Land off John Street, Shoreham-by-Sea, West Sussex
Archaeological Evaluation Written Scheme of Investigation
February 2020

Land off John Street, Shoreham-by-Sea, West Sussex
Archaeological Evaluation Written Scheme of Investigation
February 2020

© Orion Heritage Ltd 2020

No part of this report is to be copied in any way
without prior written consent.

Orion Heritage Limited makes every effort to obtain detailed and accurate
Information on which to base this report. However, Orion Heritage Ltd cannot be held
responsible for errors or inaccuracies within data provided by third parties.

© Ordnance Survey maps reproduced with the
sanction of the controller of HM Stationery Office.

Licence No: 100056706

Report
Archaeological Written Scheme of Investigation

Site
Land off John Street, Shoreham-by-Sea, West Sussex

Date
February 2020

Planning Authority
Adur District Council

Site Centred At
TQ 21481 05066

Prepared By
William Bedford BA MCIfA

Checked By
Rob Bourn MA MCIfA

Report Status
Final

Orion Ref
PN2081

Contents

1.0 Introduction
2.0 Archaeological background
3.0 Scope of works and methodology
4.0 Research Framework
5.0 Other matters
6.0 Sources Consulted

Figures

Figure 1 Location plan
Figure 2 Trench plan

1.0 Introduction

Project background and purpose of document

1.1 This Written Scheme of Investigation (WSI) has been prepared by William Bedford of Orion Heritage. It presents a Project Design for the archaeological works required to discharge a planning condition for archaeological works attached to planning consent granted for development at Land off John Street, Shoreham-by-Sea, West Sussex. The relevant condition is condition 13 of planning decision AWDM/0741/18:

> *13. An archaeological investigation of the site shall be carried out at the expense of the developer in accordance with a specification (written scheme of investigation) to be submitted to and agreed by the Local Planning Authority in writing before the commencement of building works.*
>
> ***Reason**: To ensure appropriate investigation and recording of archaeological heritage assets on the site prior to commencement of new building works having regard to policy 17 of the Adur Local Plan.*

1.2 Discussions have been had with the LPA Archaeologist, John Mills, with regard to the level of works required to discharge this condition. A strategy for the evaluation of the site by means of archaeological trial trenching, followed by archaeological mitigation of any remains of interest has subsequently been agreed. This WSI formalises this strategy, and provides a project design for the implementation of the works required to discharge the archaeology planning condition.

2.0 Archaeological Background

Previous archaeological works

2.1 The site has not been subject to archaeological investigation, however its potential to contain buried archaeological remains is well-understood. The site is situated within the medieval core of New Shoreham, which was first recorded in the 12th century. The site would have comprised burgage plots during the medieval period (Harris 2009).

2.2 The land at no. 5 John Street, opposite to the site, was subject to archaeological excavation, and this found the remains of medieval burgage plot activity, including pits, structural posts and finds. However, no remnants of the street frontage was found (Stevens 2009), nor were any burgage plot boundaries.

2.3 The site has the potential to contain similar remains, being on a similar location in relation to the medieval John Street as the site at no. 5.

3.0 Scope of works and methodology

Scope of works

3.1 As is noted above, the available evidence suggests that the site may contain remains of archaeological interest. However, on present evidence their extent and significance is not clear.

3.2 To answer this question, a programme of archaeological evaluation by means of a series of trial trenches and test pits has been agreed with the LPA archaeology officer. A total of 2 trenches and 3 test pits have been agreed, totalling 30m^2 of trenching. The trench locations are shown in Figure 2.

3.3 In the event that the trial trenching works uncover areas of sufficient archaeological interest to warrant further consideration, a strategy for their preservation, either by record or in situ, will be agreed with the LPA. The scope of any such works will be informed by the results of the trial trenching and formalised in a separate WSI, which will form an addendum to this document. Only when these works are complete can the condition be discharged in this circumstance. Due to site and programme constraints, it may be necessary to allow some development works to proceed alongside archaeological works, for instance to enable the commencement of some development in areas which have no archaeological interest or where archaeological mitigation works have already been completed to the satisfaction of the LPA's Archaeologist. In all instances the strategy for mitigation will be informed by the results of the trial trenches and also in consultation with the LPA's Archaeologist.

3.4 In the event that the trenching demonstrates that the site does not contain buried remains of archaeological significance, a report will be produced on the results and submitted to the HER and the condition could be fully discharged, with the agreement of the LPA Archaeologist.

Recording

3.5 The areas subject to trenching will be accurately tied into the National Grid, preferably by an Electronic Distance Measurer (EDM) or Total Station and located onto a 1:2,500 map of the area.

3.6 Overburden will be machine-excavated using a flat toothless bucket under continuous archaeological supervision to expose the uppermost horizon of archaeological remains or, where absent, the upper interface of geological deposits.

3.7 The excavation areas will be cleaned sufficiently to enhance the definition of features and a base plan produced at a suitable scale using a GPS.

3.8 All structures, deposits and finds will be recorded according to accepted professional standards.

3.9 Individual descriptions of all archaeological strata and features exposed or excavated will be entered onto prepared pro-forma recording sheets. Sample recording sheets, sample registers, finds recording sheets, access catalogues, and photo record cards will also be used.

3.10 All archaeological works will be carried out in accordance with the Sussex Archaeological Standards 2019, with any variations agreed with the LPA if needed. All archaeological remains will be hand excavated in an archaeologically controlled and stratigraphic manner sufficient to meet the aims and objectives of the project. The complete stratigraphic sequence, down to naturally occurring deposits will be excavated and the work will investigate and record all inter-relationships between features. The contractor should make provision for the use of shoring/stepping to accomplish this if necessary. All trenches are to be the stated dimensions at their base. The following strategy will be employed:

3.11 Linear boundary features: a minimum sample of 20% of each linear boundary feature such as ditches and trackways. Each section should be at least 1m wide, if possible, and, where possible, sections will be located and recorded adjacent to the trench edge. All intersections will be investigated to determine the relationship(s) between the component features. All termini will be investigated. If upon excavation of the sample section no datable artefacts are recovered then the remainder of the feature within the trench should be rapidly excavated up to 100%. A mechanical excavator may be employed to remove the upper fills but the primary fills should be quickly hand excavated to maximise retrieval of artefacts.

3.12 Other linear and discrete features: all stake-holes, post-holes, pits, ring ditches, kilns, and other structural/funerary/industrial features will be 50% excavated in the first instance, recorded in section, and then fully excavated. All intersections will be investigated to determine the relationship(s) between the component features. Where possible, sections will be located and recorded adjacent to the trench edge.

3.13 Built structures: walls, floors, etc. will be excavated sufficient to establish their form, phasing, construction techniques. All intersections will be investigated to determine the relationship(s) between the component features.

3.14 No archaeological deposits should be entirely removed unless this is unavoidable in achieving the objectives of this evaluation, although all features identified are expected to be half-sectioned and the full depth of archaeological deposits must be assessed. All trenches are to be the stated dimensions at their base.

3.15 Plans indicating the location of all archaeological features encountered will be drawn at an appropriate scale. The location and extent of archaeological features will be recorded by EDM or Total Station.

3.16 Archaeological features will be plotted on an overall plan at a scale of either 1:100 or 1:50. Areas of significant remains or areas of complex stratigraphy will be planned in greater detail at 1:20 or 1:10 scale as appropriate. Plans and sections will include context numbers and Ordnance Datum (OD) spot heights for all principal strata and features.

3.17 A photographic record of the project will be maintained. This will include black and white and colour prints (if available), and digital images, illustrating the detail and context of the principal features and finds discovered. The photographic record will also include working shots to illustrate more generally the progress of the programme of archaeological works. All digital images generated by the project will be deposited with the Archaeological Data Service (ADS).

Finds and Samples

3.18 A high priority will be given to scientific dating any finds exposed. All artefactual, ecofactual, environmental and industrial material revealed during the excavation will be retained for recording and assessment and, where justified against the aims and objectives, further analysis and will be treated in accordance with the CIfA Guidelines for the collection, documentation, conservation and research of archaeological material ([revised] 2014).

3.19 All finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the UK Institute for Conservation's Conservation Guideline No 2 (1983). Appropriate guidelines set out in the Museums and Galleries Commissions Standards in the Museum Care of Archaeological Collections (1991) and the Rutland County Museum Archaeological Archives Standard (2017, 7th ed.) will also be followed.

3.20 Should finds and features be made that might constitute ‘Treasure’ under the definition of the Treasure Act (1996), these will, if possible, be archaeologically excavated and removed to a safe place. Such finds will also be reported immediately to the local coroner (within 14 days, in accordance with the Act).

3.21 Any human remains that are discovered will initially be left in-situ, covered and protected, and the LPA Archaeologist informed of their discovery. If removal is necessary, this will comply with the relevant legislation, any Ministry of Justice and local environmental health regulations.

Report and Archive

3.22 Details of style and format will be determined by the archaeological contractor. In any event it will include:

a. An executive summary of the work undertaken, and the results obtained;
b. The aims and methods adopted during the programme of archaeological works;
c. The nature, location, extent, date, significance and quality of any archaeological deposits and material uncovered;
d. The nature and location of the features and deposits encountered;
e. Appropriate illustrative material such as maps, plans, sections, drawings and photographs; including a site location plan at 1:2,500, a site plan at 1:1,250, and where appropriate, large-scale specific plans;
f. A summary of results; and
g. A description of the archive contents and details of its location for long-term storage.

3.23 The report will also include a finds report including: any pottery, glass and clay tobacco pipes discovered during the evaluation, as well as all other artefacts that may be discovered. A specialist report on all animal or human bone discovered during the excavation will also be included. Pottery and ceramic building material will be recorded by sherd count and weight by ware type and, if appropriate, from within context groups.

3.24 The discussion of the archaeological potential of the site will also include reference to the potential indicated by the finds and environmental evidence.

3.25 Copies of the report will be submitted by Orion Heritage to the LPA Archaeologist to demonstrate compliance with the requirements of the archaeological programme of works. Copies of the report, along with all digital material, will also be uploaded as part of the ADS OASIS database record.

3.26 The site archive, to include all project records and cultural material produced by the archaeological works, will be prepared in accordance with guidance issued by the Archaeological Archives Forum (AAF) (Archaeological Archives. A guide to best practice in creation, compilation, transfer and curation [Brown 2011]).

3.27 The archive will also be prepared in line with the CIfA Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives ([revised] 2014).

Monitoring

3.28 The aim of monitoring is to ensure that the archaeological works are undertaken within the limits set out in this WSI, and to the satisfaction of the LPA Archaeologist.

3.29 A representative of the LPA Archaeologist will be free to visit the site by prior arrangement. The purpose of this visit is to monitor the implementation of the archaeological works on behalf of the Local Planning Authority and assess the work being undertaken on site against the methodology detailed in this specification.

3.30 The LPA Archaeologist will also be consulted on any changes to the WSI of any of the archaeological works. Any such alterations should be agreed in writing with the relevant parties, including the Local Planning Authority, prior to commencement of on-site works, or at the earliest available opportunity thereafter.

4.0 Research Framework

Aims of the Project

4.1 The specific aim of this project is to determine the extent, nature and archaeological interest of any buried archaeological remains present within the study site.

4.2 The project also has the following general aims and objectives:

- To establish the presence/absence, extent and character of any archaeological features on the site and to consider the archaeological interest of these in the context of the regional archaeological framework.
- To establish, where possible, whether archaeological layers may have survived on site
- To examine any available evidence for economic activity and environmental conditions.
- To generate an archive which will allow future research of the evidence to be undertaken if appropriate.
- To disseminate the results of the work in a format and manner proportionate to the significance of the findings.

4.3 In addition, in the event that extensive archaeological deposits are located, more detailed, research aims may be generated; where this is the case these will be formally agreed and added as a supplement to this WSI.

5.0 Other matters

Contractor

5.1 The appointed contractor will be a CIfA Registered Organisation.

5.2 The field team deployed by the contractor will include only full time professional archaeological staff. All staff in supervisory positions should be members of CIfA at the appropriate level.

5.3 The composition of the project team must be detailed and agreed in advance with Orion Heritage (this is to include any subcontractors).

Communication

5.4 All queries and communications are to be directed through Orion Heritage. No comment is to be made about this specification or project to the media or other parties.

Copyright

5.5 It is recognised that the copyright of written, graphic and photographic records and the report rests with the originating body. However, Orion Heritage and their client require an agreement to facilitate the copying and use of any or all materials resulting from this project.

Codes of Practicef

5.6 The following statutory provisions and codes of practice are to be adhered to where relevant:

- All statutory provisions and by-laws relating to the work in question, especially the Health and Safety at Work Act 1974;
- The Chartered Institute for Archaeologists Code of Conduct;
- The Chartered Institute for Archaeologists Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology.

5.7 Should the archaeological contractor recover or encounter any finds believed to fall within the statutory definition of Treasure as defined by the Treasure Act, they will immediately advise Orion Heritage and notify to the relevant Coroner's Office.

Outreach and engagement

5.8 It is considered that public outreach and engagement is not appropriate for the fieldwork stage of this project, due to the relative brevity of the fieldwork and the fact that the archaeological interest of the remains may not be clear until after the fieldwork stage is completed and the report produced.

5.9 The results of the archaeological works will be presented in a report and provided to the historic environment record, and also deposited with the archaeological data service (ADS), both of which are means by which the public can engage with the results of the investigation. However, should the works reveal results of unusual interest which would generate significant public interest, consideration will be given to additional forms of outreach and engagement as appropriate, in consultation with The LPA Archaeologist.

Variations

5.10 Variations to the specification or project design that the contractor may wish to make must be approved, in advance, by Orion Heritage and the LPA Archaeologist.

6.0 Sources

CIfA	2014	Standards and Guidance for archaeological field evaluation
English Heritage	1991	The Management of Archaeological Projects (2nd ed.)
English Heritage	2006	The Management of Projects in the Historic Environment
English Heritage	2011	Environmental Archaeology – A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)
Harris, R. B.	2009	Shoreham: Historic Character Assessment
Stevens, S	2009	Excavations at No. 5 John Street, Shoreham-by-Sea, West Sussex. Sussex Archaeological Collections, 147, pp 97-109



Title:
Figure 1: Site Location

Address:
Land off John Street, Shoreham-by-Sea, West Sussex

Scale at A4: 1:2,500

0 80m

© Historic England (2019). Contains OS data © Crown copyright and database right (2019).
© Ordnance Survey maps reproduced with the sanction of the controller of HM Stationery Office.
Licence No: 100056706. Data contained in this material was obtained on 17.02.20



Title:
Figure 2: Proposed Trench Location Plan
Address:
Land off John Street, Shoreham-by-Sea, West Sussex

TR 1 5m x 1.5m
TR 2 8m x 1.5m
TP 1-3 1m x 1.5m

Scale at A3: 1:125
0 5m

orion.

© Historic England (2019). Contains OS data © Crown copyright and database right (2019).
© Ordnance Survey maps reproduced with the sanction of the controller of HM Stationery Office.
Licence No: 100056706. Data contained in this material was obtained on 17.02.20