

## Southampton City Council Archaeology Unit

### Written Scheme of Investigation for an archaeological watching brief with provision to excavate at 9 Cranbury Place, Southampton

22/01704/FUL

Version 1

12/3/2024

#### 1. Summary.

No. 9 Cranbury Place in Southampton will be converted into flats and a 3-bed dwelling will be built to the rear. An archaeological watching brief will be held and if important archaeology is encountered it will be further investigated by archaeological excavation. On completion of the site work a report will be prepared and sent to the Southampton City Council Planning Archaeologist. On completion of the project the records and any finds will be deposited with Southampton City Council Collections.

#### 2. Introduction

2.1. Southampton City Council have granted permission for Conversion of existing dwelling into 2x 1-bed flats and erection of a detached 3-bed dwelling to rear at 9 Cranbury Place, Southampton, SO14 0LG, under Application No: 22/01704/FUL.

2.2 The Southampton City Council Planning Archaeologist commented on the application as follows:

*The application site is in Local Area of Archaeological Potential 8 (City Centre and Itchen Ferry), as defined in the Southampton Local Plan and Core Strategy. This LAAP includes the locations of the Middle Saxon town of Hamwic, centred on St Mary Street, and the late Saxon and medieval town overlooking the Test Estuary to the west. The application site lies outside the built-up areas of these towns, although within the immediate hinterland. It lies just east of Bellevue Terrace (formerly Love Lane), a Middle Saxon route that led north from Hamwic. It is close to the historic road junction formed by Love Lane, London Road, The Avenue and Rockstone Lane. Prehistoric and Roman remains have also been found in this area. In 1846 and 1870 the site was part of a larger vacant plot and later garden, respectively. No 9 Cranbury Place was built between 1870 and 1896/7. The 1896/7 map shows a small outhouse at the rear of the No 9 plot, at the location of the modern garage. The application site has potential to contain archaeological remains, which would be non-designated heritage assets under the National Planning Policy Framework (NPPF), and covered by Local Plan Policy HE6.*

*The construction of the new dwelling threatens to damage potential archaeological remains, and an archaeological investigation will be needed to mitigate this. Given the location and the relatively small scale of the development, the appropriate archaeological investigation is a watching brief on the groundworks/ground disturbance with provision to excavate if archaeological deposits are uncovered. Groundworks/ground disturbance*

*includes below-ground demolition/grubbing out of foundations etc, other enabling works, level reductions, foundations, services/soakaways, etc.*

2.3 Two Archaeological conditions have been placed on the development.

**04. Archaeological watching brief investigation [Pre-Commencement Condition]**

No ground disturbance shall take place within the site until the implementation of a programme of archaeological work has been secured in accordance with a written scheme of investigation which has been submitted to and approved by the Local planning Authority.

Reason: To ensure that the archaeological investigation is initiated at an appropriate point in development procedure.

**05. Archaeological watching brief work programme [Performance Condition]** The developer will secure the completion of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted to and approved by the Local planning Authority.

Reason: To ensure that the archaeological investigation is completed.

2.4 The SCC Planning Archaeologist Number is to be advised.

**3. Site location, geology, and topography.**

3.1. The property lies to the south of Cranbury Place at grid ref SU 42287 12858 (fig 1).



**Figure 1. Location of site marked by red outline.**

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3.2 According to the geology map the site lies on the sands, silts, and clays of the Wittering formation overlain by superficial deposits of Pleistocene gravels (River Terrace Deposit No.3) (<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>).

3.3 Topographically the site lies at some 20.35mOD on the west side of the Itchen valley.

#### 4. Historical and Archaeological Background

4.1 The SCC Planning Archaeologist has noted that “

*The application site lies outside the built-up areas of these towns, although within the immediate hinterland. It lies just east of Bellevue Terrace (formerly Love Lane), a Middle Saxon route that led north from Hamwic. It is close to the historic road junction formed by Love Lane, London Road, The Avenue and Rockstone Lane. Prehistoric and Roman remains have also been found in this area. In 1846 and 1870 the site was part of a larger vacant plot and later garden, respectively. No 9 Cranbury Place was built between 1870 and 1896/7. The 1896/7 map shows a small outhouse at the rear of the No 9 plot, at the location of the modern garage.*

4.2 The 1846 Royal engineers map shows the plot as undeveloped (fig. 2).



Figure 2. Extract from the 1846 Royal Engineers' map of Southampton, with plot outlined in red.

4.3 If the results of the watching brief are positive, the archaeological contractor will obtain current HER data for use in the report.

#### 5. Purpose/aims of the work.

5.1 The watching brief aims to make a record of any archaeology disturbed by the works and to determine the extent, condition, nature, character, quality, and date of any archaeological remains encountered, as dictated by current best practice. For the purposes of this project archaeology will be deemed to be significant if it dates from before 1850, and if archaeological remains are revealed that date to before 1850 then they will be excavated archaeologically and fully recorded.

5.2 An additional aim is to identify and record the nature, dimensions, and relationship of natural deposits on the site, and to assess the potential of the natural deposits to contain or conceal archaeology.



7.2 A Southampton site code will be obtained from the SCC Planning Archaeologist prior to commencement and will be used throughout the project to identify the site records and artifacts.

7.3 The site records will be as full as possible given the constraints of access and safety. If features are revealed, they will be drawn and photographed. Plans will be at 1:20 and sections and profiles at 1:10. Drawings will be made in pencil on permanent drafting film.. Digital pictures will be taken. Overall site photographs will be taken in order to locate the positions of any investigations. The site code will appear in all photographs if practical.

7.4 The Soil Survey Field Handbook (Soil Survey of England and Wales) and Munsell colour chart will be used to describe soils.

7.5 Soil samples will be taken as appropriate.

7.6 Any finds recovered will be retained and processed according to the standards laid down in "Standards for the Creation, Compilation and Transfer of Archaeological Archives" (Southampton City Council, 2016).

7.7 All finds of gold and silver will be moved to a safe place and reported to the coroner's office according to the procedures relating to the Treasure Act 1996. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the artefacts from theft or damage.

7.8 Disturbance of human remains in a disused burial ground is illegal unless sanctioned by a Ministry of Justice licence. If human skeletal remains are uncovered, the archaeological contractor will apply to the MoJ for a licence to remove them and their removal will involve archaeological excavation of the remains. The excavation and post-excavation work on the human remains are not dealt with by this project brief and such work must be agreed with the SCC Planning Archaeologist.

7.9 If, once the fieldwork has begun, it is found that the aims of the watching brief can be fulfilled with an observation of selected groundworks, the contractor may restrict the scope of the watching brief, provided that agreement to this course of action has been obtained from the SCC Planning Archaeologist.

7.10 The watching brief will have the necessary equipment. The minimum will be stationery, recording forms, cameras, film, photographic scales, tapes, safety equipment, and trowel.

7.11 A context number will be allocated to all finds, even if this number is simply one allocated to unstratified finds. All pre-AD1870 finds will be retained, and a sample of post-AD1870 will be retained.

7.12 All archaeological personnel will report to the Site Manager on arrival at the site. All site regulations will be observed. All statutory and site-specific health and safety regulations will be followed.

7.13 Close liaison will take place between the Site Manager (or equivalent) and the archaeological observer to ensure that all groundworks are observed.

7.14 The archaeological contractor will give the SCC Planning Archaeologist notice of when the specified fieldwork is to begin, and when it has been completed.

## **8. Post-excavation methodology**

8.1 Fair copies will be made of rough site notes and sketches. Photographs will be catalogued and cross-referenced to the recording forms when they have been returned from processing. The site records will be entered into an Access database. A Harris Matrix will be drawn up to show the relationships recorded on site. The matrix and finds data will be used to phase the site sequence.

8.2 All metal finds other than those made of gold and lead (and those exemptions set out in "Standards for the Creation, Compilation and Transfer of Archaeological Archives") will be x-radiographed as part of the recording process and in advance of the Collections Assessment described below.

8.3 At an early stage of the post-excavation process, Southampton City Council's Curator of Archaeological Collections will carry out a Collections Assessment of the material archive, as stipulated in "Standards for the Creation, Compilation and Transfer of Archaeological Archives" (2016).

8.4 To ensure the long-term stability of the finds and their availability for future study, all conservation work will be carried out as necessary; full records (which will form a part of the archive) will be kept of any treatment given.

8.5 The assessment of conservation needs, and subsequent necessary work will be carried out by a qualified archaeological conservator, or in a recognised conservation laboratory which has been approved by the Curator of Archaeological Collections.

8.6 All finds and other items of archaeological interest removed from the site will be analysed and recorded by specialists, subject to the approval of the SCC Planning Archaeologist. All specialist work will be carried out as necessary, to agreed standards, and with the approval of the SCC Planning Archaeologist, based on the results of assessments of the material which will be carried out as the first stage of the post-excavation process. Specialist work may need to be carried out on all metalwork; all bone, including worked bone and human remains and other organic remains; industrial waste; ceramic material; glass; and lithic material. The pottery and stone type series housed by Southampton City Council's Archaeology Collections will be used as reference material.

8.7 Data about complete, identifiable, itemised objects will be transferred onto Southampton City Museum's Archaeological Object Record Sheets. The sheets will then be entered into the computerised Archaeological Collections Object Database.

8.8 Any soil samples taken on site will be processed as appropriate.

## **9. Report preparation and contents**

9.1 Once the site data and artefacts have been analysed, a summary report will be written within six weeks of the end of the fieldwork. The report will be structured as in Appendix A. The report will include a summary sheet (see appendix B).

9.2 The archaeological contractor will send a copy of the report in PDF format to the SCC Planning Archaeologist for approval. Once it has been approved, the archaeological contractor will send a full-colour paper copy of the report to the SCC Planning Archaeologist (for the Historic Environment Record (HER)), and the Special Collections section of Southampton Public Library.

9.3 A full-colour paper copy of the report will be deposited as part of the archive (see below).

9.4 The archaeological contractor will supply the SCC Planning Archaeologist with one copy of the approved report in PDF format (for the HER), either by email or on disk as appropriate. The PDF will be text searchable with good quality figures and images. All report drawings and photographs will be included in the PDF file, and the selecting of text and graphics security option will be set at "allowed". At the same time, the archaeological contractor will supply the HER Officer (her@southampton.gov.uk) with a trench plan, registered to the National Grid; also a digital copy of trench plans and feature-distribution or phase plans (where phase plans are appropriate). The format will be Auto CAD DWG/DXF.

9.5 At the same time, the archaeological contractor will supply the HER Officer with digital copies of the photographs used in the report, for general use by the SCC Planning Archaeologist and HER. These will be supplied in TIFF format at least 600 dpi resolution.

9.6 Southampton City Council will retain full copyright of the report under the Copyright, Designs and Patents Act 1988 with all rights reserved. The archaeological permission for the SCC Planning Archaeologist to freely copy the report and photographs for the purposes of archaeological research or development control within the planning process, without reference to the archaeological contractor.

9.7 At the appropriate time, the archaeological contractor will send a short report of the evidence for inclusion in the summaries compiled by relevant journals (these are defined as any or all of: "Past", "Britannia", "Medieval Archaeology", "Post-medieval Archaeology").

9.8 On completion of the fieldwork the SCC Planning Archaeologist will decide if the results require a wider publication than the limited-distribution report allowed for above. If so, this will be the subject of a separate agreement with the client, after which the archaeological contractor will prepare a report of an appropriate standard to an agreed timescale and arrange its publication in an appropriate form.

## **10. Copyright**

10.1 Southampton City Council shall retain full copyright of any commissioned reports, tender documents, or other project documents, under the Copyright, Designs, and Patents Act 1988.

## **11 Archive deposition**

11.1 "Archive" here means the documentary and material archive as defined in *Standards for the Creation, Compilation and Transfer of Archaeological Archives* (SCC 2016). Southampton City Council will be the depository of the archive, once the period of post-excavation analysis and report-writing is complete, and will assume title to all material recovered from the fieldwork for inclusion in its collections. A timescale for the handing over of the archive will be included in the post-excavation programme.

11.2 The contractor will prepare, compile, and present the archive in accordance with the standards laid down in "Standards for the Creation, Compilation and Transfer of Archaeological Archives" (Southampton City Council, 2016).

11.3 The archaeological contractor will deposit the archive, making allowance for the long-term archive-storage costs that will be incurred by Southampton City Council, including the costs of deposition of the digital archive with the Archaeology Data Service (see Appendix 11 of "Standards for the Creation, Compilation and Transfer of Archaeological Archives").

11.4 Where part of the archive is defined as treasure, the developer accepts responsibility for any compensation eventually awarded to the landowner.

## **12. Staffing**

12.1 The work will be carried out by experienced archaeologists, under the supervision of Dr AD Russel BA, PhD, MCIfA.

## **13. Health and Safety**

13.1 The Health and Safety Policies of Southampton City Council apply to its entire staff wherever they work. The Safety Manager for the Archaeology Unit is Dr AD Russel BA PhD MCIfA who can be contacted on 023 8083 2807 or 07787518130.

13.2 The archaeologists will liaise closely with the main contractor in regard to site specific health and safety requirements.

## **14. Insurances**

14.1 Southampton City Council's insurance, including public liability, covers its entire staff wherever they work.

## **15. Monitoring procedures**

15.1 The project will be monitored for Southampton City Council by the Planning Archaeologist.



**16. Procedures for reporting unexpectedly significant or complex discoveries.**

16.1 Should significant or complex discoveries be made, the archaeologist on site will contact the Archaeology Unit Manager. The Archaeology Unit Manager will contact the client and the Southampton City Council Planning Archaeologist.

Dr AD Russel  
12/3/243

**Bibliography**

Southampton City Council, 2016 *Standards for the Creation, Compilation and Transfer of Archaeological Archives.*

APPENDIX A

<b>CONTENTS LIST</b>
<b>PRESENT LANDUSE, GEOLOGY AND TOPOGRAPHY.</b> The geology as recorded by the Geological Survey will be discussed with reference to the actual site geology found during fieldwork.
<b>HISTORICAL BACKGROUND</b> Including a map regression and summary of information in secondary/published sources.
<b>ARCHAEOLOGICAL BACKGROUND</b> Known archaeological sites or findspots in the vicinity, with location plan. When referring to previous archaeological fieldwork or recording in Southampton, the “SOU” site code will be given (SOU xxxx). For findspots, buildings or other sites, the HER monument record number (MSHxxxx) will be used, if known.
<b>REASON FOR PROJECT, PROJECT AIMS</b>
<b>METHODOLOGY</b> Amended from the WSI as appropriate to include trench dimensions and any restrictions on fieldwork.
<b>DETAILED DESCRIPTION OF RESULTS</b> For all areas/trenches with significant archaeology (with interpretation and dating)
<b>CONCLUSION</b> To include all periods present on the site, including those represented only by residual finds in later stratigraphy. The results will be discussed with reference to the documentary evidence, and the significance of the site in its broader archaeological, historical and landscape setting.
<b>BIBLIOGRAPHY</b>
<b>LOCATION PLANS</b> Site and trench location plans based on 1:1250 OS mapping, indicating areas surveyed by different methods.
<b>OTHER PLANS</b> Detailed plans of all areas/trenches with significant archaeology at an appropriate scale.
All plans will be correctly related to the national grid
All drawings will include levels related to ordnance datum
<b>PHOTOGRAPHS</b> To illustrate specific points in the text.
<b>APPENDICES</b>
Appendix 1 CONTEXT LIST with soil descriptions, phases, etc
Appendix 2 FINDS REPORT Table of all artefacts recorded, listed by context and material type, with an assessment (check artefact types and dating included).

## APPENDIX B: SUMMARY SHEET CONTENT

The report will include a summary sheet giving the information in the table below.

Site name/address
SOU site code (this should also be included on the front cover)
Contractor site code
SCC Planning Archaeologist consultation number
Planning application number (if relevant)
Grid reference of centre of site - 8 figures, including prefix (e.g., SU).
Fieldwork dates (full start and end dates in form day/month/year)
Type of fieldwork
Name of contracting unit
Report author
Name of client
Non-technical summary to include <u>all</u> periods represented on the site, including those present only as residual finds in later contexts.)