ARCHAEOLOGY EAST

Intended for
New Monks Farm Development Ltd

Project no.
1020

Date
20 July 2016

Revision
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Prepared by
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NEW MONK'S FARM, LANCING WRITTEN SCHEME OF INVESTIGATION FOR MONITORING UNDER ARCHAEOLOGICAL SUPERVISION AND CONTROL

ADUR & WORTHING
PLANNING SERVICES

PLAN	AWDM/ 0759/16
DATE VALID	- 3 AUG 2016

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NEW MONK'S FARM, LANCING: WRITTEN SCHEME OF INVESTIGATION FOR MONITORING UNDER ARCHAEOLOGICAL SUPERVISION AND CONTROL

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1. INTRODUCTION

1.0.1 Archaeology East has been appointed by The Community Stadium Ltd (hereafter 'the client') to design and manage the archaeological mitigation of impacts arising from the construction of a landscaped bund (the proposed development) on a site in Lancing, West Sussex (hereafter 'the site', Figure 1). The site is centred at National Grid Reference 519065 105098.

1.0.2 The proposed development comprises the construction of an earthwork bund to provide visual screening of Brighton and Hove Albion's (BHAFC) training ground and football academy from the land to the north (Figure 2). The bund will cover an area of approximately 5,280m^2 and comprise approximately 11,580m^3 of material relocated from an area (the spoil removal area) adjoining the eastern boundary of the training ground and football academy. The proposal is the subject of a planning application to Adur District Council (planning application reference AWDM/0759/16).

1.0.3 The bund's construction will fulfil the requirement of a Section 106 agreement dated 21 January 2013 between Adur District Council, New Monks Farm Development Limited and Cabasset Investments Limited.

1.0.4 Subject to a variation of the Section 106 and a number of conditions the proposed development is approved. One of these conditions requires a programme of archaeological investigation to be undertaken. This a Written Scheme of Investigation (WSI) details the intended aims, objectives and methods of this programme.

1.0.5 The archaeological investigation agreed by West Sussex County Council's Environment & Heritage Team comprises a programme of monitoring under archaeological supervision and control (hereafter referred to as a watching brief). The purpose of the watching brief is to identify and record any archaeological remains within the area of the works and record them appropriately (as far as is reasonably practicable). The watching brief will result in the preparation of an ordered archive and a report of the project results.

1.0.6 This report has been prepared solely for the titled project and should not be relied upon by, or transferred to, any third party without prior written authorisation. Archaeology East accepts no liability for the consequences of this document being used for a purpose other than that for which it was commissioned. Persons or parties using or relying on the document for such other purposes agree, and will by such use be taken to confirm their agreement, to indemnify Archaeology East for all loss or damage resulting therefrom.



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Figure 1: Site location

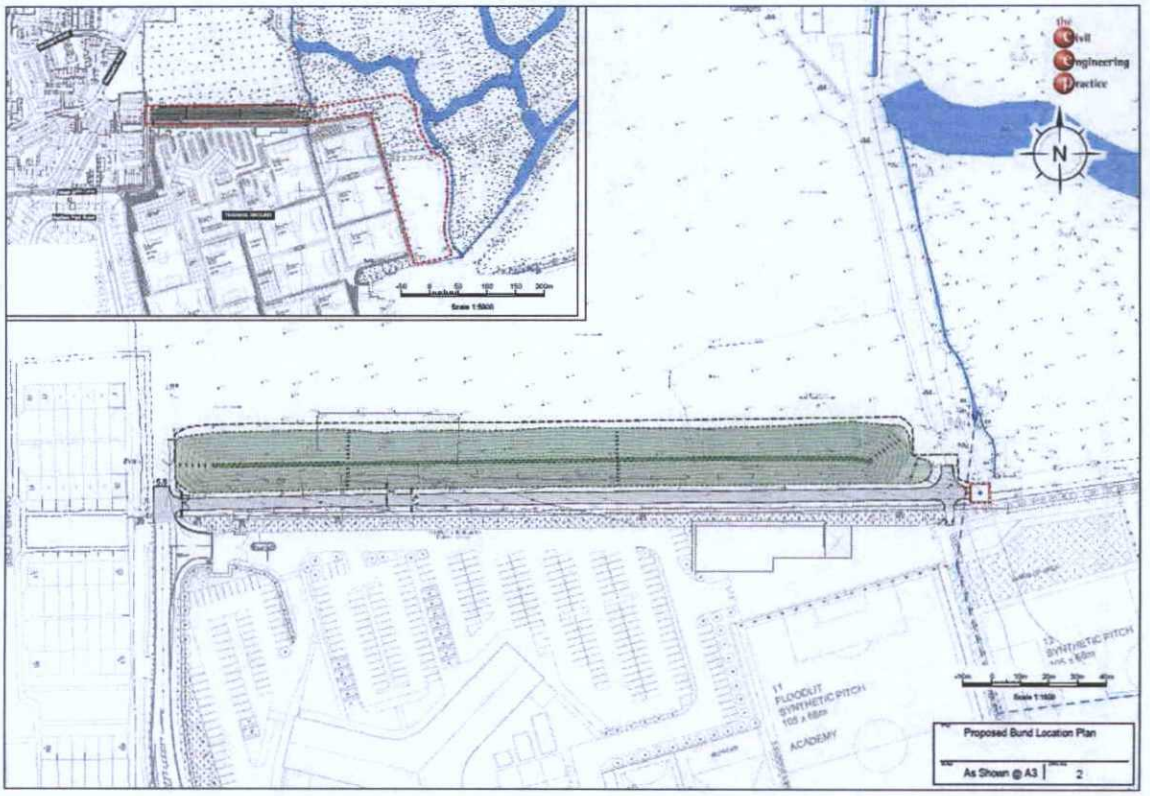

Figure 2: Location of proposed bund

2. LOCATION, TOPOGRAPHY AND GEOLOGY

2.0.1 The British Geological Survey indicates that the site sits on Raised Beach deposits tapering out to the east, over 4m to 10m of head over chalk. The sediments mapped in the Lancing area form part of a wider sequence of deposits spread across 50km of the coastal plain of Sussex and eastern Hampshire. Together, they provide a detailed record of environmental change and the activities of extinct human species during alternating periods of warm and cold climate. This plain is an area of low relief, rising from sea level at the current channel coast to 50m OD where it abuts the foot of the South Downs. The plain is underlain by Upper Chalk and Tertiary bedrock, which forms a continuous platform covered by sediments deposited during the past 0.5 million years. These overlying deposits include sands and gravels relating to a series of raised beaches which formed during warm intervals between longer periods of sub-arctic conditions (glacial).

2.0.2 The site is formed by a strip of land (formerly a site compound) bound by the training ground to the south and areas of scrubland and landscaping to the north. The larger portion of land (the spoil removal area) is bound by the training ground to the west, and a large tract of landscaped former marsh to the north, east and south. The spoil removal area is similarly landscaped to form a series of undulating mounds.

2.0.3 More broadly, the site is located on the eastern edge of the Adur river valley, approximately 1.5kms west of the River Adur. The English Channel lies approximately one kilometre to the south and the South Downs lie approximately one kilometre north. Shoreham Airport lies between the site and the River Adur.

3. HISTORICAL AND ARCHAEOLOGICAL BACKGROUND

3.0.1 The following information is intended as a brief summary of the known archaeological and historical development of the site. It draws on readily available information, including that provided in an archaeological desk-based assessment of BHAFC's training ground site (Gifford 2011). The following date ranges have been used in this section:

Palaeolithic	c. 520,000 BC – c. 10,000 BC
Prehistoric	Mesolithic c. 10,000 BC – c. 4,000 BC
	Neolithic c. 4,000 BC - 2,000 BC
	Bronze Age c. 2,000 BC to c. 700 BC
	Iron Age c. 700 BC to AD 43
Roman	AD 43 to c. AD 450
Early Medieval	Saxon c. AD 450 to AD 1066
Medieval	AD 1066 to c. AD 1550
Post-medieval	c. AD 1550 to c. AD 1750
Modern	c. AD 1750 to present

3.0.2 Palaeolithic occupation sites have been found on raised beaches at Eartham and Slindon Park, and isolated flint tools, including a handaxe from nearby Lancing College, suggest widespread hunter-gatherer communities operated during this period. Hunting and gathering continued into the Mesolithic period, but by then the landscape was being altered as woodland was cleared to increase pastureland. A Mesolithic flint-knapping site at Iping Common may suggest small-scale seasonal occupation along the coastal plain.

3.0.3 The Neolithic period saw a change from nomadic hunter-gatherers and seasonal occupation to semi-permanent settlements based on agriculture. The introduction of pottery and burials in earthen mounds also characterises this period. On the wider coastal plain, trace of Neolithic occupation is rare and is generally limited to isolated findspots. It is likely that subsequent widespread agriculture has removed the more ephemeral remains. Neolithic activity on the uplands is more apparent and monumental remains (barrows and enclosures) and flint mines are distributed along the South Downs.

3.0.4 Although there is a growing body of evidence for Bronze Age activity on the coastal plain (and, indeed, in one isolated case, on the adjacent training ground site) it is thought that the site was located predominantly within marshland during the prehistoric period, and was therefore probably used for hunting or pastureland rather than settlement.

3.0.5 There is evidence of Roman settlement on the South Downs, as well as a cemetery and a temple on higher ground to the west and north-west of the site. Notwithstanding this evidence, the site was probably still located in marshland during this period, and the archaeological potential for Roman activity on the application site is, therefore, considered to be modest.

3.0.6 The Adur estuary in the Saxon and medieval periods was characterised by the extraction of salt from the marshes. Lancing is recorded in Domesday as having twenty-three salt-houses and excavations from close to the site have provided provide evidence of some of these salt-works. It would appear that the Saxons brought with them a new technology that superseded the direct use of sea water to produce salt through distillation. Instead, a process developed of washing salt-impregnated sand or silt to produce a strong brine, which was then heated to make salt. This method resulted in mounds of waste sand or silt, yellowish in colour and with only very small amounts of burnt clay in them.

3.0.7 Sand-washing continued to be the standard method of salt extraction in the medieval period. Salterns needed an area of land bordering an estuary between ordinary and spring high tides. This stretch of sand would be regularly overflowed by the sea, and when followed by sunshine and wind much of the water would evaporate leaving a concentration of salt on and near the surface. This surface sand was collected and taken to a suitable boiling place above the spring high tide line. The mounds created from the waste sand were often used as boiling places once they had reached a certain height, as they were relatively dry and close to the place of work. Small cottages called cotes are known to have been located on top of these mounds in other areas and perhaps were located on the mounds from the Adur estuary as well.

3.0.8 The post-medieval period saw a change in use of the site. The marshes were gradually inned and put into use as farmland. By the time the first cartographic depiction of the site was prepared in 1770 the site lay in pasture land. This use continued until the recent past.

4. AIMS AND OBJECTIVES

4.0.1 The principal aim of the programme of archaeological work specified in this WSI is to ensure that the proposed groundworks minimise impact to buried archaeological remains, should they exist and if it feasible to do so. Should it prove impractical to preserve exposed archaeological remains *in situ* a permanent archaeological record will instead be made of the extent, date, phasing, character, function, status and significance of the archaeological remains affected.

4.0.2 It is recognised that although this record should be created within a context where the research objectives defined by a Regional Research Framework apply, the South East Regional Research Framework remains in preparation. Therefore, the following generic objectives will apply:

- to establish the presence/absence of archaeological remains in areas of the site to be impacted on;
- to determine the nature, extent, condition, character, quality and date of any archaeological remains present, especially those relating to salt production;
- to establish the significance of any archaeological remains present;
- to establish the ecofactual and environmental potential of any archaeological deposits and features present on the site; and
- to make the results of the investigation available through written and digital dissemination.

5. METHODOLOGY

5.0.1 The archaeological contractor appointed to undertake the watching brief will operate in accordance with:

- Historic England's Management of Research Projects in the Historic Environment: The MoRPHE Project Manager's Guide (2015);
- The Chartered Institute for Archaeologist's *Code of Conduct* (2014);
- The Chartered Institute for Archaeologist's *Standard and Guidance for an Watching Brief* (2014);
- The European Association of Archaeologists Principles of Conduct for Archaeologists Involved in Contract Archaeological Work (1998);
- The Chartered Institute for Archaeologist's *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials* (2014); and

- The Treasure Act (1996)

5.0.2 Prior to works commencing, the archaeological contractor should forward copies of their Public and Professional Indemnity and Employers Liability certificates to Archaeology East and the client if requested to do so.

5.0.3 Prior to works commencing the archaeological contractor will prepare and submit to Archaeology East for circulation a Risk Assessment and Method Statement (RAMS) for the works covered in this WSI.

5.0.4 A site accession number and general site code will be obtained or confirmed by the archaeological contractor prior to archaeological work commencing. The site code will be referenced on all relevant site and post-excavation *pro forma*.

5.0.5 The principal contractor will provide appropriate welfare and site office facilities for staff and visitors.

5.0.6 The project scope comprises archaeologically monitoring the mechanical removal of materials from the recently landscaped area to the east of the training ground (the spoil removal area). This area coincides with the location depicted in early mapping of at least three raised earthworks, presumed to be spoil heaps derived from early medieval salt workings (Fig 3). These locations have been sealed in recent times by a depth of translocated material intended to preserve them *in situ*.

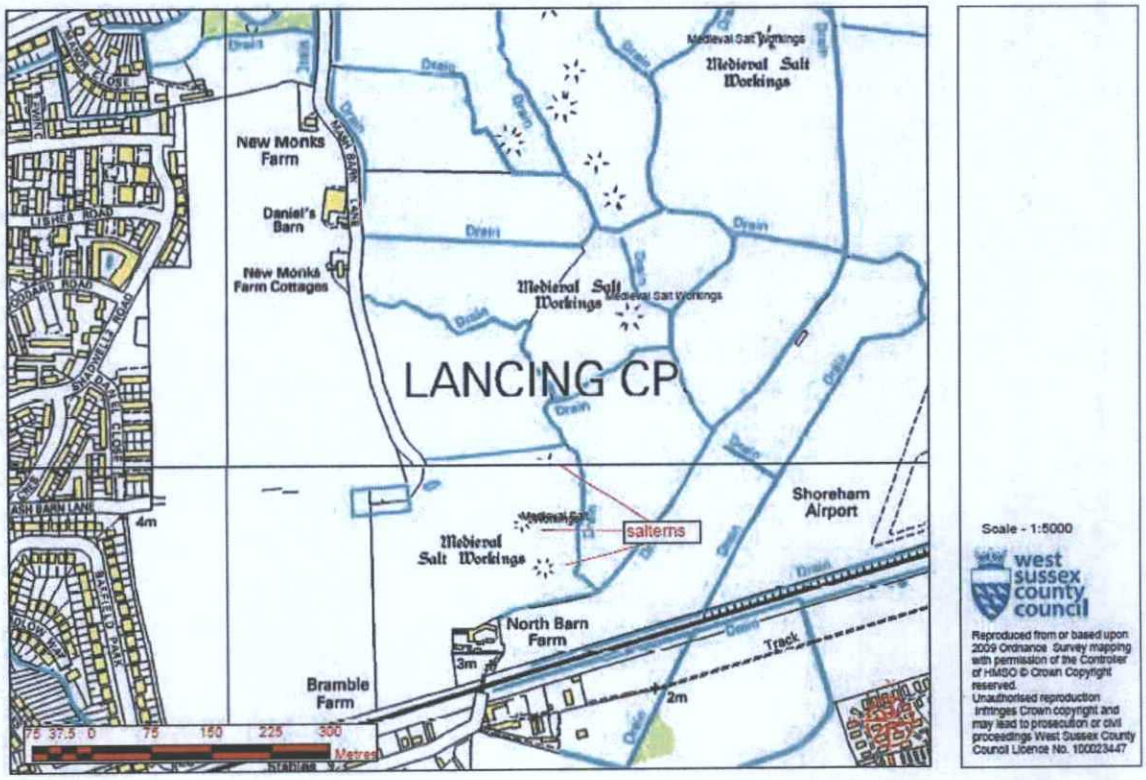

Figure 3: Location of historically-recorded salt workings on and adjacent to the site

5.0.7 The removal of these materials will be undertaken by the principal contractor using a 360° excavator fitted with a toothless ditching bucket. Arisings will be taken from the spoil removal area to the strip of land that will contain the bund. The archaeological contractor will maintain close liaison with the principal contractor, and as the excavation nears a level of 500mm above the former ground surface will commence close archaeological supervision of the excavations. Thereafter, material will be removed in spits of no more than 100mm depth, each spit being monitored by a metal detector operated by an experienced metal detectorist.

5.0.8 Should archaeological features or deposits be exposed machining will temporarily stop and the archaeological contractor will inform Archaeology East. If the archaeological remains exposed in this way cannot be left *in situ* they will be cleaned, examined, sampled and recorded by the archaeological contractor to a degree sufficient to locate and define their nature and extent.

5.0.9 All features and deposits will be surveyed onto the site grid (and thence onto the Ordnance Survey grid). Where necessary, features will be half-sectioned or fully excavated by hand, and any archaeological deposits cleaned and recorded using a single-context recording system. Archaeological remains will be recorded to best practice standards, within the context of the special circumstances of a watching brief which demand flexibility in order to achieve archaeological objectives and requirements within a construction environment.

5.0.10 Pro-forma recording forms based on a single-context recording system will be used throughout. The recording forms will be supplemented with scaled section and plan drawings as appropriate. Any deposits, structures or features to be left *in situ* will be recorded as found. All excavated features/deposits will be referenced to the Ordnance Survey datum.

5.0.11 The recording systems adopted during the investigations will be fully compatible with those used most widely elsewhere in West Sussex. Where there is any doubt as to the appropriate recording technique the Museum of London recording manual will be used.

5.0.12 The archaeological contractor may impose constraints on, or require changes to, the principal contractor's method of working in order to enable the archaeological investigation to take place. The principal contractor should allow appropriate time for archaeological recording (and localised hand excavation) to be undertaken.

5.0.13 As confirmed in the archaeological contractor's RAMS the archaeological contractor may require the main contractor to provide the following services/enablement during the works:

- All information on known contaminated ground risks, and measures to mitigate the risks stemming from encountering contaminated ground;
- Office and welfare facilities for several staff;
- All spoil management, leaving clear working areas around any temporary investigation area;
- Dewatering of excavation areas (if required);
- A safe site with safe access routes from compound to the working areas; Delineated working areas for different site activities and contractors;
- Banking and attendance if required;
- Other temporary works as may be required to safely undertake the works specified.

5.0.14 A photographic record will be completed by the archaeological contractor using digital colour images and 35mm format black and white film as appropriate and. A written record will be kept of each shot and copies submitted with the final archive for storage.

5.0.15 Prior to the works commencing the archaeological contractor will initiate an OASIS record of the work, and ensure that the results are submitted to OASIS at the time their final report is approved by WSCC.

5.0.16 Any finds of gold and silver shall be removed to a safe place and reported to the local coroner according to the procedures set out in the 1996 Treasure Act (and amendments). Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft. Archaeology East will inform WSCC and the Portable Antiquities Scheme's Finds Liaison Officer of such discoveries as soon as is reasonably practical.

6. ACCESS AND SAFETY

6.0.1 Reasonable access to the site will be granted to WSCC's Environment & Heritage Team and representatives of Adur District Council who wish to be satisfied, through site inspections, that the archaeological works are being conducted to proper professional standards and in accordance with the agreements made.

6.0.2 The principal contractor will provide the archaeological contractor with all information reasonably obtainable on contamination and the location of live services before site works commence.

6.0.3 The archaeological contractor is responsible for obtaining all relevant certification from the client regarding health and safety prior to any site works.

6.0.4 Prior to works commencing the archaeological contractor will prepare and submit for circulation a Risk Assessment and Method Statement (RAMS) for the work.

6.0.5 Should contaminants be present in the surface or sub-surface deposits at the site, appropriate measures will be taken by the archaeological contractor to ensure that the health and safety of staff that may come into contact with contaminants. In the event of contaminated soil being encountered, the archaeological contractor is to inform Archaeology East and the client immediately. In case of encountering contaminated soil, it may be necessary for the archaeological contractor to produce a revised Risk Assessment.

7. FINDS AND SAMPLES

7.0.1 All finds will be treated in a proper manner and will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the United Kingdom Institute for Conservation's Conservation Guidelines No. 2 and the Standards for the Preparation of Finds to be Permanently Retained by the Museum of London. All metal objects will be 'x'-rayed and then selected for conservation. Such policies will also be confirmed by the recipient museum.

7.0.2 All identified finds and artefacts will be retained, although certain classes of building material or post-medieval pottery may be discarded after recording if an appropriate sample is retained. However, no finds will be discarded without the prior approval of Archaeology East.

7.0.3 The archaeological contractor will ensure that arrangements are in place to cover any necessary soil sampling, processing, conservation and specialist analysis and storage of finds and samples.

7.0.4 Any contingencies for the recording, conservation, preservation or specialist analysis of discoveries of unexpected or exceptional importance will only be expended with the express approval of Archaeology East.

8. REPORTS AND ARCHIVES

8.0.1 The integrity of the site archive will be maintained and the finds and records made available for public consultation. The finds arising from archaeological work provide an immensely valuable research archive, but the material is rarely of financial worth. The owners of any finds will donate these, together with the rest of the archive, to the appropriate museum (Worthing Museum).

8.0.2 If any finds are not to be donated to the appropriate museum, arrangements will be made for a comprehensive record of all relevant materials (including detailed drawings, photographs and descriptions of individual finds), which will instead constitute the archaeological archive.

8.0.3 No later than three months after the completion of the archaeological fieldwork the archaeological contractor will supply Archaeology East with a draft copy of a stand-alone 'grey literature' watching brief report. This will present the results of the work and an assessment of their significance. It must include as a minimum a context register and the location, extent and date of archaeological features investigated, together with drawings at an appropriate scale. Once Archaeology East are satisfied with the report it will be submitted by the client to WSCC for approval.

8.0.4 The report will include a site location plan indicating site north and based on a current Ordnance Survey 1:1250 map. This should be supplemented by a location plan drawn at 1:200 (or 1:100) to show the location of the areas investigated in relation to the OS grid, and site grid (if any). The location of the OS benchmarks used and the site TBM will also be indicated.

8.0.5 The archive will comprise all documentary, photographic, digital and material records, and any finds and ecofacts. Appropriate documentation ensuring the agreed transfer of title of artefacts from the landowner to the recipient organisation will be prepared.

8.0.6 The archive should be quantified, ordered, indexed and internally consistent before transfer to the appropriate museum. It will also contain a site matrix, a site summary and brief written observations on the artefactual and environmental data. The archaeological contractor will retain joint copyright of the site archive under the Copyright, Designs and Patents Act of 1988, excepting that the archaeological contractor will provide an exclusive license to the client and to Archaeology East for the use of the archive in all matters directly relating to the project.

8.0.7 The archive should be maintained by the archaeological contractor until the recipient organisation receives it. The contractor should ensure that any necessary conservation work on the artefact archive is undertaken to ensure the long-term stability of the artefacts and their availability for future study. Allowance should be made for the long-term archive storage costs incurred by the recipient organisation.

8.0.8 The archaeological contractor will be responsible for the security of any excavated materials/records relating to the archaeological investigations until submission of the archive.

9. SITE MONITORING, PROGRAMMING AND OTHER MATTERS

9.0.1 The archaeological works will be monitored by Archaeology East on behalf of the client, and by WSCC's Environment & Heritage team on behalf of the LPA.

9.0.2 Construction of the bund is scheduled to commence on 25 July 2016, with activities earth removal in the earth removal area commencing in early August 2016. The duration of the construction programme is 12 weeks.

9.0.3 The discovery of unexpected or significant archaeological remains, including any well-preserved organic materials or timbers, will be notified immediately by the archaeological contractor to Archaeology East. Works in the area of the discovery may temporarily cease whilst suitable mitigation measures to deal with such discoveries are formulated and agreed.

9.0.4 No archaeological works or strategies outside of those expressly permitted by the terms of the archaeological contractor's appointment should be undertaken without written authorisation from Archaeology East or the client.

9.0.5 Archaeology East will give WSCC no less than two weeks' written notice of the commencement of the work.

9.0.6 Archaeology East will, on behalf of the client, manage any matters pertaining to publicity arising from the archaeological works, and for any public education/outreach events that may be required.

9.0.7 Andy Shelley (contact number 07974 273701) is the archaeological consultant for the project and will be the main point of contact between the client, the archaeological contractor and WSCC.

10. BIBLIOGRAPHY

Gifford 2011, Brighton and Hove Albion Football Club New Training Ground: Archaeological Desk-based Assessment, unpublished report, reference 19102/INFPLA/R08