwork. A digital copy of the report (pdf format) will be uploaded to OASIS on completion of the project (subject to any provisions regarding confidentiality).

10.2. Copyright – Witham Archaeology retains full copyright of any commissioned reports and associated project material, excepting that exclusive licence is provided to the client for use of such material in all matters directly relating to the project.

11. MONITORING ARRANGEMENTS

11.1. This specification will form the basis for monitoring by the relevant Planning Archaeologist.

11.2. Witham Archaeology undertakes to notify the Planning Archaeologist at least two weeks prior to the commencement of groundwork so that appropriate monitoring arrangements can be made.

12. RESOURCES & PROGRAMMING

12.1. Witham Archaeology will supply all necessary recording materials and tools, as well as arranging transport to and from site.

12.2. Witham Archaeology undertakes to comply with all statutory Health and Safety requirements pertaining to the work and the conditions under which it is being carried out. Witham Archaeology will also adhere to particular instructions of the client and/or the main contractor or site manager). A copy of the Witham Archaeology Health and Safety Policy can be provided upon request.

12.3. The client, developer or main contractor will provide:

- Details of the groundwork programme

- A plan(s) showing the scope of the groundwork, i.e., foundations, buried services, landscaping, etc.
- Any information regarding possible contamination on the site
- All necessary measures to allow safe access to trenches where this might be required by the archaeologist.
- The free use of shelter and other general facilities as might be available on the site.

12.4. The actual timing and duration of archaeological attendance will be determined by the contractor's groundwork programme and by the quantity and significance of any archaeological remains which might be encountered.

12.5. Fieldwork will carried out by an experience field archaeologist with AIFA or MIFA membership. The same Project Officer will undertake the majority of post-fieldwork tasks: ordering of the site archive, finds management/liaison with specialists, stratigraphic analysis, and report production.

12.6. All work, relating to artefactual/palaeoenvironmental material from the site will be carried out by suitably qualified and experienced specialists and will be strictly limited in scope to meet the primary objectives set out in this document. The principal specialists likely to be employed on this project are:

Finds Category	**Specialist**
Animal Bone	Environmental Archaeology Consultancy
Prehistoric pottery	Sarah Percival
Conservation	Conservation Laboratory, City & County Museum, Lincoln
Environmental Analysis	Environmental Archaeology Consultancy
Human skeletal remains	Anthea Boylston (Bradford)
Post Roman Pottery and Ceramic Building Materials	Jane Young or Anne Boyle (Independent specialists)
Radio-Carbon dating	Beta-Analytical, Miami
Registered/Other Finds	Jane Cowgill
Roman Pottery	Alex Beeby

12.7. Resources allocated to the project will be as follows:

Fieldwork - 1 archaeologist to attend upon all excavations

Post-fieldwork management, analysis & report – to be completed within four weeks of the completion of fieldwork – approximately 1 day for each day of fieldwork

12.8. Provision has been made for the processing and analysis of a moderate assemblage of medieval pottery and other finds. In addition there is provision for occasional finds of other periods including flint and metal objects. Provision has been made for the processing and analysis of environmental samples if suitable deposits are located.

13. INSURANCE STATEMENT

13.1. Witham Archaeology maintains Public Liability with indemnity to the value of £5,000,000 and Employers Liability insurance with indemnity to the value of £10,000,000.

14. STANDARDS

14.1. All work shall be undertaken to professional standards and in accordance with best current practice, the Code of Conduct of the Institute of Field Archaeologists and the appropriate IFA Standards and Guidance for Archaeological Investigation.

Witham Archaeology

30th August 2016