



## APPENDIX 13.4 - ARCHAEOLOGICAL WRITTEN SCHEME OF INVESTIGATION (WSI)

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Not updated



West Sussex County Council

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## **A29 REALIGNMENT**

Written Scheme of Investigation for an  
Archaeological Trial Trench Evaluation (Draft for  
Planning Submission)





West Sussex County Council

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## **A29 REALIGNMENT**

Written Scheme of Investigation for an Archaeological Trial  
Trench Evaluation (Draft for Planning Submission)

**TYPE OF DOCUMENT (VERSION) CONFIDENTIAL**

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West Sussex County Council

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## **A29 REALIGNMENT**

Written Scheme of Investigation for an Archaeological Trial  
Trench Evaluation (Draft for Planning Submission)

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# EXTERNAL REVIEW

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## **FIGURES**

Figure 1 – Site location

Figure 2 – Proposed locations of archaeological evaluation trenches.



# EXECUTIVE SUMMARY

WSP has been commissioned by West Sussex County Council to produce a draft Written Scheme of Investigation (WSI) for an archaeological trial trench evaluation in advance of the proposed A29 Realignment at Eastergate, in Arun District Council in West Sussex. The scheme comprises the construction of a new 1.3km-long single carriageway road between Fontwell Avenue at the north-western end and Barnham Road in the south-east.

Normally a WSI would clarify any site constraints, including the results of contamination surveys, access, health and safety and temporary works concerns, along with information on existing utilities, and would include measures to mitigate these constraints. It would include a site visit. It would determine whether the work would be subject to Construction (Design and Management) Regulations 2015 (CDM 2015). However, as this is a draft WSI setting out the broad principles and approach to the evaluation only, to accompany a planning application, this information will not be included at this stage. The information will need to be included in the future, finalised, version of the WSI in advance of commencement of the fieldwork.

The site has potential for evidence of prehistoric and Roman activity, the heritage significance of which would depend on the nature, extent, and date of the remains. Geoarchaeological monitoring of the geotechnical investigations on the site in 2018 recorded a prehistoric flint flake and possible Roman tile, and there is background potential for evidence of these periods from past investigations with the surrounding area. The site lay some distance from the areas of historic settlement, within open fields from the medieval period, and the potential for medieval and post-medieval remains is low and limited to agricultural features such as field ditches. A geophysical survey was commissioned by WSP and carried out in June 2020. The results of the survey identified several anomalies considered to be of possible archaeological significance, including a former trackway of possible Iron Age or Roman date.

A total of 57 no. 30.0m long by 1.8m wide trial trenches are proposed which represents a 4.2% sample of the area to be affected by construction activities. These are targeted to possible archaeological features identified as anomalies in the geophysical survey. Some trenches are located in 'blank' areas where no anomalies were identified to confirm that no remains are present.

The results of the evaluation will allow the West Sussex County Council Archaeological Advisor to determine an appropriate mitigation strategy for any significant archaeological remains revealed. This might comprise a second stage of investigation, as mitigation, in the form of targeted archaeological excavation and recording in advance of construction, and/or an archaeological watching brief during topsoil removal ('strip, map and record') for remains of lesser significance. In the unlikely event that remains of very high significance are revealed, there may be a requirement for preservation in situ (e.g. through avoidance/design adjustments). It is possible that the evaluation reveals no significant remains, in which no further work would be required.

# 1 INTRODUCTION

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## 1.1 PROJECT BACKGROUND

- 1.1.1. WSP has been commissioned by West Sussex County Council (WSCC) to produce a draft Written Scheme of Investigation (WSI) for an archaeological trial trench evaluation in advance of the proposed A29 Realignment at Eastergate, in Arun District Council in West Sussex. The scheme comprises the construction of a new 1.3km-long single carriageway road between Fontwell Avenue at the north-western end and Barnham Road in the south-east. Three attenuation ponds would be built in the northern part, the north-western part and the southern part of the site.
- 1.1.2. The draft WSI sets out the scope and methodology for the archaeological evaluation, including the fieldwork method, approach to sampling, progress reporting, post-excavation reporting, archiving and dissemination. The aim of the evaluation is to clarify the presence, nature, date, extent and significance of any archaeological remains that might be present in the areas of proposed impact.
- 1.1.3. Normally a WSI would clarify any site constraints, including the results of contamination surveys, access, health and safety and temporary works concerns, along with information on existing utilities, and would include measures to mitigate these constraints. It would include a site visit. It would determine whether the work would be subject to Construction (Design and Management) Regulations 2015 (CDM 2015). However, as this is a draft WSI setting out the broad principles and approach to the evaluation only, to accompany a planning application, this information will not be included at this stage. The information will need to be included in the future, finalised, version of the WSI in advance of commencement of the fieldwork.
- 1.1.4. The draft WSI has been informed by an archaeological desk-based assessment (ADBA) prepared by WSP in support of the planning application (WSP, 2020). This sets out the legislative and planning background and provides a detailed baseline and an assessment of the impacts of the proposed development. The draft WSI has also been informed by a subsequent geophysical survey, commissioned by WSP and carried out in June 2020 (Wessex Archaeology, 2020). The survey identified anomalies considered likely to be archaeological in origin this included a distinct parallel alignment of positive anomalies that could indicate a former trackway. It is possible that this defined a former field system that could relate to the Iron Age and Roman-British activity noted in the surrounding area. Several further ditch-like anomalies were also identified in the survey results in northern areas; however, these cannot be confidently interpreted as of archaeological in origin and potentially relating to modern agricultural activity. Similarly, numerous uncertain pit-like anomalies were identified throughout all areas of the survey; potentially of archaeological origin however they may simply relate to localised variations in the underlying superficial deposits.
- 1.1.5. The results of the evaluation will allow the WSCC Archaeological Advisor to determine an appropriate mitigation strategy for any significant archaeological remains revealed. Any archaeological mitigation work that may be necessary would require a separate WSI outlining the scope and method for that work, and would need to be approved by the WSCC Archaeological Advisor.
- 1.1.6. The planning condition would normally be discharged once the results of the mitigation have been disseminated at a level appropriate to the significance of the findings (e.g. submission of a report to the County Historic Environment Record, the publication in an appropriate journal, or a monograph).

- 1.1.7. Section 2 of this draft WSI provides a summary of the archaeological and historical background. Sections 3–5 deal with the archaeological evaluation, and outline the aims, objectives, and methodology. References are provided in **Appendix B**.

## 1.2 CONSULTATION

- 1.2.1. WSP contacted the WSCC Archaeological Advisor (John Mills, West Sussex County Archaeologist) on 13 October 2020 to discuss the scope of the investigation, and the agreed approach is presented in this draft WSI.

## 1.3 SITE INSPECTION

- 1.3.1. No site inspection was through necessary as part of the preparation of this draft WSI. A site inspection was carried out as part of the preparation for the ADBA on 25th February 2020 this combined with desk-based sources was deemed sufficient to inform site access, trench placement and non-archaeological constraints visible on the ground.

## 1.4 PROJECT ROLES

- 1.4.1. The '*WSP Cultural Heritage and Archaeology Team*' is responsible for managing the scope and for monitoring and assuring the work on behalf of the client. The team will liaise directly with the WSCC Archaeological Advisor. Section 7 sets out the role and responsibilities in detail.
- 1.4.2. The '*WSCC Archaeological Advisor*' provides the development control and planning advice to the WSCC and has the final decision on the scope of work and signs off the evaluation when it is complete, in consultation with the WSP Cultural Heritage and Archaeology Team. The WSCC Archaeological Advisor is John Mills of West Sussex County Council (County Archaeologist).
- 1.4.3. The '*archaeological fieldwork subcontractor*' is responsible for carrying out the fieldwork, post-excavation reporting, deposition of the archive and dissemination. All reporting by archaeological fieldwork subcontractor will be via the WSP Cultural Heritage and Archaeology Team.
- 1.4.4. The '*Main Contractor*' is the contractor in control of the site and responsible for all Health and Safety and site security. Unless noted otherwise, the Main Contractor is the archaeological fieldwork subcontractor.
- 1.4.5. The '*plant attendance contractor*' refers to the operative of the plant, hired by the archaeological fieldwork subcontractor and under their direction.
- 1.4.6. '*The client*' is the developer (West Sussex County Council).
- 1.4.7. The '*project archive repository*' is the organisation, for example the county or local museum, responsible for the long-term curation of the project archive, including the field notes, plans, photographs and archived finds. The archaeological fieldwork subcontractor will establish the project archive repository prior to starting the work and will be assigned a unique project reference number ('site code').

## STATEMENT OF LIABILITY

- 1.4.8. This document is for the exclusive benefit of the Client (West Sussex County Council). It may not be assigned to or relied upon by a third party without the agreement of WSP UK Limited ('WSP') in writing. WSP retains all copyright and other intellectual property rights in the document and its contents unless transferred by written agreement between WSP and the Client.



- 1.4.9. The findings and opinions expressed are based on the conditions encountered and/or the information reasonably available at the date of issue of this document (or other date e.g. date of inspection) and shall be applicable only to the circumstances envisaged herein.
- 1.4.10. No person except the Client shall have the benefit of this document by virtue of the *Contracts (Rights of Third Parties) Act 1999*.

## 2 HISTORIC ENVIRONMENT BASELINE SUMMARY

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### 2.1 SITE LOCATION

- 2.1.1. The site is located in fields and wooded areas between Barnham Road and Fontwell Avenue and in the area of a nursery, south of Barnham Road, Eastergate, West Sussex (centred National Grid Reference/NGR 495250 105650: Figure 1). The site is irregular in shape. It is bounded Fontwell Avenue, to the west. The central “dog leg” of the proposed route is bounded by fields by Fontwell Avenue and wooded areas to the north and south, and by houses along Murrell Gardens to the east. The southern part of site is currently a nursery. It is bounded by Barnham Road to the north; houses along Upton Brooks to the east; fields to the south and buildings and open areas to the west.

### 2.2 TOPOGRAPHY

- 2.2.1. Topography can provide an indication of suitability for settlement, and ground levels can indicate whether the ground has been built up or truncated, which can have implications for archaeological survival.
- 2.2.2. The site is located on the West Sussex Coastal Plain. It lies between two dry valleys which form part of the Lidsey Rife river system. The dry valley to the west of the site, following the approximate line of Fontwell Avenue, is a continuation of the Slindon Bottom dry valley. The dry valley to the east is less distinct (ASE 2019).
- 2.2.3. There is a general slope down across the site from north-west to south-east. The ground level is recorded at 15.4m Ordnance Datum (OD) in the western part of the site by Fontwell Avenue. The ground rises slightly to a level of 16.1m OD at the wooded area in the west of the site. From this high point the ground falls to 13.0m OD in the centre of the site. The ground level is recorded at 11.1m OD in the south of the site by Barnham Road (Siteline, Dwg No. 36ES001 – OVERVIEW, Rev -, June 2018). South of Barnham Road the level is recorded at 11.0m OD. At the southernmost part of the site the level is recorded at 10.m OD (Unreferenced AutoCad drawing, date November 2019)

### 2.3 GEOLOGY

- 2.3.1. Geology can provide an indication of suitability for early settlement, and potential depth of remains.
- 2.3.2. According to British Geological Survey (BGS) digital data the geology of the site comprises Head deposits (superficial deposits of gravel and sand accumulated by down-slope solifluction and hill wash). There are river terrace deposits of sand, silts and clays in the southern and western parts of the site (Figure 2).
- 2.3.3. A geotechnical investigation was carried out on the site in 2018. The sequence recorded displayed a typical Quaternary succession for this part of the Coastal Plain. London Clay was overlain by interglacial marine deposits provisionally interpreted as relating to the Brighton-Norton raised beach. The highest depth of the marine deposits was recorded at 3.1m below ground level (mbgl) in TP16. These, in turn, were overlain by fluvial gravel deposits. Localised Brickearth was recorded in several locations. Made ground was recorded in BH03, TP06, TP12, TP16 and TP18 (ASE 2019).

## 2.4 ARCHAEOLOGICAL POTENTIAL AND HISTORICAL BACKGROUND

- 2.4.1. The archaeological and historical background has been assessed in a draft ADBA (WSP 2020), which considered the recorded historic environment resource within a study area of the proposed development. The following is a summary of the findings of the ADBA considered relevant to the archaeological geophysical survey based upon their likelihood to indicate subsurface remains within the survey boundary. Previous archaeological investigations and HER monuments (archaeological finds and features) are referred to by their unique HER identifier (ie EWS0000 or MWS0000).
- 2.4.2. The geoarchaeological monitoring of the geotechnical investigations on the site in 2018 (ASE 2019) recorded a prehistoric flint flake and possible Roman tile
- 2.4.3. A geophysical survey was commissioned by WSP and carried out at the site in June 2020 by Wessex Archaeology. The survey identified anomalies considered likely to be archaeological in origin this included a distinct parallel alignment of positive anomalies that could indicate a former trackway. It is possible that this defined a former field system that could relate to the Iron Age and Roman-British activity noted in the surrounding area. Several further ditch-like anomalies were also identified in the survey results in northern areas; however, these cannot be confidently interpreted as of archaeological in origin and potentially relating to modern agricultural activity. Similarly, numerous uncertain pit-like anomalies were identified throughout all areas of the survey; potentially of archaeological origin however they may simply relate to localised variations in the underlying superficial deposits.

### PREHISTORIC PERIOD (800,000 BC–AD 43)

- 2.4.4. The proposed A29 Realignment (the scheme) lies on the West Sussex lower coastal plain, or more widely the Sussex and Hampshire Coastal Plain landform. In general, the West Sussex Coastal Plain (WSCP) is of considerable Pleistocene geological and Palaeolithic archaeological interest.
- 2.4.5. The findspot of a Palaeolithic axe is recorded on Walberton Lane (MWS2332), 1.2km to the north-east of the site. A small number of flints of Mesolithic date were found during an evaluation at Land at Fontwell Avenue (EWS1674), 800m north of the site. Finds of Mesolithic flint flakes at Norton Spinney (MWS6803), 1km south-west of the site, and at Croft Cottages (MWS7101), 1.1km south-west of the site, might represent flint working sites.
- 2.4.6. A single flint flake fragment of late prehistoric date was found in the western part of the site, during archaeological monitoring of a geotechnical investigation.
- 2.4.7. Two pits possibly dating the Neolithic were recorded during an evaluation at Land at Westergate (EWS1810), 350m to the west of the site. Neolithic flints were found during an evaluation at Land at Fontwell Avenue (EWS1674), 800m north of the site. Three Neolithic scrapers and 26 waste flakes were found on surface of a ploughed field (MWS7795), 1.2km to the south-west of the site. Flint implements including a Thames pick and leaf-shaped blade, of late Neolithic or Bronze Age date, were found in Barnham Nurseries (MWS5686), 800m south-east of the site.
- 2.4.8. A late Bronze Age posthole containing flintwork, and fire cracked flint, together with a large quantity of late Bronze Age pottery was recorded during evaluations at Westergate Community College, (MWS7049), 650m to the south-west of the site. Residual Bronze Age flintwork and pottery was recorded at Land to the Rear of 23-27 Ivy Lane (EWS1127), 850m to the south-west of the site. Late Bronze Age ditches were revealed during an evaluation at Land at Westergate (EWS1810), 350m to the west of the site. At Arundel Road (MWS6976–7), 1.3km north-east of the site, a possible late

Bronze Age (or early Iron Age) ditch was recorded. The findspot of a small Late Bronze Age bucket shaped urn is recorded on Eastergate Lane (MWS2254), 100m north of the site.

- 2.4.9. Middle Iron Age pottery was found in a gully during an evaluation at Barnham Manor (EWS1035), 200m to the south-east of the site. At Land to the Rear of 98 Barnham Road (EWS742), 650m to the south-east of the site, linear features dated to the Iron Age were recorded during an excavation. Early Iron Age pottery was recorded during evaluation at Westergate Community College (MWS7048), 650m to the south-west of the site. At Arundel Road (MWS6976–7), 1.2km north of the site, part of a linear ditch was exposed in which contained some early Iron Age pottery.
- 2.4.10. Based on archaeological finds and features within the vicinity of the site, during this period it is likely there was a background level of prehistoric activity; most likely taking the form of dispersed agricultural activity. In all likelihood prehistoric features on the site would comprise isolated ditches or pits or possibly enclosures.

### **ROMAN PERIOD (AD 43–410)**

- 2.4.11. The site lies to the south of the Roman road from Chichester to Arundel. Recent work using LiDAR images and aerial photographs has identified sections of the road 950m to the north of the site.
- 2.4.12. A fragment of CBM was found in the western part of the site, during monitoring of the geotechnical investigation. Based on the thickness and surface treatment this was thought to be a fragment of Roman tegula tile.
- 2.4.13. At Barnham Manor (EWS1035), 200m to the south-east of the site, a gully of Roman date was recorded. Cut features from the Roman period were revealed at Land to the Rear of 98 Barnham Road (EWS742), 650m to the south-east of the site. Roman cut features were also recorded at Westergate Community College (MWS7047–9), 650m to the south-west of the site. The findspot of Roman pottery (MWS1280) is also recorded here. A Roman roof file was recorded at Church Lane (MWS6997), 500m south-west of the site. The site of a possible Roman villa has been suggested field to the south of St. George's Church, Eastergate (MWS2364), 750m to the south-west of the site. Fragments of Roman pottery, some animal bone and oyster shells were found and a 1925 aerial photograph shows a crop marks indicating the site of a Roman building. Roman pottery and ceramic building material was found at Fontwell (MWS7988), 1.1km north of the site.
- 2.4.14. The site was probably in an area of farmsteads and fields during the Roman period.

### **EARLY MEDIEVAL (SAXON) PERIOD (AD 410–1066)**

- 2.4.15. Early settlement at Eastergate is thought to have been in the area of St. George's Church, 700m to the south-west of the site.
- 2.4.16. Early medieval features of the neighbouring settlement of Westergate have been recorded in the study area. Saxo-Norman features were recorded at Westergate Community College (MWS7047–9), 750m to the south-west of the site. Saxo-Norman pits, ditches and pottery were revealed at Land to the Rear of 23–27 Ivy Lane (EWS1127), 800m to the south-west of the site.
- 2.4.17. The site was probably open fields or woodland to the north of the settlement at Eastergate

### **LATER MEDIEVAL PERIOD (AD 1066–1540)**

- 2.4.18. The focus of settlement was around St George's Church, 700m to the south-west of the site. A manor house was recorded at Eastergate in 1379, in the location of the later Manor Farmhouse,



675m to the south-west of the site. The Northfield, between Barnham Road and Fontwell Avenue, which would likely have included the area of the site, was open fields during the later medieval period.

- 2.4.19. Later medieval features were recorded at Westergate Community College (MWS7047), 650m to the south-west of the site. At Land to the Rear of 23-27 Ivy Lane (EWS1127), 850m to the south-west of the site, features dating for the 11th/12th centuries to the 14th century were recorded. Ditches containing pottery dated to the 11th to 13th centuries were revealed at Church Lane (MWS6997), 500m south-west of the site. At Arundel Road (MWS6977), 1.2km north of the site, later medieval pottery was recorded. Medieval green-glazed pottery was found on the surface of a ploughed field south of Eastergate Church (MWS2365), 1.2km to the south of the site.
- 2.4.20. The site was probably in open fields away from the centre of settlement throughout the later medieval period.

### **POST-MEDIEVAL PERIOD**

- 2.4.21. Based on cartographic evidence across the majority of the site, remains prior to the 20th century would be limited to agricultural management features, such as boundary ditches or quarrying pits. Any buried remains of the early 19th century Eastergate Workhouse, in the western part of the site will have been removed by later quarrying

## 3 ARCHAEOLOGICAL EVALUATION

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### 3.1 AIMS

- 3.1.1. The aim of the evaluation is clarify the presence, nature, date and extent of any archaeological remains that might be present within the areas of impact, where archaeological survival is expected to be high. This is for the purposes of informing an appropriate mitigation strategy for any significant archaeological remains. If the evaluation reveals little of archaeological significance then no further work may be necessary.

### 3.2 OBJECTIVES

- 3.2.1. The objective of trial trench evaluation as defined by the Chartered Institute for Archaeologists (CIfA) is to 'determine, as far as is reasonably possible, the nature of the archaeological resource within a specified area using appropriate methods and practices' (CIfA, 2020). The results of the evaluation will inform an appropriate mitigation strategy for any archaeological remains, if required.
- 3.2.2. This is further explained as 'a limited programme of non-intrusive and/or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site.... If such archaeological remains are present field evaluation defines their character, extent, quality and preservation, and enables an assessment of their worth in a local, regional, national or international context as appropriate.'
- 3.2.3. Para 3.2.12 of the CIfA guidelines states that 'the archaeologist must be mindful that the purpose of evaluation is to determine the presence, or not, of archaeological deposits and to assess their nature, extent etc, and must not unnecessarily interfere with archaeological remains. The archaeologist must make every effort to ensure that field evaluation is minimally-intrusive and minimally-destructive to archaeological remains in both the design and execution of work.'
- 3.2.4. In respect of the archaeological research objective specific to the site, based on the archaeological potential as identified in the ADBA and geophysical survey are as follows:
- What are the nature and levels (OD) of natural deposits?
  - Identification of either Prehistoric or Roman activity in the site boundary as indicated by the possible trackway identified from the geophysical survey. It is possible this formed part of the wider Romano-British landscape surrounding the Roman road noted north of the site. This provides a potential opportunity to contribute a South East Regional Research Framework objective of further understanding Romano-British field systems, and their relationship to preceding and succeeding systems (Allen *et al.*, 2018).
  - What evidence is there for activity from the early medieval, later medieval and post-medieval periods? If present, what is its nature, extent and significance?

### INTRODUCTION

- 3.2.5. The fieldwork evaluation methodology will conform to best professional practice as summarised in the appropriate CIfA *Guideline for Evaluation* (CIfA, 2020) and the Sussex Archaeological Standards (2019).
- 3.2.6. The relevant project archive repository for the project archive will be confirmed by the archaeological fieldwork subcontractor and a unique project number - a 'site code' obtained prior to the start of the project.

3.2.7. In terms of the area of potential archaeological impact assessed in the ADBA and considered in the WSI, this is assumed to be site wide. It is assumed that topsoil would be removed across the entire site as part of the preliminary site works, to take into account not just the area of proposed development but also temporary construction compounds, temporary access and any topsoil storage areas, the exact location of which is not currently known. Removal of topsoil is a potential impact as (in addition to the loss of any residual evidence it contains) it exposes any archaeological remains that may be present immediately beneath the topsoil. These may then be affected by movement of vehicles and plant involved in construction activities, for example through rutting and compaction.

### **TRIAL TRENCH PLACEMENT**

- 3.2.8. A total of 57 no. 30.0m long by 1.8m wide trial trenches are proposed which represents a 4.2% sample of the area to be affected by construction activities. The trench locations, are shown on Figure 2 in **Appendix C**. These are targeted to possible archaeological features identified as anomalies in the geophysical survey, with some trenches are located in 'blank' areas where no anomalies were identified.
- 3.2.9. Contingency trenching may be required to bring the site sample up to 5% for the whole route. This would comprise an additional 6 no. 30.0m long by 1.8m wide trial trenches, or equivalent. The terms of reference for use of contingency are:
- Extension of existing trial trenches to pick up the whole widths of partially exposed archaeologically significant linear features or plan of ditto discrete features, so as to enable their sample investigation at trial trenching stage;
  - New trenches, length as necessary, to help to define more tightly the extent of areas of significant archaeology identified in trial trenches – this process will help to identify and define archaeological excavation areas to follow trial trenching.
  - Contingency need not be used except for the above purposes.
- 3.2.10. Final trench placement will consider non-archaeological constraints such as the presence of existing services, vegetation and access. Non archaeological constraints will be considered in the finalised WSI. The area will be scanned with a Cable Avoidance Tool (CAT) prior to any excavation to confirm that no previously unidentified electrical cables are present.
- 3.2.11. The trenches will be located and marked out by the archaeological fieldwork subcontractor surveyor and tied to the National Grid.
- 3.2.12. Based on the predicted depth of deposits, it is assumed that the trenches will be around 0.3–0.5m deep and no more than 1.2m deep. This is sufficiently deep to reach the underlying geology and any archaeological features cut into it. Shoring or stepping the sides is not therefore required.

### **ARCHAEOLOGICAL INVESTIGATION**

- 3.2.13. All trenches will be opened initially by a mechanical excavator equipped with a toothless grading bucket, under supervision of the archaeological fieldwork subcontractor (Site Supervisor), who will decide when remains of archaeological significance requiring recording are revealed.
- 3.2.14. Following initial exposure of archaeological horizons, investigation by the archaeological fieldwork subcontractor will be by hand, including cleaning, examination, sampling and recording (see below) in the appropriate manner. Archaeological hand dug investigation and recording will proceed only

until significant archaeological levels have been reached and will be sufficient to allow the nature, extent, survival and significance of archaeological remains to be identified.

- 3.2.15. It may be appropriate to resort to supervised machine excavation, a technique that is only appropriate for the removal of homogeneous and 'low-grade' layers where it can reasonably be argued that more detailed attention would not produce information of value, and where their removal may give a 'window' onto underlying levels.
- 3.2.16. The levels at which all sampling excavation and/or mechanised excavation will cease will be determined by consultations between WSP Cultural Heritage and Archaeology Team. This will typically entail a site visit. Where the evaluation has revealed no significant archaeological remains digital photographs may be sufficient.
- 3.2.17. In addition to the evaluation of archaeological (i.e. man-made) deposits, in accordance with an identified research objective, an assessment of natural deposits may be necessary, especially when these are organically preserved and laid down within archaeological timescales; for example, alluvial or peat deposits, which can hold palaeoenvironmental potential.
- 3.2.18. In the unexpected event that remains of very high significance warranting preservation *in situ* are identified, the archaeological fieldwork subcontractor will inform the WSP Cultural Heritage and Archaeology Team immediately, who will then consult with the WSCC Archaeological Advisor. Appropriate measures will be taken to protect such remains from any damage or deterioration. This might involve for instance protective boxing, wrapping deposits or features in a geo-textile such as terram, sealing with sand or other suitable soft materials, or other means as deemed suitable/appropriate in consultation with the WSCC Archaeological Advisor and relevant specialists, where required.
- 3.2.19. Topsoil and subsoil will be stored separately adjacent to each trench to enable backfilling.

### **SAMPLING STRATEGY**

- 3.2.20. In order to obtain sufficient information on the likely nature, date, extent, survival and significance of any potential archaeological features and deposits identified, these will be sample excavated by hand. It is not the objective of the evaluation to archaeologically excavated features in their entirety as this would form part of a future mitigation strategy for preservation by record.
- 3.2.21. The following sampling strategy will be carried out, in accordance with the *Sussex Archaeological Standards* Annex C (archaeological evaluation), as reproduced below:
  - All linear features will be sampled, using a minimum 1-metre wide section.
  - Sampling of linear features to be at 10-metre intervals or totalling 10% of the length of the linear cut feature (whichever is the greater).
  - All discrete features will be half sectioned until sufficiently characterised. Once this has been achieved a lower sample of cut features may be considered appropriate subject to agreement with the Archaeological Adviser. Undated features should be rapidly fully excavated for finds retrieval.
  - Where three or fewer pits or probable pits, whether or not evidently datable or ancient (excepting evidently modern features), occur in any trench, all those features will be sampled.
  - Priority is to be given to features with more charcoal-rich fills or anticipated dating evidence.
  - Should five or fewer archaeological features of any kind, discrete or linear, be revealed within any one trench, all those features will be sampled.

- Where two or fewer buried pottery vessels are present, buried upright or inverted, both should be lifted and removed from site.
  - If such vessels are believed to be human cremation burials (e.g. because of visible remains of burnt / cremated bone in their contents), a Licence from the Ministry of Justice, permitting their removal, must first be obtained.
  - Other probable cremation vessels or unburnt human remains should be left in situ after recording their visible portions.
- 3.2.22. Datable finds from the sampled areas will be recovered to allow features and deposits to be dated.
- 3.2.23. Where palaeoenvironmental potential has been identified, bulk samples, 20L (litres) for wet and 40L–60L for dry contexts of will be taken from appropriate contexts for the recovery and assessment of palaeoenvironmental data. Provision will be made for column and other appropriate samples to be taken. Sampling methods will follow English Heritage guidelines (English Heritage, 2009 and English Heritage, 2011).
- 3.2.24. Where necessary, a supplementary strategy for sampling of environmental deposits may be developed by WSP Cultural Heritage and Archaeology Team in accordance with Historic England and ClfA guidelines (Historic England 2011). Advice will be sought from the WSCC Archaeological Advisor and the Historic England Regional Archaeological Science Advisor throughout the project, as appropriate. Subsequent off-site work and analysis of the processed samples and remains will be undertaken by archaeological specialists.

## **ARCHAEOLOGICAL RECORDING**

- 3.2.25. A 'site location plan', indicating site north shall be prepared at 1:1250. A plan at 1:200 (or 1:100) shall be prepared showing the location of archaeology investigated in relation to the investigation area. The location of site plans will be identified in relation to Ordnance Survey National Grid.
- 3.2.26. Standard archaeological recording methods will comprise a written record (both description and interpretation with annotated sketches where appropriate), scaled drawings both in plan and in section, photographic record, and retrieval and annotation of archaeological finds and samples.
- 3.2.27. Written records will be produced using either pro-forma context or trench record sheets and where complex stratigraphy is encountered, by the single context planning method, and will be compatible with those published by the Museum of London (MoLAS 1994). Each discrete archaeological layer, fill, cut, etc., that is sampled will be individually numbered and described in terms of soil composition, stratigraphic position, dimensions, artefact content, samples, with professional interpretation as to the likely nature and date of the feature. The context system will be able to be cross-referenced to all records and will be compatible with digitisation.
- 3.2.28. A record of the full sequence of all archaeological remains as revealed in the evaluation will be made. Plans and sections of features will be drawn at an appropriate scale of 1:10 or 1:20, with sections drawn at 1:10 and tied to the Ordnance Survey National Grid. All plans and sections will include the Ordnance Datum (OD) height of strata and all principal features.
- 3.2.29. A 'Harris matrix' stratification diagram shall be employed to record stratigraphic relationships (Harris *et al.* 1993), where appropriate. This record shall be compiled and checked during the course of the fieldwork with spot dating, where appropriate, incorporated onto this diagram.
- 3.2.30. A full photographic record will be made using Digital Single Lens Reflex (SLR) cameras equipped with an image sensor of not less than 10 megapixels in high resolution TIFF (uncompressed) format.

This will record both the detail and the general context of the principal features and the site as a whole. Digital images will be subject to managed quality control and curation processes which will embed appropriate metadata within the image and ensure long term accessibility of the image set. Photographs will also be taken of all areas, including access routes, to provide a record of conditions prior to and on completion of the fieldwork.

- 3.2.31. Registers will be kept of all photographs, levels, plans, sections, finds and samples taken in the field.

### **ARCHAEOLOGICAL FINDS**

- 3.2.32. All recovery, retention and treatment of finds and samples will be carried out mindful of the overall purpose of the exercise, i.e. to evaluate for further decision making, as expressed in ClfA (2020) para 3.2.12. and 3.3.8. To this end, all artefactual and ecofactual material will be reviewed on site for its capability to inform the evaluation report.
- 3.2.33. Identified archaeological finds and artefacts will be carefully recovered by hand and bagged or boxed according to the type of artefact (i.e. pottery, ceramic building material/CBM, bone, worked flint, metal) archaeological context from which they came, with a label indicating the site code, find type and context reference number). Particularly notable artefacts will be recorded as a 'registered' find, and recorded three dimensionally with Ordnance Datum levels. This will include *in situ* prehistoric worked flint.
- 3.2.34. Initial conservation and storage will be in a proper manner and to standards set out follow *First Aid for Finds* (Leigh *et al* 1998) and the ClfA 'Standard and Guidance for the collection, documentation, conservation and research of archaeological materials' (ClfA 2014a). If necessary, an appropriately qualified and experienced archaeological conservator will be appointed to advise and assist in the lifting of fragile finds of significance and or value and to arrange for the X-raying and investigative conservation of objects as may be necessary.
- 3.2.35. Certain classes of bulk material, i.e. post-medieval pottery and building material may be discarded if there is a considerable quantity (more than a single standard archive box of c. 0.016m<sup>2</sup>), after recording with a representative sample.
- 3.2.36. All pottery, bone and worked flint will be washed and then marked in accordance with the project archive repository guidelines. Most building material and burnt flint (not including significant diagnostic material) will be identified, counted, weighed and discarded. Samples will be retained as appropriate. The finds identification and specialist work will be undertaken by the relevant finds specialists agreed with the WSCC Archaeological Advisor to assess the date range of the assemblage with particular reference to pottery use relevant county or region-specific type series for identification and dating, where available. This evidence will be used to characterise the site, and to establish the potential for all categories of finds should further archaeological work be necessary. Records of artefact assemblages will clearly state how they were recovered, sub-sampled and processed. Consideration will be given for donation of appropriate artefacts to type series reference collections.
- 3.2.37. All finds of gold and silver, or other objects definable as 'treasure' under the *Treasure Act 1996*, will be removed to a safe place and reported to the local Coroner according to the procedures of the *Treasure Act 1996* and the *Treasure (Designation) Order 2002*. Where removal cannot be affected on the same working day as the discovery suitable security measures will be taken to protect the finds from theft.

## HUMAN REMAINS

- 3.2.38. If any finds of human remains are exposed, these will be left *in situ*, covered and protected. If removal is essential it can only take place with a Burial Licence as issued by the Ministry of Justice (Coroner's Division). It will be necessary to ensure that adequate security is provided.

## 3.3 MITIGATION

- 3.3.1. Stage 2 Archaeological Mitigation will follow-on from the Stage 1 trial trench archaeological evaluation. Concentrations of significant archaeology will be defined in consultation with WSCC Archaeology Adviser and will be excavated and recorded in advance of construction works in accordance with the procedures of *Sussex Archaeological Standards*, especially those in Annex E.

## 3.4 ALTERNATIVE MITIGATION STRATEGY

- 3.4.1. As an alternative to Stage 1 trial trench archaeological evaluation, followed by Stage 2 archaeological mitigation it is possible to proceed directly with Stage 2 mitigation, during construction, in the form of Strip, Map and Sample, without the preliminary Stage 1 evaluation
- 3.4.2. The benefit of the former strategy is that preliminary evaluation would help reduce uncertainty in terms of the possible presence of previously unrecorded significant and extensive archaeological remains, the excavation and recording of which could potentially delay the main construction programme. If there is sufficient flexibility in the programme and approach to the preliminary site strip however, then the latter strategy would potentially reduce the cost of the archaeological work without creating significant risk to programme.
- 3.4.3. Machine stripping of the site would be carried out under archaeological direction by a 360° tracked excavator fitted with an appropriate toothless ditching bucket. Undifferentiated topsoil overburden of recent origin would be removed to the upper-most level of any identified archaeological features, or the natural geology, whichever is encountered first.
- 3.4.4. A digital pre-excavation site-plan of any archaeological features will be prepared at an appropriate scale. The archaeological team will undertake monitoring of the machine stripping, hand-cleaning and planning.
- 3.4.5. Following monitoring of the preliminary stripping, archaeological excavation and recording of a sample of selected features within the area could commence. Strip. Map and Sample feature sampling percentages would be in accordance with Annex E (comprehensive archaeological excavation) of the *Sussex Archaeological Standards*. All excavation work would be supervised and monitored by a fully qualified Archaeological Project Officer/Supervisor. Enough time would need to be given to the archaeological team to record archaeological features.

## 4 REPORTING, DISSEMINATION & ARCHIVING

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### 4.1 REPORTING

4.1.1. A fully illustrated archaeological evaluation report will be made available to the client and the WSCC Archaeological Advisor within 6 weeks of the completion of fieldwork. In advance of the full report an interim report would be required at the earliest stage possible, comprising a concise summary of the archaeology in each evaluation trench and feature plans. In accordance with the ClfA standards and guidance (2020) the full report will include as a minimum, the following:

- *Non-technical summary.* One-page summary outlining project background and circumstance, the principal reason for the work and when it was undertaken and by whom, its objectives, main results, and where appropriate, recommendations.
- *Introduction.* This will set out the circumstances of the project such as planning background and the reason for the work and will include the aims and specific research objectives reflected or reiterated in this WSI.
- *Archaeological and historical background.* A brief summary with the site description (including size, geology and topography, location) and background. In most cases this will be derived from the desk-based assessment.
- *Fieldwork methodology.* The methods used. This will include the detail of any variation to the agreed WSI and the reasons for such.
- *Results.* This will present a series of summary objective statements, organised clearly in relation to the methods used, and describing both structural data and associated finds and/or environmental data recovered. Descriptive material will be clearly separated from interpretative statements. Technical terminology (including dating or period references) will be explained.
- *Conclusions.* Summary and interpretation the results and their likely significance. Other elements might include a confidence rating on the results and limitations (e.g. weather or problems of access). Recommendations on further work may also be included.
- *References and bibliography* A list of all sources used. The final destination of the archive (records and finds) will be noted in the report along with the site code assigned by the relevant project archive repository.
- *Appendices.* Essential technical and supporting detail, including for example lists of artefacts and contexts or details of measurements, gazetteers etc. Pottery reports will be expected to refer to the appropriate type series for Roman, medieval and post-medieval pottery.
- *Illustrations.* Location plan, plans and sections at appropriate scales showing location and position of trenches dug and features located and selective photography. Section drawing will include heights Ordnance Datum (OD); plans should include OD spot heights for all principal strata and features.

### 4.2 PUBLICATION AND DISSEMINATION

4.2.1. In order to fulfil the planning condition, the results of the investigation will need to be published and disseminated at a level that is appropriate to the significance of the remains recorded.

4.2.2. If the Alternative Mitigation Strategy (Strip, Map and Sample) is adopted a Post-Excavation Assessment (scoping of post-excavation works) document will be required, as it would be for Stage 2 archaeological mitigation following Stage 1 trial trenching.



- 4.2.3. Three hard copies of the report should be deposited with the Historic Environment Record (HER), on the understanding that it will be made available as a public document after an appropriate period (not exceeding 6 months from the completion of fieldwork); a further hard copy to be sent to the client. Electronic (PDF) copies of the report will also be provided alongside the hard copies.
- 4.2.4. A summary account of the work should be submitted to the editor of the local archaeological journal Archaeology Round-up and any relevant period journals (e.g. Medieval Archaeology, Proceedings of the Prehistoric Society) no later than March 31st of the year following completion of fieldwork.
- 4.2.5. Further publication may range from a 'grey literature' archaeological report, to a short journal article in local and period-based archaeological journals as appropriate (as above), to a full monograph (in the event that the evaluation resulted in further excavation). The level of dissemination would be determined in consultation with the WSCC Archaeological Advisor.
- 4.2.6. In all cases a short summary of the results of the work will be submitted to the HER, and National Record for the Historic Environment (NHRE), as maintained by Historic England, via a standard OASIS archaeological report form.

### 4.3 ARCHIVING

- 4.3.1. The site archive will contain all the data collected during the fieldwork, including records and finds, and all reports. The archaeological fieldwork subcontractor will ensure that the archive is quantified, ordered, indexed and internally consistent, and adequate resources will be provided to ensure that all records are checked. Archive consolidation will be undertaken immediately following the conclusion of fieldwork.
- 4.3.2. A unique site code for the project will be designated to this project and will be used as the site identifier for all records produced.
- 4.3.3. Any finds of archaeological interest should be appropriately conserved and deposited in an appropriate institution: any finds which cannot be so deposited should be fully analysed and published.
- 4.3.4. Finds and records will be assembled and curated by a single organisation, and be available for public consultation in a project archive repository compatible with other archaeological archives in the county, and adhering to guidelines and standards set out in the following:
  - Archaeological Archive Forum (2011), *Archaeological Archives: a guide to best practice in creation, compilation transfer and curation*
  - Chartered Institute for Archaeologists, Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives (CIFA), 2014a)
  - Museums and Galleries Commission (1992) *Standards in the Museum Care of Archaeological Collections*
  - Society of Museum Archaeologists (1995) *Towards an Accessible Archive. The Transfer of Archaeological Archives to Museums: Guidelines for Use in England, Northern Ireland, Scotland and Wales.*
  - United Kingdom Institute for Conservation (1990) *Guidelines for the preparation of excavation archives for long term storage*
- 4.3.5. Copyright of the written archive will be vested in the project archive repository, which will be clearly identified in the evaluation report. The site archive will be deposited within 6 months of issuing the

evaluation report. The 2013 Sussex-wide protocol for museum archaeological collecting areas for development-led archaeological investigation archives identifies Littlehampton Museum as the appropriate repository for investigations in Eastergate parish. The Museum should be contacted and their agreement to accept the archive should be obtained before the start of archaeological investigation.

## **4.4 OWNERSHIP OF FINDS**

- 4.4.1. Whereas ownership of any finds on the site lies with the landowner, it is necessary that the landowner gives the necessary approvals, licences and permissions to donate any finds recovered from the site to the project archive repository, to enable that body to carry out its obligations to curate the finds, in perpetuity, as part of the archaeological archive from this site.
- 4.4.2. These approvals, licences and permissions shall be either confirmed in the Agreement and Contract regulating the archaeological works and/or confirmed by the completion of the relevant Deed of Transfer form (see **Appendix A** for draft form).
- 4.4.3. The client (or their agent) will make arrangements for the signing of a Deed of Transfer Form by the client or, if the landowner is different to the client, by the landowner.
- 4.4.4. Notwithstanding the above, subsequent arrangements may be made if required between the landowner, the client and the project archive repository for the conservation, display, provision of access to or loan of selected finds in or near their original location.

## 5 PROGRAMME, STAFFING AND ATTENDANCES

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### 5.1 INITIAL TIMETABLE AND STAFFING

- 5.1.1. The archaeological evaluation is anticipated to start in Spring/Summer 2021. The evaluation fieldwork duration will depend on the scope of work as set out in the final, approved WSI, and will be carried out under an archaeological condition following planning consent.
- 5.1.2. The archaeological fieldwork subcontractor will provide a programme for the archaeological monitoring to the WSP Cultural Heritage and Archaeology Team, which will include detailing of staffing requirements.
- 5.1.3. The exact details of time, areas and numbers of staff involved would be agreed in discussions between the WSP Cultural Heritage and Archaeology Team, the client, and the WSCC Archaeological Advisor.
- 5.1.4. If significant archaeological remains are revealed which cannot be satisfactorily sampled in the period initially defined, there should be sufficient flexibility within the programme and resources to enable the remains in question to be investigated to the satisfaction of the WSP Cultural Heritage and Archaeology Team in consultation with the WSCC Archaeological Advisor.

### 5.2 PROJECT TEAM

- 5.2.1. The work will be undertaken by an archaeological fieldwork subcontractor that is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA) and approved by the WSP Cultural Heritage and Archaeology Team.
- 5.2.2. Details of the archaeological fieldwork subcontractor staff including post-excavation specialists will be provided once the archaeological fieldwork subcontractor has been appointed.
- 5.2.3. The WSP Cultural Heritage and Archaeology Team staff will comprise:
  - *Paul Riggott, BA, BSc, MSc, MCIfA Senior Consultant.* A diligent and competent Heritage Consultant with eight years' experience in the sector. Has worked on many projects, provided desk-based assessment of the archaeology of sites in both urban and rural contexts. Has also produce the archaeological contribution for Environmental Impact Assessment for several sites. Worked as a project manager, which comprised tendering for new work, controlling project budgets, quality assurance and managing fieldwork.
  - *Jon Chandler, BA PGDip MCIfA, Associate Director and South Region Lead.* Jon is highly experienced with deep and broad expertise derived from a career that spans 25 years in commercial archaeology, primarily as a heritage consultant. Jon has managed and worked on thousands of public and private sector development schemes, including some of the largest infrastructure projects in the country. This has included airport, rail, road, port, pipeline, energy, business park, urban and greenfield development, and complex deeply stratified archaeological sites in the City of London.
- 5.2.4. CVs of the key members of staff will be made available upon request.

### 5.3 PROGRESS REPORTS

- 5.3.1. The WSP Cultural Heritage and Archaeology Team will provide the client and, if appropriate, the WSCC Archaeological Advisor, with a weekly summary progress memo (1–2 pages). This will:

- Summarise the work undertaken during the week and the key findings
- Report on site attendance, where appropriate
- Confirm that the work will be completed to programme and identify any potential issues to programme.
- Identify any health and safety issues (including near miss)

## **5.4 POST-EXCAVATION PROGRAMMING**

- 5.4.1. The time required to complete the Post-excavation Assessment Report and any further work, will very much depend on the volume of records generated during the mitigation work. The Post-excavation Assessment Report would include any Stage 2 mitigation work required following trial trenching, or the Strip, Map and Sample alternative mitigation. The results of the previous work on the site will also be combined in the post-excavation assessment programme.

## **6 HEALTH AND SAFETY**

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### **6.1 INTRODUCTION**

- 6.1.1. This is a draft WSI setting out the broad principles and approach to the evaluation only, to accompany a planning application, detailed site-specific information in this section will not be included at this stage. The information will need to be included in the future, finalised, version of the WSI in advance of commencement of the fieldwork.
- 6.1.2. Health and Safety will take priority over all other requirements. A conditional aspect of all archaeological work is both safe access to the area of work and a safe working environment. The project will be carried out in accordance with safe working practices.
- 6.1.3. The following sections outline the health and safety aspects of the site work along with known constraints and maybe subject to change following consultation with the client, landowner, and the archaeological fieldwork subcontractor.

### **6.2 RISK ASSESSMENT AND METHODOLOGY STATEMENT (RAMS)**

- 6.2.1. The archaeological fieldwork subcontractor will produce a site-specific Risk Assessment and Methodology Statement (RAMS) to cover the onsite fieldwork and will supply a copy of the company's Health and Safety Policy. These will be reviewed by the WSP Cultural Heritage and Archaeology Team to ensure that the policy and measures are appropriate and complies with WSP Health and Safety policy. This will include measures in respect of the COVID-19 pandemic.
- 6.2.2. The RAMS will have been read, understood, and signed by all staff attending the site before any fieldwork commences.

### **6.3 PERSONAL PROTECTIVE EQUIPMENT (PPE)**

- 6.3.1. Staff present on site will be required to wear the appropriate Personal Protective Equipment (PPE), as identified in the RAMS.

### **6.4 WELFARE**

- 6.4.1. The archaeological fieldwork subcontractor will be responsible for providing and positioning suitable welfare facilities on site, including toilet and water for washing.

### **6.5 SITE SECURITY**

- 6.5.1. Site security arrangements will be detailed in the final WSI in advance of commencement of the fieldwork.

### **6.6 ACCESS**

- 6.6.1. Site access from the relevant landowners will be arranged by client or their representative before site works commence. The WSP Cultural Heritage and Archaeology Team and archaeological fieldwork subcontractor shall be notified if access arrangements change prior to or during the evaluation programme.



## **6.7 NON-ARCHAEOLOGICAL CONSTRAINTS**

- 6.7.1. Non-archaeological constraints will be considered in the final WSI once the exact scope of work has been agreed in consultation with the WSCC Archaeological Advisor.

## 7 MONITORING AND ASSURANCE

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### 7.1 ON SITE FIELDWORK

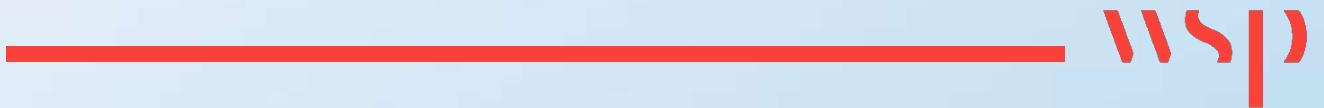
- 7.1.1. The WSP Cultural Heritage and Archaeology Team will monitor and assure all elements of the archaeological fieldwork and will ensure that the work is carried out in accordance with this WSI, professional standards and the requirements of the WSCC Archaeological Advisor. Any variance in the scope of work shall be made by the WSP Cultural Heritage and Archaeology Team acting on behalf of the client, in consultation with the WSCC Archaeological Advisor.
- 7.1.2. The WSP Cultural Heritage and Archaeology Team will undertake monitoring visits of the fieldwork where required. This will review the following:
- Compliance by the archaeological contractor with the agreed health and safety arrangements as set out in the RAMS;
  - The agreed numbers and levels of fieldwork staff attendance;
  - The agreed number and type of plant;
  - Appropriate provision of welfare;
  - Work is being undertaken in accordance with the requirements of this WSI;
  - Work is being undertaken to programme; and
  - Project risk (cost and programme).
- 7.1.3. Any non-compliance will be pointed out by the WSP Cultural Heritage and Archaeology Team at the earliest opportunity and steps agreed and put in place to resolve any issues.
- 7.1.4. Any key decisions (such as excavation strategy or work scope changes) that are made on site shall be noted during the monitoring visits and communicated by the WSP Cultural Heritage and Archaeology Team to relevant parties. Visits by the WSCC Archaeological Advisor will be arranged so that they are satisfied that the works are being conducted to proper professional standards.

### 7.2 POST-EXCAVATION DELIVERABLES

- 7.2.1. The WSP Cultural Heritage and Archaeology Team will technically assure the deliverables conform to the format and scope agreed with the WSCC Archaeological Advisor, and that the reporting is accurate and clear and with sound conclusions, and that it has been produced to professional standards and the requirements of the WSCC Archaeological Advisor. This will be the case whether the agreed deliverables take the form of an archaeological report for the HER, journal article or monograph.
- 7.2.2. The WSP Cultural Heritage and Archaeology Team will liaise with the archaeological fieldwork subcontractor to ensure that the work is carried out to an agreed delivery programme.

# Appendix A

## **DRAFT TRANSFER OF FINDS OWNERSHIP FORM**







## Appendix A: TRANSFER OF TITLE FORM

This form should be printed and will be used in conjunction with RAMM's standard entry form. The entry form is a paper form that will be signed by owner of the objects or the depositing archaeological contractor at the time of deposition.

Museum accession number:

Site name and site code:

Name of Archaeological Contractor:

Name and address of owner:

Telephone Number:

I hereby confirm my donation of the archaeological discoveries (any objects, materials or remains of archaeological interest, other than those articles declared by Coroner's Inquest to be Treasure) recovered from the site named as an absolute and perpetual gift. I wish all material to be unconditionally transferred to the \_\_\_\_\_, a service of \_\_\_\_\_

Signed -----

Date -----

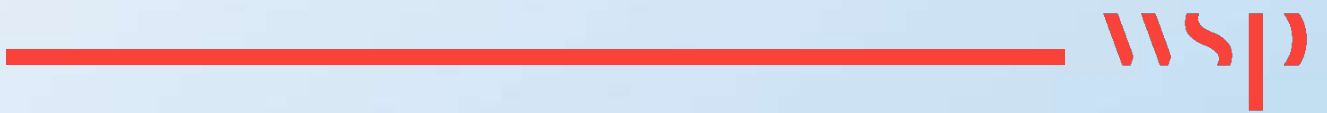
Print name -----

### Data Protection

The Museum retains the names and addresses of persons donating, bequeathing, selling or loaning objects because this information forms part of the object's history. This information is for the Museum's records and is not made available to any other organisation

# Appendix B

## REFERENCES



## PUBLISHED AND DOCUMENTARY SOURCES

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Sussex Archaeological Standards, 2019. Available at <https://www.eastsussex.gov.uk/media/12608/ar-sussex-archaeological-standards-2019.pdf>

Treasure (Designation) Order 2002, TSO

Treasure Act 1996 *Code of Practice (2nd Revision) 1996*, DCMS

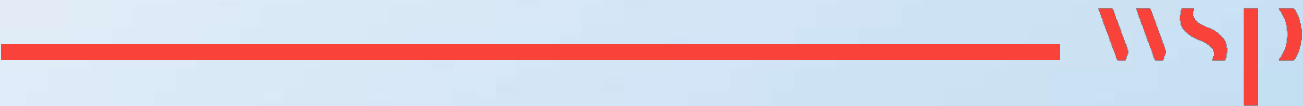
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WSP, 2020, A29 Realignment: Archaeological Desk-Based Assessment

# Appendix C

## FIGURES

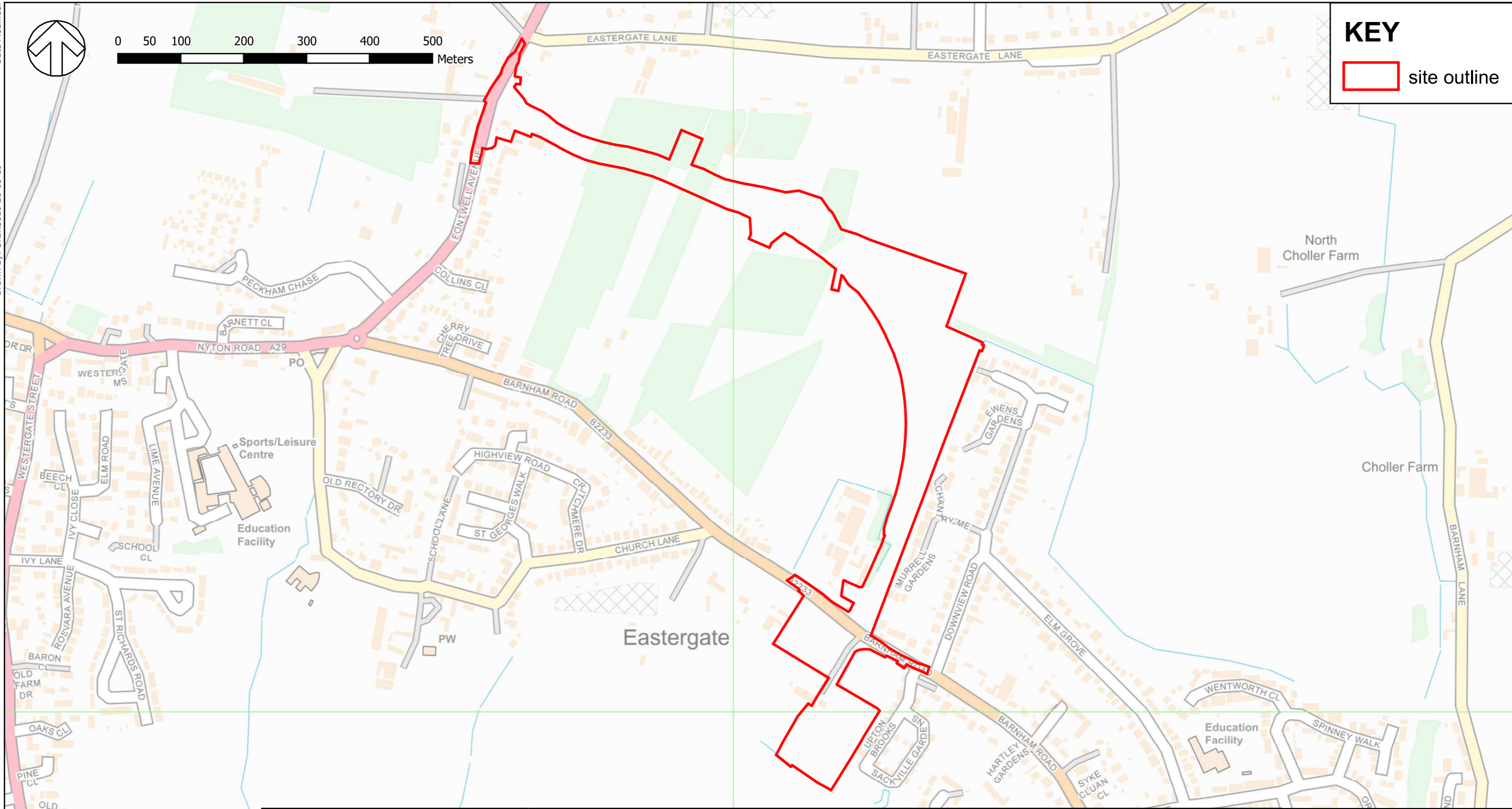




0 50 100 200 300 400 500 Meters

**KEY**

 site outline

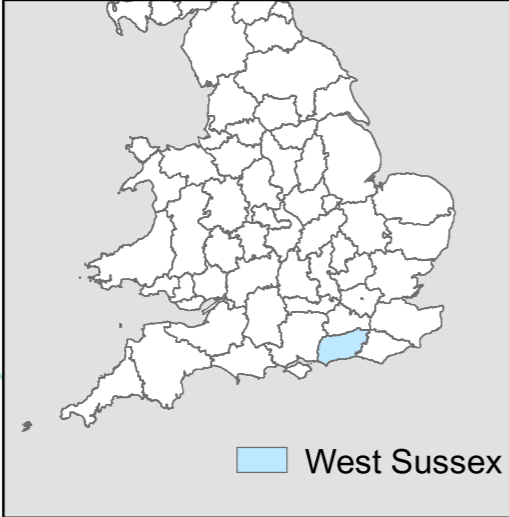


Eastergate



TITLE:  
Site Location

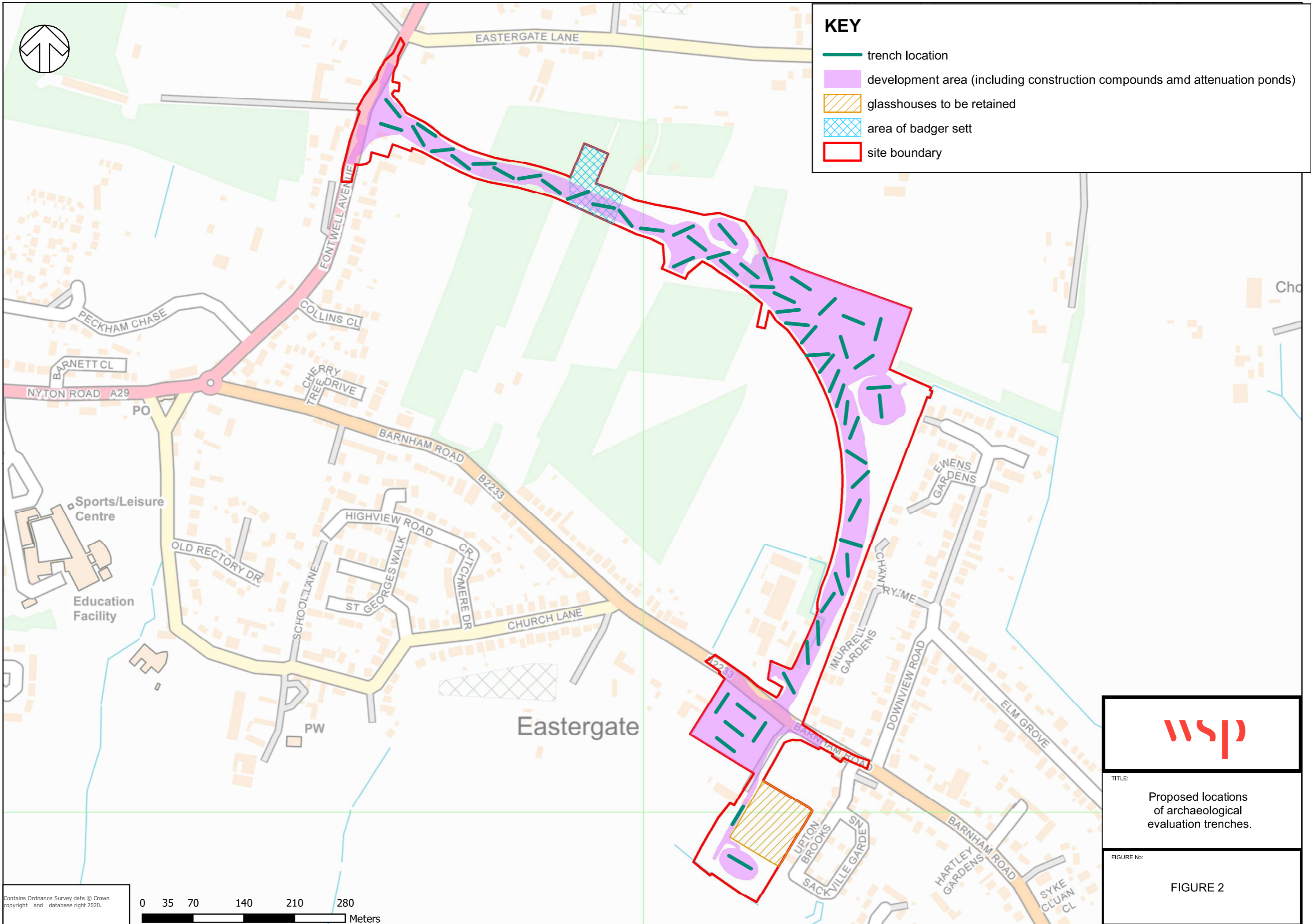
FIGURE No:  
FIGURE 1



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Date Modified:  
Drawn By:  
File:



**wsp**

TITLE:  
Proposed locations  
of archaeological  
evaluation trenches.

FIGURE No:  
**FIGURE 2**

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0 35 70 140 210 280  
Meters



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