Allen Archaeology Limited

SPECIFICATION FOR AN ARCHAEOLOGICAL EVALUATION BY TRIAL TRENCHING: LAND OFF NEWBRIDGE ROAD, BILLINGSHURST, WEST SUSSEX

Planning Reference:	**DC/19/0295**
Client:	**PRC Architecture & Planning**
National Grid Reference:	**TQ 0790 2582**
AAL Site Code:	**BINR 20**
Museum Accession Code:	**pending**
Date:	**1st March 2023**

1.0 Summary

This document is the specification for an archaeological evaluation by trial trenching, which has been prepared for PRC Architecture & Planning as a condition of planning consent for a residential development on land off Newbridge Road, Billingshurst, West Sussex. The site works and reporting will conform to current national guidelines, as set out in the Chartered Institute for Archaeologists '*Standard for archaeological field evaluation*' (CIfA 2023a), *'Universal guidance for archaeological field evaluation',* (CIfA 2023b) and the Historic England document '*Management of Research Projects in the Historic Environment*' (English Heritage 2015) and a brief for the works (Medlycott 2023).

2.0 Site Location and Description

Billingshurst is located in the county of West Sussex and the administrative district of Horsham District Council, c.10km southwest of Horsham. The site comprises a c.1.4ha block of agricultural land on the west side of the town, to the south of Platts Roundabout. It is bounded by the A29 to the east and by the A272 to the west.

The bedrock geology comprises Weald Formation mudstone, with no overlying superficial deposits recorded (https://mapapps2.bgs.ac.uk/geoindex/home.html).

3.0 Planning Background

Full planning permission has been granted for '*Hybrid application for the erection of petrol filling station with convenience store and sandwich bar, car wash, jet wash and car parking; motorcycle showroom and workshop with associated car parking; outline planning permission for flexible employment space (B1b/B1c/B2/B8) totalling 4,627sqm with associated car parking and circulation space (scale, landscaping and appearance reserved); new access to the site from A272 and pedestrian link to footbridge over A29'* (Reference DC/19/0295).

As a condition of planning consent, a programme of archaeological evaluation trenching has been requested by the planning authority, in order to determine the nature and extent of the archaeological resource present on the site, and to establish any further mitigation strategies that may be required to mitigate the impact of the consented development.

The approach adopted is consistent with the recommendations of the National Planning Policy Framework (NPPF), with the particular chapter of relevance being '*Chapter 12: Conserving and enhancing the historic environment*' (Ministry for Housing, Communities and Local Government 2019) and local planning policy.

This is the second phase of evaluation trenching on the site. The first phase of the evaluation, consisting of 11no 30m trenches, was completed in 2020 in the area immediately to the south of the Billingshurst bypass and immediately to the north of the current evaluation site.

4.0 Archaeological and Historical Background

Prehistoric activity was identified during works in advance of construction of the bypass, c.100m to the north of the site, where a possible hearth was identified, along with Late Bronze Age to Early Iron Age pottery (WSHER Reference MWS7202). A number of pits were recorded immediately to the west, but these were devoid of finds.

Further possible prehistoric activity was recorded c.300m to the north of the site, where an undated linear was identified, along with an assemblage of fire-cracked flint (WSHER Reference MWS7929).

The Roman road Stane Street, running from London to Chichester, runs through the middle of Billingshurst. A scatter of Roman coins, pottery and tesserae were found close to the line of the road, c.500m east of the site (WSHER Reference MWS3698).

The site lies to the west of the historic core of the settlement, which remained focused on the line of the Roman road in the medieval period. The parish church of St. Mary is located just to the east of the line of the Roman road, c.600m east of the site (WSHER Reference MWS5112). Two Saxo-Norman pits were recorded on the line of the bypass, c.500m south of the site (WSHER Reference MWS7200), and archaeological monitoring approximately 230m to the east-southeast recorded four ditches, two of which contained medieval pottery (WSHER Reference MWS8105).

Monitoring during groundworks for a residential development immediately to the east of the site identified only a small number of undated features and late post-medieval CBM (WSHER Reference MWS7195).

Phase 1 of the trench evaluation on this site discovered very little of archaeological interest. Only an undated pit of unclear function and a former woodland boundary shown on 19th century mapping was uncovered (AAL 2020).

Historic Landscape Characterisation records the site as falling within parcel HWS248, described as 'modern field amalgamation', representing large open fields created by the removal of historic boundaries and coppices.

5.0 Aims and Objectives

The purpose of the evaluation will be to gather sufficient information for the Archaeological Officer of the Historic Environment Planning Team of Surrey County Council, to be able to formulate a policy for the management of the archaeological resources present on the site and to develop a programme of further archaeological investigations, where required.

Evidence shall be gathered to establish the presence/absence, nature, date, depth, quality of survival and importance of any archaeological deposits to enable an assessment of the potential and significance of the archaeological remains, and to assess the impact of the development upon the archaeology.

6.0 Methodology

The proposed trial trenching comprises a 4% sample of the site, amounting to 10no 30m x 1.8m trenches and 1no 15m x 1.8m trench.

The trenches will be located in the positions specified on Figure 1, or as near as possible as site conditions allow. A 1% contingency will be held in reserve in order to examine areas in more detail if necessary.

The trenches will be located on site using a survey grade Leica GS08 RTK NetRover GPS, allowing millimetre accurate real-time precision. In each trench, topsoil, subsoil and underlying non-archaeological deposits will be removed by mechanical excavator with a toothless ditching bucket in spits no greater than 0.1m in thickness. The process will be repeated until the first archaeologically significant or natural horizon is exposed. All further excavation will then be by hand.

Trenches and all resulting spoil will be scanned with a metal detector to aid in the recovery of finds.

A full written record of the archaeological deposits will be made on standard Allen Archaeology Limited context recording sheets. Archaeological deposits will be drawn to scale, in plan and section (at scale 1:20 or 1:50), with Ordnance Datum heights being displayed on each class of drawing. Photography will form an integral part of the recording strategy, and all photographs will incorporate scales, an identification board and directional arrow.

If human burials or cremations are exposed during the evaluation, in the first instance the Senior Historic Environment Officer will be contacted to discuss an appropriate strategy for the management of the human remains on site. It is anticipated however that wherever possible the human remains will be left *in situ* unless at direct threat from the proposed development or ongoing cultivation practices. If the remains are at threat from the development, AAL will obtain a Ministry of Justice licence authorising the removal of the remains. These will be cleaned, photographed and recorded on standard AAL human skeletal remains recording sheets, prior to removal for cleaning at the offices of AAL and subsequent analysis by the named specialist.

Any artefacts found during the investigation that are deemed to be 'treasure' (as defined by the Treasure Act 1996) will be removed from site to a secure store and reported to the appropriate coroner's office. Any treasure under the terms of the Act made during the process of fieldwork should be immediately reported to the Finds Liaison Officer, so that it is properly reported to the appropriate Coroner within 14 days of discovery in line with the Treasure Act.

Finds collected during the fieldwork will be bagged and labelled with the appropriate deposit contextnumber, and then later processed at the offices of Allen Archaeology Limited. These will then be submitted for specialist assessment to the following organisations/persons (depending on their availability):

Sarah Percival	Early prehistoric pottery
Ian Rowlandson	Later prehistoric and Romano-British pottery
Joshua Hogue	Worked lithic materials
Paul Blinkhorn	Post-Roman pottery
Bryn Leadbetter	Animal bone
Malin Holst	Human bone
Yvonne Rose	Other artefacts
Bryn Leadbetter / Ellen Simmons	Environmental analysis
York Archaeological Trust	Conservation

7.0 Environmental Works

Samples will be taken from deposits that have the potential to provide information on the preservation conditions and potential of analysis of all biological remains. If appropriate during the investigation, specialist advice will be sought from the environmental archaeologist, including a site visit to develop the sampling strategy. Processing of environmental remains will take place at Allen Archaeology's Lincoln office.

Bulk samples will be taken from a selection of stratified contexts that have produced secure good dating evidence, and sufficient in number to establish the range and quality of the environmental evidence. Where feasible, bulk samples will be taken as scatter samples, whereby tubs will be filled from different locations within the designated fill to avoid spatial preservation bias or missing biological remains invisible to the naked eye which can form discrete 'clusters' within the fill (English Heritage, 2011, 10).

Animal bone will be hand collected from all excavated features. These will be identified and assessed by the named specialist (Bryn Leadbetter), with any recommendations for future archaeological work on the site.

8.0 Post-Excavation and Reporting

On completion of site operations, the records produced during the trial trenching will be checked and ordered and a stratigraphic matrix of all archaeological features and deposits prepared.

A fully illustrated text will then be prepared that will contain the following information:

- A non-technical summary of the results
- A description of the archaeological setting of the site
- Description of the topography and geology of the investigation area
- Description of the methodologies used during the works and discussion of their effectiveness in the light of the results
- A text describing the results of the trenching
- Overall plan of the site showing excavated areas, trenches and test pit locations, accurately located to the national grid
- Plans of the trenches showing the archaeological features exposed
- Location plan of all test pits
- Sections of the trenches and archaeological features
- Interpretation of the archaeological features exposed and their context within the surrounding landscape
- Specialist reports on the finds from the site
- Appropriate photographs of the site, and specific archaeological features or groups of features
- A consideration of the significance of the remains found, in local, regional, national and international terms, using recognised evaluation criteria
- A consideration of the impact of the development upon the known archaeological resource.

9.0 Archive

The documentation and records generated by the evaluation will be assembled in accordance with the national guidelines in *'Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation'* (AAF 2011).

It is anticipated that the archive for this scheme will be deposited at Worthing Museum within 12 months of the completion of the report.

10.0 Report Dissemination

Copies of the report will be sent to the client, the Archaeological Officer of the Historic Environment Planning Team of Surrey County Council, and the West Sussex Historic Environment Record (LHER). A copy will also be sent to the museum along with the project archive once a suitable repository has been identified.

A summary account on the results of the work in the form of an OASIS form will be forwarded to the Archaeology Data Service in York following the completion of the works.

11.0 Curatorial Monitoring

Curatorial responsibility rests with the Archaeological Officer of the Historic Environment Planning Team of Surrey County Council. A monitoring visit will be arranged with the Historic Environment Officer whenthe date of the fieldwork is known.

Internal monitoring will be by the author of this specification.

12.0 Variations to the Proposed Scheme of Works

Variations to the proposed scheme will only be made following written confirmation from the Archaeological Officer of the Historic Environment Planning Team of Surrey County Council.

Should any further investigation be required beyond the scope of the brief for works, or this specification, then the cost and duration of those supplementary examinations will be negotiated between the client and the contractor.

13.0 Health and Safety

All work will be carried out in a way that complies with the Health and Safety at Work Act 1974 and its related regulations and codes of practice. Employees of Allen Archaeology Limited will perform their duties in accordance with company safety policy, with senior staff responsible for monitoring compliance with health and safety requirements and legislation.

The archaeological site supervisor will be responsible for ensuring that all on-site archaeological work is carried out in a safety-conscious, sensible and responsible manner with due regard for the relevant health and safety requirements and legislation. All staff involved in the scheme will be provided with a Risk Assessment document prior to commencement of site operations.

A detailed site-specific Risk Assessment will be carried out in advance of any archaeological fieldwork and a copy supplied to LCC on request.

14.0 Insurance

Allen Archaeology Limited maintains Employers Liability Insurance to £10,000,000.00, Public Liability Insurance to £5,000,000.00 and Professional Indemnity Insurance to £2,000,000.00. Copies of insurance documentation can be supplied upon request.

15.0 Copyright

Allen Archaeology shall retain full copyright of any commissioned reports under the *Copyright, Designs and Patents Act* 1988 with all rights reserved; excepting that an exclusive license is hereby provided to the client for the use of such documents by the client in all matters directly relating to the project described in this document.

License is also given to the archaeological curator to use the documentary archive for educational, public and research purposes. This license does not cover commercial use of the material by the Chichester Archaeological Officer, Chichester District Council, West Sussex County Council or a third party.

In the case of non-satisfactory settlement of account then copyright will remain fully and exclusively with Allen Archaeology. In these circumstances it will be an infringement under the *Copyright, Designs and*

Patents Act 1988 for the client to pass any report, partial report, or copy of same, to any third party. Reports submitted in good faith by AAL to any Planning Authority or archaeological curator will be removedfrom said Planning Authority and/or archaeological curator. The Planning Authority and/or archaeological curator will be notified by AAL that the use of any such information previously supplied constitutes an infringement under the *Copyright, Designs and Patents Act* 1988 and may result in legal action.

The author of any specialist contribution to a report shall retain intellectual copyright of their work and may make use of their work for educational or research purposes for further publication.

16.0 References

AAF, 2011, *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation*, Archaeological Archives Forum

AAL, 2020, *Archaeological evaluation report: Land off Newbridge Road, Billingshurst, West Sussex,* Southampton: Allen Archaeology Ltd

CIfA, 2023a, *Standard for archaeological field evaluation*, Reading: Chartered Institute for Archaeologists

CIfA, 2023b, *Universal guidance for archaeological field evaluation*, Reading: Chartered Institute for Archaeologists

English Heritage, 2011, 'Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)'. Portsmouth: English Heritage

Ministry for Housing, Communities and Local Government, 2023, *National Planning Policy Framework*. London: Department for Levelling Up, Housing and Communities

Historic England, 2015, *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide*, London: Historic Buildings and Monuments Commission for England

Medlycott, M., 2023, *Brief for archaeological trial trenching at land at Platts Roundabout, Newbridge Road, Billingshurst*, Essex Place Services

Specification prepared by Adam Lodoen
Allen Archaeology Limited
1st March 2024



Figure 1. Trench plan

Key

Trenches

Site Boundary

Site Boundary 2020 Evaluation

Site Code	BINR 24
Scale	1:1,600 @ A4
Drawn By	A Lodoen
Date	29/02/2024

Allenarchaeology

Lincoln
Birmingham
Cambridge
Southampton

www.allenarchaeology.co.uk