General index to the archive

Site/Project Name: **Reading, Hosier Street Masterplan, phase 2**

Site Code: RECIHQ 08

Site/Project Type: Watching Brief

Year(s): 2008

Accession Number: REDMG:2008.33

Record Group	Contents	Comments	Box/File Number
	INTRODUCTION Project design Method statement	 1 bound copy 1 bound copy	Box 1 file 1
B	**PRIMARY CONTEXT RECORDS** Trench record sheets for test pits 101, 102, 103, 104, 105 & 110	 6 sheets	Box 1 file 2
B	**CATALOGUE OF DRAWINGS** Section record sheet	 1 sheet	Box 1 file 3
B	**PRIMARY DRAWINGS** Section drawings Please note that sketch plans for the test pits can be found on the back of the trench record sheets. Full site plans were not drawn	 2 A4 sheets	Box 1 file 4
C	**FINDS BOX/ BAG LISTS** Finds compendium Box contents sheet Finds context checklists	 1 sheet 1 sheet 2 sheets	Box 1 file 5
D	**CATALOGUE OF PHOTOGRAPHS** Black and white photographic record sheets Digital photographic record sheets, original & final	 2 sheets 2 sheets	Box 1 file 6

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PDF/A SCAN

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Line 2: Excavators name [A Norton]
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Index to archive	✓
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
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F: Documentary	
F: Press and Publicity	
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H: Miscellaneous	

Reading Hosier Street Masterplan, Phase 2
REC1HQ08

Box 1 File 1

INTRODUCTION

KRAFT SQUARE CUT FOLDER
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Reading Civic Headquarters and Hosier Street Masterplan

NGR SU 713 733

Project Design for an Archaeological Investigation

Phase 2

CONTENTS

Figures

1 Introduction

1.1 General

1.1.1 It is proposed to redevelop the Hosier Street area of Reading and construct a new Civic Centre. The site, which will be referred to as the Masterplan Area, covers an area of c 4.5 hectares and is centred on SU 713 733 (Fig. 1).

1.1.2 The proposed new development comprises landscaping within the eastern part of the site and piled foundations in the western part of site. The groundworks ahead of the landscaping work will involve removing the existing road surfaces and pedestrian areas, and re-surfacing them. The impact of this work is unlikely to exceed 0.5 m or impact into any archaeologically significant deposits.

1.1.3 The footprints of the proposed new buildings will impact c 0.5 m below current ground level, and are likely to disturb 19th-century garden soils and wall foundations. However, both proposed new buildings will be founded on piles, which will impact on deposits of high archaeological significance.

1.2 Planning background

1.2.1 As a result of pre-planning application discussions, held between Oxford Archaeology (OA), Mace and Berkshire Archaeolgy (BA), an archaeological evaluation (OA 2008) took place in the eastern part of the Masterplan Area (Phase 1). The evaluation revealed the disarticulated skeletal remains of two possible Saxon burials, possible medieval pits, post-medieval cultivation/garden soils and pits, and 19th-century structural remains. Following the evaluation and further discussions between OA, Mace and BA, a second phase of archaeological evaluation/watching brief was proposed.

1.2.2 The archaeological evaluations/watching brief were requested by BA to determine the presence/absence of significant archaeological remains. If significant archaeological remains were revealed during the works, the mitigation of those archaeological remains would be a condition attached to any future planning permission.

1.2.3 This Project Design for the Phase 2 works outlines how OA will deal with the archaeological requirements of an archaeological watching brief

on 10 geotechnical pits, and a phase of borehole investigation. Depending on the results of the watching brief it may become necessary to excavate up to seven additional evaluation trenches, which were originally discussed in the previous Project Design (OA 2007b).

1.3 Geology and topography

1.3.1 The Masterplan Area is situated in the centre of Reading, on the north side of Castle Street. It includes an access road off Castle Street and extends along the rear of the Police Station, Magistrates Court and other buildings fronting Castle Street. The Inner Distribution Road (IDR) forms the western boundary and St Mary's Butts the eastern boundary. To the north of the Masterplan Area are the Yell Building and Broad Street Mall. At present the area contains the Hexagon, the existing Civic Centre and a network of access roads and underground car parks. The car parks and Hexagon are to be retained, with some changes to the road layout.

1.3.2 The Masterplan Area lies on the edge of the gravel terrace associated with the River Thames, which lies c 1 km to its north. It also lies on the southern edge of the underlying Chalk bedrock, which itself overlies the Reading Beds sands.

1.3.3 The topography of the site is complex, largely as a result of excavations for the car parks and access roads. The IDR runs through a cutting below the level of the main pedestrian area around the Civic Centre and Broad Street Mall. The level there is slightly higher than that of Castle Street and St Mary's Butts, with the paths graded to slope up gently from street level (c 45 m OD).

1.4 Geotechnical pit locations

1.4.1 The eastern part of the Masterplan Area is divided into three areas, based on the impact of the proposed development (Fig. 1). The western part of the site was largely removed during the 1960s redevelopment of the area, and deposits of archaeological significance are likely to have been destroyed.

1.4.2 A total of ten geotechnical pits are proposed across the site, of which TP 101, TP 102, TP 103, TP 104, TP 105 and TP 110 lie within the area of archaeological significance (Fig. 1).

1.4.3 Based on the results of the earlier evaluation it is likely that medieval and post-medieval soils and pit fills will be revealed during the works. However, should any deposits of unexpected archaeological significance be revealed (ie Saxon or medieval structural remains or evidence of Reading's western Saxon defences), it may be necessary to carry out additional evaluation to understand and interpret those deposits (see Section 1.6).

1.5 Bore holes

1.5.1 A total of eight boreholes are proposed across the site, of these boreholes, 101 to 107 lie within the area of archaeological significance (Fig. 1).

1.6 Trench locations

Trench 3

1.6.1 Trench 3 lies to the north of the proposed new civic offices, an area designated for landscaping, and of limited proposed impact. The area is currently used as a pedestrian thoroughfare and due to logistical restraints, and the likely limited impact of the future development it is proposed to not excavate this trench at this time. However, an archaeological watching brief should be carried out during the landscaping work so that any significant 19th-century deposits, or unexpected archaeological remains (such as upstanding medieval walls) can be recorded.

Trenches 4 and 5

1.6.2 Trenches 4 and 5 were originally planned to investigate deposits surviving in the eastern part of the investigation area; the Saxon town, Saxon settlement, medieval Hosier Street and medieval tenements fronting Hosier Street. The Trench 2 results suggest that this part of site contains a well preserved sequence of medieval and post-medival deposits, and that Saxon deposits are also likely to survive within the area.

1.6.3 It is recommended that Trenches 4 and 5 are not excavated, and that the archaeological deposits within this area are dealt with during the Phase 3 Mitigation (see Section 7 below). However, should geotechnical pits 101 or 102 reveal any unexpected archaeological deposits, there should be scope for additional evaluation trenching to

investigate these remains.

Trenches 6 and 7

1.6.4 Trenches 6 and 7 were designed to investigate depsoits within the area of the proposed new building without basement, and measure a total of 35 m by 2 m wide. This area may contain evidence for the limits of the Saxon town, Saxon settlement, medieval Hosier Street and medieval tenements fronting Hosier Street and St Mary's Butts.

1.6.5 If geotechnical pits 103 and 105 reveal evidence for unexpected archaeological results, Trench 6 should be fully excavated, although it's location may change depending on the nature of the deposits. Trench 7 lies within the area of a standing building and it will not be possible to excavate within this area until demolition has taken place. It also lies within an area of proposed continuous piles, which would be fully excavated as part of the Phase 3 mitigation (see Section 7).

1.6.6 If geotechnical pits 103 and 105 reveal evidence for medieval and post-medieval soil deposits and pit fills, it can be assumed that the archaeology of the eastern part of the site is comparable to that in the west, and further evaluation may not be necessary.

Trench 8

1.6.7 Trench 8 lies in the north of the proposed new civic offices. The area is currently used as a pedestrian thoroughfare, and due to logistical restraints it is proposed to not excavate this trench at this time. The Trench also lies within an area of proposed continuous piles, which would be fully excavated as part of the Phase 3 mitigation (see Section 7).

Trench 9

1.6.8 Trench 9 lies in the east of proposed development site, and was designed to find evidence for the limits of the Saxon town, Saxon settlement and medieval tenements fronting Hosier Street and St Mary's Butts.

1.6.9 The area is of the trench is designated for landscaping, and limited impact is envisaged. If the borehole data, and results from geotechnical pits 103 and 105, indicate that the upper 0.5 m of deposits comprise modern surfaces, levelling deposits and 19th-century

garden soils it is recommended that Trench 9 is not excavated.

1.6.10 If the deposits differ significantly from the expected sequence, it may be necessary to excavate Trench 9 to the impact level of the proposed landscaping.

2 Archaeological and Historical Background

2.1 General

2.1.1 The site was subject to a desk-based assessment (DBA - OA 2007a), which is summarised below. Prior to the 2008 evaluation (OA 2008), no archaeological investigations have been carried out in the Masterplan Area, although a well was uncovered in the road at St Mary's Butts in 1951. A topographic survey was carried out by David J Powell Survey Ltd in 2007 for the proposed redevelopment of the Hosier street area.

2.2 Prehistoric

2.2.1 No archaeological sites or finds dating from the prehistoric period have been identified within the Masterplan Area. However, a Neolithic flint axe, stray finds from the Mesolithic to Bronze Age periods, and an Iron Age coin and brooch have been found within 600 m of the Masterplan Area.

2.3 Romano-British

2.3.1 One coin dated to the Roman period was recovered in c 1961 from the garden of the former 53 Hosier Street, which lay within the Masterplan Area.

2.3.2 A number of isolated chance finds of pottery and coins have been found in the area around the site, and as residual finds in excavations in Gun Street and Friar Street. Most of the Roman finds in Reading have been found further to the south and east of the River Kennet, which runs c 250 m south of the Masterplan Area.

2.4 Anglo-Saxon

2.4.1 The evidence for occupation in the Reading area following the end of Roman occupation is very sparse. The first documentary mention of the town comes from 870 AD, when the Anglo-Saxon Chronicle records the overwintering of the Viking army, whose camp is thought to have lain c 1 km to the east of the Masterplan Area, possibly on the site of the

medieval abbey. The Minster church is believed to have been on the site of the present St Mary's church, where a Saxon burial was found with a coin hoard dated to c 875 AD in 1839. It is also possible that there was a nunnery by the Minster. Reading was a royal borough by 1086 when the Domesday Book was compiled, probably established by Edward the Confessor during whose reign a mint operated in the town.

2.4.2 The precise location and extent of Saxon Reading is unknown and very little archaeological evidence has been recorded for this period. Saxon cultivation soils have been found at 90-3 Broad Street, and 7-8 Broad Street. A dagger or spearhead was found at 3-7 Queen's Road and another spearhead, probably 10th-century at the Courage Brewery site in 1967. Stray finds have also come from excavations at Friar Street and Castle Street, and a flint-lined well uncovered in St Mary's Butts in 1951 may be of Saxon date.

2.5 Medieval

2.5.1 Reading grew in importance throughout the medieval period, particularly following the foundation of Reading Abbey by Henry I in the early 12th century. The modern road layout of the centre is thought to have originated in the medieval period, and medieval occupation has been identified at many locations within the town, some within 150 m of the Masterplan Area.

2.5.2 A major development during this period was the extent to which land reclamation was carried out around the River Kennet and then developed with wharves, warehouses and other buildings. This area, c 300 m to the south-east of the Masterplan Area, also contained the Holy Brook, which served the Abbey Mill. The Courage Brewery site, occupying both sides of Bridge Street, 300 m south-east of the Masterplan Area, and that of The Oracle, c 400 m to the south-east, have revealed much about the waterfront and at the latter site one of Reading's medieval mills has also been identified.

2.5.3 The number of churches in the town increased as the population increased. Within 600 m of the Masterplan Area are St Laurence's, St Giles and Greyfriars. The church is all that remains of the 13th century friary, and served as a guildhall and bridewell before its restoration to a church in 1863. Reading is thought to have had a castle for a short period, but this was demolished in c 1153.

2.5.4 The earliest available map of Reading is a modern plot of the town in 1552 based on documentary records. This plan refers to Hosier Street as Luckemere Lane and only shows development along a short stretch of its north side.

2.6 Post-medieval

2.6.1 Following the Dissolution, Reading Abbey was a royal possession and was demolished from 1550 onwards, the stone being reused elsewhere. Cloth working remained important for the town in the 16th and 17th centuries, but gradually malting began to gain prominence, boosted by the development of the Kennet and Avon Canal as a transport route (Peyt 1993, 84). The position of Reading on the main road from London to Bath made it an important stop for coaches (Phillips 1980, 44). By 1611 when Speed produced his map of Reading, building had begun on the south side of Hosier Street. However, most of The Masterplan Area was still located within fields.

2.6.2 During the Civil War Reading was held by both the King and Parliament. It was a Royalist garrison from 1642 until April 1643 when the town surrendered following a siege (Phillips 1980, 67). In 1642 a ring of defensive earthworks and redoubts had been constructed around the town (Slade 1969, map), part of which ran close to the western edge of the Masterplan Area. Rocque's Map of 1761 shows buildings around the east end of Hosier Street with gardens further west, although the road itself had been completed. There is no sign of any defensive earthworks remaining.

2.6.3 A plan of Reading was produced in 1802 for the local authority and this shows that building was increasing along Hosier Street, but the western section, where the Hexagon and Civic Centre are now located was still undeveloped, mostly in use for gardens.

2.7 Modern

2.7.1 By 1879 when the 1st Edition Ordnance Survey (OS) map was published the centre of Reading had changed radically. The fields between Hosier Street and Oxford Road had disappeared below a network of streets, terraced housing and small industrial premises. A row of buildings lined the east side of St Mary's Butts in front of the church and there was still a block of development in the centre of the street. The Episcopalian church of St Mary had opened in Castle Street in 1798 and is shown next door to an inn. On Hosier Street a Methodist Chapel

and St Mary's School were the most significant buildings. In the area between Hosier Street and Castle Street, on the Police Station site, was a coach manufactory. The brewery behind 17 Castle Street is also shown. Further south both the Holy Brook and Mill Stream have disappeared or been culverted.

2.7.2 Following World War II some of the buildings lining Hosier Street had been demolished, particularly on the north side. The sawmill on Hope Street to the north had closed and been replaced by a car park, which extended to Hosier Street. By 1970 the IDR had been constructed and a large swathe of land between Oxford Road and Castle Street cleared in anticipation of redevelopment. The IDR was placed in a deep cutting and the 1970 OS map shows embankments at the edges of the development area. By that stage all the buildings on the north side of Hosier Street had been demolished apart from the group at the east end which still survive. Demolition had also taken place on the south side, but the east end was still built up. Demolition had not begun on Castle Street, but the west side of St Mary's Butts had been cleared apart from around its corner with Hosier Street and a block about midway between there and Oxford Road. This group survives within the new development.

2.7.3 The 1979 OS map shows the Masterplan Area essentially as it is today, with the public conveniences and the Spanish Civil War Memorial the only clear addition since that date. To its north the Yell Building and hotel had not been constructed. No buildings surviving along the south side of Hosier Street and clearance had also extended partway along St Mary's Butts. On Castle Street all the buildings west of the car park entrance had been replaced by the Police Station and Magistrate's Court. East of the entrance the building line had attained its present layout.

3 Strategy and Methodology

3.1 Aims of the investigation

General

3.1.1 General aims are to establish the presence/absence of any archaeological remains within the proposal area, and to determine the extent, condition, nature, character, quality and date of any archaeological remains that may affect further need for mitigation during the construction process.

3.1.2 To establish the ecofactual and environmental potential of any archaeological deposits and features, and to make available the results of the investigation.

Specifically

3.1.3 To establish the location of the western limits of the Saxon town, and any associated occupation evidence.

3.1.4 To reveal any evidence of burials within the area.

3.1.5 To establish evidence for the medieval and post-medieval occupation of Hosier Street.

3.2 Planning and research framework

3.2.1 The watching brief and field evaluation will be conducted within the general parameters defined by PPG16 'Archaeology and Planning' and the Reading Borough Local Plan.

3.3 General

3.3.1 Site procedures will follow standard OA practise as defined in Appendices 2 and 7.

3.3.2 Service plans will be consulted prior to the start of trial trench excavation and each testpit/trench will, in addition, be scanned with a CAT scanner immediately before excavation begins to check for uncharted services.

3.3.3 Trenches will be fenced off by Geotechnics who will be responsible for any reinstatement.

3.3.4 Any modern overburden will be carefully removed by mechanical excavator fitted with a toothless, or toothed bucket, as necessary.

3.3.5 In the geotechnical pits excavation will stop at the top of the first unexpected significant archaeological horizon (ie. burials, Saxon deposits or medieval structures), which will be cleaned by hand, or a level within the natural geological sequence, which ever is reached first. Any medieval or post-medieval soils and pit fills will be recorded in section, and all spoil will be scanned for finds.

3.3.6 In the evaluation trenches excavation will stop at the top of the first

significant archaeological horizon, which will be cleaned by hand.

3.3.7 All machine work will be under archaeological supervision and will cease immediately if significant archaeological evidence is revealed.

3.3.8 Spoil excavated by hand will be stored in areas identified adjacent to the trenches. It will be mounded a safe distance from each trench ready for reinstatement, if appropriate. The spoil will be visually examined for archaeological material.

3.3.9 In the event of significant archaeological deposits being encountered, BA will be informed immediately.

3.3.10 The trenches will also only be backfilled after permission to do so has been given by BA. All trenches will be backfilled by Geotechnics.

4 Timetable

4.1.1 The geotechnical test pitting is scheduled to take place from the 19th May 2008, and will be undertaken in up to 6 weeks. The work will be monitored by one or two archaeological supervisors, as necessary. In the event that significant unexpected archaeological remains are revealed additional trenches will be excavated by an archaeological supervisor assisted by up to five archaeologists, all work will be managed by Andrew Norton (MIFA). All OA fieldwork will be under the direction of Nick Shepherd, Head of Fieldwork (MIFA).

4.1.2 Close co-operation will be maintained with BA to ensure adequate monitoring as works are in progress. Any alternative trench configuration to that proposed within this Project Design will be at least equivalent to that presently proposed, and will be agreed on site with BA.

5 Standard Methodology

5.1 Site procedures

5.1.1 Site procedures will be as defined in the Appendix to this document except where detailed/amended here. All features and deposits will be issued with unique context numbers, and context recording will be in accordance with established OA practices as detailed in the OA Fieldwork Manual (OAU 1992). All contexts, and any small finds and samples from them will be allocated unique numbers. Bulk finds will be

collected by context.

5.1.2 Colour transparency and black-and-white negative photographs will be taken of all significant archaeological features, augmented by a digital record. Plans will be drawn at 1:20 or 1:50, section drawings of features and sample sections of trenches will be drawn at a scale of 1:20 or 1:10 as appropriate. The trenches will be related to the OS and details of the grid will be included in the report and archive.

5.1.3 Any human remains must be left in-situ, covered and protected. Burials will be left in situ during the watching brief and evaluation unless there are circumstances where it is desirable or necessary to remove them. This will be agreed with BA, prior to removal. Removal can only take place under appropriate Department of Constitutional Affairs and environmental health regulations. Such removal must be in compliance with the Disused Burial Grounds Amendment Act 1981.

5.2 Environmental sampling

5.2.1 Sampling for the retrieval of biological remains will be informed by a sampling strategy devised by Dr Rebecca Nicholson in consultation with palaeoenvironmentalist and the Regional English Heritage Science Advisor. All sampling methods will follow procedures laid out in Guidelines for Environmental Archaeology (EH 2002) and Oxford Archaeology Sampling Guidelines.

5.2.2 Bulk Samples of (where possible) 40 litres will be taken from dry, stratigraphically intact and potentially datable deposits for the recovery of charred plant remains and small bones. The interpretation of both will provide information on past economic and dietary practices, and may potentially inform about the function of features. However, sampling sizes may vary following consultation with the Regional Archaeological Science Advisor. The samples will be processed using a modified Siraf-style flotation system to 250 microns (flot) and 0.5 mm (residue). Additional, larger, samples will be wet-sieved to 2 mm from bone-rich deposits in order to maximise the recovery of small bones.

5.2.3 Incremental 10 litre column samples will be taken through in-situ waterlogged deposits for the recovery of anaerobically preserved insects and plant remains. If recovered, these will provide evidence for local environmental conditions, or (less commonly) local industries (such as dyeing). Should flooded areas be identified, diatom analysis

could provide an indication of water quality and flooding regimes.

5.2.4 Pollen cores or incremental samples may be taken from in-situ waterlogged sequences representing primary fills of features or natural silting within channels. Two litre samples for molluscan analysis will be taken incrementally from undisturbed soils or features, if a preliminary evaluation indicates that they are preserved.

5.2.5 A high priority will be given to the sampling of river and other anaerobic deposits (if present) where organic materials may be preserved. Organic samples will be subject to appropriate specialist analysis. There may be a requirement to submit timbers to dendrochronological analysis and to process some samples to provide C14 dating. Other forms of specialist analysis may also be appropriate.

5.2.6 All finds and samples will be treated in a proper manner and to the standards of the UK Institute of Conservators Guidelines. They will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the UK Institute for Conservation "Conservation Guideline No 2". Appropriate guidelines set out in the Museums and Galleries Commissions "Standards in the Museum Care of Archaeological Collections (1991)" will also be followed.

5.2.7 Buried soils and sediment sequences, if present, will be inspected and recorded on site by a member of the OA Geoarchaeology Department following procedures and techniques presented in the English Heritage document 'Guidelines for carrying out assessment in Geoarchaeology' (Canti 1996).

6 Health and safety

6.1.1 OAs Standard Fieldwork Methodology Appendix 11.4 applies.

6.1.2 Prior to any works agreements for access will be made with landowners/tenants and users. Accurate service plans will be obtained (together with relevant permissions) and services marked out on the ground.

6.1.3 Secure and appropriate site welfare comprising a mobile office and toilets will be provided by Geotechnics.

6.1.4 A Risk Assessment will be prepared prior to commencement of the

contract.

6.1.5 The site is not secure and Heras fencing will be required. Deep trenches, within the Heras fencing, will be fenced off with *Netlon* fencing, which acts as a visual barrier only.

6.1.6 OA will comply with all relevant health and safety legislation.

6.2 Monitoring

6.2.1 OA will arrange a weekly (or more regular if necessary) monitoring visit to be attended by BA and Mace.

6.3 Outreach

6.3.1 The public will be kept informed throughout all stages of evaluation work. This may be achieved through windows in the hoardings or fences, so that the archaeological work can be viewed. During further mitigation, regularly updated notice boards will be displayed, and organised open days may be possible.

6.4 Report and archive preparation

6.4.1 The site archive including finds (subject to the landowner's agreement) will be deposited with the Reading Museum in an approved format.

6.4.2 A client report (Appendix 8) on the results of the investigation will be completed within four to six weeks of the end of the fieldwork. This will be submitted to the Mace, BA and the Sites and Monuments Record Office. It will contain a description of the results of the evaluation, an assessment of their relative importance, and an indication of areas where further work (subject to the relevant WSI) or mitigation may be necessary.

6.4.3 A list of specialists used by OA is presented below:

Leigh Allen	Finds Manager (Metal and bone small finds)(OA)
Paul Backhouse	Drawing Office Manager (OA)
Dr Rebecca Nicholson	Environmental Manager (OA)
Liz Stafford	Geoarchaeology (OA)
Dr Martin Bates	Geoarchaeologist (freelance)
Matt Bradley	Geomatics/Survey (OA)
Julian Munby	Architectural Historian (OA)
Nicola Scott	Archive Manager (OA)

John Cotter	Pottery (freelance researcher)
Esther Cameron	Conservator (Institute of Archaeology, Oxford)
Ian Scott	Metalwork (OA)
Nicholas Mayhew	Coins (Ashmolean Museum)
Hugh Willmott	Glass (University of Sheffield)
Cynthia Poole	Building Materials (OA)
Rebecca Nicholson	Fish bone (OA)
Denise Druce	Carbonised plant (OA)
Denise Druce	Insects (OA)
Denise Druce	Pollen (OA)
Lena Stridd	Animal bones (OA)
Dan Miles	Worked wood/Dendrochronology (freelance)
Belfast Laboratory	C14 dating

7 Phase 3 - Mitigation by Excavation

General (Fig. 1)

7.1.1 The proposed new structures will be constructed on piles, with the majority of pile caps measuring between 2.7 m by 2.7 m by 1.5 m deep, and 2.7 m by 0.9 m by 1.5 m deep.

7.1.2 There will also be continuous pile caps along the building lengths. These pile caps will measure c 1 m wide and 1.5 m deep.

7.1.3 A contiguous piled wall around the north and eastern side of the main building will be 0.1 m thick and impact to 20 m (Fig. 1).

7.1.4 Wall footings measuring 0.25 m wide and c 5 m deep are also proposed.

7.1.5 Within the eastern part of the site, the piles caps are mostly linear or comprise infrequent square pile caps measuring 2.7 m by 2.7 m. In the western part of the site the pile caps are smaller and more numerous. The wall footings are located within the eastern and central parts of the site.

Mitigation in the event of no unexpected archaeological remains

7.1.6 If no unexpected archaeological remains are revealed during the geotechnical testpitting, it is recommended that the pile caps and wall footings within the eastern and central area of the site, are fully excavated to the base of the archaeological sequence; so as to preserve by record the expected medieval and post-medieval remains that would be disturbed by the piles. Any prehistoric or Saxon

burials that may survive within the area would also be preserved by record.

7.1.7 If no unexpected archaeological remains are revealed during the geotechnical testpitting, it is recommended that the western part of the archaeologically significant part of the site is reduced archaeologically (Fig 1 - proposed excavation area), to the base of the possible medieval cultivation soil (c 1.5 m below current ground level). Deeper excavation of pits and ditches can then take place within the areas of each small pile cap. If only the footprint of each small pile cap was excavated, interpretation of deposits would be difficult and the surviving 'islands' of archaeological significance may prove difficult to interpret at a future date. Any prehistoric or Saxon burials that may survive within the area would also be preserved by record.

7.1.8 If no evidence for prehistoric or Saxon burials is revealed during these excavations, no work is recommended within the area of the contiguous piled wall around the north and eastern side of the main building. The wall is only 0.1 m wide and excavation ahead of the wall may be more damaging to the archaeological record than the piles.

Mitigation in the event of unexpected archaeological remains

7.1.9 If the results of the geotechnical pits, and additional evaluation trenches, reveal archaeological remains of unexpected complexity or significance, it will be necessary to review the Phase 3 mitigation strategy. It may be necessary to implement preservation in situ, or full excavation of the eastern part of the building.

7.1.10 If burials are revealed during the pile cap excavation work it may also be necessary to excavate an area ahead of the contiguous piled wall around the north and eastern side of the main building.

8 General

8.1.1 Appendices 2, 7, 8 and 11 are relevant to this project.

9 References

Astill, G, G, 1978 *Historic towns in Berkshire*

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English Heritage, 2002 Environmental Archaeology: A Guide to the Theory and Practice of Methods, from sampling and recovery to post excavation, Centre for Archaeology Guidelines

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Museums and Galleries Commissions, 1991 Standards in the Museum Care of Archaeological Collections

OA, 2007a Reading Civic Headquarters and Hosier Street Masterplan, Archaeological Desk-based Assessment

OA, 2007b Reading Civic Headquarters and Hosier Street Masterplan, Project design for an Archaeological Evaluation

OA, 2008 Reading Civic Headquarters and Hosier Street Masterplan, Archaeological Evaluation Report

OAU, 1992 Fieldwork Manual (ed. D Wilkinson)

Peyt, M, (ed), 1993 *The Growth of Reading*

Phillips, D, 1990 *The Story of Reading*

Slade, C, F, 1969 Reading, in M, D, Lobel (ed), *Historic Towns Atlas I*

UK Institute for Conservation, 1990, Conservation Guideline No 2

Oxford Archaeology
May 2008

Appendix: Oxford Archaeology (OA) Standard Fieldwork Methodology Appendices

The following methods and terms will apply, where appropriate, to all OA fieldwork unless varied by undertakings specified in a detailed Written Scheme of Investigation.

2 MACHINE EXCAVATED TRENCHES

2.1 A visual inspection of the entire site will be undertaken. This will include the examination of any available exposures (e.g. recently cut field ditches and geological Test Pits).

2.2 An appropriate mechanical excavator will be used for machine excavated trenches. This will normally be a JCB 3CX Sitemaster or 360° tracked excavator with a 5' or 6' wide toothless bucket. For work with restricted access or working room a mini excavator such as a Kubota KH 90 will be used.

2.3 All machining will be undertaken under direct archaeological supervision.

2.4 All undifferentiated topsoil or overburden of recent origin will be removed down to the first significant archaeological horizon, in successive, level spits.

2.5 Following machine clearance, all faces of the trench that require examination or recording will be cleaned using appropriate hand tools.

2.6 Spoil heaps will be monitored in order to recover artefacts to assist in the analysis of the spatial distribution of artefacts. Modern artefacts will be noted but not retained.

2.7 All investigation of archaeological levels will be by hand, with cleaning, examination and recording both in plan and section.

2.8 Within significant archaeological levels a minimum number of features required to meet the aims will be hand excavated. Pits and postholes will be subject to a 50% sample by volume. Linear features will be sectioned as appropriate. Features not suited to excavation within narrow trenches will not be sampled. No archaeological deposits will be entirely removed unless this is unavoidable. It is not necessarily the intention that all Trial Trenches will be fully excavated to natural stratigraphy, but the depth of archaeological deposits across the entire site will be assessed. The stratigraphy of all evaluation trenches will be recorded even where no archaeological deposits have been identified.

2.9 Any excavation, both by machine and by hand, will be undertaken with a view to avoiding damage to any archaeological features or deposits which appear to be worthy of preservation *in situ*.

2.10 Different environmental sampling strategies may be employed according to established research targets and the perceived importance of the strata under investigation. Bulk samples, a minimum of 10 litres, but up to 40 litres if possible

for early prehistoric features will be taken for flotation for charred plant remains. Bulk samples will be taken from any waterlogged deposits present for macroscopic plant remains. Columns for pollen analysis will be taken if appropriate. Mollusc samples will be collected if present. Other bulk samples for small animal bones and other small artefacts may be taken from appropriate contexts.

2.11 Any finds of human remains will be left in-situ, covered and protected and the coroner informed. If removal is essential it will only take place under appropriate Home Office licence, section 25 of the Burial Act 1857 and local environmental health regulations, and if appropriate in compliance with the Disused Burial Grounds (Amendment) Act 1981.

2.13 OA welcomes monitoring visits by the local authorities' archaeological representatives. Timetables of the on-site work will be provided in order that visits can be made at appropriate times.

2.14 After recording, the trenches will be backfilled with excavated material, but will otherwise not be reinstated.

RECORDING

2.15 Contexts

- If less than ten trenches are to be recorded, a block of numbers, in a continuous sequence will be allocated to each trench.
- If more than ten trenches are to be recorded, a continuous unique numbering system will operate within each trench only.

- Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.
- Where stratified deposits are encountered a Harris matrix will be compiled during the course of the excavation.

2.16 Plans

- These will normally drawn at 1:100, but on urban or deeply stratified sites a scale of 1:50 or 1:20 will be used. Detailed plans will be at an appropriate scale. Burials will be drawn at scale 1:10.
- The site grid will be accurately tied into the National Grid and located on the 1:2500 or 1:1250 map of the area.
- A register of plans will be kept.

2.17 Sections

- Long sections of trenches showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20.
- A register of sections will be kept.
- Generally all sections will be tied in to Ordnance Datum. The exception to this is where the proposal for the site is mineral extraction where depth in relation to the development proposals is irrelevant. In these cases only some significant sections will be tied in to OD.

2.18 Photography

- A full black and white and colour (35 mm transparency) photographic record, illustrating in both detail and general context the principal features and finds discovered will be maintained. The photographic record will also

include working shots to illustrate more generally the nature of the archaeological work.
- Photographs will be recorded on OA Photographic Record Sheets.

2.19 All recording will be undertaken in accordance with the requirements of OA's Field Manual (ed. D Wilkinson 1992).

FINDS

2.20 All identified finds and artefacts will be retained, although certain classes of building material or post medieval pottery may sometimes be discarded after recording if an appropriate sample is retained. However, no finds will be discarded without the prior approval of the nominated representative of the local authority and the receiving Museum. All appropriate ironwork will be X-rayed.

2.21 The pottery and other relevant artefacts will be scanned to assess the date range of the assemblage.

2.22 All finds and samples will be treated in a proper manner and to standards agreed in advance with the approved recipient museum. These will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in UKIC's "Conservation Guidelines No. 2".

2.23 The level of artefact analysis will be sufficient to establish date ranges of archaeological deposits, a general assessment of the types of pottery and other artefacts to assist in characterising the archaeology, and to establish the potential for all categories of artefacts should further archaeological work be necessary.

2.24 At the beginning of a project, the local relevant museum and the landowner will be
contacted regarding the preparation and deposition of the archive and finds.

2.25 Environmental samples, if appropriate will be processed and scanned for potential date. This will usually be co-ordinated by Dr M Robinson of University Museum, Oxford using appropriate specialists.

7 WATCHING BRIEFS

7.1 Ground disturbances (demolition, general site strip and levelling, reduction for roads, excavation for service trenches and foundation trenches) will be monitored by an archaeological supervisor assisted, where necessary, by archaeological technicians and under the overall guidance of a project manager.

7.2 All archaeological features and deposits exposed will be recorded.

7.3 Where only the tops of features or deposits are exposed, these will be located on a site plan, planned, and recorded by written description and by photographs.

7.4 Visible artefacts will be collected in order to assist in the dating of features and deposits.

7.5 Where trenches are excavated through cut features (pits, ditches, etc.) and vertical stratigraphy is not present, the features will be recorded in section with appropriate collection of finds.

7.6 Where ground disturbance exposes stratified remains or significant features, these will be hand excavated by the archaeologist and recorded.

7.7 The archaeological curator will be advised at the earliest opportunity of any archaeological features or deposits that appear worthy of preservation *in situ*.

7.8 On completion of the fieldwork the site archive will be compiled and security copied.

7.9 Proposals for analysis and publication will be determined in the light of the results of the fieldwork.

RECORDING

7.10 All on-site recording will be undertaken in accordance with the *OAU Field Manual* (ed. D Wilkinson 1992).

7.11 A continuous unique numbering system will be operated. Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.

7.12 Plans will normally be drawn at 1:50 but in urban or deeply stratified sites a scale of 1:20 will be used. Detailed plans will be at an appropriate scale. Burials will be drawn at 1:10.

7.13 A register of plans will be kept.

7.14 Sections of features or trenches showing stratigraphy will be drawn at 1:20 or 1:10.

7.15 A register of sections will be kept.

7.16 All sections will be tied in to Ordnance Datum if possible or into the contractors TBM.

7.17 A black and white and colour (35 mm transparency) photographic record, illustrating in both detail and general context the principal features and finds discovered will be maintained. The photographic record will also include working shots to illustrate more generally the nature of the archaeological work.

7.18 Photographs will be recorded on OA Photographic Record Sheets.

7.19 All identified finds and artefacts from stratified archaeological deposits will be retained, although certain classes of building material or post medieval pottery may sometimes be discarded after recording if an appropriate sample is retained.

8 EVALUATION REPORTS

8.1 Style and format of the report will be determined by OA, but will include as a minimum the following:

- A location plan of trenches and/or other fieldwork in relation to the proposed development.
- Plans and sections of features located at an appropriate scale.
- A section drawing showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.
- A summary statement of the results.
- A table summarising per trench the features, classes and numbers of artefacts contained within, spot dating of significant finds and an interpretation.
- A reconsideration of the methodology used, and a confidence rating for the results.
- An interpretation of the archaeological findings both within the site and within their wider landscape/townscape setting.

8.2 Copies of the report will be supplied to the client and the Archaeological Officer monitoring the works. Copies of the report will also be supplied to the County Sites and Monuments Record on the understanding that it will become a public document after an appropriate period of time (normally six months).

8.3 If the evaluation works generate archaeological results of importance which merit wider publication, the client will be consulted about further arrangements.

ARCHIVES

8.4 The site archive, including finds and environmental material, will be ordered, catalogued, labelled and conserved and stored according to the UKIC Guidelines for the preparation of excavation archives for long-term storage.

8.5 The site archive will be prepared to at least the minimum acceptable standard defined in Management of Archaeological Projects 2, English Heritage 1991.

8.6 The site archive will be microfilmed by the RCHME National Archaeological Record as a safeguard against the accidental loss and the long-term degeneration of paper records and photographs.

8.7 The site archive will be deposited with the relevant receiving Museum at the earliest opportunity unless further archaeological work on the site is expected within one year of completion of the archive. The OA will advise the landowner that any artefacts resulting from the project work should be given to the relevant Museum.

11 GENERAL

11.1 The requirements of the Brief will be met in full where reasonably practicable.

11.2 Any significant variations to the proposed methodology will be agreed with the local authority's archaeological representative in advance.

11.3 The scope of work detailed in the main part of the Written Scheme of Investigation is aimed at meeting the aims of the project in a cost effective manner. Oxford Archaeology attempts to foresee possible site specific problems and resource these. However there may be unusual circumstances which have not been included in the costing and programme.

- Unavoidable delays due to extreme bad weather, vandalism, etc.

- Complex structures or objects, including those in waterlogged conditions, requiring specialist removal.
- Extensions to specified trenches or feature sample sizes requested by the archaeological curator.
- Trenches requiring shoring or stepping, ground contamination, unknown services, poor ground conditions requiring additional plant, specialist reinstatement of surfaces (i.e. tarmac, turf).

HEALTH AND SAFETY and INSURANCE

11.4 All work will be carried out to the requirements of *Health and Safety at Work, etc. Act 1974*, *The Management of Health and Safety Regulations 1992*, the SCAUM (Standing Conference of Archaeological Unit Managers) H & S manual *Health and Safety in Field Archaeology 1991*, the OA Health and Safety Policy, and any main contractors requirements.

11.5 A copy of OA's Health and Safety Policy is available on request. OA will require copies of the H & S policies of all other contractors and operators present on site in compliance with *The Manual of H & S Regulations 1992*.

11.6 OA holds Employers Liability Insurance, Public Liability Insurance and Professional Indemnity Insurance. Details will be supplied on request.

11.7 OA will not be liable to indemnify the client against any compensation or damages for or with respect to:

- Damage to crops being on the Area or Areas of Work (save in so far as possession has not been given to the Archaeological Contractor);
- The use or occupation of land (which has been provided by the Client) by the Project or for the purposes of completing the Project (including consequent loss of crops) or interference whether temporary or permanent with any right of way, light, air or water or other easement or quasi easement which are the unavoidable result of the Project in accordance with the Agreement;
- Any other damage which is the unavoidable result of the Project in accordance with the Agreement;
- Injuries or damage to persons or property resulting from any act or neglect or breach of statutory duty done or committed by the client or his agents, servants or their contractors (not being employed by Oxford Archaeology) or for or in respect of any claims demands proceedings damages costs charges and expenses in respect thereof or in relation thereto.

COPYRIGHT and CONFIDENTIALITY

11.8 Oxford Archaeological Unit will retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide an exclusive licence to the client in all matters directly relating to the project as described in the Written Scheme of Investigation.

11.9 Oxford Archaeology will assign copyright to the client upon written request but retains the right to be identified as the author of all project documentation and reports as defined in the Copyright, Designs and Patents Act 1988 (Chapter IV, s.79).

11.10 OA will advise the client of any such materials supplied in the course of projects which are not OA's copyright.

11.11 OA undertakes to respect all requirements for confidentiality about the client's proposals provided that these are clearly stated. It is expected that such conditions shall not unreasonably impede the satisfactory performance of the services required. OA further undertake to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that clients respect OA's general ethical obligations not to suppress significant archaeological data for an unreasonable period.

OA STANDARDS AND PROCEDURES

11.12 OA shall conform to the standards of professional conduct outlined in the Institute of Field Archaeologists' Code of Conduct, the IFA Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology, the IFA Standards and Guidance for Field Evaluations, Desk Based Assessments, etc. and the British Archaeologists and Developers Liaison Group Code of Practice.

11.13 OA is a member of the Institute of Environmental Assessment and the Council for British Archaeology.

11.14 Project Directors normally will be recognised in an appropriate Area of Competence by the IFA. For more extensive and complicated evaluation projects especially where they are part of large-scale programmes of work in historic urban centres, the procedures outlined in English Heritage's *Management of Archaeological Projects* 2nd Edition 1991 (MAP 2) will be followed for immediate post-field archive preparation and initial assessment. Agreement to then be reached, in collaboration with the local authority's archaeological representative, about what aspects will need to be taken forward to provide a report in the required format containing the information needed for planning purposes.

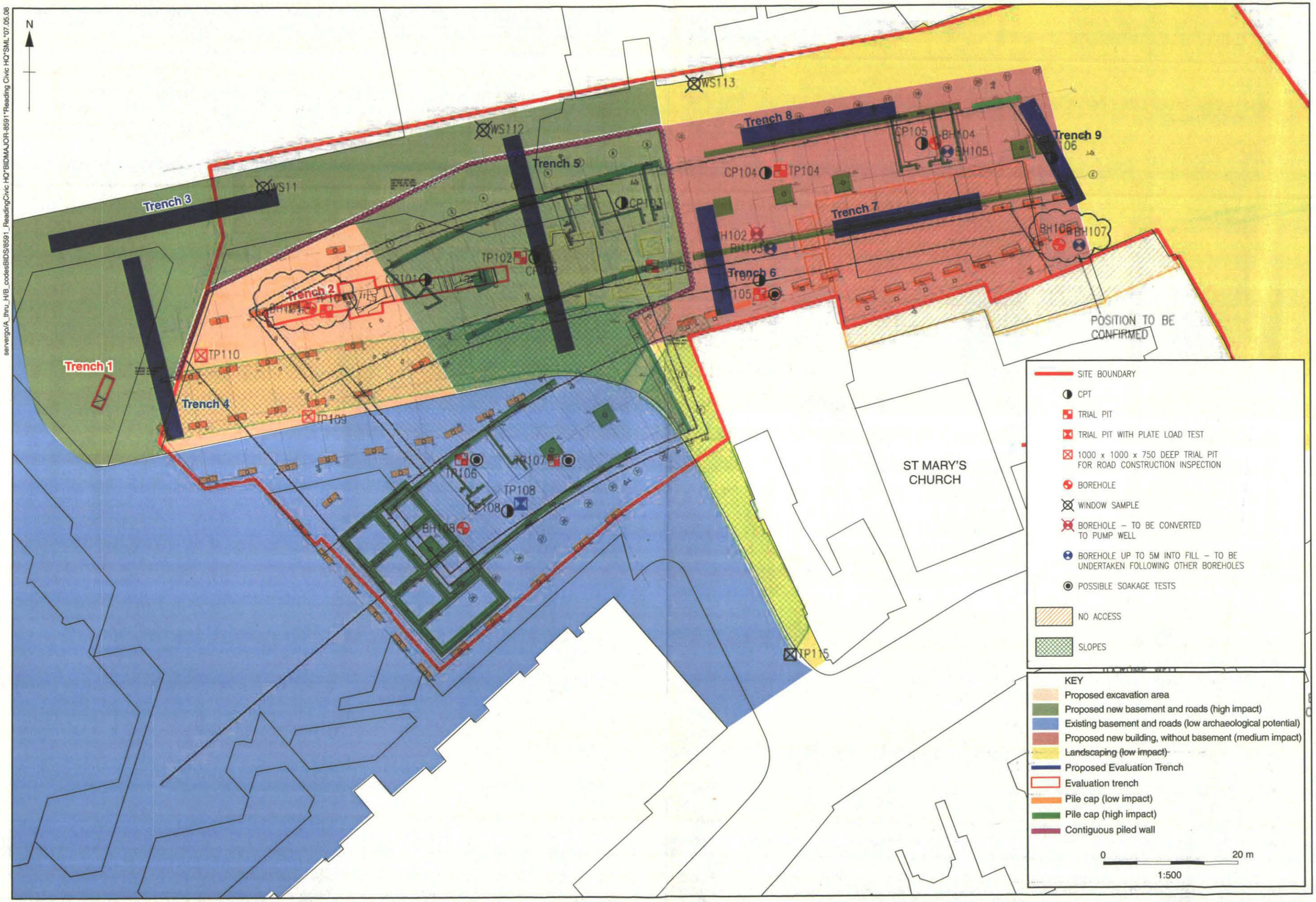

Figure 1: Investigation plan

Oxford Archaeology

Method Statement For an Archaeological Watching Brief

Reading Civic Headquarters and Hosier Street Masterplan

May 2008

CONTENTS

1 INTRODUCTION

The purpose of this method statement is to provide guidelines for the safe conduct of an archaeological watching brief, and potential evaluation within the Hosier Street area of Reading, undertaken by our employees and any sub-contractors who may be under the control of Oxford Archaeology (OA). Conditions may vary on site, consequently this document may require amendment during the course of work to reflect the conditions on site. The project manager (A Norton) may vary the method of working in consultation with others as necessary and where appropriate amend this method statement.

Geotechnics Ltd will be the principal contractor during the works; all Oxford Archaeology personnel will be inducted by Geotechnics Ltd prior to starting work. The archaeological supervisor (Hefin Meara) will also provide site induction to any new OA operatives on arrival at site. This training should include guidance on any specific site hazards and the Site Safety Rules.

Personnel involved in this operation will be briefed on the content of this Method Statement and relevant risk assessments before commencement of the work.

This method statement is designed to be read in conjunction with the Project Design and Risk Assessment (OA 2008).

2 DESCRIPTION OF WORK TO BE CARRIED OUT

It is proposed to redevelop the Hosier Street area of Reading and construct a new Civic Centre. The site, which will be referred to as the Masterplan Area, covers an area of *c* 4.5 hectares and is centred on SU 713 733 (Fig. 1). The initial stage of archaeological works will comprise the monitoring of machine excavated geotechnical pits and bore-holes within the eastern part of the Masterplan Area.

Subject to the results of that work it may become necessary to extend the testpits into archaeological evaluation trenches.

Before site work starts, Geotechnics Ltd/Mace will liase with Reading Borough Council (RBC) to obtain the relevant permission to close the access route which runs through the site, and the excavation areas will be fenced off.

Service plans will be consulted prior to the start of trial trench excavation and each trench will, in addition, be scanned with a CAT scanner immediately before excavation begins to check for uncharted services.

Any hardstanding or turf will then be removed by the mechanical excavator and stored.

The topsoil and any modern overburden will be removed by mechanical excavator, under close archaeological supervision, and stored separately at the sides of the testpits or trenches. Within the testpits excavation will cease at the level of the first significant archaeological horizon (structural remains, burials, surfaces etc), or at a depth determined by Geotechnics Ltd, whichever is reached first.

If significant archaeological remains are revealed mechanical excavation will cease and/or an archaeological evaluation trench opened. Preferably any archaeological remains will be dealt with as part of a third phase of mitigation.

In the event of an evaluation trench being opened excavation will cease at the level of the first archaeological horizon. Hand excavation will then take place within areas of archaeological deposits, so as to include pits, ditches, wells, cellars wall trenches etc, cut into the upper archaeological horizon or natural geology. The majority of this excavation will be by mattock and shovel.

Excavation shall cease at a safe working depth, this will vary depending on ground conditions but will not be deeper than 1.2 m. Shoring will be erected by qualified personnel for deeper excavations.

Following the completion of the archaeological work, and approval from Berkshire Archaeology, the trenches will be backfilled with the removed material, in reverse order. Geotechnics Ltd will be responsible for any reinstatement

3 SUPERVISION & PERSONNEL:

Supervisor: Hefin Meara

Operatives on site: Up to two qualified and experienced archaeological technicians.

Key OA personnel:	David Jennings	Director
	Nick Shepherd	Head of Fieldwork
	Dan Poore	Health and Safety Officer
	Andrew Norton	Project Manager (tel: 07725782596)
	Hefin Meara	Superviosr (tel: 07799671154)

Other trades: A qualified driver for the JCB excavator will be supplied by an as yet unknown sub-contractor. Before work commences the driver's CSCS card will be checked.

4 TRAINING:

Archaeology as a trade is not yet recognised or covered by the CSCS scheme, and some of the relevant CSCS cards are not available. However, OA has a certificate of non-compliance and all OA project managers, project officers and site supervisors have passed the CSCS test.

5 PLANT/EQUIPMENT:

The mechanical excavation will be carried out by a mechanical excavator supplied by Geotechnics Ltd.

All mechanical excavation work and breaking out will be supervised by a competent banksman, this will normally be the site Supervisor and a Geotechnics Ltd banksman.

There will be a weekly inspection of the plant by the driver.

The excavated soil will be stored at the sides of the trenches, at least 1 m from the trench edges.

All hand tools (mattocks, shovels etc) are to be in good repair and any defects to be reported to the site supervisor.

6 ACCESS:

Vehicular access is through Hosier Street. Necessary loading and waiting will be confined to an allotted area immediately opposite the site entrance.

Access for plant will be through a locked emergency gate, and through an area of removable bollards. RBC will arrange for these to be unlocked.

If vehicular access to the site is required site staff will be informed and a suitably competent banksman will monitor entry of all vehicles. The banksman will also marshal any pedestrians between the site and loading area.

Pedestrian access to the site is via Hosier Street. The trenches/testpits will be fenced off with Heras fencing, access will be through the eastern end of the fencing, which will be kept closed at all other times.

7 SEQUENCE OF WORK:

Geotechnics Ltd will obtain a Permit to Dig from RBC.

The site will be fenced off, and the testpits scanned for services.

The turf/hardstanding will be mechanically removed by an excavator and stored.

OA/Geotechnics Ltd will commence mechanical removal of the topsoil and overburden.

OA will draw elevations/sections and plans of all testpits; within any evaluation trenches OA will hand excavate and clean (mattock, spade and trowel) any exposed archaeological features and sections to a maximum level of 1.2 m below ground level.

After the completion of the work, the trenches will be backfilled with the excavated material in reverse order by Geotechnics Ltd.

The fences will be removed and the site handed back.

8 SAFETY:

Key work elements

1 Excavation with a mechanical excavator.

2 Working in deep excavations.

3 Plant access.

Risks

1 Personal injury.

2 Trench collapse, falling objects and personal injury.

3 Injury to site staff or members of the public within Hosier Street.

Safety control measures(see Risk Assessment)

1 Authorised and competent driver. Authorised and competent OA/Geotechnics Ltd banksman.

2 The excavations will be completely fenced off and edge protection will be used for deep excavations. Appropriate deep excavation signage will be attached to the fencing. A weekly inspection of the excavations stability will be made. Extra inspections may be required, especially after heavy rain. It may be necessary to step or shore the excavation if the trench edges appear unstable.

3 A banksman will be used to marshal site staff and members of the public during any vehicular access to the site.

9 PERSONAL PROTECTIVE EQUIPMENT:

PPE will be worn at all times. All staff will be issued with a hard hat, hi-visibility vest and steel toe capped boots.

If conditions dictate site staff will also be issued with any other relevant PPE such as eye protection and hearing protection.

10 GENERAL

The work will be carried out by a supervisor and up to two technicians according to Geotechnics Ltd timetable.

Work is scheduled to take place on the 27th May.

CDM regulations do not apply. CDM regulations only apply to construction projects lasting more than 30 working days, or more than 500 person days.

Working Hours will be from Monday-Friday between the hours of 0800 and 1630

Working will be during daylight hours only.

Diesel fuel will be not be kept on site.

No other hazardous materials or substances are expected. However, if hazardous materials are revealed (e.g. asbestos) Mace and RBC will be informed immediately.

All work will cease, and all personnel will stand down, until the material can be removed by a specialist contractor.

Reading Hosier Street Masterplan, Phase 2
RECIHQ08

Box 1 File 2

B. PRIMARY CONTEXT RECORDS

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Berks.] Parish:[Reading]
Site[Hosier Street Masterplan] Site code[RECIHQ 08]
Line 2: Excavators name [A Norton]
Line 3:
Classification of material

	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	✓
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

Oxford Archaeology

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SITE RECIHQ08	EVALUATION TRENCH RECORD SHEET	Trench No. TP 101

Trench orientation E-W	Grid reference	Field No. –
Length 2M50 / Width 1M	Average depth to top of natural 1M84	Was archaeology present? ✓
Plan Nos? Sketch 1011	Section Nos? Sketch 1011	Were finds recovered? –

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

Context No.	Description
1011	Present topsoil/~~ploughsoil~~ Dk brown/grey S.Lt No inclusions Rooty. 250mm deep
1012	Demolition layer – Brick + Mortar + Wood 490mm Deep
1013	Soil Dk brown/grey – no inclusion – Rooty – early Soil horizon. 1M10 deep
1014	Natural (describe) Thames gravels Sandy Clay yellow gravel

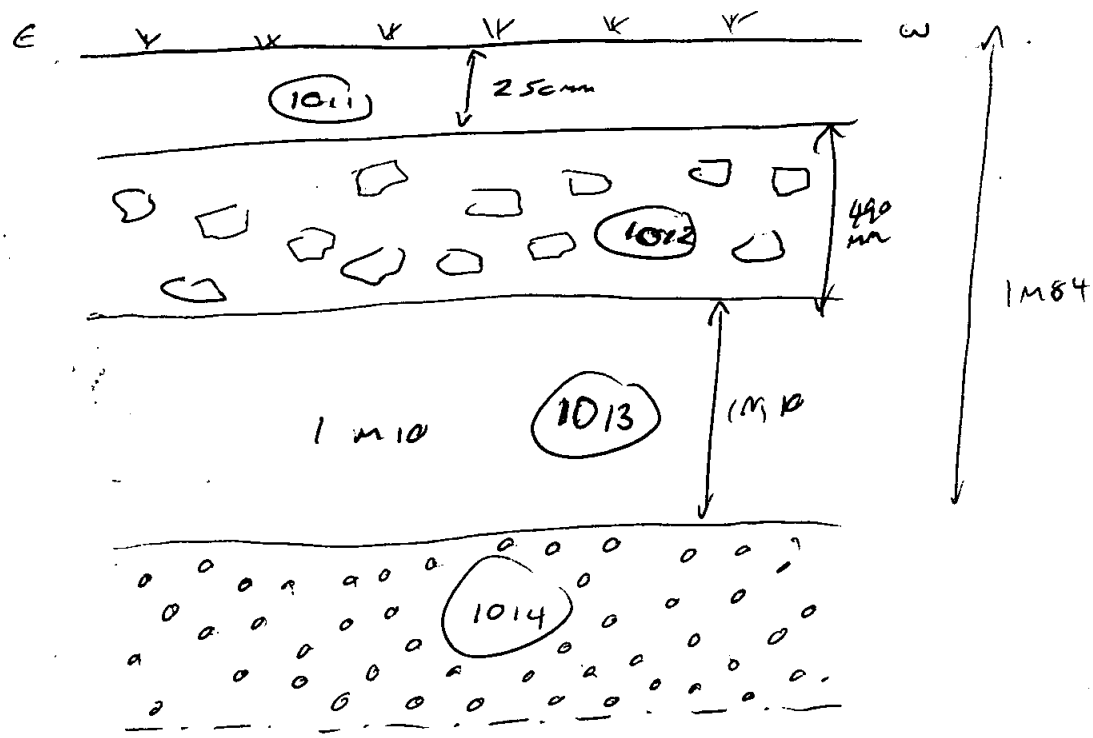
Brief description of archaeology/comments

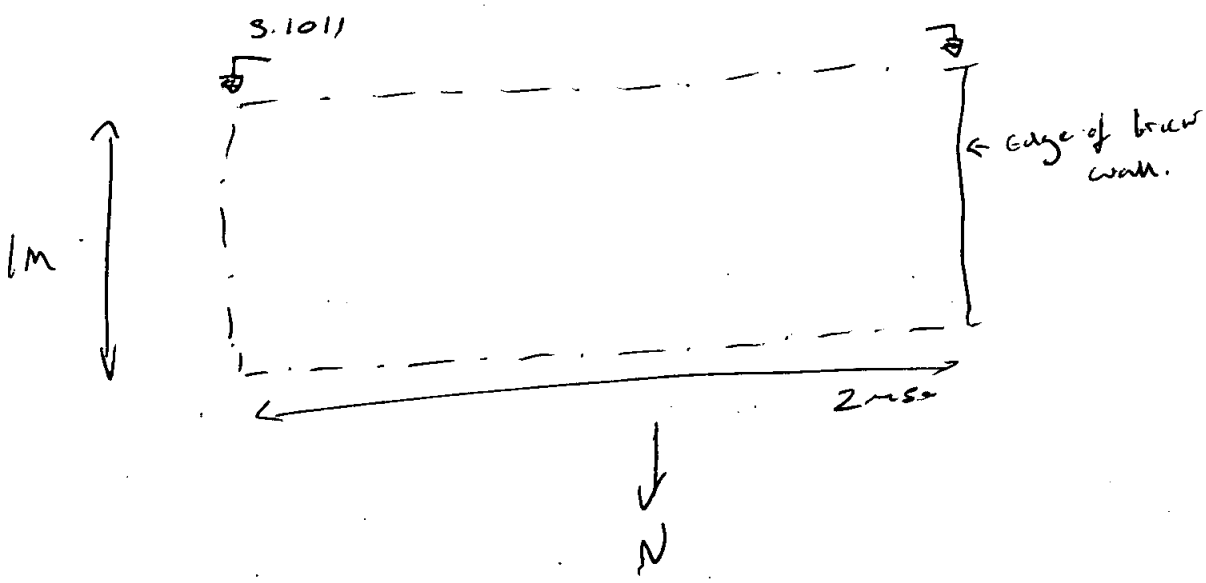
Layer of topsoil + grass Sod over a demolition layer of brick + mortar - remains of house that once occupied this area a N-S wall foundation begins to appear at western end of trench - made of red clay brick - pale yellow mortar bond - Coursing not clear. - This demolition layer sits on top of what appears to be an early Soil horizon which infom sits atop of the natural gravels Trench dug to depth of 3M35

Recorder JC

Date 9/6/08

NOT DRAWN TO SCALE





Oxford Archaeology

Oxford Archaeology

SITE RECIHA08	EVALUATION TRENCH RECORD SHEET	Trench No. TP 102

Trench orientation N-S	Grid reference	Field No.

Length 2m70	Width 700mm	Average depth to top of natural 3m02	Was archaeology present? —
Plan Nos? Sketch P.1021		Section Nos? ~~Section~~ Sketch S.1021	Were finds recovered? ✓

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

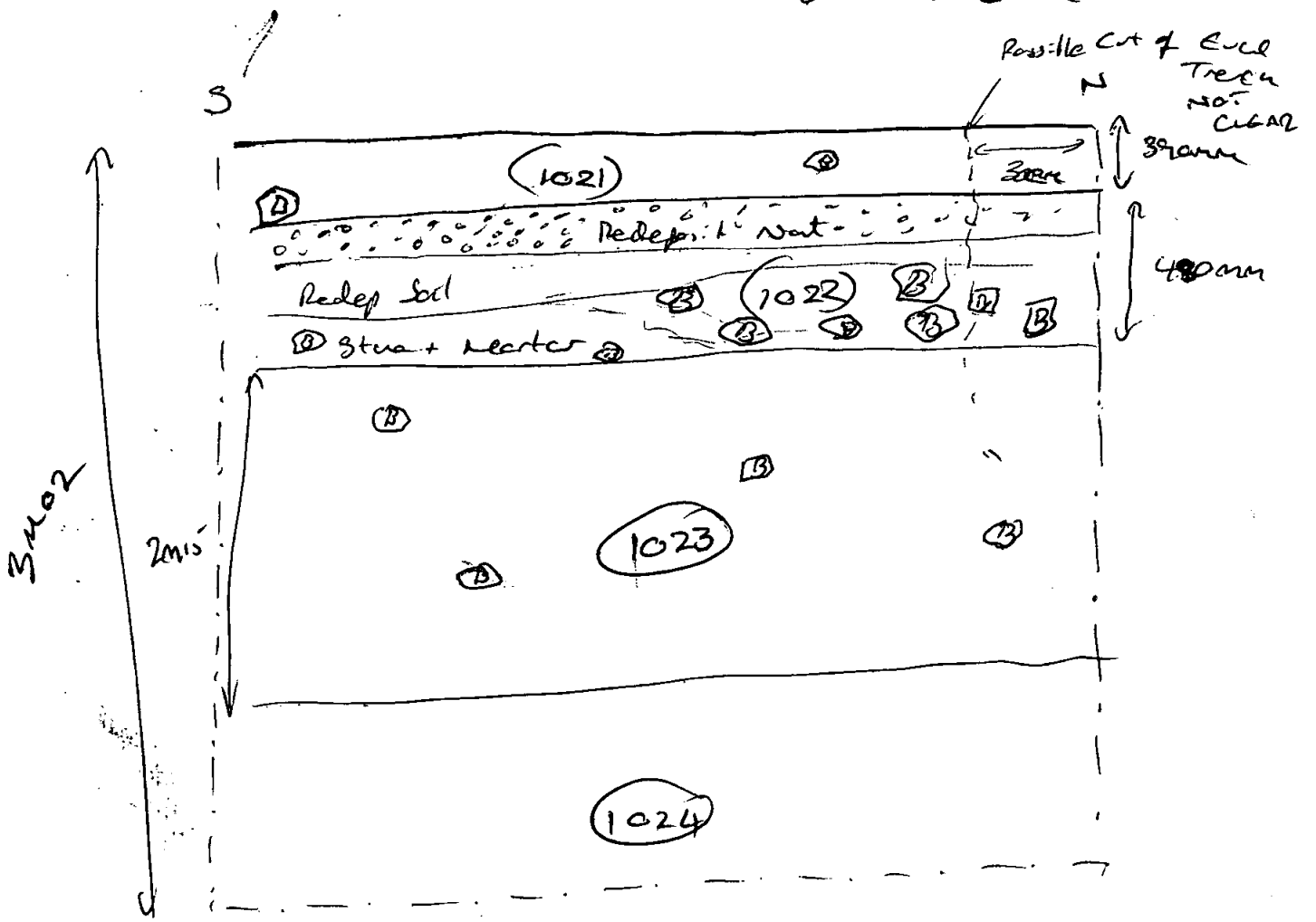
Context No.	Description
1021	Present topsoil/~~ploughsoil~~ 340mm Deep dark brown/grey Silt - Possibly redeposited - brick fragments + Chalk/Stone inclusions
1022	Made ground brown/grey Silt - Stone + brick inclusions with redeposited natural (levelling dep?) 480mm deep
1023	Deep deposit of Dk brown/grey Silty 2m15 deep deposit - redeposited - includes brick fragments. Animal bone + pipe + pot recovered from upper part of this fill
1024	Natural (describe) Yellow brown Sandy Clay Thames gravels

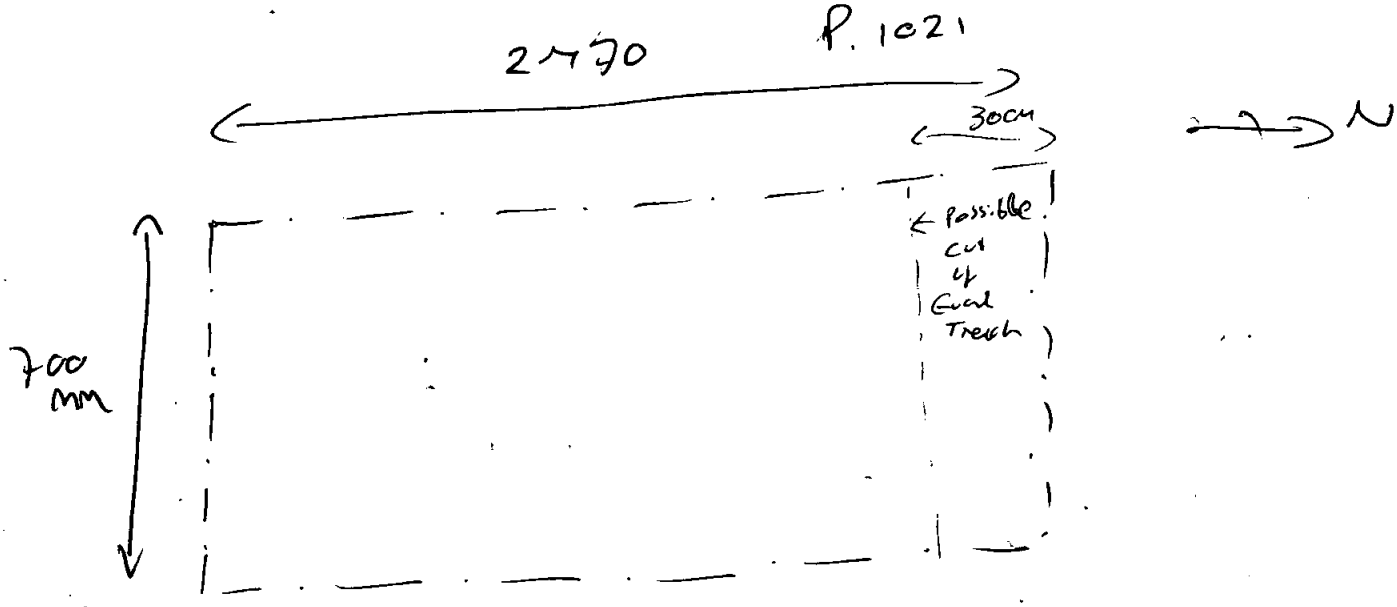
Brief description of archaeology/comments

N-S ~~test~~ test pit.
Upper layer of topsoil (1021) - appears to be redeposited silt atop of a made/demolition layer which includes Stone/Mortar + brick debris as well as a levelling layer of redeposited natural.
- this in turn sits on top of a 2m15 deep ~~dep~~ deposit of soil - appears to be redeposited (brick, pot, pipe + bone inclus. found within deposit)
Natural was found at a depth of 3m02

Recorder TC
Date 11/6/08

S.1021 NOT Drawn to Scale





Oxford Archaeology

Oxford Archaeology

SITE RECHQ08	EVALUATION TRENCH RECORD SHEET	Trench No. TP 103

Trench orientation E-W	Grid reference	Field No. —
Length 3m40 Width 1M	Average depth to top of natural 2.3 1.98m	Was archaeology present ? —
Plan Nos ? Sketch 1031	Section Nos ? Sketch 1031	Were finds recovered ? —

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

Context No.	Description
	~~Present topsoil/ploughsoil~~
1031	Tarmac 330mm deep.
1032	- Redeposited ~~top~~ soil Silty Dk brown/grey 1.98m ~~deep~~ deep <1% Sub rounded Stone + Brick fragments
1033	Brick wall/Cellar wall Seen in South facing Section. - English pattern - regular Course Pale yellow Mortar. 2m10 deep
1034	Natural (describe) Thames gravels yellow Sand/Clay Gravel

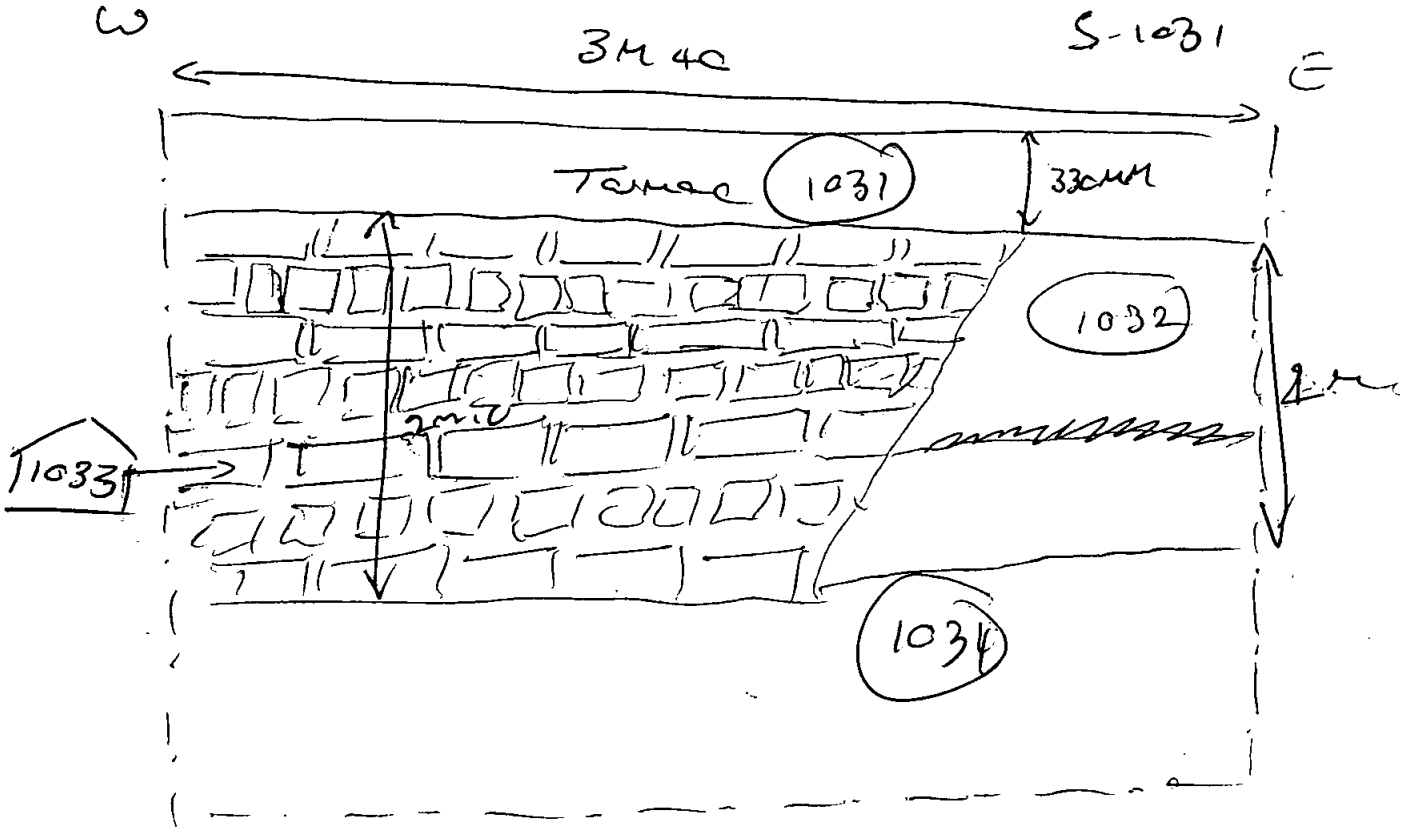
Brief description of archaeology/comments

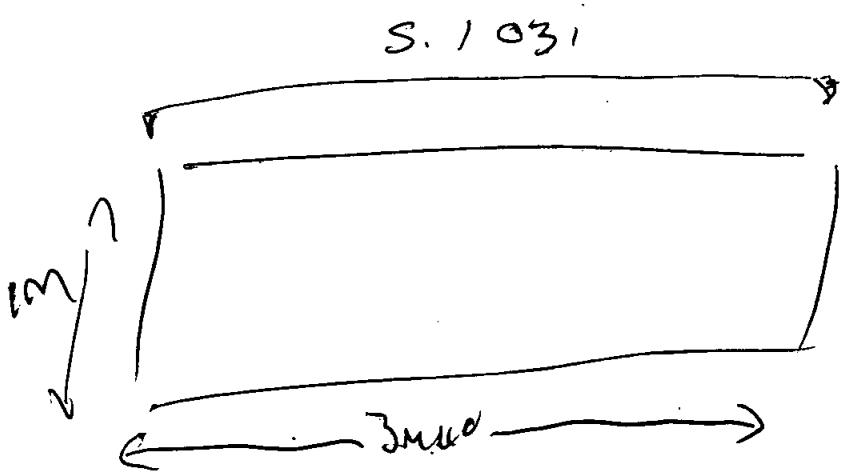
E-W running trench dug into tarmac Surface and what appears to be redeposited top soil Along South facing Section a 2m10 deep wall appeared which is built in a regular Course - English pattern - possibly wall of a Cellar to a house that once occupied this Site Brick measures 210 x 110 x 70mm No older archaeology present Trench dug to depth of 4M

Recorder IC

Date 9/6/08

Not Drawn to scale





Oxford Archaeology

Oxford Archaeology

SITE RECIHA08	EVALUATION TRENCH RECORD SHEET	Trench No. TP 104
Trench orientation E-W	Grid reference Moved 2m West of original location	Field No.
Length 3m15 Width 1m16	Average depth to top of natural 1m46	Was archaeology present ? ✓
Plan Nos ? Sketch 1041	Section Nos ? Sketch 1041.	Were finds recovered ? ✓

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

Context No.	Description
	~~Present topsoil/ploughsoil~~
1041	Tarmac Road Surface 60mm deep
1042	Concrete base for Tarmac 250mm deep
1043	Modern Cut - possibly for Services 1m14 deep 80cm wide in Sect
1044	Modern fill - Silty Dk brown/grey - Contains brick fragments
1045	Rubbish pit Cut 80cm 1m15 deep 2m35 wide
1046	Rubbish Pit fill - black Silty/ash fill - Contains - demolition waste + general rubbish. Metal buckets
1049	Natural (describe) Yellow Sandy Clay Thames Gravels

Brief description of archaeology/comments

1047 - Ditch Cut 2m16 deep 85cm wide

1048 - Ditch fill - Contains pot + bone brown/grey Silt

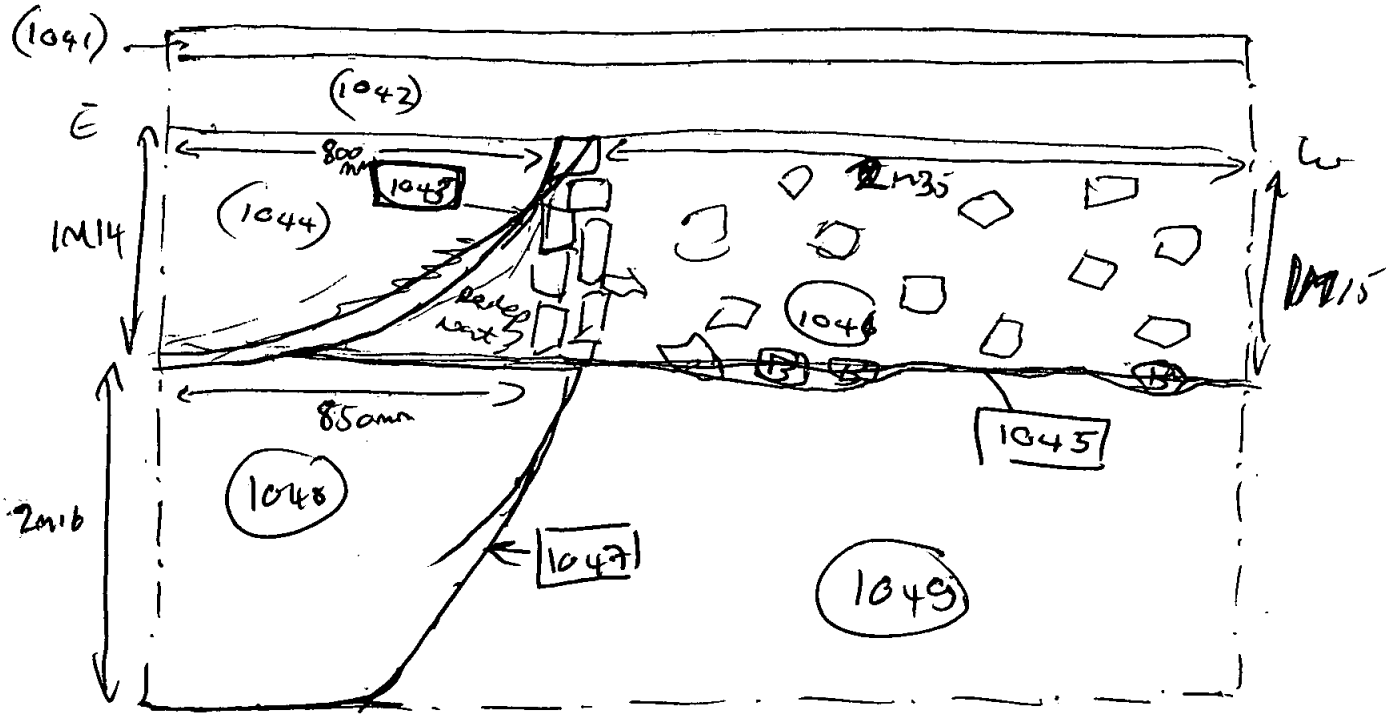
E-W TP. - upper levels dominated by demolition levels - [1043] + [1045] - both appear to be modern pits - Containing brick + demolition rubbish. However towards the bottom of test pit - 1m50 down a ditch was found - Contains pot + bone. - possible old town ditch

Recorder [illegible]

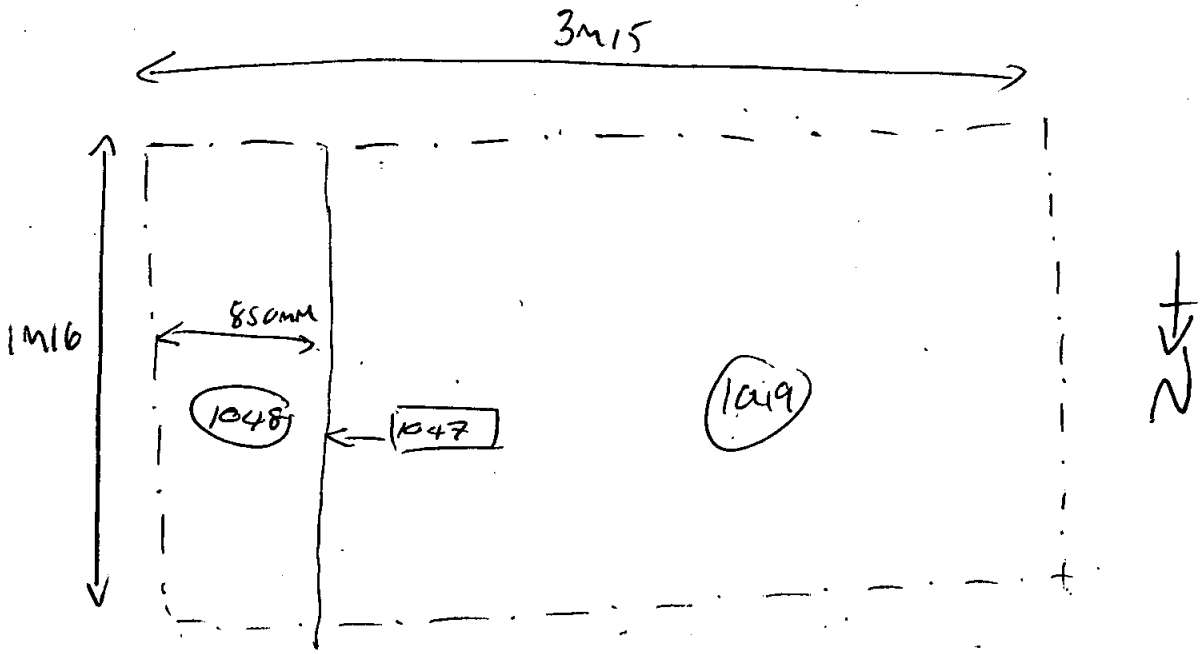
Date 10/6/08

NOT DRAWN TO SCALE

S. 1041



P. 1041



Oxford Archaeology

Oxford Archaeology

SITE RECIHQ08	EVALUATION TRENCH RECORD SHEET	Trench No. TP 105

Trench orientation E – W	Grid reference	Field No.
Length 3.40 / Width 1M	Average depth to top of natural 2.1 M	Was archaeology present ? No
Plan Nos ? Sketch Plan 1051	Section Nos ? Sketch Sect 1051	Were finds recovered ? No

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

Context No.	Description
	~~Present topsoil/plough~~soil
1051	Tarmac – 260mm Deep
1052	Overburden – yellow/orange Sand/Silt – Stone inclusions – Various Sizes – 5–15mm – 400mm deep Possibly redeposited natural
1053	Demolition layer – Brick rubble – Concrete, fe ~~pa~~ drain pipe inclusion – rubble from Houses that once stood on this Site 1m deep
1054	Terracotta floor – Cellar – ~~2~~ runs along base of trench – 300mm – with pale yellow Cement base onto which tiles were lain.
1056	Natural (describe) Sandy yellow natural – gravel at depth 2.1m

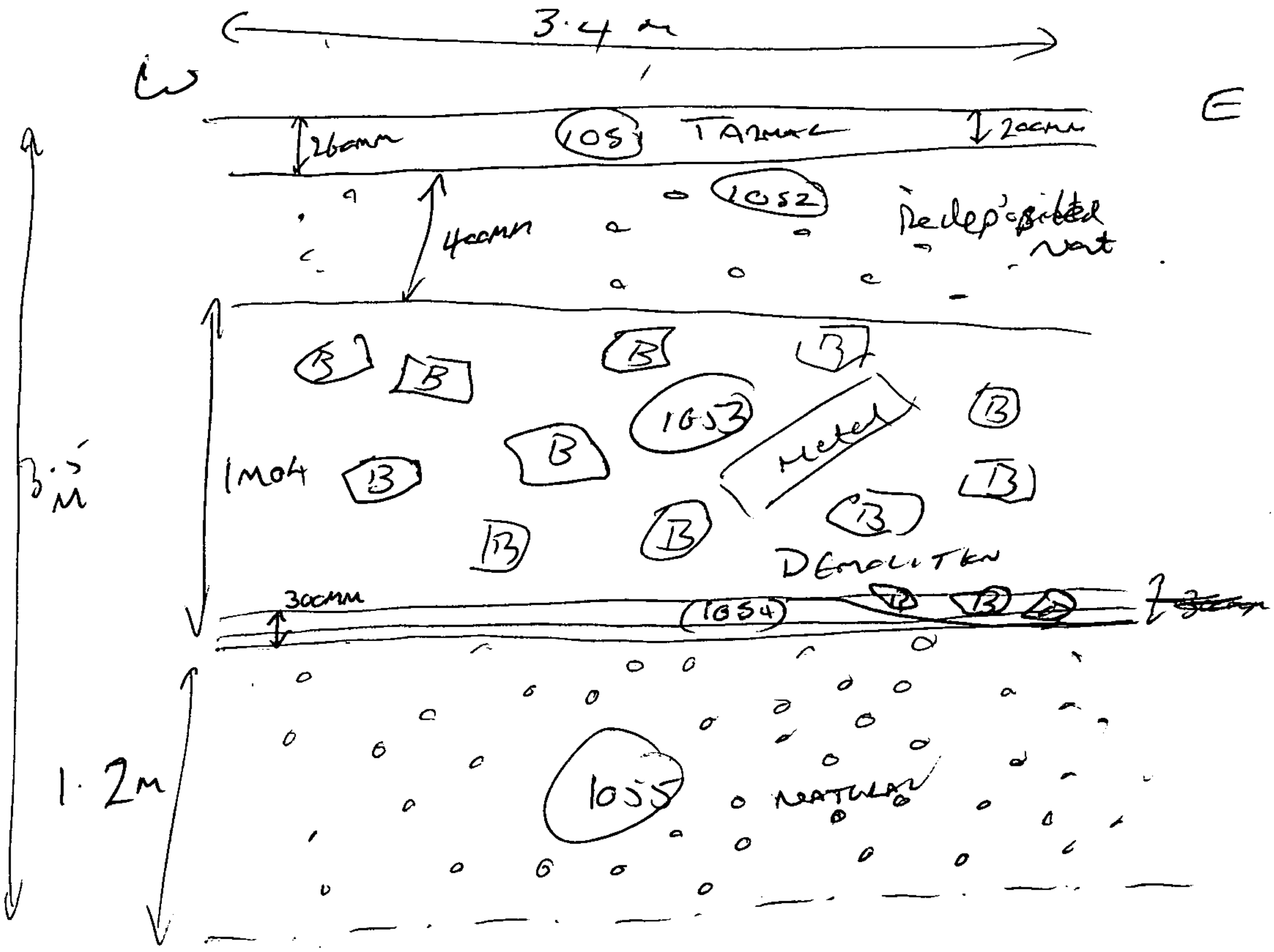
Brief description of archaeology/comments

TP – running E-W – ~~[illegible]~~ 3.40 long by 1m wide
Sides very unstable
Trench dug through demolition rubble of old houses onto Thames gravel natural + Chalk
Trench dug to depth of 3.5m.

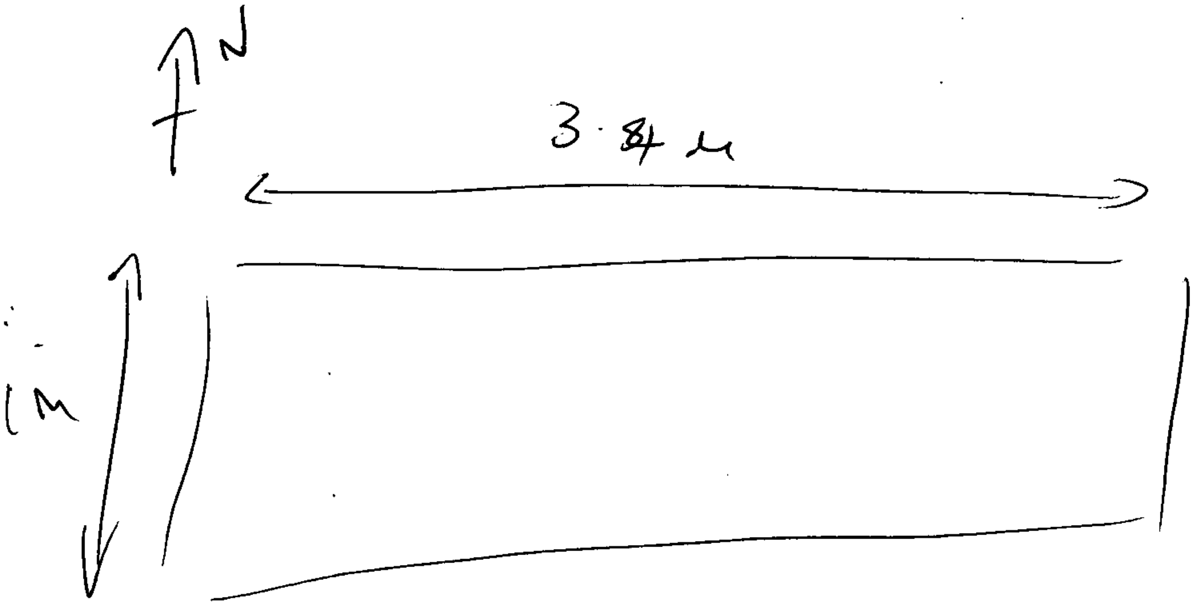
Recorder IC

Date ~~[illegible]~~ 9/6/08

Sketch Section + Plan on back



3.4 m
W
E
TARMAC
1051
1052
400mm
1053
Metal
DEMOLITION
300mm
1054
1.2M
1055
NATURAL



N
3.84 m
1M

Oxford Archaeology

Oxford Archaeology

SITE RECI08	EVALUATION TRENCH RECORD SHEET	Trench No. TP 110

Trench orientation SW–NE	Grid reference	Field No.
Length 3m80 / Width 710mm	Average depth to top of natural ~~2.22m~~ 1.22m	Was archaeology present ?
Plan Nos ? Section 1101	Section Nos ? Section 1101	Were finds recovered ?

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

Context No.	Description
1101	Present topsoil/~~ploughsoil~~ Dk brown/grey Silty dep. <1% Stone incl 410mm deep
1102	810mm Thick layers of demolition deposits Mortar Chalk, Rdep Soil Concrete.
1103	remains of brick wall - 430mm Thick - brick too eroded to ascertain Course or patter - Sits on top of a Stone pale brown/yellow Solid foundation (1106) (cannot be seen in Section) runs SE - NW
(1104)	~~Orange/brown Sandy/Silty deposit~~ brown Silty Soil deposit layer - with brick fragments + charcoal.
1106	Pale/yellow/brown Sandy Silt with Stone inclusions 10% Possible foundation onto which brick wall (1103) was built
1105	Natural (describe) ~~Silt~~ Sandy/clay gravel - yellow/orange

Brief description of archaeology/comments

SW–NE running Test pit 3m80 long + 710mm wide

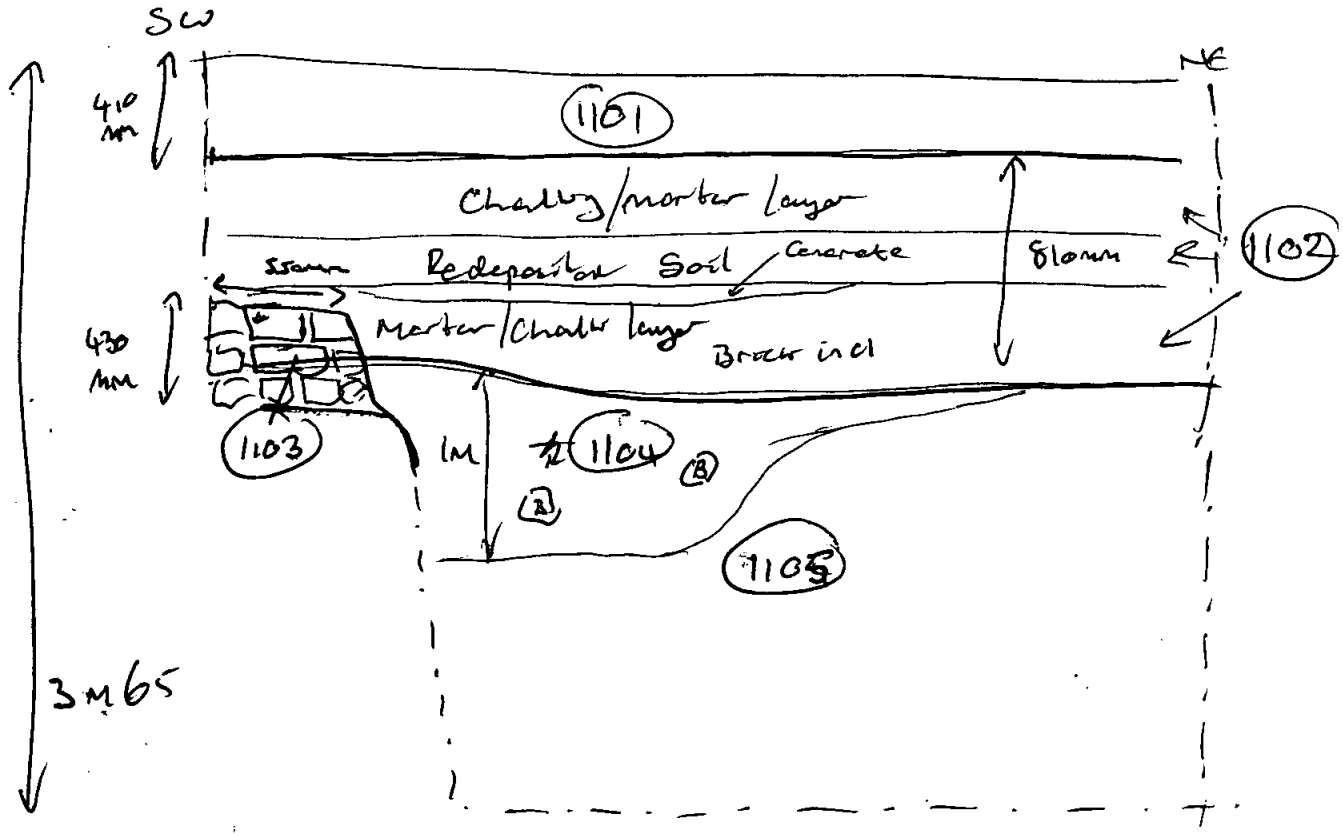
Remains of brick wall seen in ~~Centre~~ SW end of Test pit - possible remains of house?

Series of demolition layers sitting on top of redeposited Soil - above Thames gravel natural.

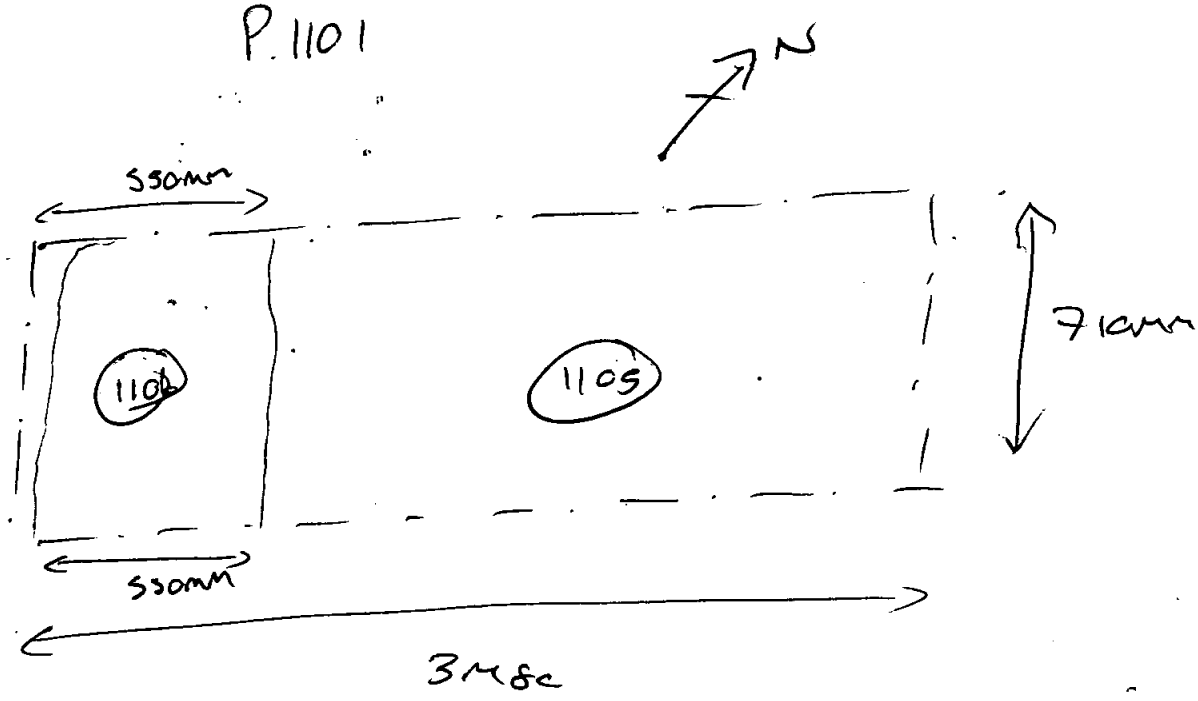
Recorder IC

Date 11/6/08

Not Drawn to Scale



P.1101



Reading Hosier Street Masterplan, Phase 2
RECIHQ08

Box 1 File 3

B. Catalogue of Drawings

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Berks.] Parish:[Reading]
Site[Hosier Street Masterplan] Site code[RECIHQ 08]
Line 2: Excavators name [A Norton]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	✓
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

Oxford Archaeology

SECTION RECORD SHEET

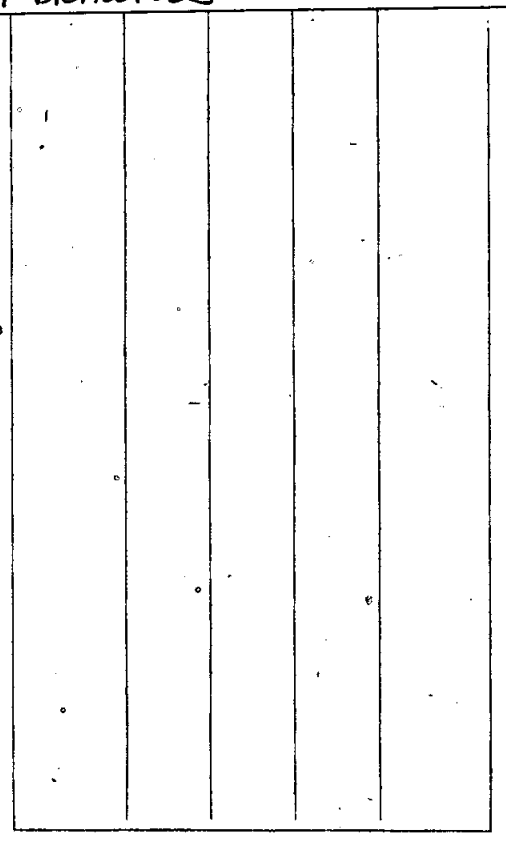
Site Name: Reading Hosier Street Masterplan | Site Code: RECIHQ08

Section No	Context(s)	Scale	Drawn By	Size A1, A4 etc	Plan (Sheet) No
1011	Test Pit 101	1:50	TC	A4	
1021	Test Pit 102	"	"	"	
1031	Test Pit 103	"	"	"	
1041	Test Pit 104	"	"	"	
1051	Test Pit 105	"	"	"	
1101	Test Pit 110	"	"	"	

Reading Hosier Street Masterplan, Phase 2
RECIHQ08

Box 1 File 4

B. PRIMARY DRAWINGS



OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

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B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	✓
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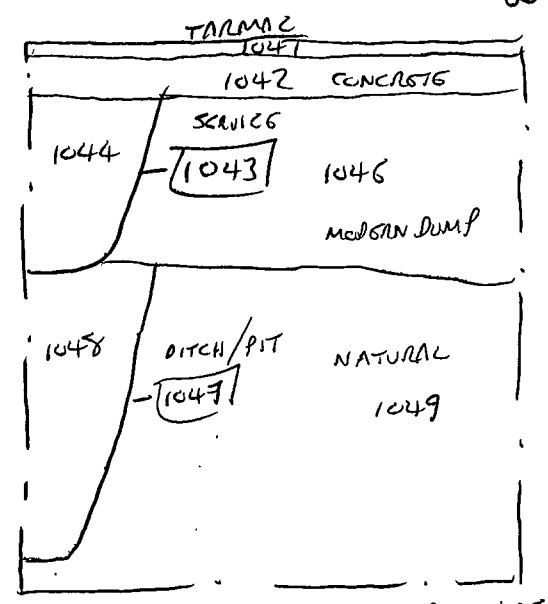
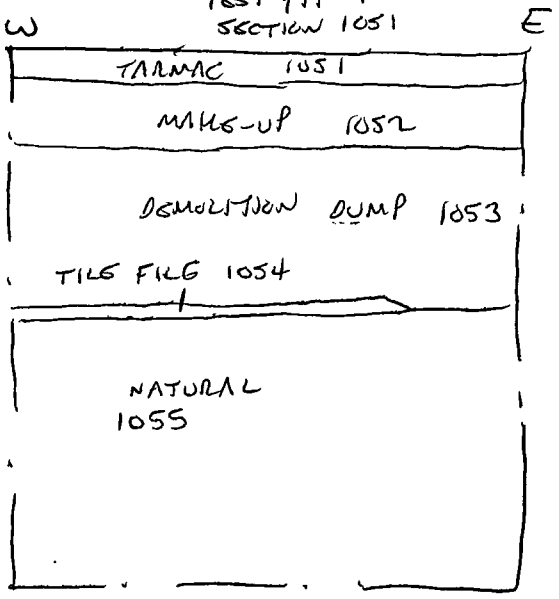
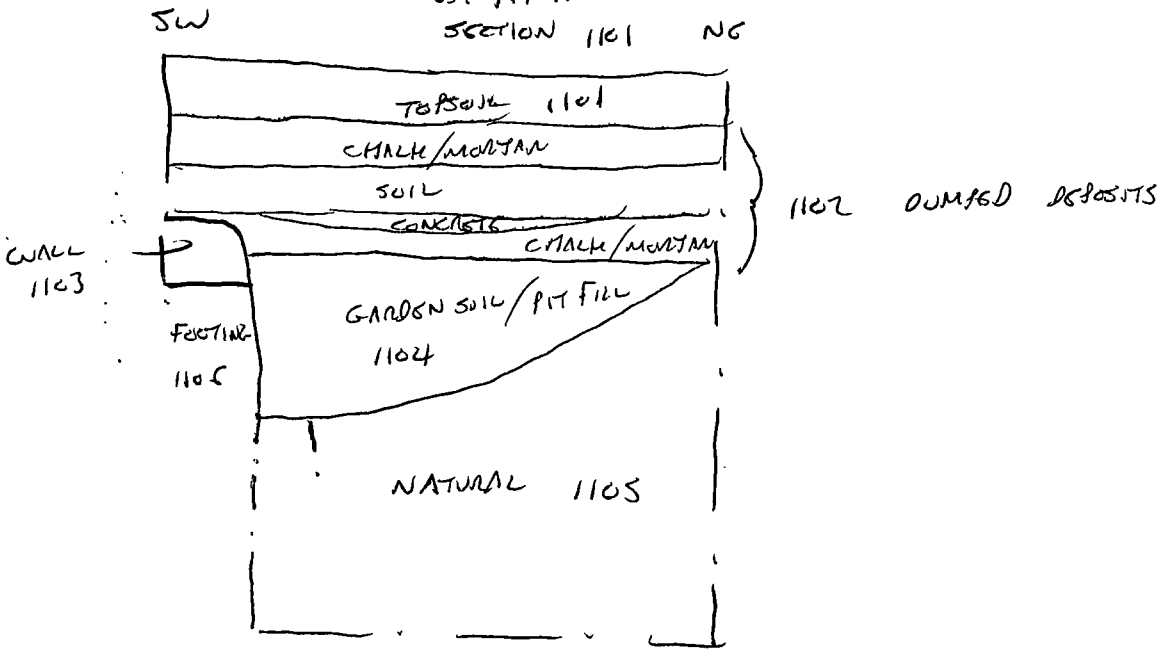
TEST PIT 104
SECT. 1041



TEST PIT 105
SECTION 1051



TEST PIT 110
SECTION 1101



1:50

RECHARGE
SECTIONS
1041
1051
1101

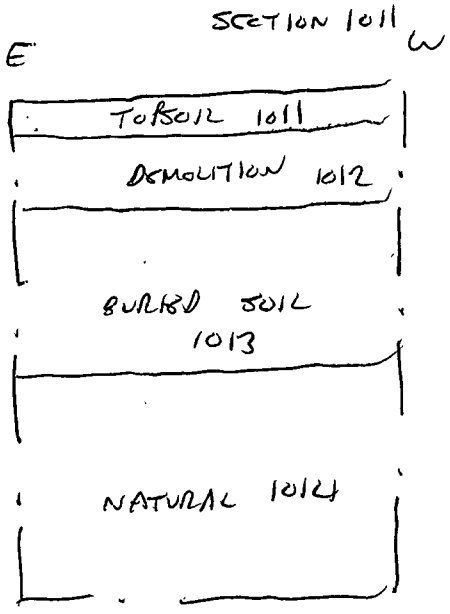
SCALE 1:50

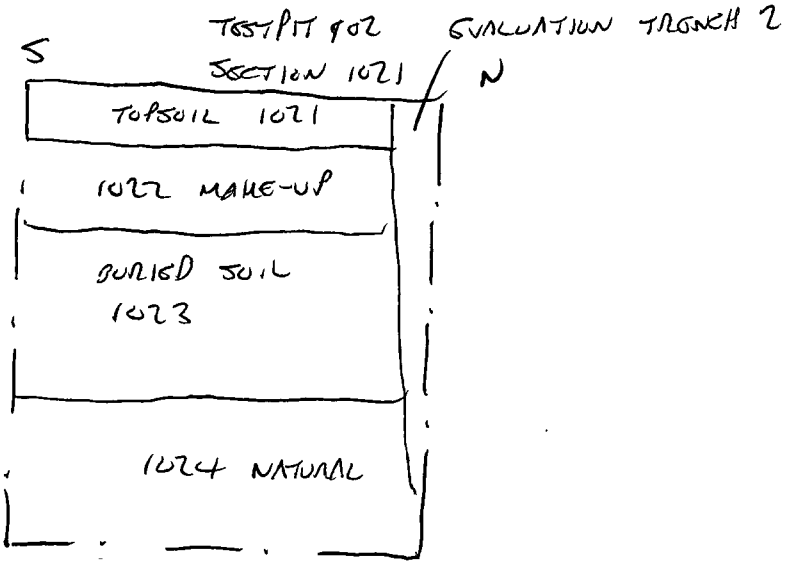
RSC/HQ 08

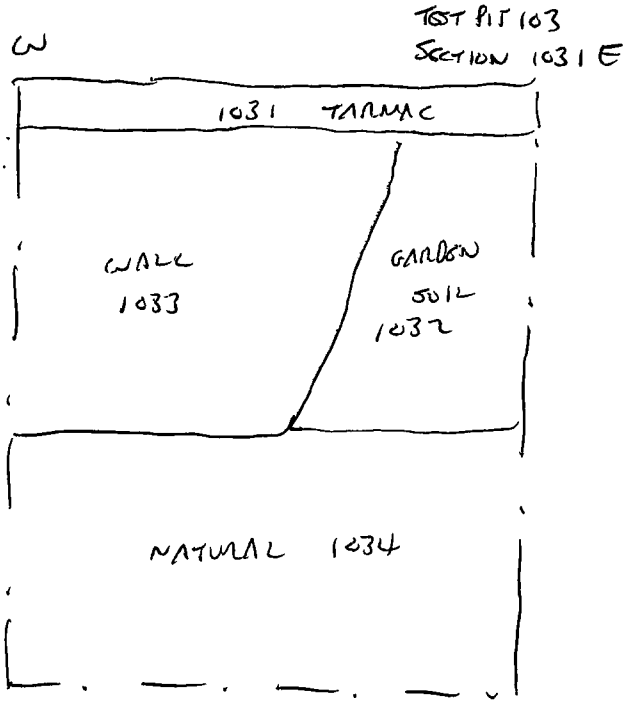
SECTIONS 1011
1021
1031

SCALE 1:50

TEST PIT 101
SECTION 1011







1:50

Reading Hosier Street Masterplan, Phase 2
RECHQ08

Box 1 File 5

C. Finds Box/Bag Lists

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

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Finds Compendium

Site Code	Invoice Code	Site Name	Accession No	OAU No / 350
RECIHQ 08	RECIHQWB	Reading Hosier Street Masterplan		

Finds materials summarised for Site Code: RECIHQ 08 and invoice code: RECIHQWB

Material	No of Boxes	No Of Contexts	No Of Sherds	Total Weight (g)	Box Sizes	Box Numbers
Animal Bone		2	6	152		MISC.02 - mixed box
Chalk		1	1	14		MISC.02 - mixed box
Clay Pipe		1	1	8		MISC.02 - mixed box
Pottery		2	4	148		MISC.02 - mixed box
Shell		1	1	2		MISC.02 - mixed box
	Totals:		13	324 g		

Total No of Boxes: + **1 miscellaneous boxes**

Miscellaneous Box Sizes:
MISC.02 Size 4

Box Contents Sheets

Site Code RECIHQ 08	**Material:** Miscellaneous
Box Size Size 4	**Box No** MISC.02 **Accession No**

Context	SF No	No of Bags	No of Objects	Material:	Weight (g)	Context	SF Number	No of Bags	No of Objects	Material:	Weight (g)
1023		1	3	Animal Bone	131						
1048		1	3	Animal Bone	21						
1048		1	1	Chalk	14						
1023		1	1	Clay Pipe	8						
1023		1	1	Pottery	10						
1048		1	3	Pottery	138						
1023		1	1	Shell	2						

No of Contexts: 7 **Total Bags:** 7

Total Objects: 13 **Total Weight:** 324

Oxford Archaeology

FINDS CONTEXT CHECKLIST

SITE CODE RECIHQ 08 | SITE NAME READING 1-10 SIER STREET | LISTED BY IC

BULK FINDS				SMALL FINDS			
Context	Number of bags	Date	In	Small find number	Date	In	*/V
1023	1	11/6/08					
1048	1	11/6/08					

Checked by:

Oxford Archaeology

FINDS CONTEXT CHECKLIST

SITE CODE RECI HQ 08 | SITE NAME READING HOSIER STREET | LISTED BY IC

BULK FINDS				SMALL FINDS			
Context	Number of bags	Date	In	Small find number	Date	In	*/V
1023	1	11/6/08	1				
1048	1	11/6/08	1				

Checked by:

Reading Hosier Street Masterplan,
Phase 2
REC1HQ08

Box 1 File 6

D. Catalogue of Photographs

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

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E: Environmental/Ecofact Data: Specialist Reports	
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G: Correspondence	
H: Miscellaneous	

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PHOTOGRAPHIC RECORD SHEET

SITE CODE RECHAR | SITE NAME Reading - Hosier Street | FILM NO. 10

Camera number 281 | Lens number | Black & white / colour

Date	Negative number	View	Context(s)	Initials
	0			
9/6/08	1		ID Shot	IC
"	2	-	Pr. ex Shots	"
"	3	-	"	"
"	4	-	"	
"	5	E	TP 105	IC
"	6	"	"	"
"	7	"	"	"
"	8	N	TP 105 S. 1051	IC
"	9	"	" "	"
"	10	"	" "	"
"	11	N	TP 103	"
"	12	"		"
"	13	"		"
"	14	E	TP 103 S. 1031	"
"	15	"	"	"
"	16	"	"	"
9/6/08	17	W	TP 101	IC
"	18	"	"	"
"	19	"	"	"
9/6/08	20	S	TP 101 S. 1011	IC
"	21	"	" "	"
"	22	"	" "	"
10/6/08	23	W	TP 104	IC
"	24	"	"	"
"	25	"	"	"
"	26	S	TP 104. S. 1041	IC
"	27	"		
"	28	"		
	29			
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	31			
	32			
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	34			
	35			
	36			
	37			

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PHOTOGRAPHIC RECORD SHEET

SITE CODE RECHGO8 | SITE NAME Reading Hosier St | FILM NO. 11

Camera number | Lens number | Black & white / ~~colour~~

Date	Negative number	View	Context(s)	Initials
-10/6/08	0		ID SHOT	IC
"	1	S	Sx. TP101 S.1011	"
"	2	"	" "	"
11/6/08	3	N	TP 102	IC
"	4	"	"	"
"	5	"	"	"
"	6	W	TP 102 S.1021	"
"	7	"	" "	"
"	8	"	" "	"
"	9	NE	TP110	IC
"	10	"	"	"
"	11	"	"	"
"	12	NW	TP 110 S.1101	"
"	13	"	" "	"
"	14	"	" "	"
	15			
	16			
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	18			
	19			
	20			
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	37			

Oxford Archaeology

DIGITAL PHOTOGRAPHIC RECORD SHEET

SITE CODE	SITE NAME
RECIHQ08	READING CIVIC CENTRE HQ + HOSIER STREET

Date	Shot number	View	Context(s)	Geo Ref (tick)	Initials
9/6/08	1	-	Pre-ex Shot		IC
"	2	-	" "		"
"	3	-	" "		"
"	4	-	" "		"
"	5	-	TP 105 ~~Tile Fl.~~		"
"	6	-	" Tile Floor		"
"	7	-	" "		"
"	8	-	T.105 S.1051		"
"	9	-	" "		"
"	10	-	T.105		"
"	11	-	TP 103		"
"	12	-	"		"
"	13	-	"		"
"	14	-	TP 103 S.1031		"
"	15	-	" "		"
"	16	-	TP ~~non~~ 101		"
"	17	-	"		"
"	18	-	TP 101 S.1011		IC
"	19	-	" "		"
10/6/08	20	-	TP 104		IC
"	21	-	"		"
"	22	-	TP 104 S.1041		"
"	23	-	" "		"
11/6/08	24	N	TP. 102		IC
"	25	"	"		"
"	26	~~S~~ W	TP 102 S.1021		"
"	27	"	" "		"
"	28	NE	TP 110		IC
"	29	"	"		"
"	30	NW	TP 110 S.1101		IC
"	31	"	" "		"
"	32	"	" "		"

Digital Photographic Record Sheet

Site Code: RECIHQ08		**Site Name:** Reading Civic Centre HQ		
Shot Number	View	Description	Initials	Date
1		Pre-excavation shots	IC	09/06/08
2		Pre-excavation shots	IC	09/06/08
3		Pre-excavation shots	IC	09/06/08
4		Pre-excavation shots	IC	09/06/08
5	E	Test Pit 105	IC	09/06/08
6	E	Test Pit 105, tile floor	IC	09/06/08
7	E	Test Pit 105, tile floor	IC	09/06/08
8	N	S. 1051, test pit 105	IC	09/06/08
9	NE	S. 1051, test pit 105	IC	09/06/08
10		Test Pit 105	IC	09/06/08
11	E	Test Pit 103	IC	09/06/08
12	E	Test Pit 103	IC	09/06/08
13	E	Test Pit 103	IC	09/06/08
14	N	S. 1031, test pit 103	IC	09/06/08
15	N	S. 1031, test pit 103	IC	09/06/08
16	W	Test Pit 101	IC	09/06/08
17	W	Test Pit 101	IC	09/06/08
18	SW	S. 1011, test pit 101	IC	09/06/08
19	SW	S. 1011, test pit 101	IC	09/06/08
20	W	Test Pit 104	IC	10/06/08
21	W	Test Pit 104	IC	10/06/08
22	S	S. 1041, test pit 104	IC	10/06/08
23	S	S. 1041, test pit 104	IC	10/06/08
24	N	Test Pit 102	IC	11/06/08
25	N	Test Pit 102	IC	11/06/08
26	W	S. 1021, test pit 102	IC	11/06/08
27	W	S. 1021, test pit 102	IC	11/06/08
28	NE	Test Pit 110	IC	11/06/08
29	NE	Test Pit 110	IC	11/06/08
30	NW	S. 1101, test pit 110	IC	11/06/08
31	NW	S. 1101, test pit 110	IC	11/06/08
32	NW	S. 1101, test pit 110	IC	11/06/08