



FAO: Planning Department,
Adur and Worthing Councils

Application ref: AWDM/0082/26
Date: 12 March 2026

ARCHAEOLOGICAL ADVICE

RE: Site Of And Land At St Marys Church Hall, 25 East Street And 1 And 1A New Road, Shoreham-by-sea

The application is for Change of use of to provide a mixed use with a new church/community hall and Parish office, and 7 no. residential units (comprising 5 houses and 2 flats). Includes partial demolition at rear, replacement roof and new rear roof extensions, rear extension, new glazing and door/window openings and removal of shopfronts.

The West Sussex Historic Environment Record (HER) shows that the proposed development is located in an area with the potential for significant archaeological remains to survive.

The site is located within the medieval historic core of Shoreham, comprising a grid of streets and the churchyard, which formed the nucleus of the town prior to its expansion in the nineteenth and twentieth centuries (HER DWS8591). Previous archaeological work within the historic town, immediately to the north-east of the proposed development, uncovered medieval remains including boundary ditches and rubbish pits, interpreted as relating to burgage plots (HER MWS15819). It is likely that similar remains relating to medieval occupation will survive beneath the current site, albeit likely truncated by the existing building.

Given this, I recommend that a programme of archaeological monitoring and recording is undertaken of the groundworks relating to the proposed development, to suitably record the presence of and retrieve evidence relating to any archaeological remains present.

To understand the potential for, and significance of, archaeological deposits impacted by the proposal, a programme of archaeological monitoring and recording is being recommended in line with paragraph 218 of the National Planning Policy Framework (2024) and Adur Local Plan Policy 17. A recognised team of professionals should undertake the archaeological work. The archaeological potential beneath the site needs to be further understood by a programme of



archaeological monitoring and recording; this could be outlined in further detail by a brief from this office to inform a Written Scheme of Investigation.

In view of the above, I recommend that the following conditions are placed on any permission:

RECOMMENDATION: Archaeological Monitoring and Recording

- (1) No development or preliminary groundworks of any kind shall take place until a programme of archaeological monitoring has been secured in accordance with a Written Scheme of Investigation which has been submitted by the applicant, for approval by the Local Planning Authority.**
- (2) The applicant will submit a final archaeological report or (if appropriate) a Post Excavation Assessment report for approval by the Local Planning Authority. This shall be submitted within 6 months of the date of completion of the archaeological fieldwork unless otherwise agreed in advance by the Local Planning Authority.**

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Please note:

This letter is advisory and should only be considered as the opinion formed by specialist staff in relation to this particular matter.

We are unable to respond directly to applicants/agents or other interested parties. Any additional information, queries or comments on this advice that the applicant/agent or other interested parties may have, must be directed to the Planning Officer at the relevant LPA, who will seek further advice from us where appropriate.