



CFA ARCHAEOLOGY
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WRITTEN
SCHEME OF
INVESTIGATION

Land next to 14 Well Row,
Bayford, East Hertfordshire

Archaeological Watching Brief
Planning Ref. 3/22/1237/FUL

Author:
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Land Between 14 Willow Corner And The Old Vicarage Well Row Bayford, East Hertfordshire

Written Scheme of Investigation for an Archaeological Watching Brief at

1. Introduction

This written scheme of investigation (WSI) has been prepared by CFA Archaeology Ltd on behalf of Bonnel Homes, for the undertaking of an archaeological watching brief at Land next to 14 Well Row, Bayford, East Hertfordshire (NGR TL 30980 08560). An archaeological watching brief is required by the East Hertfordshire District Council, as advised by the Hertfordshire Council Historic Environment Advisory Service, as part of a planning condition for development at the property (Application No. 3/22/1237/FUL). The condition is as follows:

***Part A (pre-commencement)** No demolition/development shall take place/commence until an Archaeological Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of archaeological significance and research questions; and:*

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*
- 5. Provision to be made for archive deposition of the analysis and records of the site investigation*
- 6. Nomination of a competent person or persons/organisation to undertake the works set out within the Archaeological Written Scheme of Investigation*

and;

***Part B (pre-occupation/use)** The demolition/development shall take place/commence in accordance with the programme of archaeological works set out in the Written Scheme of Investigation approved under condition (A)*

***C** The development shall not be occupied/used until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition (A) and the provision made for analysis and publication where appropriate.*

As stated and summarized from the DBA, there is a low to medium potential for archaeological deposits of medieval to post-medieval date to be present within the Proposed Development Site. These are likely to be associated with the medieval and post-medieval agricultural landscape and characterised by evidence of ridge and furrow. It is considered that there is a low potential for archaeological deposits earlier than the medieval period to be present within the Proposed Development Site.

Thus, an archaeological watching brief is required to monitor groundworks during construction. A site plan highlighting the location and extents of the proposed development is provided in Figure 1.

2. Site Background

2.1 Topography and Geology

The site is located at land next to 14 Well Row, Bayford, East Hertfordshire at 82.5 m AOD. The site occupies a rectangular area measuring approximately 47m north-east/south-west by 17.5m north-west/south-east and is approached from the south-west side of Well Row. It is accessed via a footpath that runs alongside the road from the south-east, whilst there is a wide grass verge between the site and the road. There is low scrub immediately south-west of the site with open fields beyond.

The site is separated from the vicarage garden to the north-west by chain-link fencing and a sporadic hedgerow of mature trees, whilst a wooden fence separates the site from the property at 14 Well Row to the south-east.

The site was previously a playground but has become variably colonised by patches of bramble scrub and grassland. There were previously trees close to the north-east edge of the site along the border with 14 Well Row but these have recently been felled, leaving only stumps, whilst there is more vegetation surviving further south-west along this boundary, with some trees extant at the south-west corner.

The site exhibits a natural slope downwards from north-east to south-west, but the slope has been modified so that the north-eastern c.15m is flat, there is then a c.30° downward sloping artificial terrace, beyond which the natural downward slope continues to the south-west boundary. On the level ground at the top of the terrace is a concrete slab that may have been associated with playground furniture. It is possible that the terracing may have been deliberate landscaping associated with construction of the playground and no earlier structures were evident.

The bedrock geology (BGS 2022) comprises sedimentary clay, silt and sand bedrock of the London Clay Formation formed approximately 56 to 48 million years ago in a local environment previously dominated by deep seas. These are overlain by superficial sand and gravel deposits formed up to 3 million years ago in the Quaternary Period. The soils are recorded to be seasonably wet and acidic; however they are loamy-clay (Soilscapes, 2022).

2.1 Historic Background

The following is a brief summary of the historic background of the area surrounding the site based on the DBA.

There are no designated heritage assets located within the Proposed Development Site. There are no World Heritage Sites or Registered Battlefields within 1km of the Proposed Development Site.

Prehistoric

There are no known heritage assets of prehistoric date recorded within the Outer Study Area.

Romano-British

There are no records of Romano-British remains within the site boundary. However, Romano-British remains have been identified in proximity to the site.

A large Roman settlement was located at Hertford, 3km to the north-east of the Proposed Development Site and the Roman town of Verulamium was situated at St Albans, located 20km to its west (Medleycott, 2011).

Early Medieval

There are no assets of early medieval date recorded within the Outer Study Area. The manor at Bayford was part of the Royal estates and held in demesne by King Edward. Following his death it was held by Earl Tosti, brother to King Harold, until the Norman Conquest.

The settlement at Bayford dates from at least the late Saxon period and may have been named after the ford belonging to Bæga (Gover 1938: 214). A priest is recorded as living on the manor during the time of the Domesday Survey, which would suggest that a church was already present by the time of the Norman Conquest.

Medieval

The manorial estate (not the village) was 'Beyesford' in 1086. Bayford was a royal manor during the medieval period, but was granted by the Crown to John Knighton in 1547. In 1912 it was observed that 'The village of Bayford lies on high ground on the road leading to Hertingfordbury on the north and Northaw on the south. The village smithy, the school, the vicarage and the Manor House lie close together at the junction of this road with Stocking Lane, which is an old road running north-west and south-east through the parish. Opposite the school is a large pond. Most of the cottages here are of brick and date from the 18th and early 19th centuries' (MHT 18613).

Given the provenance of the village, it is still possible medieval remains could be encountered and any remains would be significant for understanding the area in the medieval period.

Post-Medieval

Bayford Manor House, formerly Bayford Place, represents the most important of the three manors called Bayford. It was a royal possession from the Conquest until 1544 when the manor was granted to John Knighton. Mention then of a chamber above the outside gate of the manor suggests a house of some consequence; and there is reference to '3,000 breke brought for the undre pynning of the same chamber'. The present building incorporates part of the late medieval timber-framed house, though its precise extent is uncertain; a roof truss of clasped purlin type remains near the north end of the

east range and at several points on the first floor the cased-in feet of principal rafters can be seen below the ceilings (MHT 12347).

Between 1544 and 1655 some improvements were made, and between then and 1662 the house was probably enlarged and encased in brick. A sketch on the 1758 map seems to depict the house running N-S, with a hipped roof at the south end, and a large chimney stack; adjoining the wing to the west was another block of one storey and attics. This low building appears to correspond to a second house shown in a drawing of 1848 by Buckler; this was enlarged and refronted as a separate house. Its foundations are in the garden. This is the building shown on the later 19th century OS maps as 'The Vicarage', immediately on the west side of the Manor House. After 1758, when Sir William Baker bought the manor and proceeded to build Bayfordbury, Bayford Place became no more than a farmhouse. It is shown on the 1880 map as Bayfordplace Farm, and at this date the Vicarage appears to have been the more important building (with farmhouse and farmstead attached). The reversal in status of the medieval house began towards the end of the 19th century. By 1898 the farm buildings had been demolished and the farmhouse named 'Manor House', with new outbuildings including a coach house and stable. In the early 20th century it became the home of Mrs Barclay, and achieved substantially its present form by 1912

Modern

From the early 20th century, the Proposed Development Site formed part of the garden of the new vicarage. At the end of the century, it became a small playground. Throughout this period Bayford remained a rural village.

2.2 Archaeological Background

There has been one archaeological investigation in the surrounding area of the Site.

Archaeological monitoring was carried out in 2006 in St Mary's Church, c. 500m north of the site, when groundworks were undertaken for drainage when toilet facilities were installed in the vestry (EHT 5595). A substantial amount of made ground was noted and the only find discovered was a piece of worked stone, probably from a door jamb. No human remains were encountered (Kaye 2006).

3. Project Objectives

The aim of this project is to gather sufficient information to establish the extent, condition, character and date (as far as circumstances permit) of any archaeological features and deposits within the proposed development area, and to record at an appropriate level, archaeological features encountered during groundworks, and to disseminate the results of the archaeological watching brief to the wider public through production of a report(s) appropriate to their significance.

4. Archaeological Methods

CFA Archaeology is a registered organisation with the Chartered Institute for Archaeologists (CIfA). Work will be conducted with regard to the Institute's Standards documents (CIfA 2020a-c), relevant Historic England guidance documents

(Historic England 2011, 2015a and 2015b), and this WSI. Recording of all elements will be done following established CFA procedures.

A visual inspection of the Site will be undertaken during which a note will be made of any surface features of potential archaeological interest, areas of potentially significant disturbance, and any hazards or constraints in undertaking further archaeological work on site.

All groundworks with the potential to disturb or truncate surviving archaeological remains will be monitored by a qualified archaeologist. These are likely to include the foundation trenches of the proposed new building and trenches dug for services.

Where identified, samples of all features of archaeological interest will be excavated in order to establish their likely date, nature, extent, and condition. A minimum 20% sample will be taken of any linear features, such as ditches or trackways, and a 50% sample of discrete features, such as pits and postholes. All ditch, gully, and other feature termini will be investigated. All such sample excavations will be conducted by hand.

All excavation and on-site recording will be carried out according to standard CFA procedures, principally by drawing, by photography, and by completing standard CFA record forms. The stratification will be recorded even if no deposits of archaeological significance are discovered. The location of the archaeological remains will be recorded using industry standard surveying equipment and tied to the National Grid. Vertical survey control will be tied to the Ordnance Survey Datum.

Sections will be recorded by means of a measured drawing at an appropriate scale. Sections will normally be drawn at 1:10. The height of a datum on the drawing will be calculated and recorded. The locations of sections will be recorded on the site plans, relative to the site grid.

Cut features will be recorded in profile, planned at an appropriate scale, normally 1:20, and their location accurately identified on an appropriate plan.

Photographs will include an appropriate scale. All photographs will be recorded on a photographic register detailing subject, location, and direction of shot. Photographs taken will adhere to Historic England's guidance '*Digital Image Capture and File Storage*' (Historic England 2015). Photographs should be taken with a high-resolution digital SLR camera with sensors exceeding 12 Mega pixels and taken using the highest quality setting.

The discovery of any human remains will be reported to the Hertfordshire Council Historic Environment team. If removal is deemed necessary, a Ministry of Justice Burial License will be obtained and excavation will comply with the relevant regulations and government guidance.

All artefacts, including faunal remains, will be retained for analysis. Post-excavation storage requirements will be assessed. Modern finds (*c.* 20th century onward) will be recorded but not retained. Collection and post-excavation work on artefacts will follow current Cifa guidance (Cifa 2020c).

CFA's Palaeoenvironmental Scientist will assess the environmental potential of the site and will provide advice to allow consideration of whether deposits have potential for conducting palaeobotanical or other soil analysis. She will advise on the potential for the preservation of faunal remains. Sampling will be carried out in accordance with current guidelines (Historic England 2011).

5. Analysis and Reporting

All finds, if appropriate, will be retained, cleaned and quantified, according to accepted principles and in line with appropriate period/material guidelines washed.

For all categories of material recovered, including finds, paleoenvironmental, industrial, and other specialist samples, an assessment by an appropriately experienced specialist will be undertaken in accordance with accepted professional standards (Campbell et al. 2011). Samples will be processed and sorted, and any artefacts recovered provided to the appropriate specialist(s) to be considered alongside the hand-recovered material. Basic stratigraphic information will be supplied to the project specialists.

For ceramic assemblages, recording shall be carried out in a manner compatible with existing typological series in local pottery reference collections. The guidelines for handling Post Roman Ceramics produced by the Medieval Pottery Research Group are also to be followed, for relevant material (MPRG, 2001).

Ferrous objects and a selection of non-ferrous objects (including all coins) will be x-radiographed if appropriate.

Where material suitable for scientific dating is recovered, sufficient dating will be undertaken to meet the aims of the watching brief.

The watching brief report will contain:

- A concise non-technical summary of the project results
- The site location given as an 8-figure grid reference
- A front cover/frontispiece which includes the planning application number and the national grid reference of the site
- The dates on which the work was undertaken
- A description of the site location and geology
- An explanation of any agreed variations from the WSI, including justification for any work not undertaken
- A description of the methodology employed, work undertaken, and the results obtained
- Contexts and feature descriptions
- Maps and other illustrations at an appropriate scale including all trench plans and trench sections and detailed plans of all excavated features
- A specialist assessment report for all finds materials including palaeoenvironmental and other samples
- A description of any environmental or other specialist work undertaken and outline of the results obtained

- A selection of photographs of work in progress
- Recommendations regarding the need for, and scope of, any further archaeological work
- A discussion of how the work contributed to the aims and objectives set out in the project design
- A bibliography
- A description of the historic and archaeological background of the site
- A context index
- An archive index
- A HER summary sheet

A draft copy of the report will be issued to the East Hertfordshire Council Planning Authority for comment before being finalised. One digital copy (PDF-A format) and one unbound hard copy of the final report will be deposited with the Hertfordshire Archives within a suitable timescale following the completion of fieldwork. This will ensure that the report is made available as a public document as part of the Historic Environment Record.

If significant remains are encountered, then arrangements will be made for the publication of results within an appropriate journal.

An archive will be prepared in accordance with the current guidelines (CifA 2020c) with reference made to the Hertfordshire Archaeological Archives Standards (2017) and arrangements made for its deposit with Hertford Museum.

CFA are ISO 9001 accredited, and all our internal archiving and digital record systems are fully compliant with CifA Standards and Guidance, namely guidance on Planning and Data Management Plans for Archaeological Projects (2022). The digital archive will be subject to a selection process, depending on the results of the works, and the resulting digital archive will be deposited with the Archaeological Data Service (ADS) in line with guidance from ADS (2023) and CifA (2022).

Consent for full transfer of title of finds to the recipient museum, will be agreed in principle with the landowner at the outset. Confirmation of transfer of title from the landowner and confirmation of assignment of copyright, along with a full archive inventory, will be submitted with a project completion form to the recipient museum. The Hertfordshire Historic Environment Record officer will be provided with a copy of the completion form, including the assigned accession number.

The recipient archive will be licensed to use the deposited material, in perpetuity, without restrictions; this license will allow the archive to reproduce material, including for use by third parties, with the copyright owner suitably acknowledged.

The requirements of the receiving archive will be adhered to, and the Hertfordshire HER will be notified in advance. Contact will be made with the archiving museum prior to the start of any fieldwork to confirm their acceptance of the archive and to receive an accession number. The nominated museum will be notified at set stages of the project, including at project initiation (comprising a project initiation form), a mid-point review, and completion stages to discuss archaeological archiving requirements.

An online OASIS form will be completed as part of the archaeological work within three months of the completion of the work. An appropriately formatted copy of the report will also be uploaded to OASIS within three months of the completion of the work.

Effort will be made to disseminate the results of the archaeological watching brief to the general public, where appropriate. This may include, but is not limited to, online social media posts, blog posts, online video content, local or national journal articles, or public open days.

6. Resources and Programming

6.1 Key Personnel

Martin Lightfoot (MCIfA) is a Regional Manager for CFA Archaeology. Martin has project managed numerous archaeological projects of all periods throughout the country including those undertaken for large infrastructure projects.

Field Director for CFA will be selected from CFA’s pool of Field Officers, depending on availability, all of whom have appropriate experience. The CV for the selected Field Officer can be forwarded prior to the start of the project.

Dr Shelly Werner (BSc MPhil PhD MCIfA) is CFA’s Graphics Manager, responsible for the organisation and management of all GIS, CAD and Illustrative material. She is an experienced illustrator with specialist knowledge in GIS consultancy and standing building survey and has worked on a variety of projects in Scotland and England.

Post-excavation and environmental coordination will be managed by CFAs post excavation and archiving manager **Christina Hills** BSC ACIfA; CVs for CFA’s ‘in house’ specialists or external consultants can be supplied on request.

6.2 Project Specialists

Archaeobotany	Mhairi Hastie BSc MSc ACIfA (CFA Archaeology)
Archaeozoology	Hannah Russ MA PhD FSA
Ceramic building material	Phil Mills BA MA PhD
Clay pipes	Peter Hammond
Conservation laboratory	Ian Panter (York Archaeological Trust)
Dendrochronology	Ian Tyers
Industrial residue	Gerry McDonnell PhD
Leather	Quita Mould
Mollusca and fish remains	Hannah Russ MA PhD FSA
Neolithic and Bronze Age pottery	Alex Gibson PhD
Osteoarchaeology	Malin Holst MSc
Post-medieval small finds	Gail Drinkall
Post-Roman pottery	Paul Blinkhorn BA PhD
Roman and Pre-Roman Iron Age pottery	Jamie Walker (CFA Archaeology)/Phil Mills
Roman glass	Hilary Cool
Soil micromorphology	Clare Ellis BA PhD MCIfA
Worked bone	Gail Drinkall
Worked Flint and Stone	Ann Clark

The above list is not exhaustive: should unusual or locally specific archaeological materials be discovered; appropriate specialists will be sought on the advice of the regional Historic England scientific advisor.

6.3 Health and Safety

All CFA staff have been inducted into CFA's Health and Safety Policy. All work for the project will be subject to Risk Assessment procedures.

6.4 Monitoring

Close contact will be maintained with the client, the Hertfordshire Council Historic Environment Advisory Service and the East Hertfordshire Council Planning Authority for the purposes of monitoring the project. Important or unexpected discoveries will be communicated to them, and a monitoring visit will be arranged if appropriate. The Hertfordshire Council Historic Environment Advisory Service will be provided with a minimum of one week's notice of the commencement of on-site works. Contact numbers for the site will be forwarded in advance of the work starting.

7. References

Legislation, Policy and Guidance

Campbell, G, Moffett, L, & Straker, V 2011 *Environmental Archaeology: A guide to the theory and practice of methods from sampling and recovery to post-excavation*. English Heritage.

CifA, 2020a, *Standard and Guidance for Archaeological Watching Brief*, Chartered Institute for Archaeologists

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East Hertfordshire Local Plan, 2018, *Section 21, Heritage Assets*, https://cdn-eastherts.onwebcurl.com/s3fs-public/documents/District_Plan_23_-_C_21_-_HERITAGE_ASSETS_HA_POLICIES.pdf , Accessed 06/05/2022

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Ministry of Housing, Communities & Local Government (MHCLG), 2021, *Planning Practice Guidance (PPG): Historic Environment*, MHCLG, London

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Cartographic

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Internet Resources

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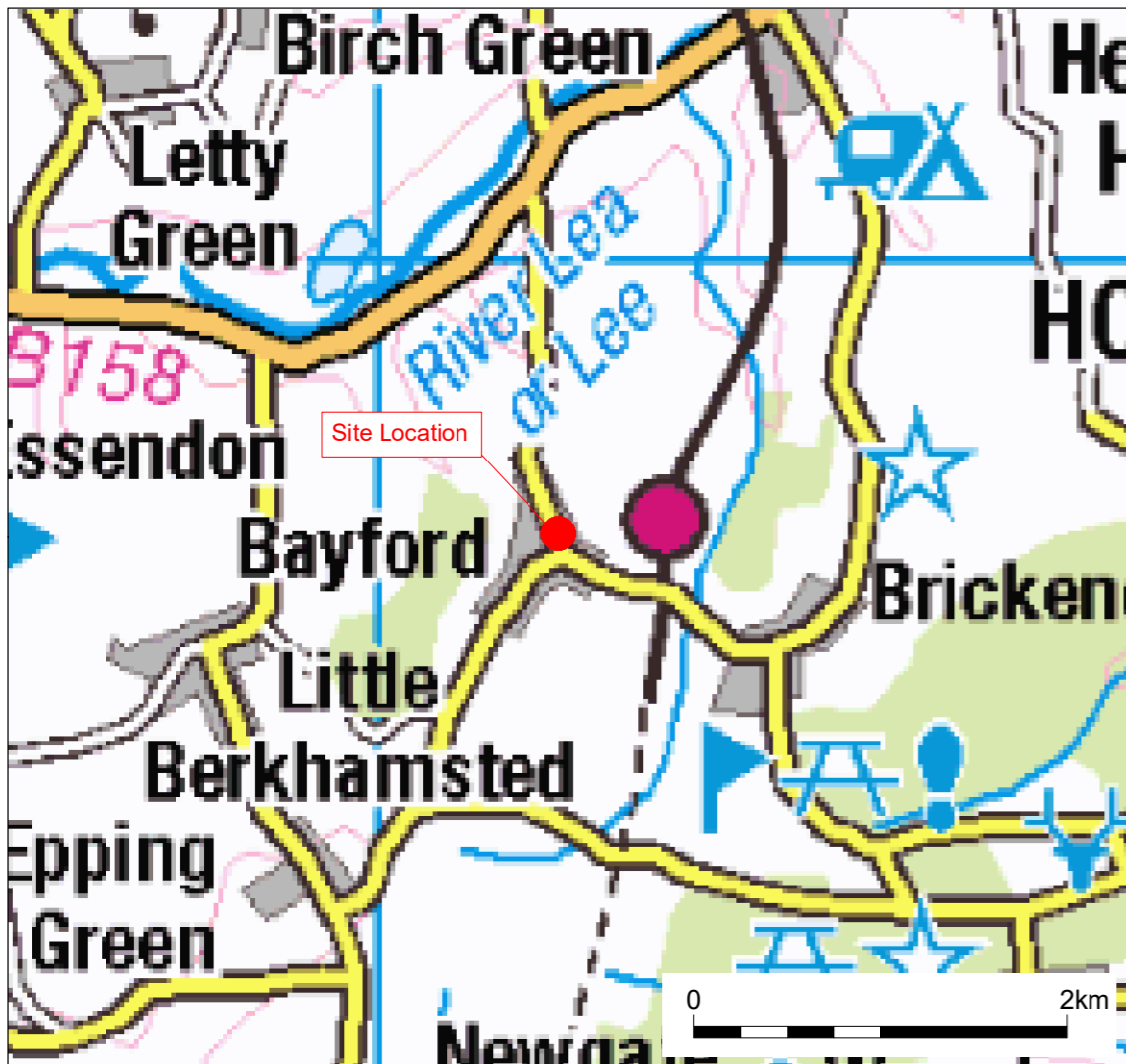
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Maria Medlycott (ed.), 2011, *Research and Archaeology Revisited: a revised framework for the East of England*, *East Anglian Archaeology Occasional Papers 24*, <https://eaareports.org.uk/publication/occ_pap24/> Accessed 09/05/2022


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Open Domesday (OD), 2022, <https://opendomesday.org/place/TL3108/bayford/> Accessed 09/05/2022

Figure 1



Key:

 Site Boundary

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Title:
 Site Location

Project:
 Land Between 14 Willow Corner
 And The Old Vicarage Well Row,
 Bayford

Client:
 Bonnel Homes Ltd.

Scale at A3:
 Varies

Drawn by: SB	Checked by: SW	Date: 17/02/2023
Report No: WSI	Fig. No: 1	



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