

WITHAM ARCHAEOLOGY

WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL MONITORING AND RECORDING AT ZION HOUSE BROADGATE, SUTTON ST JAMES, LINCOLNSHIRE

PLANNING APPLICATION REF.: **H20-0733-15**

THE COLLECTION ACCESSION NO: **LCNCC: 2021.62**

SITE CODE: **SJBG21**

NGR: TF 37305 16451

SUMMARY

This document outlines details of a scheme of archaeological monitoring and recording to be carried out in conjunction with groundworks relating to the construction of a replacement dwelling and a detached garage at Zion House, Broadgate, Sutton St James, Lincolnshire.

The house extant on site is probably the last remnants of a 19th century farmstead called Priory Cottage. Undated cropmarks of double linear features were identified to the south-west of the site.

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 Mr T. Griffith. It sets out details of a programme of monitoring and recording to be carried out during groundworks associated with the construction of a replacement dwelling and a detached garage at Zion House, Broadgate, Sutton St James, 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, Ian Marshman, Historic Environment Team, Lincolnshire County Council.

2. SITE LOCATION AND DESCRIPTION

2.1. The village and parish of Sutton St James is located in the South Holland District Council, approximately 10km to the north-west of Wisbech and 15km to the east south-east of Spalding. The site lies approximately 3km to the south-west of the village, in agricultural fields, and is centred at NGR TF 37305 16451. The proposed area of development measures approximately 957m² in area.

2.2. The bedrock geology of the area is Jurassic period mudstone and siltstone of the West Walton Formation, overlain by superficial quaternary clay and silt tidal flat deposits (British Geological Survey website).

3. PROJECT BACKGROUND

3.1. The development has received full planning permission under reference **H20-1239-19**.

3.2. A scheme of archaeological investigation is required under a condition 13 of planning permission imposed by South Holland District Council.

3.3. The archaeological adviser to the local planning has recommended the implementation of a programme of monitoring and recording during development groundwork. A Written Scheme of Investigation must be approved by the local planning authority in advance of any excavation on the site.

4. ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

4.1. For much of the prehistoric period this area of the Fenland was subject to repeated marine transgressions which deposited thick layers of clays and silts within a salt marsh environment. Not until the late Iron Age to Roman period did the area become accessible, first for salt making and then for settlement (Hayes and Lane, 1992)

4.2. The house extant on site is possibly the only surviving element of Priory Cottage, a 19th century farmstead (HER 27185). Two other 19th century farmsteads are located within a 500m radius of the site, to the north north-east and the north-west respectively (HER 27187 and HER 27186).

4.3. Cropmarks of a double ditched linear feature were identified on fields the south-west of the site (HER 20500).

4.4. Approximately 1km to the north-east of the site is the Grade II listed remains of a 14th century cross (National Heritage List no.: 1359248).

4.5. The site is located approximately 2.2km to the south-south west of the Grade II Ives Cross, a fragment of a 14th century ashlar buttressed cross (National Heritage List no.: 1359248) and 3km to the south-west of the Grade II* Tower of Church of St James (NHL 1204853) and the Grade II chancel of St James Church (NHL 1064541), both dated to the 15th century.

4.6. Several structures are shown on the First Edition 1888 25-inch Ordnance Survey County map occupying the area to the north-east of proposed area of development, which probably comprise of Priory Cottage Farm. A possible pond is shown located to the south-west of a structure which is possible the farmstead extant on site. By 1952 the structures to the north-east if the site had been demolished.

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 sensitive groundworks including landscaping and excavations for foundations and services.

6.2. The brief issued by the Planning Archaeologist required that a toothless ditching bucket is used during all development groundworks.

6.3. 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.

6.4. 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.

6.5. 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.

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

6.7. 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.

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

6.9. 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.

6.10. 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.

6.11. 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 Norfolk Museum.

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
Lincolnshire 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: 2021.62** and Site Code **SJBG21**. 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 April 2015

** 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 be carried out by an experienced 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, Norfolk Museum
Environmental Analysis	Environmental Archaeology Consultancy
Human skeletal remains	Anthea Boylston (Bradford)
Post Roman Pottery and Ceramic Building Materials	Jane Young or Anne Irving (Independent specialists)
Radio-Carbon dating	Beta-Analytical, Miami
Registered/Other Finds	Gary Taylor
Roman Pottery	Dr Anne Irving, Independent Ceramic Specialist

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 Roman 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.

BIBLIOGRAPHY

British Geological Survey website.

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Hayes, P.P., and Lane T.W., 1992 *The Fenland Project Number 5: Lincolnshire Survey, The South West Fens. East Anglian Archaeology* No. 55.

Witham Archaeology

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