



# 46 High Street, Prescott, Merseyside Archaeological Evaluation Report

July 2022

**Client: Alphabet Homes Ltd**

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## 46 High Street, Prescot, Merseyside

### *Archaeological Evaluation Report*

*Written by Selina Dean*

*With illustrations by Mark Tidmarsh*

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## Summary

Oxford Archaeology (OA) North was commissioned by Alphabet Homes Ltd to undertake a trial trench evaluation at the site of a proposed residential development at 46 High Street, Prescott, Merseyside (NGR SJ 46744 92898).

The work was undertaken under condition 10 of Planning Permission (planning ref. 18/00805/FUL). In response to this condition, OA North drafted and agreed a written scheme of investigation with the archaeological advisors to Knowsley Council, Merseyside Environmental Advisory Service (MEAS), relating to a scheme of trial trench evaluation in order to evaluate the archaeological potential of the site and inform the planning process. OA North were subsequently commissioned to undertake the necessary fieldwork, which was carried out over one day, on the 13<sup>th</sup> of June 2022.

While trenches were originally positioned in order to avoid known service lines within the limited confines of the site, only one trench was actually excavated and this in an altered position, due to the identification of further previously unknown potential services throughout the site. This trench was located between the intended position of Trench 2 and 3 and was further expanded, with a section excavated to the east at the southern end of the trench, to allow investigation of features exposed in the initial works.

The features identified included two walls, recorded running parallel to one another, on a broadly east/west alignment, together with a limited brick and sandstone surface. These features can be related to structures identifiable on historic mapping of the area during the late nineteenth century but were relatively limited in extent and could not be ascribed a firm function beyond potential external yard space or outbuildings, associated either with the former public house identified to the north-west, or else other former surrounding buildings, assumed to be terraced housing.

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## Acknowledgements

Oxford Archaeology (OA) North would like to thank Angus Smith of Alphabet Homes Ltd for commissioning this project. Thanks are also extended to Alison Plummer of Merseyside Environmental Advisory Service (MEAS), who monitored the work on behalf of Knowsley Council.

The project was managed for OA North by Dr Adam Tinsley. The fieldwork was directed by Helen Stocks-Morgan, who was supported by Selina Dean. Survey was undertaken by Selina Dean, whilst the illustrations were produced by Mark Tidmarsh.



## 1 INTRODUCTION

### 1.1 Scope of work

- 1.1.1 Oxford Archaeology (OA) North was commissioned by Alphabet Homes Ltd to undertake a trial trench evaluation at the site of a proposed residential development at 46 High Street, Prescott, Merseyside, (NGR SJ 46744 92898: Fig. 1).
- 1.1.2 This work was undertaken under condition 10 of Planning Permission (planning ref. 18/00805/FUL). Clause 10 of the letter defining planning consent specifically relates to archaeological matters and states:

***'No development shall take place until the applicant or their agents or their successors in title has secured the implementation of a programme of archaeological works to be undertaken in accordance with a Written Scheme of Investigation (WSI), prepared by the appointed archaeological contractor. The WSI should be submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the site investigation has been completed in accordance with the approved WSI. The WSI shall cover the following:***

- a) A phased programme and methodology of site investigation and recording to include: - targeted field evaluation trenching - (depending upon the evaluation results) a strip map and record exercise - targeted open area excavation;***
- b) A programme for post investigation assessment to include: - analysis of the site investigation records and finds - production of a final report on the significance of the archaeological and historical interest represented;***
- c) Provision for publication and dissemination of the analysis and report on the site investigation;***
- d) Provision for archive deposition of the report, finds and records of the site investigation;***
- e) Nomination of a competent person or persons/organisation to undertake the works set out within the approved WSI.***

***Reason: This matter is fundamental to safeguard archaeological features during construction and in the interests of archaeological investigation or recording and to comply with Policy CS20 of the Knowsley Local Plan Core Strategy, adopted January 2016, and the National Planning Policy Framework.***

- 1.1.3 In response to this condition OA North drafted a proposed Written Scheme of Investigation (WSI: *Appendix C*) relating to a programme of trial trenching, which was agreed after consultation with the archaeological advisor to Knowsley Council, Merseyside Environmental Advisory Service (MEAS). The scheme of trial trenching, while limited relative to the scale of the proposed development area (PDA), aimed to establish the archaeological potential of the site ahead of its subsequent development. In particular, trenches were positioned, where possible, to sample structural remains that may relate to several phases of buildings indicated on historic mapping of the area. The WSI detailed the Local Authority's requirements for the work necessary to discharge the planning condition. OA North were subsequently commissioned to undertake the archaeological fieldwork, which was carried out over one day on the 13<sup>th</sup> of June 2022. This document outlines how OA implemented the specified requirements of the agreed WSI and the results that were obtained.

## 1.2 Location, topography and geology

- 1.2.1 The site is located along the mixed residential and commercial street of High Street, approximately 0.2 miles north of the centre of Prescott, in the district of Knowsley, Merseyside, (NGR SJ 46744 92898: Fig. 1). The PDA consists of a single, roughly L-shaped plot of land, incorporating a small space, measuring approximately 200m<sup>2</sup>, until recently divided between an area containing trees and shrubbery behind a commercial billboard, and elements of paved and grassed public space and footpath, along the frontage of High Street.
- 1.2.2 The PDA is bounded to the north by the line of the highway along High Street, and to the west by Atherton Street, and aspects of commercial and residential properties and their external boundaries to the east and south.
- 1.2.3 The solid geology of the area is mapped as sandstone and sedimentary localised outcropping of bedrock of the Pennine Lower Coal Measures, formed approximately 318 to 319 million years ago in the Carboniferous Period (BGS 2022). The superficial deposits are recorded as slowly permeable, seasonally wet, slightly acid, but base-rich loamy and clayey soils (Cranfield 2022).

## 1.3 Archaeological and historical background

- 1.3.1 The archaeological and historical background of the site is described in detail in the WSI (*Appendix C*). A brief summary is provided here.
- 1.3.2 The area of Prescott and its origins is indicated to be from the early Medieval period, with its name seemingly derived from the Anglo-Saxon *prēost* "priest" + *cot* "cot", meaning a cottage or small house owned or inhabited by a priest, a "priest-cottage" (Knowsley Council History of Prescott online 2022). This may relate to an early incarnation of the Church of St Mary's, a Grade 1 listed building to the south-west of the PDA, reportedly built in 1610, but incorporating earlier elements including fifteenth century wooden paneling and an Anglo-Saxon font.
- 1.3.3 In the fifteenth century the town received considerable economic stimulus by the creation of up to seven potteries, the earliest recorded in the region, which were listed in a survey conducted in 1592, by King's College Cambridge (*ibid*). The kilns were reportedly centred around the Eccleston Street area, located immediately south of the PDA and the next street running roughly parallel to High Street. The importance of Prescott during this early post medieval period was also enhanced by the creation of the Liverpool to St Helens turnpike road in 1726, and its position at the split of two sections of the road, one leading to St Helens and the other to Warrington.
- 1.3.4 As the Industrial revolution increased its momentum, during the eighteenth and nineteenth centuries Prescott witnessed further growth and development with the establishment of several industries, becoming synonymous particularly with the watch and clock making industry after the industry was introduced by several Huguenot refugees (*ibid*). This newfound prosperity witnessed a considerable reworking of the layout of Prescott and the establishment of many Georgian era buildings throughout. During the nineteenth century the population of the town increased considerably, due in part to an influx of Irish refugees. However, it is also during this period that the local industries fell victim to the increasing industrialisation of craft processes elsewhere,

which resulted in a decline in both the potteries and more slowly, but just as certainly, the watch making industry.

- 1.3.5 Historic mapping of the PDA has established that the area was highly developed by the nineteenth century, with several buildings, and their external spaces and potential outbuildings, including a public house, established across the site. Between the publication of the first edition OS map in 1850 and the second edition in 1893 (Figs 3 and 4) the buildings occupying the PDA seem to have undergone a degree of reconfiguration, although the detail offered by the mapping is basic at best. At some unknown point, the public house established by 1893 at the corner of High Street and Atherton Street appears to have been demolished, leaving the public space that until recently formed the site.
- 1.3.6 With regards to the archaeological potential of the PDA, cartographic and historical evidence would suggest there is potential for structural or other remains relating to the late medieval period and, more likely, post medieval and industrial era industries particularly the reported public house but also potential for potteries or other local trades, as well as evidence for workers terraced housing.

## 2 AIMS AND METHODOLOGY

### 2.1 Aims

2.1.1 The general aims of the trial trench evaluation were to establish the archaeological potential of the site ahead of its subsequent development, and the likely impact development would have upon any archaeological assets, in order to inform the planning process. By so doing it is intended that the evaluation will allow a suitable strategy to be devised to mitigate damage or destruction to that archaeological resource by development, should this be deemed necessary.

2.1.2 The specific aims and objectives of the evaluation were:

- i. To provide information about any archaeological resource identified within the PDA (including its presence or absence, character, extent, date, integrity, state of preservation and quality);
- ii. To record where feasible the depth, extent, character and date of any archaeological features or deposits encountered;
- iii. To create an appropriate record of the archaeological resource which will be impacted upon as a result of the proposed development;
- iv. To interpret the archaeology of the site within its local, regional and national archaeological context;
- v. If archaeological remains are identified this may contribute to the aims of the Northwest Regional Research Framework (NWRRF 2022), with agendas ranging from the medieval and post-medieval, but most likely Industrial era, for example research questions including, but not limited to, Ind21, Ind22, Ind28, Ind29, and Ind 41 etc;
- vi. To carry out the above in accordance with the ClfA Code of Conduct, Standard and guidance for an archaeological evaluation.
- vii. To satisfy and discharge (in part or whole) the conditions of planning consent associated with permissive development of the site.

### 2.2 Methodology

2.2.1 The full methodology is outlined in the WSI (*Appendix C*) and was adhered to in full, and, as such, was fully compliant with prevailing guidelines and established industry best practice (ClfA 2019; 2020a; 2020b; Historic England 2015). A programme of field observation accurately recorded the character of the deposits within the excavation.

2.2.2 Elements of foliage and hard standing were removed prior to deployment to site. Remaining deposits of topsoil and subsoil were removed by an 8-ton 360° tracker excavator, fitted with a toothless ditching bucket, to the surface of the first significant archaeological deposit, natural geology or a safe working depth, under direct archaeological supervision at all times. Subsequent cleaning and investigation of all archaeological deposits was undertaken manually, using either hoes, shovel scraping, and/or trowels depending on the subsoil conditions. All features of archaeological interest were investigated and recorded.

- 2.2.3 Trench positions were located by the use of a differential Global Positioning System (dGPS), accurate to within 0.02-0.03m, and altitude information was established with respect to Ordnance Survey Datum. Prior to excavation, the trenches were scanned using a Cable Avoidance Tool (CAT) and Signal Generator (Genny), to identify any potential services. During this process multiple potential live services were found to be present across the location of two of the three proposed trench locations (Trench 1 and northern parts of Trench 3: Fig 2). In addition, the southern extent of Trench 2 was curtailed, and the trench moved further north, in order to avoid undermining a partition wall to the south of the PDA. As a result of these restrictions, a single trench was ultimately opened, measuring approximately 5m by 2m, extending north/south between the intended location of both Trench 2 and 3 (Fig 2). Following the identification of several structural features and subsequent discussion with MEAS, the trench was further extended with the excavation of a 2m x 2m section to the east, following the line of the features in order to further assess their nature and condition. This produced an L-shaped trench configuration, measuring approximately 7m by 2m in length.
- 2.2.4 All targeted locations were excavated in a stratigraphic manner. All information identified during the site works was recorded stratigraphically, using a system adapted from that used by the former Centre of Archaeology of English Heritage, with an accompanying pictorial record (plans, sections, and digital photographs). Results of all field investigations were recorded on *pro forma* context sheets. The site archive includes both photographic images and accurate large-scale plans and sections at appropriate scales (1:50; 1:20; 1:10). Primary records were available for inspection at all times.
- 2.2.5 A full professional archive has been compiled in accordance with the WSI, and in accordance with current ClfA (2020b) and Historic England (2015) guidelines. The archive will be deposited with the National Museums Liverpool in due course.

## 3 RESULTS

### 3.1 Introduction and presentation of results

3.1.1 The results of the evaluation are presented below and include a stratigraphic description of the trench that contained archaeological remains. The full details of the trench, with dimensions and depths of all deposits, can be found in *Appendix A*. Only one of the three proposed trenches were excavated, due to the potential presence of live services, this extending between the intended location of Trench 2 and 3, and subsequently expanded with the excavation of a section to the east, ultimately forming an L-shaped trench configuration (*Section 2.2.3*). This trench was subsequently identified as Trench 1.

### 3.2 General Soils and Ground Conditions

3.2.1 The natural geology was not reached, despite excavation to safe working depths of 1m in most areas. The observed overburden comprised a layer of very mixed orange, grey clayey silt (**102**), interpreted as a made-ground layer approximately 0.61m thick, overlain by a mid-brown, grey subsoil (**101**), approximately 0.21m thick, demonstrating considerable mixing, presumably by root action of overlying vegetation across parts of the site, which had been removed to facilitate the work. This in turn was overlain by a topsoil (**100**), approximately 0.05m thick (Plate 1), which may have been partially truncated during removal of the vegetation cover and any hard standing.



*Plate 1: East facing representative section of Trench 1, scale 1m*

3.2.2 Ground conditions throughout the evaluation were good, and the site remained dry throughout. Archaeological features, where present, were easy to identify, exclusively comprising structural remains distinguishable from prevailing made-ground deposits.

### 3.3 General distribution of archaeological deposits

3.3.1 Archaeological features, in the form of two walls and two built surfaces, were present within the only trench that could be opened, hereafter referred to as Trench 1.

### 3.4 Trench 1

3.4.1 An initial trench measuring 5m x 2m was excavated (Plate 2), on a north/south axis, between the proposed position of Trenches 2 and 3. This was positioned to avoid potential live but formerly unidentified services in the north of intended Trench 3 and to avoid undermining a partition wall immediately south of the intended location of Trench 2. After consultation with MEAS, and in an effort to expand upon and clarify the structural features identified in the initial trench, this was further extended to the east, with the excavation of another 2m x 2m section on an east/west axis, creating an L-shaped configuration within the southern aspect of the PDA (Plate 3: Figs 2-5).



*Plate 2: Trench 1 looking north, showing initial limits of before extension, scale 1m*



*Plate 3: Trench 1 looking east, showing approximate 2 x 2m extension, scale 1m*

- 3.4.2 Within the initial 5m x 2m section of the trench, two structures were recorded, wall **106** (Fig. 5 Plate 2 and 4) and wall **108** (Fig. 5, Plate 2 and 5). Both walls extended on an east/west axis across the southern end of the trench, running parallel to one another, 0.78m apart.
- 3.4.3 Wall **106** comprised roughly hewn and variably sized pink sandstone blocks, approximately 0.45m wide, in three surviving courses extending to a height of 0.46m, with no visible bonding agent. A construction cut (**103**) for wall **106** was visible in section and measured 0.85m wide and 0.51m deep. The cut contained elements of made ground layer **102** and two further packing deposits, a very firm mid grey, yellow clay (**104**) and a deposit of mixed orange, brown silty clay (**105**) surviving to a depth of 0.37m. Both deposits are visible in Plate 1, as well as Plate 4. Wall **106** was overlain by subsoil **101** and, in turn, topsoil **100**.





*Plate 4: North facing section showing wall 106, scale 1m*



*Plate 5: North facing section showing wall 108, scale 1m*

- 3.4.4 Wall **108** comprised two courses of handmade red brick, 0.16m high, set above a single course of larger sandstone footing stones, 0.15m deep, with the wall surviving to a maximum height of 0.31m and an excavated width of 0.3m, with two skins visible in plan. A construction cut for the wall (**107**), was not as clearly visible as that for wall **106**, but measured 0.31m deep, with no evidence of any other packing deposits. The cut was observed to truncate made ground layer **102**, and was overlain by subsoil **101** and, in turn, topsoil **100**, similarly to the sequence of wall **106**.
- 3.4.5 After consultation with MEAS, it was decided to expand the trench in order to further reveal and better understand the two structures revealed in the initial section of trench. The trench was subsequently extended approximately 2m x 2m to the east following the line of the features (Fig 5: Plate 3). Both sections of wall terminated before the end of this trench section, producing a total exposed length for wall **106** and **108** of 3.65m and 2.27m respectively. Additional to this, two surfaces were also recorded, a fragmented floor surface (**109**: Fig. 5: Plate 6), comprising a single course of handmade red brick, with no clear bonding agent, measuring approximately 1.2m by 0.95m, and a single sandstone flag interpreted as a remnant of a further potential surface (**110**: Fig. 5: Plate 7).
- 3.4.6 Floor surface **109** was located 1m to the east of wall **108** and 0.05m to the south of the eastern end of wall **106**. Floor surface **110** measured 0.46m by 0.33m and survived to a depth of 0.10m. It was located 0.4m east of wall **108** and 0.2m south-west of floor surface **109**. Both **109** and **110** were overlain by subsoil **101** and, in turn, topsoil **100**.



Plate 6: Record shot of floor surface **109**, scale 1m



*Plate 7: Record shot of floor surface 110, scale 1m*

### **3.5 Finds and Environmental Summary**

- 3.5.1 There were no samples taken during the archaeological evaluation, as there were no suitable deposits identified. There were also no finds recovered, as none were identified.

## 4 DISCUSSION

### 4.1 Reliability of field investigation

4.1.1 Although the intended trenches could not be excavated due to the detection of numerous potentially live services and other prevailing ground conditions, a single trench was ultimately excavated between the intended location of Trench 3 and 2. This trench was also subsequently extended to further examine features exposed within the original section. The results obtained from this adjusted trench are likely representative of the surviving archaeological remains elsewhere across site, particularly given the level of truncation that might be expected if all services were proven real. The ground conditions throughout the evaluation were generally good, and archaeological remains, mainly comprising structural features, were easily identifiable against the overlying and surrounding made ground deposits.

### 4.2 Evaluation objectives and results

4.2.1 One of the principal aims, as identified above in *Section 2.1.1*, was to obtain sufficient information to establish the presence or absence, character, extent, state of preservation and date of any archaeological deposits within the proposed development, sufficient to inform the need for and scope of any subsequent mitigation strategy. To meet these aims, the programme of trenching was designed to provide adequate coverage across the site. Although only one of the three proposed trenches was excavated, this trench encompassed a similar area to that originally intended and succeeded in identifying intended structural remains. In this regard it is hoped that the evaluation attained sufficient coverage, all be it focused upon one area.

4.2.2 The features identified during the course of the works were relatively poorly preserved, comprising less than three courses of denuded brick work, but could effectively be related to various buildings and their associated external spaces identified on historic mapping of the area, with a degree of relative confidence. The level of preservation and nature of the structures limits any interpretation that may be offered, this mainly thought to relate to external yard spaces and dividing walls, and their archaeological significance can be argued to be relatively low as a result. Given the relatively small size of the site, and the potential level of known and unknown services detected, it is likely that other parts of the PDA have been subject to a similar if not higher level of truncation, and any remains still preserved below ground may be similarly if not more denuded.

### 4.3 Interpretation

4.3.1 Archaeological remains were identified in Trench 1, where walls **106** and **108** can clearly be related to post-medieval buildings depicted on the second edition Ordnance Survey 25":1 mile map of 1893 (Figs.4 and 5). The position of the walls appears to relate to a series of east/west aligned features on the mapping, to the rear and south-east of the public house, which is depicted on the corner of High Street and Atherton Street. While the detail of the mapping is basic, this would appear to relate to a series of probable external yard spaces or outbuildings, rather than the public house itself. If correct, the additional floor surfaces identified in the trench may relate to external

courtyard surfaces, a point perhaps further substantiated by the relatively poor quality of the construction and materials used. No evidence for other phases of construction were observed, for example, relating to medieval remains or even structures more readily aligned with the first edition OS mapping.

## 4.4 Significance

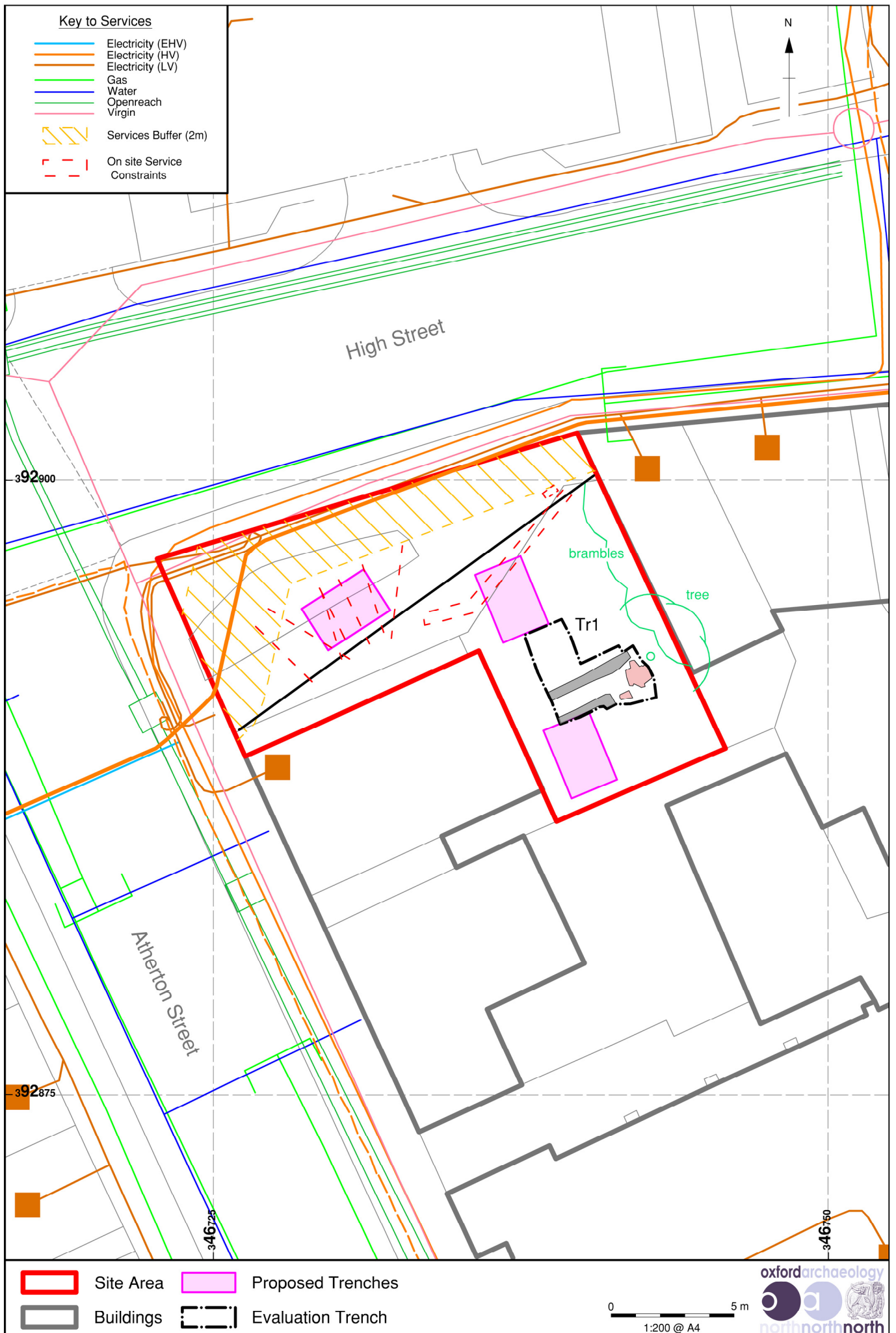
- 4.4.1 The results of the evaluation correspond fairly well to what was expected from the historic mapping, with the features most likely relating to post-medieval structures, possibly yard space or outbuildings to the rear of the public house and terraced housing depicted on the OS map of 1893 (Fig. 4). None of the recorded deposits produced dating evidence, although the fabric of the structural remains broadly equate with the anticipated post-medieval origin of the mapped buildings, comprising handmade red brick and sandstone. The limited nature and levels of preservation of these remains do not allow for a more detailed interpretation of function, which could usefully enhance an understanding of the period. As such, the significance of the remains is minimal and contribute little beyond that offered by the mapping to a further understanding of the development of Prescot during the late post-medieval and industrial era, with little to no scope for further analysis in and of themselves.

---

## 5 FIGURES



Figure 1: Site location



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Figure 2: Trench locations





Site Area



Evaluation Trench

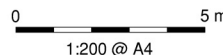
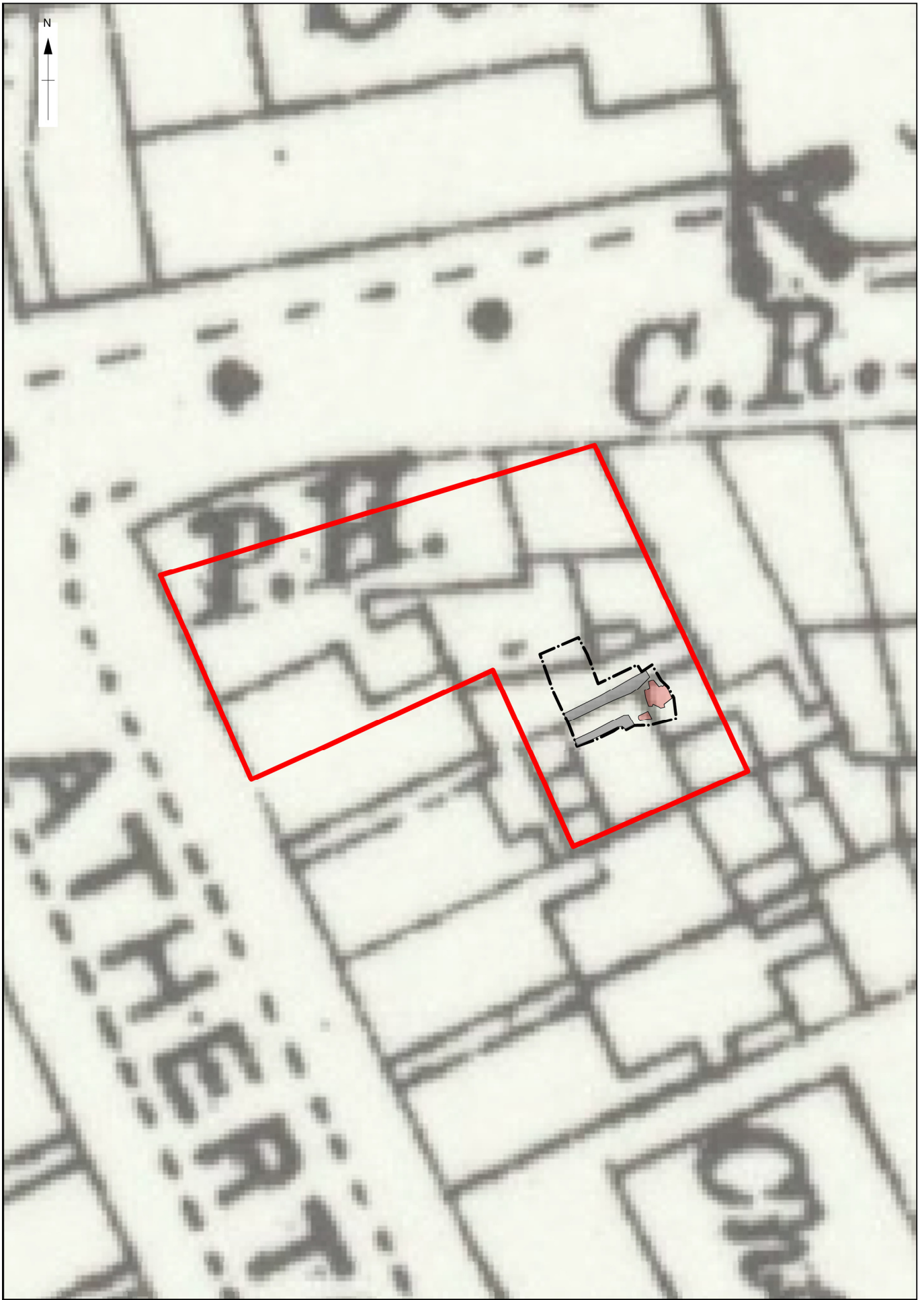




Figure 3: Trench 1 superimposed on Ordnance Survey 6":1 mile map of 1850



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-  Site Area
-  Evaluation Trench

0 5 m  
1:200 @ A4



Figure 4: Trench 1 superimposed on Ordnance Survey 25":1 mile map of 1893

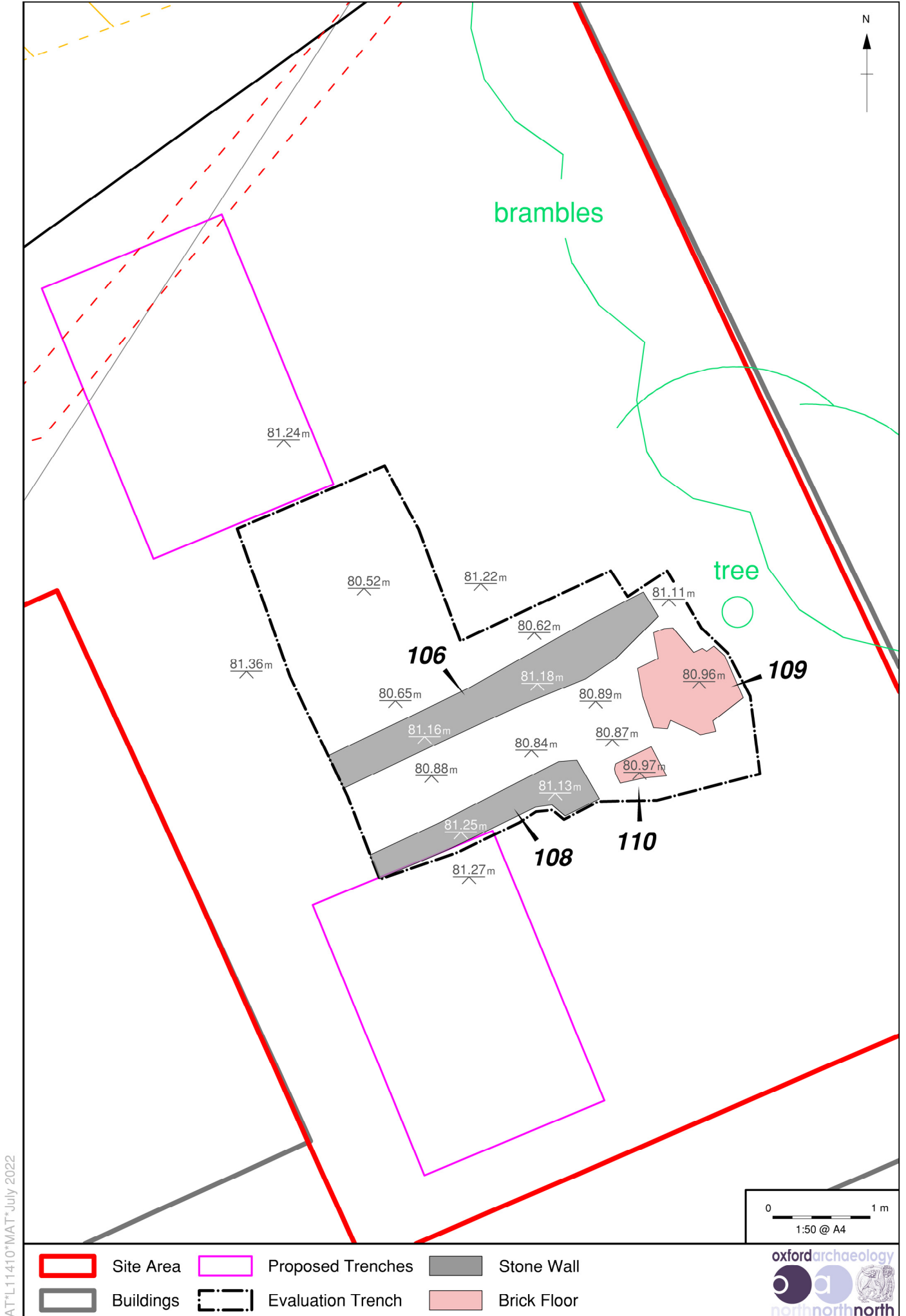


Figure 5: Plan of Trench 1

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## APPENDIX A TRENCH DESCRIPTIONS AND CONTEXT INVENTORY

Trench 1							
General description					Orientation		N-S
					Length (m)		4
					Width (m)		2
					Avg. depth (m)		0.8
Context No.	Type	Fill Of	Width (m)	Depth (m)	Description	Finds	Date
100	Layer		2	0.05	Topsoil. Small amounts of topsoil left, heavy vegetation and overgrowth, lots of rooting. Already removed on arrival		
101	Layer		2	0.21	Subsoil. Mid brown, grey subsoil. Very mixed due to vegetation and overgrowth above which had already been stripped. Modern pottery, glass and plastic within layer.		
102	Layer		2	0.61	Other Layer. Very mixed orangey grey clayey silt. Grey mottling and debris of modern pot, plastic within. Truncated by multiple land drains. Made ground, lots of rooting and heavily disturbed.		
103	Cut		0.85	0.51	Other Cut. Cut of wall		
104	Fill	103	0.23	0.51	Deliberate Backfill. Mid grey, yellow clay, small stone inclusions. Packing for wall, wall sat on top of clay and 106		
105	Fill	103	0.17	0.37	Deliberate Backfill. Another packing for wall, wall sat on top of 104 and 105. Mixed orangey brown silty clay.		
106	Structure		0.45	0.46	Wall. Pink sandstone wall, 3 courses. Stone measurements, 0.32 x 0.13 x 0.18m. Very mixed in size, 0.45 x 0.23 x 0.10m.		
107	Cut		0.3	0.31	Other Cut. Not clearly visible		
108	Structure		0.3	0.31	Wall. 2 courses of brick and one course of footing. Brick size, 0.24 x 0.11 x 0.08m. Laid? One layer of sandstone underneath 0.15m. Sandstone 0.3m in length.		
109	Layer		1.19	0.1	Floor Surface. Surface		
110	Layer		0.46	0.1	Floor Surface. Surface stone		

## APPENDIX B      BIBLIOGRAPHY

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## APPENDIX C WRITTEN SCHEME OF INVESTIGATION



# 46 High Street, Prescott

## Written Scheme of Investigation For Archaeological Evaluation

January 2022

**Client: Alphabet Homes Ltd**

Issue No: 2

OA Reference No: 2021-22/2176

NGR: SJ 46744 92898







Client Name: Alphabet Housing Ltd  
Document Title: 46 High Street Prescot  
Document Type: Written Scheme of Investigation For Archaeological Evaluation  
Report No.: 2021-22/2176  
Grid Reference: SJ 46744 92898  
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Issue No: 2  
Date: January 2022  
Prepared by: Dr Adam Tinsley (Senior Project Manager)  
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Approved for Issue by: Dr Alan Lupton (Director of Operations)  
Signature:

.....

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## 46 High Street, Prescot

### *Written Scheme of Investigation For Archaeological Evaluation*

*Centred on SJ 46744 92898*

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## 1 INTRODUCTION

### 1.1 Project details

1.1.1 Oxford Archaeology (OA) North has been commissioned by Alphabet Homes Ltd to produce this Written Scheme of Investigation (WSI) to govern a proposed scheme of trial trench evaluation of the site of a residential development at 46 High Street, Prescot, Merseyside.

1.1.2 The work is being undertaken as a condition of Planning Permission (planning ref: 18/00805/FUL). Clause 10 of the letter defining planning consent specifically relates to archaeological matters and states:

***'No development shall take place until the applicant or their agents or their successors in title has secured the implementation of a programme of archaeological works to be undertaken in accordance with a Written Scheme of Investigation (WSI), prepared by the appointed archaeological contractor. The WSI should be submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the site investigation has been completed in accordance with the approved WSI. The WSI shall cover the following:***

- a) A phased programme and methodology of site investigation and recording to include: - targeted field evaluation trenching - (depending upon the evaluation results) a strip map and record exercise - targeted open area excavation;***
- b) A programme for post investigation assessment to include: - analysis of the site investigation records and finds - production of a final report on the significance of the archaeological and historical interest represented;***
- c) Provision for publication and dissemination of the analysis and report on the site investigation;***
- d) Provision for archive deposition of the report, finds and records of the site investigation;***
- e) Nomination of a competent person or persons/organisation to undertake the works set out within the approved WSI.***

***Reason: This matter is fundamental to safeguard archaeological features during construction and in the interests of archaeological investigation or recording and to comply with Policy CS20 of the Knowsley Local Plan Core Strategy, adopted January 2016, and the National Planning Policy Framework.***

1.1.3 This WSI has been produced in order to meet and partly satisfy the first two elements of the condition, setting out the methodology to be adopted during a subsequent programme of trial trench evaluation of the site and any associated post excavation work. All work will conform to this WSI and be undertaken in accordance with the Chartered Institute for Archaeologists *Code of Conduct* and relevant *Standards and Guidance*, and local and national planning policies (CIfA 2019; 2020a; 2020b; English Heritage 1991; Historic England 2015a; 2015b; 2016; UKIC 1990). The need for and subsequent scope of any further mitigation work will be dependent upon the results of the trial trench evaluation and associated report, which cannot be determined at this time. Therefore, any further requirements associated with development of the site in relation to its archaeological potential will need to be discussed with all stakeholders at a suitable time and will require a further amendment to this document or production of a separate WSI.

## 1.2 Location, topography and geology

- 1.2.1 The site is located along a mixed residential and commercial street approximately 0.2 miles north of the centre of Prescott, in the district of Knowsley, Merseyside (Fig. 1). The proposed development area (PDA) consists of a single, roughly L-shaped plot of land, incorporating a small space, currently occupied by trees and shrubbery behind a commercial billboard, and elements of paved and grassed public space and footpath, along High Street, Prescott. The PDA is relatively small, measuring just under 200m<sup>2</sup>.
- 1.2.2 The PDA is bounded to the north by the line of the highway along High Street, and Atherton Street to the west, and aspects of commercial and residential properties and their external boundaries to the east and south. It is intended that the development provides a series of residential apartments fronting on to High Street, with a small yard space to the rear.
- 1.2.3 The solid geology of the area is mapped as sandstone and sedimentary localised outcropping of bedrock of the Pennine Lower Coal Measures, formed approximately 318 to 319 million years ago in the Carboniferous Period (BGS 2022). The superficial deposits are recorded as slowly permeable, seasonally wet, slightly acid, but base-rich loamy and clayey soils (Cranfield 2022).



## 2 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND AND POTENTIAL

### 2.1 Archaeological and historical background

- 2.1.1 No prior archaeological work has been undertaken in relation to the current PDA, however, the archaeological and historical context of the wider area is relatively established and relates primarily to the medieval importance and subsequent development of the town of Prescot.
- 2.1.2 It is unclear when Prescot was founded, but, based upon place name evidence this may have been during the early Medieval period. Prescot's name is believed to be derived from the Anglo-Saxon *prēost* "priest" + *cot* "cot", meaning a cottage or small house owned or inhabited by a priest, a "priest-cottage" (Knowsley Council History of Prescot online 2022). This may relate to an early incarnation of the Church of St Marys, a Grade 1 listed building to the south-west of the PDA, reportedly built in 1610, but incorporating earlier elements including fifteenth century wooden panelling and an Anglo-Saxon font. Prescot was the centre of an extensive parish, within the West Derby Hundred which included fourteen other townships including St Helens (*ibid*).
- 2.1.3 In the fourteenth century the importance of Prescot was considerably enhanced when William Dacre, 2nd Baron Dacre, obtained a charter for the holding of a three-day market and moveable fair at Prescot. The increase in the importance of Prescot is reflected in its inclusion on the Bodleian Map of Britain drawn by Gough in 1350 (*ibid*). The manor was subsequently sold in 1391 to John of Gaunt and from there passed on his death to his son, the future Henry IV, and was granted a royal charter. In 1447 the Manor and Rectory of Prescot was granted by Henry IV as gifts to establish a college at Cambridge University (subsequently King's College), subsequently coming under the management of a steward and the Court Leet (the local town council), due to the distances involved.
- 2.1.4 In the fifteenth century the town received considerable economic stimulus by the creation of up to seven potteries, the earliest recorded in the region, which were listed in a survey conducted in 1592, by King's College Cambridge (*ibid*). The kilns were reportedly centred around the Eccleston Street area, located immediately south of the PDA and the next street running roughly parallel to High Street. The town subsequently developed a reputation for the production of fine pottery, characterised by a mixture of the local white and red clays. In addition, the local presence of near surface coal seems to have become increasingly important with the onset of the post medieval period and industrial revolution, with a Newcomen Engine established somewhere in the vicinity of High Street around 1746, in order to pump out water from local mines. The coal mined in Prescot was mainly destined to supply nearby Liverpool, until the creation of further infrastructure, for example the creation of the Sankey Canal in 1767, reduced its relative monopoly on the trade based upon proximity. The importance of Prescot during this early post medieval period was also enhanced by the creation of the Liverpool to St Helens turnpike road in 1726, and its position at the split of two sections of the road, one leading to St Helens and the other to Warrington.
- 2.1.5 As the Industrial revolution increased its momentum, during the eighteenth and nineteenth centuries Prescot witnessed further growth and development with the establishment of several industries, becoming synonymous particularly with the watch and clock making industry after the industry was introduced by several Huguenot refugees (*ibid*). This newfound prosperity witnessed a considerable reworking of the layout of Prescot and the establishment of many Georgian era buildings throughout. During the nineteenth century the population of the town increased considerably, due in part to an influx of Irish refugees. However, it is also during this period that the local industries fell victim to the increasing industrialisation of craft

processes elsewhere, which resulted in a decline in both the potteries and more slowly, but just as certainly, the watch making industry.

## **2.2 Potential**

- 2.2.1 Based upon the information summarised above the main archaeological potential of the PDA resides with its proximity to the town centre and its potential medieval extent, but also its more immediate proximity to late post medieval era potting industries established immediately to the south, around Eccleston Street. There is therefore some potential that structural or other remains relating to the medieval period, or, more likely, post medieval and industrial era industries, particularly the reported potteries.

### **3 PROJECT AIMS**

#### **3.1 General**

3.1.1 The general aims of the trial trench evaluation are to evaluate the archaeological potential of the site ahead of its subsequent development, and the likely impact development will have upon any archaeological assets in order to inform the planning process. By so doing it is intended that the evaluation will allow a suitable strategy to be devised to mitigate damage or destruction to that archaeological resource by development.

#### **3.2 Specific aims and objectives**

3.2.1 The specific aims and objectives of the evaluation are:

- i. To provide information about any archaeological resource identified within the PDA (including its presence or absence, character, extent, date, integrity, state of preservation and quality);
- ii. To record where feasible the depth, extent, character and date of any archaeological features or deposits encountered;
- iii. To create an appropriate record of the archaeological resource which will be impacted upon as a result of the proposed development;
- iv. To interpret the archaeology of the site within its local, regional and national archaeological context;
- v. If archaeological remains are identified this may contribute to the aims of the North West Regional Research Framework (NWRRF 2022), with agendas ranging from the medieval and post- medieval, but most likely Industrial era, for example research questions including, but not limited to, Ind21, Ind22, Ind28, Ind29, and Ind 41 etc;
- vi. To carry out the above in accordance with the ClfA Code of Conduct, Standard and guidance for an archaeological evaluation.
- vii. To satisfy and discharge (in part or whole) the conditions of planning consent associated with permissive development of the site.

## 4 PROJECT SPECIFIC EXCAVATION AND RECORDING METHODOLOGY

### 4.1 Scope of works

4.1.1 In the absence of any other archaeological works, the below ground archaeological potential of the site will be evaluated by means of mechanical excavation of trial trenches and manual sample excavation and recording, as appropriate, of any archaeological features or deposits identified within the trenches, sufficient to characterise the remains and achieve the project aims (*Section 3*). At the request of the planning archaeologist for MEAS, this will be evaluated by three 3m x 2m trenches, amounting to a total coverage of 18m<sup>2</sup> of the 197m<sup>2</sup> site. The trenches will be positioned across the site, as per Figures 2-4, in order to generally sample the area of development and target potential structural remains that may relate to several buildings indicated on historic mapping of the area, but avoiding an area of services in the northern part of the site, assuming agreement and approval with Merseyside Environmental Advisory Service (MEAS), acting in their capacity as archaeological advisor to the Local Planning Authority.

### 4.2 Programme

4.2.1 It is anticipated that the fieldwork will take approximately 1 day to complete, depending upon the results of the trenching, by a team consisting of a Project Supervisor, most likely Katie Sanderson, directing one Archaeologists, under the management of Dr Adam Tinsley, Senior Project Manager. Plant and welfare of a suitable size and capacity will be provided and operated by the client, under the direction of the archaeological supervisor.

4.2.2 All fieldwork undertaken by Oxford Archaeology (North) is overseen by the Operations Manager, Alan Lupton MCIFA.

### 4.3 Site specific methodology

4.3.1 A summary of OA's general approach to excavation and recording can be found in *Appendix A*. Standard methodologies for Geomatics and Survey, Environmental evidence, Artefactual evidence and Burials can also be found below (*Appendices B, C, D and E* respectively).

4.3.2 Site specific methodologies will be as follows:

- i. Following deployment to site, OA North will set out each trench location, as defined in Figure 2, using a dGPS system, Total Station, or offsetting, both of which are accurate to +/- 0.01m. Trench locations have been engineered to maintain a 2.5m buffer zone established to the south and east of the services, which will be scanned and marked prior to excavation in order to confirm its location;
- ii. Following set out, all working areas will be scanned for services using a CAT 4 and Genny prior to excavation;
- iii. All trenches will be excavated using an appropriately sized (8-14ton) tracked mechanical excavator, equipped with a breaker and toothless ditching bucket, in a stratigraphical manner;
- iv. Within each trench, the upper horizons of overburden, topsoil, subsoil and any recent made ground will be rapidly mechanically removed, under archaeological supervision, in controlled, level spits of no more than 0.20m, to the surface of the first significant archaeological deposit, or to the level of the natural subsoil, whichever is encountered first;

- v. Where appropriate, this deposit will be cleaned by hand, using either hoes, shovel scraping, and/or trowels, depending on the subsoil conditions, and inspected for archaeological features;
- vi. Overburden arisings will be stored on one side of the trench, and subsoil arisings will be stored on the other; both will be bunded and sealed as appropriate to await backfill;
- vii. These spoil heaps will demarcate the long edges of the trenches, and netlon fencing will be placed at their short ends, where deposits can be graded to assist walk-in access;
- viii. Deeper interventions within the trenches will be demarcated with netlon fencing, where these are to be left open overnight;
- ix. Where feasible, trial trenches that are found to contain no archaeological remains will be recorded and immediately backfilled before the end of the day. In such instances digital photographic records should be supplied to MEAS in order to confirm their negative nature and ensure sign off;
- x. An accurate, detailed survey plan of the three- dimensional position of archaeological structures and features will be generated through, as appropriate, dGPS, TST and/or a mosaic of overhead photography tied to surveyed fixed points and synthesised in an appropriate computer programme. This process will generate scaled plans within AutoCAD software, which will then be subject to manual survey enhancement, annotation on site and additional detailed survey as appropriate. The drawings will be generated at an accuracy appropriate for 1:20 scale, but can be output at any scale required;
- xi. A representative sample of all features of archaeological interest within each trench will be investigated and recorded unless otherwise agreed with the LPA and MEAS.
- xii. Further, it is not proposed to excavate deposits and features during the evaluation where such investigation would damage them and compromise an understanding of them during any subsequent mitigation works;
- xiii. Unless agreed with MEAS, all investigation of intact archaeological deposits will be exclusively manual and, where possible, will be completely excavated down to naturally occurring deposits or impact depth, whichever is encountered first;
- xiv. A sample of all accessible uncontaminated features of archaeological significance will be sample-excavated in a series of slots, as follows (minimum percentages according to size of feature):
  - 10% of each linear feature (and a minimum 1m sample of each such feature);
  - Pre-industrial features such as gullies associated with buildings (i.e., eaves drip gullies for prehistoric roundhouses), or funerary remains, will initially be investigated by the excavation of regularly spaced slots to encompass 50% of the area of the feature, and will include slots placed to investigate any termini or relationships. Once recorded, the remaining fills will be removed by hand and by context to facilitate soil sampling, finds collection, and the completion of a post-excavation plan;
  - 50% sample of each pit, posthole and other discrete feature less than 1.5m in diameter. The remainder of the feature will be hand-excavated by context to facilitate soil sampling, finds collection, and the completion of a post-excavation plan;
  - In agreement with the MEAS Planning Archaeologist, a 25% sample of each large pit, posthole or deposit over 1.5m in diameter, with the investigation slot placed to define the extents of the feature and to include a complete section across the feature to recover its full profile;

- Structural features such as walls and floor surfaces will be cleaned and investigated, sufficient to confirm their extent, makeup, likely function and stratigraphic and constructional relationship to other structures and deposits, where possible.
- xv. Once all manual excavation and recording has been achieved to the satisfaction of MEAS, backfill operations will be the responsibility of the client;
  - xvi. Further development of the site will be dependent upon the results of the evaluation, and ultimate discharge of any conditions will only be secured after formal submission and acceptance of an appropriate report by MEAS. If deemed appropriate, this may require additional phases of archaeological mitigation, to be governed by a subsequent iteration of this document, or else production of a separate WSI.

---

## 5 PROJECT SPECIFIC REPORTING AND ARCHIVE METHODOLOGY

### 5.1 Programme

- 5.1.1 The report will be completed within six weeks of the completion of the fieldwork, dependent upon the results of the trenching, i.e., if a programme of radiocarbon assay is required this may take longer to turn around.
- 5.1.2 A draft version of the report will be submitted to the MEAS Planning Archaeologist for agreement prior to issue of the final version. Three bound copies of the completed report(s) will be provided to the client for issue to all stakeholders. A copy of the report in Adobe Acrobat (.pdf) format will also be provided TO meas, WHO DO NOT ACCEPT PAPER COPIES.

### 5.2 Content

- 5.2.1 The content of this report will be as defined in *Appendix F*.

### 5.3 Specialist input

- 5.3.1 OA has a large pool of internal specialists, as well as a network of external specialists with whom OA have well established working relationships. A general list of these specialists is presented in *Appendix G*; in the event that additional input should be required, an updated list of specialists can be supplied.

### 5.4 Archive

- 5.4.1 The site archive will be deposited with National Museums Liverpool following completion of the project.
- 5.4.2 A summary of OA's general approach to documentary archiving can be found in *Appendix H*.

## **6 HEALTH AND SAFETY**

### **6.1 Roles and responsibilities**

- 6.1.1 The Senior Project Manager, Dr Adam Tinsley, has responsibility for ensuring that safe systems of work are adhered to on site. He delegates elements of this responsibility to the Project Supervisor, likely to be Katie Sanderson, who implements these on a day-to-day basis.
- 6.1.2 The Director with responsibility for Health and Safety at OA is Dan Poore Tech IOSH (Chief Business Officer).

### **6.2 Method statement and risk assessment**

- 6.2.1 A summary of OA's general approach to health and safety can be found in *Appendix I*. A risk assessment has also been undertaken and approved and will be kept on site, along with OA's standard Health and Safety file, which will contain all relevant health and safety documentation.
- 6.2.2 The Health and Safety file will be available to view at any time.

### **6.3 Monitoring of works**

- 6.3.1 At least five days' notice of the commencement of the evaluation works will be given to MEAS, Planning Archaeologist for the LPA.
- 6.3.2 MEAS will have free access to the site (subject to Health and Safety considerations) and all records to ensure the works are being carried out in accordance with this WSI and all other relevant standards.



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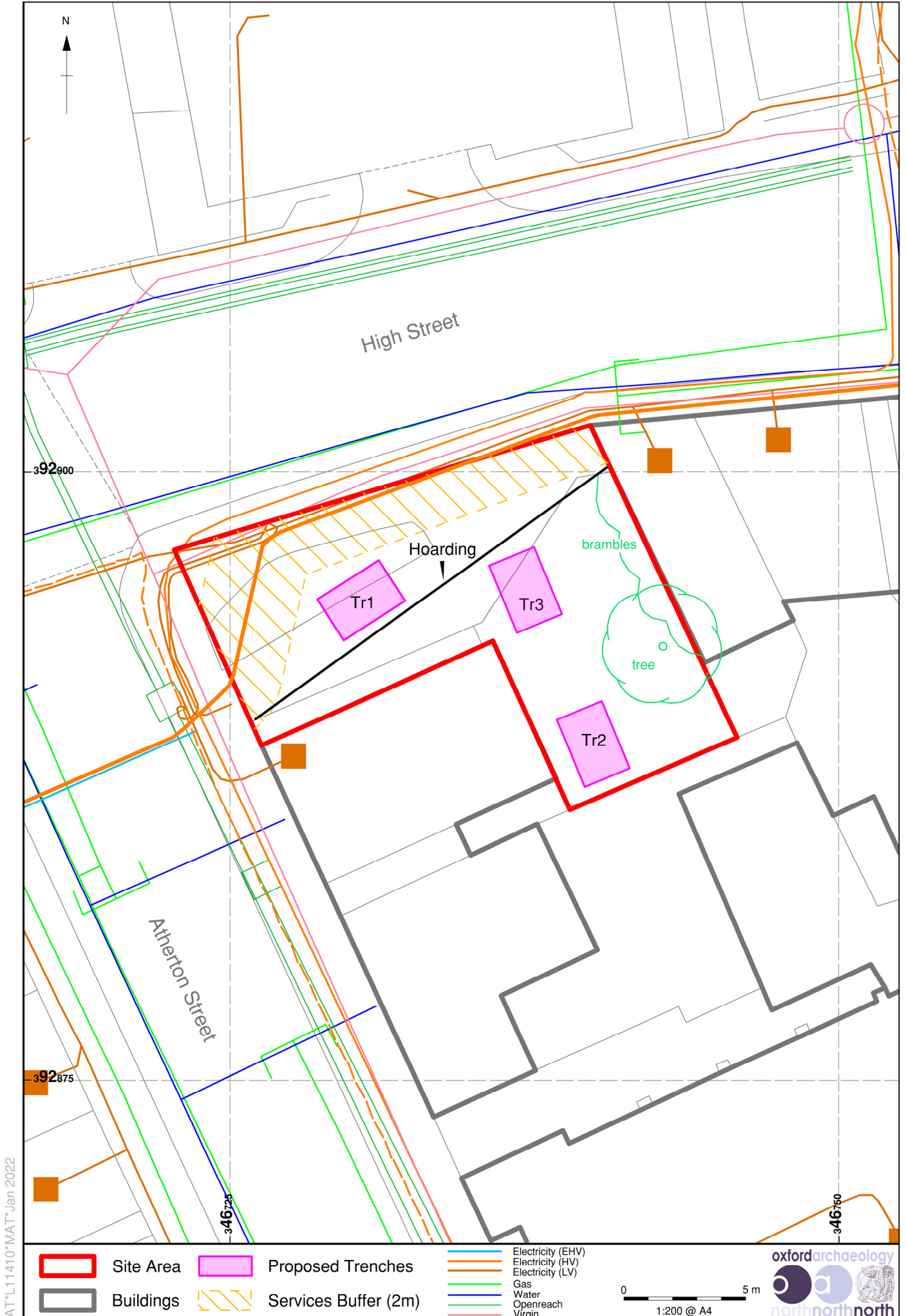
North West Regional Research Framework 2022, accessed online January 2022 at <https://researchframeworks.org/nwrf/>

UKIC 1990 Guidelines for the Preparation of Excavation Archives for Long-term Storage

## FIGURES





Figure 1: Site location

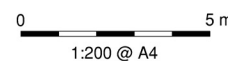


AT\*L11410\*MAT\*Jan 2022

Figure 2: Proposed Trenches

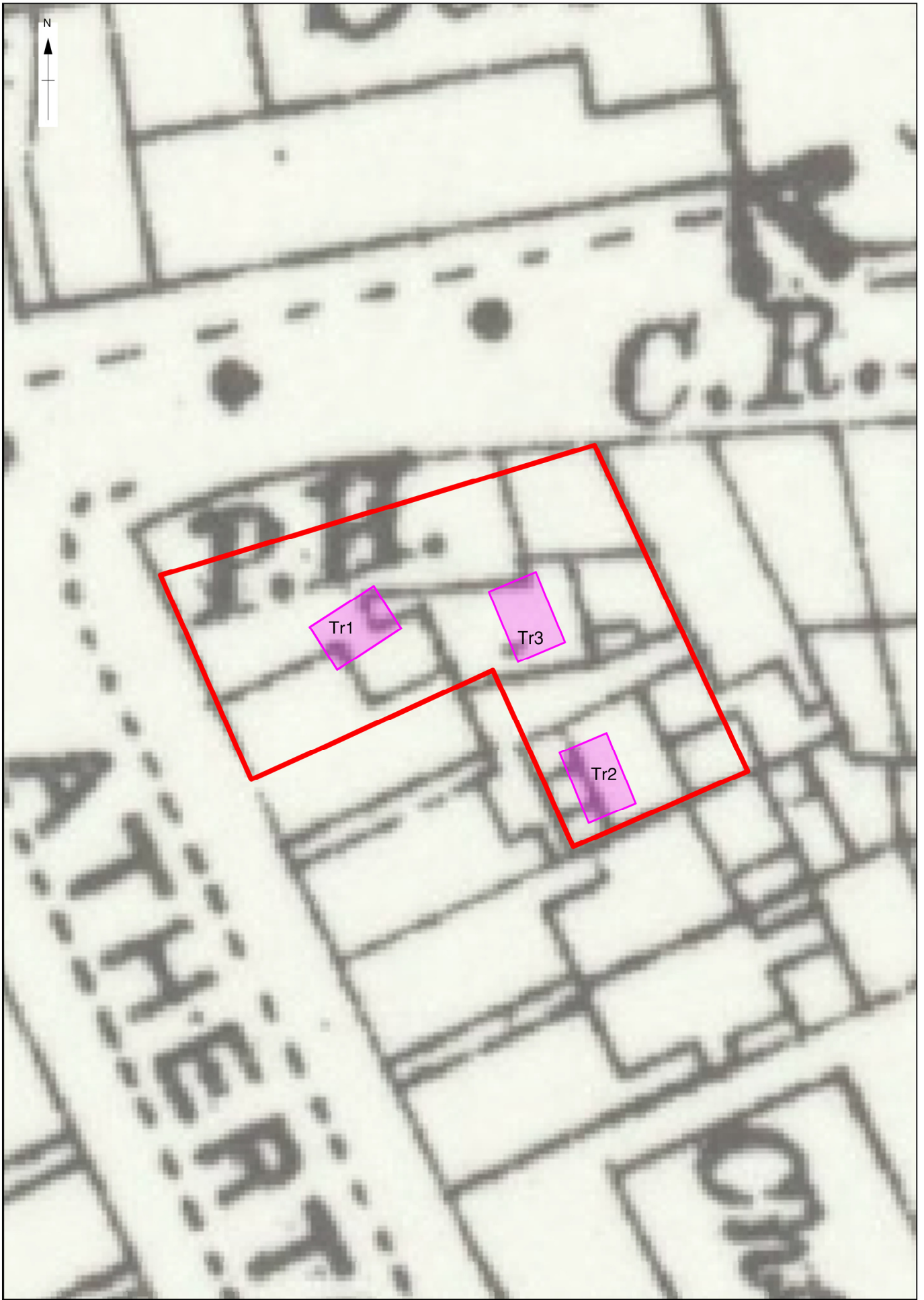


-  Site Area
-  Proposed Trenches





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Figure 3: Proposed trenches superimposed on Ordnance Survey 6":1 mile map of 1850



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-  Site Area
-  Proposed Trenches

0 5 m  
1:200 @ A4



Figure 4: Proposed trenches superimposed on Ordnance Survey 25":1 mile map of 1893

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## OA STANDARD FIELDWORK METHODOLOGY APPENDICES

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The following methods and terms will apply, where appropriate, to all OA fieldwork unless varied by the accompanying detailed Written Scheme of Investigation.

Copies of all OA internal standards and guidelines referred to below are available on request.

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### APPENDIX A GENERAL EXCAVATION AND RECORDING METHODOLOGY

#### A.1 Standard methodology – summary

##### *Mechanical excavation*

- A.1.1 An appropriate mechanical excavator will be used for machine excavation. This will normally be a JCB or 360° tracked excavator with a 1.5 m to 2 m wide toothless ditching bucket. For work with restricted access or working room a mini excavator may be used.
- A.1.2 All mechanical excavation will be undertaken under direct archaeological supervision.
- A.1.3 All undifferentiated topsoil or overburden of recent origin will be removed down to the first significant archaeological horizon, in successive, level spits.
- A.1.4 Following mechanical excavation, all areas that require examination or recording will be cleaned using appropriate hand tools.
- A.1.5 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.
- A.1.6 After recording, evaluation trenches and test pits will usually be backfilled with excavated material in reverse order of excavation and compacted as far as is practicable with the mechanical excavator. Area excavations will not normally be backfilled.

##### *Hand excavation*

- A.1.7 All investigation of archaeological levels will usually be by hand, with cleaning, examination and recording both in plan and section.
- A.1.8 Within significant archaeological levels the minimum number and proportion of features required to meet the aims of the excavation will be hand excavated. Pits and postholes will usually be subject to a 50% sample by volume. Linear features will be sectioned as appropriate. More complex features such as those associated with funerary activity will usually be subject to 100% hand excavation.
- A.1.9 In the case of evaluations, 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 site will be assessed. The stratigraphy of a representative sample of the evaluation trenches will be recorded even where no archaeological deposits have been identified. 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.

##### *Recording*

- A.1.10 Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.

- A.1.11 Where stratified deposits are encountered a Harris matrix will be compiled during the course of the excavation.
- A.1.12 Plans will normally be 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 or recorded using geo-referenced digital photography.
- A.1.13 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.1.14 A register of plans will be kept.
- A.1.15 Long sections of showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20.
- A.1.16 A register of sections will be kept.
- A.1.17 Generally, all sections will be tied into Ordnance Datum.
- A.1.18 A full 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.
- A.1.19 Photographs will be recorded on OA Photographic Record Sheets.

## **A.2 Relevant industry standards and guidelines**

- A.2.1 The Chartered Institute for Archaeologists (CIfA) Standard and Guidance notes relevant to fieldwork are:
- Standard and guidance for archaeological field evaluation, 2014 (updated 2020)
  - Standard and guidance for archaeological excavation, 2014 (updated 2020)
  - Standard and guidance for an archaeological watching brief, 2014 (update 2020)
- A.2.2 These will be adhered to at all times.

## **A.3 Relevant OA manual and other supporting documentation**

- A.3.1 All fieldwork will be undertaken in accordance with the requirements of the OA Field Manual (ed. D Wilkinson 1992), and the revised OA fieldwork manual (publication forthcoming).
- A.3.2 Further guidance is provided to all excavators in the form of the OA 'Fieldwork Crib Sheets - a companion guide to the Fieldwork Manual'. These have been issued ahead of formal publication of the revised Fieldwork Manual.



## APPENDIX B GEOMATICS AND SURVEY

### B.1 Standard methodology - summary

- B.1.1 The aim of OA methodology is to provide comprehensive survey cover of all investigation areas. Additionally, it is designed to provide coverage for any areas, beyond the original scope of the project, which arise as a result of further work. It provides digital plans of all required elements of the project and locates them within an overall grid.
- B.1.2 It also maintains all necessary survey data and ensures that the relevant information is copied into the primary record, in order to ensure the integrity of the project archive. Furthermore, it ensures that all core data is securely stored and backed up. It establishes accurate project reference systems utilising a series of control stations and permanent base lines.
- B.1.3 The survey will be conducted using a combination of GPS/GNSS (Global Positioning System/Global Navigation Satellite System), hand-measured elements, Total Station Theodolite (TST) survey utilising Reflectorless Electronic Distance Measurement (REDM), or photogrammetry where appropriate.
- B.1.4 Before the main work commences, a network of control stations will be laid out encompassing the area as necessary. Control stations will be tied in to known points or existing features using rigorous metric observation. The control network will be set in using a TST to complete a traverse or using techniques as appropriate to ensure sufficient accuracy. A GNSS, or other appropriate method, will be used to orientate the control network to National Grid or other recognised coordinate system.
- B.1.5 Control stations will be checked by closed traverse and/or GNSS, as appropriate. The accuracy of these control stations will be accessed on a regular basis and re-established accordingly. Control stations will be recorded on Survey Control Station sheets.
- B.1.6 Each control station will be marked with a PGM (Permanent Ground Marker). Witness diagrams will include the full 3-D co-ordinates generated, a sketch diagram and measurements to at least three fixed details, written description of the mark and a photograph of the control point in its environs.
- B.1.7 Prior to entry into the field all equipment will be checked, and all pre-survey information will be uploaded onto survey equipment as appropriate. Prior to conducting the survey, the site will be reconnoitred for locations for a viable control network and check the line of sight and any possible hindrance to survey. Daily record sheets will be kept recording daily tasks and conditions as appropriate.
- B.1.8 All spatial data will be periodically downloaded uploaded and backed up to our central servers via ftp. It will be cleaned, validated and inspected.
- B.1.9 All survey data will be documented on daily survey record sheets as necessary. Information entered on these sheets includes key set up information (Instrument height etc.) as well as daily variables and errors/comments. All survey data will be digitally recorded in a raw format and translated during the download process this shall allow for any errors to be cross referenced with the daily survey record and corrected accordingly.
- B.1.10 A summary of survey work will be produced as needed to access development and highlight problems. Technical support for the survey equipment and download software shall be available at all times. In those instances, where sites are remotely operated, all digital data will be backed up regularly via ftp to Oxford on a regular basis.

- B.1.11 A site plan will initially be created by a rapid survey of relevant archaeological features by mapping their extent using a combination of TST and GNSS. This will form the basis for deciding excavation strategy and will be updated as the excavation clarifies the extent of, and relationships between, archaeological features.
- B.1.12 Areas of complex stratigraphy will be hand drawn or recorded by photogrammetry as appropriate. Where hand drawn, at least two Drawing Points (DPs) will be set in as a baseline and measurements taken off this by tape and offset. The hand drawn plans will be referenced to the digitally captured pre-site plan by measuring in the DPs with a TST or GNSS. These hand drawn elements will then be scanned in, geo-referenced using the DPs as reference points and digitised following OA's digitising protocols. For further details on hand planning procedure please refer to the fieldwork guidelines.
- B.1.13 Photogrammetry may also be used to record standing structures or burials. This will be carried out in line with Standard OA procedures for photogrammetry.
- B.1.14 Survey data recorded in the field will be downloaded using appropriate downloading software, and saved as an AutoCAD Map DWG file, or an ESRI Shapefile. These files will be regularly updated and backed up with originals being stored on an OA server in Oxford.
- B.1.15 All drawings will be composed of closed polygons, polylines or points in accordance with the requirements of GIS construction and OA Geomatics protocols. Once created, additional GIS/CAD work will normally be carried out at the local OA central office or at on-site remote locations when appropriate. Support for all GIS/CAD work will be available from OA's Oxford Office during normal office hours. The aim of the GIS/CAD work is to produce workable draft plans, which can be produced as stand-alone products, or can be readily converted to GIS format. Any hand-drawn plans will be scanned and digitised on site in the first instance. Subsequent plans will be added to the main drawing as it develops.
- B.1.16 All plan scans will be numbered according to their plan site number. Digital plans will be given a standard new plan number taken out from the site plan index.
- B.1.17 Information (metadata) on all other digital files will be created and stored as appropriate. At the end of the survey all data recorded will be made available for archiving purposes.

## **B.2 Relevant industry standards and guidelines**

- B.2.1 Historic England, 2017 Understanding the Archaeology of Landscapes A Guide to Good Recording Practice
- B.2.2 Historic England, 2015 Metric Survey Specifications for Cultural Heritage (3rd edn)
- B.2.3 Historic England, 2016 Understanding Historic Buildings: A Guide to Good Recording Practice
- B.2.4 Historic England, 2017 Photogrammetric Applications for Cultural Heritage: Guidance for Good Practice

## **B.3 Relevant OA manual and other supporting documentation**

- B.3.1 OA South Metric Survey, Data Capture and Download Procedures
- B.3.2 OA South Digitising Protocols
- B.3.3 OA South GIS Protocols
- B.3.4 These will be superseded by the OA South Geomatics Manual (in progress).

## APPENDIX C ENVIRONMENTAL EVIDENCE

### C.1 Standard methodology – summary

- C.1.1 Different environmental and geoarchaeological sampling strategies may be employed according to established research targets and the perceived importance of the strata under investigation. Where possible an environmental specialist(s) will visit the site to advise on sampling strategies. Sampling methods will follow guidelines produced by Historic England and Oxford Archaeology. A register of samples will be kept. Specialists will be consulted where non-standard sampling is required (e.g., TL, OSL or archaeomagnetic dating) and if appropriate will be invited to visit the site and take the samples.
- C.1.2 Geoarchaeological sampling methods are site specific, and methodologies will be designed in consultation with the geoarchaeological manager on a site-by-site basis.
- C.1.3 Bulk soil samples, where possible of 40 litres or 100% of a deposit if less is available, will be taken from potentially datable features and layers for flotation for charred plant remains and for the recovery of small bones and artefacts. Larger soil samples (up to 100L) may be taken for the complete recovery of animal bones, marine shell and small artefacts from appropriate contexts. Smaller bulk samples (general biological samples) of 10-20 litres will be taken from any waterlogged deposits present for the recovery of macroscopic plant remains and insects. Series of incremental 2L samples may be taken through buried soils and deep feature fills for the recovery of snails and/or waterlogged plant remains, depending on the nature of the stratigraphy and of the soils and sediments. Columns will be taken from buried soils, peats and waterlogged feature fills for pollen and/or phytoliths, diatoms, ostracods and foraminifera if appropriate. Soil samples will be taken for soil investigations (particle size, organic matter, bulk chemistry, soil micromorphology etc.) and possibly for metallurgical analysis in consultation with the appropriate specialists.
- C.1.4 Bulk samples from dry deposits will be processed by standard water flotation using a modified Siraf-style machine and meshes of 0.25mm (flot) and 0.5 or 1mm depending on sediment type and like modes of preservation (residue). Heavy residues will be wet sieved, air dried and sorted. Samples taken exclusively for the recovery of bones, marine shell or artefacts will be wet sieved to 2mm. Waterlogged samples (1L sub-sample) and snail samples (2L) will be processed by hand flotation with flots and residues collected to 0.25mm (waterlogged plants) and 0.5mm (snails) respectively; these flots and residues will be sorted by the specialist. Samples specifically taken for insects, pollen, other microflora and microfauna, metallurgy and soil analysis will be submitted as whole earth to the appropriate specialists or processed following their instructions.

### C.2 Relevant industry standards and guidelines

- C.2.1 Historic England, 2010 Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of waterlogged wood.
- C.2.2 Historic England, 2011 Environmental Archaeology. A guide to the theory and practice of methods, from sampling and recovery to post excavation, (2nd ed)
- C.2.3 Historic England, 2004 Dendrochronology: Guidelines on Producing and Interpreting Dendrochronological Dates (revision due 2020).
- C.2.4 University of Bradford, 2019 Archaeomagnetism: Magnetic Moments in the Past <https://www.brad.ac.uk/archaeomagnetism/>

- C.2.5 Historic England, 2008 Luminescence Dating. Guidelines on Using Luminescence Dating in Archaeology (revision due 2020).
- C.2.6 Historic England, 2008 Guidelines for the Curation of Waterlogged Macroscopic Plant and Invertebrate Remains (currently being revised).
- C.2.7 Historic England, 2015 Archaeometallurgy. Guidelines for Best Practice.
- C.2.8 Historic England, 2015 Geoarchaeology. Using Earth Sciences to Understand the Archaeological Record.
- C.2.9 Historic England, 2017 Organic Residue Analysis and Archaeology.
- C.2.10 Baker, P and Worley, F, 2019 Animal Bones and Archaeology: Recovery to Archive. Historic England

### **C.3 Relevant OA manual and other supporting documentation**

- C.3.1 Oxford Archaeology 2017. Environmental Sampling Guidelines, 4th ed.

## APPENDIX D ARTEFACTUAL EVIDENCE

### D.1 Standard methodology - summary

- D.1.1 Before a site begins arrangements concerning the finds will be discussed with the Finds Team Leader. Information will be provided by the project manager about the nature of the site, the expected size and make-up of the finds assemblage and any site-specific finds retrieval strategies. On-site requirements will be discussed, and a conservator appointed who can be called on to make site visits if required. Special requirements regarding particular categories of material will be raised at this early stage for instance the likelihood of recovering assemblages of waterlogged material, large timbers, quantities of structural stone or ceramic building material. Specialists may be required to visit sites to discuss retrieval strategies.
- D.1.2 The project manager will supply the Finds Team Leader with contact details of the landowner of the site so that consent to deposit any finds resulting from the investigation can be sought.
- D.1.3 The on-site retrieval, lifting and short-term packaging of bulk and small finds will follow the detailed guidelines set out in the OA Finds Manual (sections 2 and 3), First Aid for Finds and the UKIC conservation guidelines No.2.
- D.1.4 All finds recovered from site will be transported to an OA regional office for processing; local sites will return finds at the end of each day, away based sites at the end of each week. Special arrangements can be discussed for certain sites with the Team Leader before the start of a project. Larger long running sites may in some instances set up on-site processing units to deal with the material from a particular site.
- D.1.5 All finds qualifying as Treasure will be removed to a safe place and reported to the local Coroner according to the procedures relating to the Treasure Act (1996), and the Treasure (Designation) Order 2002. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.
- D.1.6 Each box of finds will be accompanied by a finds context checklist itemising the finds within each box. The number of bags of finds from each context and individual small find from each context will be recorded. A member of the processing team will check the list when it arrives in the department. There are separate forms for finds recovered from fieldwalking.
- D.1.7 The processing programme is reviewed on a weekly basis and priorities are worked out after discussions with the Fieldwork Team Leader and the Post-excavation Team Leader. Project managers will keep the Finds Team Leader informed of any pressing deadlines that they are aware of. All finds from evaluations are dealt with as a matter of priority.
- D.1.8 All bulk finds are washed (where appropriate), marked, bagged and boxed by the processing team according to the guidelines set out in section 4 and 5 of the OA Finds Manual, First-aid for finds and the UKIC guidelines No.2. They must also take into account the requirements of the receiving museum. Primary data recording count and weight of fragments by material from each context is recorded on the site database.
- D.1.9 Unstable and sensitive objects are recorded onto the database and then packaged and stored in controlled environments according to their individual requirements. The advice of a conservator will be sought for sensitive objects in need of urgent conservation. All metalwork will be x-rayed prior to assessment (and to meet the requirements of most receiving museums).
- D.1.10 Finds recovered from the environmental sample processing will be incorporated into the main assemblage and added to the database.

- D.1.11 On completion of the processing and data entry a finds file for each archaeological investigation will be produced, a summary of which is available for the project manager. The assemblage is allocated an OA number for storage purposes. Bulk finds are stored on a roller racking system, metals in a secure controlled storage and organic finds are refrigerated where possible.
- D.1.12 The movement of finds in and out of the storage areas is strictly monitored and recorded. Carbon copy transit forms exist to record this information. Finds will not be removed from storage without the prior knowledge of the Finds Team Leader.
- D.1.13 Finds information summarised in the finds compendium is used to assess the finds requirements for the post excavation stages of the project. The Team Leader holds a list of all specialists used by OA (see below) both internal and external.
- D.1.14 On completion of the post excavation stage of the project the team prepares the finds assemblage for deposition with the receiving museum. Discussions will be held with the museum, the excavator and the Finds Team Leader to finalise any selection, retention or discard policy. Most museums issue strict guidelines for the preparation of archives for deposition with their individual labelling, packaging and recording requirements.

## **D.2 Relevant industry standards and guidelines**

- D.2.1 Cifa, 2014 (updated 2020) Standard and guidance for the collection, documentation, conservation and research of archaeological materials
- D.2.2 Society of Museum Archaeologists, 1993 Selection, retention and dispersal of Archaeological Collections. Download available via <http://www.socmusarch.org.uk/publica.htm>)
- D.2.3 UKIC, 1983 Packaging and Storage of Freshly-Excavated Artefacts from Archaeological Sites. Conservation Guidelines No.2. Archaeology Section, United Kingdom Institute for Conservation.
- D.2.4 UKIC, 1988 Excavated Artefacts and Conservation: UK sites Revised Edition. Conservation Guidelines No.1. Archaeology Section, United Kingdom Institute for Conservation.
- D.2.5 Watkinson, D E & Neal, V, 1998 First Aid for Finds (3rd edition). RESCUE & UKIC

## **D.3 Relevant OA manual and other supporting documentation**

- D.3.1 Allen, L, and Cropper, C (internal publication only) Oxford Archaeology Finds Manual.

## APPENDIX E HUMAN REMAINS

### E.1 Standard methodology - summary

- E.1.1 Human remains will not be excavated without a relevant licence/faculty and, where applicable (for example, a post medieval cemetery), a risk assessment from the local environmental officer.
- E.1.2 All human remains will be treated with due care and regard to the sensitivities involved, and will be screened from the public throughout the course of the works.
- E.1.3 Excavation will be undertaken in accordance with ClfA (Roberts and McKinley 1993), Historic England (2018), the Advisory Panel on the Archaeology of Burials in England (APABE, 2015, 2017) and British Association of Biological Anthropology and Osteoarchaeology Code of Practice (2019) and Code of Ethics (2019). For crypts and post-medieval burials, the recommendations set out by the ClfA (Cox 2001) and by the Association of Diocesan and Cathedral Archaeologists and APABE (2010) are also relevant.
- E.1.4 In accordance with recommendations set out in the Historic England and Church of England (2005) and updated by the Advisory Panel on the Archaeology of Burials in England (2017), skeletons will not be excavated beyond the limits of the trench, unless they are deemed osteologically or archaeologically important.
- E.1.5 Where any soft tissue survives and/or materials (for example, inner coffins, mattresses and other paddings) soaked in body liquor, no excavation or handling of the remains will take place until an appropriate risk assessment has been undertaken. Relevant protocols (i.e., Cox 2001) for their excavation, recording and removal will be adhered to.
- E.1.6 OA does not excavate or remove modern burials (those less than 100 years old) and does not remove or open sealed lead coffins. Appropriate PPE (e.g., chemical suit, latex gloves) will be worn by all staff when working with lead coffins.
- E.1.7 Graves and their contents will be hand excavated in plan. Each component (for example, skeleton, grave cut, coffin (or remains of), grave fill) will be assigned a unique context number from a running sequence. A group number will also be assigned to all of these, and small finds numbers to features such as coffin nails, hobnails and other grave goods (as appropriate).
- E.1.8 Soil samples will be normally taken during the excavation of inhumations, usually from the region of the skull, chest, right hand, left hand, abdomen and pelvis, right foot and left foot. Infants (circa. less than 5 years) will normally be recovered as bulk samples. Soil samples will also be taken from graves that appear to contain no human bone.
- E.1.9 Burials (including the skeleton, cremation, coffin fittings, coffin, urn, grave goods / other) will be recorded by photographic and written record using specialised pro forma context sheets, although these records may only include schematic representations of the location and position of the skeletons, depending on the nature and circumstances of the burial.
- E.1.10 Where digital imaging is used it will be done in accordance with the British Association of Biological Anthropology and Osteoarchaeology Recommendations on the Ethical Issues Surrounding 2D and 3D Digital Images of Human Remains (2019).
- E.1.11 Where necessary, hand drawn plans (usually at 1:10, sometimes 1:5) will be made, especially of contexts where required details cannot be adequately seen using photography (for example, urned cremations; undisturbed hob nails).
- E.1.12 Levels will be taken. For inhumations this will be on the skull, pelvis and feet as a minimum.

- E.1.13 Human remains that are exhumed will be bagged and labelled according to skeletal region and carefully packed into suitable containers (for example, acid free cardboard boxes) and transported to a suitable storage location. Any associated coffins and coffin fittings will be contained with the human remains wherever possible.
- E.1.14 Unurned cremations will not usually be half sectioned but excavated in spits and/or quadrants (i.e., large deposits or spreads), or recovered as a bulk sample.
- E.1.15 Wherever possible, urned cremations will be carefully bandaged, recovered whole and will be excavated in spits in the laboratory, as per the recommendations of McKinley (2004, 2017).
- E.1.16 Unless deemed osteologically or archaeologically important disarticulated bone / charnel will be collected and reserved for re-burial if immediate re-internment as close to its original position is not practicable. In some instances, a rapid scan of this material may be undertaken by a qualified osteologist, if deemed relevant.
- E.1.17 If undisturbed, pyre sites will normally be excavated in quadrants, at the very least in 0.5 m blocks of 0.5 m spits.
- E.1.18 Pyre debris dumps will be half sectioned or quadrant and will be subject to 100% sampling.
- E.1.19 Wooden and lead coffins and any associated fittings, including fixing nails will be recorded on a pro forma coffin recording sheet. All surviving coffin fittings will be recorded by reference to Reeve and Adams (1993) and the unpublished master catalogue that is being compiled by OA. Where individual types cannot be paralleled, they will be drawn and/ or photographed and assigned a style number. Biographical details obtained from legible departum plate inscriptions will be recorded and further documentary research will be made.
- E.1.20 Funerary structures, such as brick shaft graves and/or vaults will be recorded by photogrammetry or hand-drawn at a scale of 1:10 or 1:20, as appropriate. Location, dimensions and method of construction will be noted, and the structure added to the overall trench plan.
- E.1.21 Memorials, including headstones, revealed within the areas of development will be recorded irrespective of whether they are believed to be in situ.
- E.1.22 Where required, memorials will be accorded an individual context number and will also be included as part of the grave group, if the association with a burial is clear.
- E.1.23 Memorials will be recorded on pro-forma context sheets, based on and following the guidelines set out by Mytum (2002), and will include details of:
- Shape
  - Dimensions
  - Type of stone used
  - Condition, completeness and fragmentation of stones, no longer in original positions
  - Iconography (an illustration may best describe these features)
  - Inscription (verbatim record of inscription; font of the lettering)
  - Stylistic type



## E.2 Relevant industry standards and guidelines

- E.2.1 Advisory Panel on the Archaeology of Burials in England, 2013 Science and the Dead. A guideline for the destructive sampling of archaeological human remains for scientific analysis. English Heritage Publishing.
- E.2.2 Advisory Panel on the Archaeology of Burials in England, 2017 Guidance for Best Practice for the Treatment of Human Remains Excavated from Christian Burial Grounds in England
- E.2.3 Advisory Panel on the Archaeology of Burials in England, 2015 Large Burial Grounds. Guidance on sampling in archaeological fieldwork projects
- E.2.4 Association of Diocesan and Cathedral Archaeologists and APABE, 2010 Archaeology and Burial Vaults. A guidance note for churches. Guidance Note 2
- E.2.5 British Association of Biological Anthropology and Osteoarchaeology. 2019a Code of Practice (<http://www.babao.org.uk/index/ethics-and-standards>)
- E.2.6 British Association of Biological Anthropology and Osteoarchaeology. 2019b Code of Ethics (<http://www.babao.org.uk/index/ethics-and-standards>)
- E.2.7 British Association of Biological Anthropology and Osteoarchaeology, 2019c Recommendations on the Ethical Issues Surrounding 2D and 3D Digital Images of Human Remains (<http://www.babao.org.uk/index/ethics-and-standards>)
- E.2.8 Cox, M, 2001 Crypt archaeology. An approach. ClfA Paper No. 3
- E.2.9 English Heritage, 2002 Human Bones from Archaeological Sites. Guidelines for producing assessment documents and analytical reports
- E.2.10 Historic England, 2018 The Role of the Human Osteologist in an Archaeological Fieldwork Project. Swindon, Historic England
- E.2.11 McKinley, J, and Roberts, C, 1993 Excavation and post-excavation treatment of cremated and inhumed human remains, ClfA Technical Paper No. 13
- E.2.12 McKinley, J, 2004 Compiling a skeletal inventory: cremated human bone. In Brickley, M, and McKinley, J (eds) Guidelines to the Standards for Recording Human Remains, ClfA Technical Paper No. 7. 9-13
- E.2.13 McKinley, J, 2017 Compiling a skeletal inventory: cremated human bone. In Mitchell P, and Brickley, M (eds) Updated Guidelines to the Standards for Recording Human Remains, ClfA 14-19
- E.2.14 Mitchell P, and Brickley, M (eds) Updated Guidelines to the Standards for Recording Human Remains, ClfA 2017
- E.2.15 Mytum, H, 2000 Recording and Analysing Graveyards. CBA Handbook No. 15
- E.2.16 Reeve, J, and Adams, M, 1993 The Spitalfields Project. Volume I – The Archaeology Across the Styx. CBA Research Report No. 85
- E.2.17 The Human Tissue Act 2004

## E.3 Relevant OA manual and other supporting documentation

- E.3.1 Loe, L, 2008 The Treatment of Human Remains in the Care of Oxford Archaeology. Oxford Archaeology internal policy document
- E.3.2 Oxford Archaeology 2018 *Fieldwork Manual Human Remains* unpublished

## APPENDIX F REPORTING

### F.1 Standard methodology - summary

F.1.1 For Watching Briefs and Evaluations, the style and format of the report will be determined by OA, but will include as a minimum the following:

- A location plan of trenches, featuring a minimum of 4 NGR co-ordinates, 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 statement of the results.
- A table summarising 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.

F.1.2 For Excavations, a Post-Excavation Assessment and Project Design will generally be prepared, as prescribed by Historic England Management of Research Projects in the Historic Environment (MoRPHE) 2015, Section 2.3. This will include a Project Description containing:

- A summary description and background of the project.
- A summary of the quantities and assessment of potential for analysis of the information recovered for each category of site, finds, dating and environmental data. Detailed assessment reports will be contained within appendices.
- An explicit statement of the scope of the project design and how the project relates to any other projects or work preceding, concurrent with or following on from it.
- A statement of the research aims of the fieldwork and an illustrated summary of results to date indicating to what extent the aims were fulfilled.
- A list of the project aims as revised in the light of the results of fieldwork and the current post-excavation assessment process.

F.1.3 A section on Resources and Programming will also be produced, containing:

- A list of the personnel involved indicating their qualifications for the tasks undertaken, along with an explanation of how the project team will communicate, both internally and externally.
- A list of the methods which will be used to achieve the revised research aims.
- A list of all the tasks involved in using the stated methods to achieve the aims and produce a report and research archive in the stated format, indicating the personnel and time in days involved in each task. Allowance should be made for general project-related tasks such as monitoring, management and project meetings, editorial and revision time.

- A cascade or Gantt chart indicating tasks in the sequence and relationships required to complete the project. Due allowance will be made for leave and public holidays. Time will also be allowed for the report to be read by a named academic referee as agreed with the County Archaeological Officer, and by the County Archaeological Officer.
  - A report synopsis indicating publisher and report format, broken down into chapters, section headings and subheadings, with approximate word lengths and numbers and titles of illustrations per chapter. The structure of the report synopsis should explicitly reflect the research aims of the project.
- F.1.4 The Project Design will be submitted to the County Archaeological Officer or equivalent for agreement.
- F.1.5 Under certain circumstances (e.g., with very small mitigations), and as agreed with the County Archaeological Officer or equivalent, a formal Assessment and Project Design may not be required and either the project will continue straight to full analysis, or a simple Project Proposal (MoRPHE 2015 Section 2.1) will be produced prior to full analysis. This proposal may include:
- A summary of the background to the project
  - Research aims and objectives
  - Methods statement outlining how the aims and objectives will be achieved
  - An outline of the stages, products and tasks
  - Proposed project team
  - Estimated overall timetable and budget if appropriate.
- F.1.6 Once the post-excavation Project Design or Project Proposal has been accepted, the County Archaeological Officer or their appointed deputy will monitor the progress of the post-excavation project at agreed points. Any significant variation in the project design will be agreed with the County Archaeological Officer.
- F.1.7 The results of the project will be published in an appropriate archaeological journal or monograph. The appropriate level of publication will be dependent on the significance of the fieldwork results and will be agreed with the County Archaeological Officer. As a minimum this may include a short (c.300) word summary of the project results to feature in an appropriate peer review journal such as *Post Medieval Archaeology*, for inclusion in their annual round-up of fieldwork, with a copy forwarded to MEAS. The deadline for submission is usually the end of March in the year following completion of the fieldwork. An OASIS (Online Access to the Index of Archaeological Investigations) form will be completed for each project as per Historic England guidelines.

## F.2 Relevant industry standards and guidelines

- F.2.1 Oxford Archaeology (OA) adheres to the national standards in post-excavation procedure as outlined in Historic England's *Management of Research Projects in the Historic Environment* (MoRPHE; HE 2015). Furthermore, all post-excavation projects take into account the appropriate regional research frameworks (ie NWRRF 2022, see *Section 3.2.1, V*), as well as national research agendas such as the *Framework for Historic Environment Activities & Programmes in Historic England* (SHAPE; EH 2008).

## APPENDIX G LIST OF SPECIALISTS REGULARLY USED BY OA

G.1.1 Below are two tables, one containing 'in-house' OA specialists, and the other containing a list of external specialists who are regularly used by OA.

### Internal archaeological specialists used by OA

Specialist	Specialism	Qualifications
John Cotter	Medieval and Post Medieval pottery, Clay Pipe and CBM	BA (Hons), MCIfA
Dr Adam Tinsley	Prehistoric Pottery	BA (Hons), MA, PhD, ACIfA
Edward Biddulph	Roman Pottery	BA (Hons), MA, MCIfA
Kate Brady	Roman Pottery	BA, ACIfA
Cynthia Poole	CBM and Fired Clay	BA (Hons), MSc
Leigh Allen	Metalwork and worked bone	BA (Hons), PGDip
Anni Byard	Metalwork, coins and glass	MSx, MCIfA
Dr Ruth Shaffrey	Worked stone artefacts	BA, PhD, MCIfA
Dr Rebecca Nicholson	Fish and Bird Bone	BA (Hons), MA, D.Phil, MCIfA, FSA Scot
Dr Mairead Rutherford	Pollen	BSc, MSc
Ian Smith	Animal Bone	BA (Hons), MSc, PCIfA
Dr Martyn Allen	Animal Bone	BA (Hons), MA, PhD
Dr Denise Druce	Charred plant remains, charcoal and pollen	BA (Hons), PhD, MCIfA
Sharon Cook	Charred plant remains	BSc, MSc, ACIfA
Elizabeth Stafford	Geoarchaeology and land snails	BA (Hons), MSc
Carl Champness	Geoarchaeology	BA (Hons), MSc, ACIfA
Nicola Scott	Archaeological archive deposition	BA (Hons Dunelm)
Mike Donnelly	Flint	BSc, MCIfA
Dr Louise Loe	Human Bone	BA PhD, MCIfA, BABAO
Helen Webb	Human Bone	BSc, MSc, MCIfA, BABAO
Mark Gibson	Human Bone	BA, MSc, ACIfA, BABAO
Dr Lauren McIntyre	Human Bone	BSc, MSc, PhD, MCIfA, BABAO
Zoe Ui Choileain	Human Bone	Pg Dip, MA, Msc, BABAO
Natasha Dodwell	Human Bone	BA, MSc, BABAO

External archaeological specialists regularly used by OA

<b>Specialist</b>	<b>Specialism</b>	<b>Qualifications</b>
Lynne Keys	Slag	BA (Hons)
Quita Mould	Leather	BA, MA
Penelope Walton Rogers, The Anglo Saxon Laboratory	Identification of Medieval Textiles	FSA, Dip.Acc
Dana Goodburn-Brown	Conservation	BSc (Hons), BA, MSc
Steve Allen, York Archaeological Trust	Conservation	BA, MA, MAAIS
Dr Richard Macphail	Soils, especially Micromorphology	BA (Hons), MSc, PhD
Dana Challinor	Charcoal	MA, MSc
Dr Nigel Cameron	Diatoms	BSc, MSc, PhD
Dr David Smith	Insects	BA (Hons), MA, PhD
Professor Adrian Parker	Phytoliths and pollen	BSc (Hons), D.Phil
Dr David Starley	Metalworking Slag	BSc (Hons), PhD
Wendy Carruthers	Charred and waterlogged plant remains	BA (Hons)
Dr John Whittaker	Ostracods and Foraminifera	BA (Hons), PhD
Dr John Crowther	Soil Chemistry	MA, PhD
Dr Martin Bates	Geoarchaeology	BSc, PhD
Dr Dan Miles	Dendrochronology	D.Phil, FSA
Dr Jean-Luc Schwenninger	Optically Stimulated Luminescence Dating	PhD
Dr David Higgins	Clay Pipe	BA, PhD, MCIfA
Dr Hugo Anderson- Wymark	Flint	BSc, PhD, FSA Scot, MCIfA
Dr Damian Goodburn- Brown	Ancient Woodwork	BA, PhD
Dr David Dungworth	Archaeometallurgy and Glassworking	BA (Hons), PhD

## APPENDIX H DOCUMENTARY ARCHIVING

### Standard methodology – summary

- H.1.1 The documentary archive constitutes all the written, drawn, photographic and digital records relating to the set-up, fieldwork and post-excavation phases of the project. This documentary archive, together with the artefactual and environmental ecofact archive collectively forms the record of the site. The report is part of the documentary archive, and the archive must provide the evidence that supports the conclusions of the report, but the archive may also include data which exceeds the limitations of research parameters set down for the report and which could be of significant value to future researchers.
- H.1.2 At the outset of the project OA Archive manager will contact the relevant local receiving museum or archive repository to notify them of the imminent start of a new fieldwork project in their collecting area. Relevant local archiving guidelines will be observed and site codes, which integrate with the receiving repository, will be agreed for labelling of archives and finds.
- H.1.3 Where there is currently no receiving museum for the project archive, although responsibility for the archive ultimately lies with the client, OA will hold the archive on their behalf for a period of up to 3 years after completion of the report, after which time (in the event that a suitable depository has not been secured) provision for further storage of the archive will be made in agreement with Oxford Archaeology, the client and the relevant planning archaeologist.
- H.1.4 During the course of the project the Archive team will assist the Project Manager in the management of the archive including the cataloguing and development technique suitable for photographic archive requirements.
- H.1.5 The hard copy site archive will be security copied by scanning to PdFA and a copy of this will be housed on the OA Archive Server. A full digital copy of the archive, including scanned hard copy and born digital data, will be deposited with and made publicly available on-line through the ADS. A further copy will be maintained on the OA server and if requested a copy on disk will also be sent to the receiving museum with the hard copy. This will act as a safeguard against the accidental loss and the long-term degeneration of paper records and photographs.
- H.1.6 Born digital data will only be printed to hard copy for the receiving museum where practical. Archive elements that need maintaining in digital form will be sent to ADS in accordance with Arches Standard and ADS guidelines. A copy will be sent to the receiving museum by CD and back-up copies will be stored on the OA digital network. In most cases a digital copy of the report will be included in the OASIS project library hosted by ADS.
- H.1.7 Prior to deposition the Archive team will contact the museum regarding the size and content of the archive and discuss any retention and dispersal policies which may be applicable in line with local and SMA Guidelines 'Selection, Retention & Dispersal of Archaeological Collections' 1993.
- H.1.8 The site archive will then be deposited with the relevant receiving museum or repository at the earliest opportunity unless further archaeological work on the site is expected. The documentary archive will include correspondence detailing landowner consent to deposit the artefacts and any copyright licences in accordance with the receiving museum guidelines. Deposition charges will be required from the client as part of the project costs, but the level of the fee is set by the receiving body and may be subject to change during the lifespan of the project. Changes to archiving charges beyond OA's control will be passed across to the client.

- H.1.9 Oxford Archaeology 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 the receiving repository or museum for the archive with a full licence for use to the client in all matters directly relating to the project as described in the Written Scheme of Investigation, and in line with the relevant receiving body guidelines.
- H.1.10 OA will advise the receiving repository or museum for the archive of 3<sup>rd</sup> party materials supplied in the course of projects which are not OA's copyright.
- H.1.11 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. Archaeological findings and conclusions can be kept confidential for a limited period but will be made publicly available in line with the above procedure either after a specified time period agreed with the client at the outset of the project, or where no such period is agreed, after a reasonable period of time. It is expected that clients respect OA's general ethical obligations not to suppress significant archaeological data for an unreasonable period.

## H.2 Relevant industry standards and guidelines

- H.2.1 At the end of the project the site archive will be ordered, catalogued, labelled and conserved and stored according to the following national guidelines:
- H.2.2 EAC, 2014 A Standard and Guide to Best Practice for Archaeological Archiving in Europe (EAC Guidelines 1)
- H.2.3 ClfA, 2014 (Updated 2020) Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives
- H.2.4 Brown, D, 2011 Archaeological Archives A Guide to Best Practice in Creation, Compilation, Transfer and Curation. AAF
- H.2.5 UKIC, 1990 Guidelines for the preparation of excavation archives for long-term storage
- H.2.6 SMA, 2020 Standards and Guidance in the Care of Archaeological Collections
- H.2.7 Local museum guidelines such as Museum of London Guidelines: (<http://www.museumoflondonarchaeology.org.uk/English/ArchiveResearch/DeposResource>) will be adopted where appropriate to the archive collecting area.
- H.2.8 The site archive will be prepared to at least the minimum acceptable standard defined in Management of Archaeological Projects 2, Historic England 1991.

## H.3 Relevant OA manual and other supporting documentation

- H.3.1 The OA Archives Policy.

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## APPENDIX I HEALTH AND SAFETY

### I.1 Standard Methodology - summary

- I.1.1 All work will be undertaken in accordance with the current OA Health and Safety Policy, the OA Site Safety Procedures Manual, a site-specific Risk Assessment and, if required, Safety Plan or Method Statement. Copies of the site-specific documents will be submitted to the client or their representative for approvals prior to mobilisation, and all relevant H and S documentation will be available on site at all times. The Health and Safety documentation will be read in conjunction with the project WSI.
- I.1.2 Where a project falls under the Construction (Design and Management) Regulations (2015), all work will be carried out in accordance with the Principal Contractor's Construction Phase Plan (CPP).

### I.2 Relevant industry standards and guidelines

- I.2.1 All work will be carried out according to the requirements of all relevant legislation and guidance, including, but not exclusively:
- I.2.2 The Health and Safety at Work Act (1974).
- I.2.3 Management of Health and Safety at Work Regulations (1999).
- I.2.4 Manual Handling Operations Regulations 1992 (as amended).
- I.2.5 The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (2013).
- I.2.6 The Construction (Design and Management) Regulations (2015).
- I.2.7 Relevant OA manual and other supporting documentation
- I.2.8 The OA Health and Safety Policy.
- I.2.9 The OA Site Safety Procedures Manual.
- I.2.10 The OA Risk Assessment templates.
- I.2.11 The OA Method Statement template.
- I.2.12 The OA Construction Phase Plan template.





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## APPENDIX D

## SITE SUMMARY DETAILS / OASIS REPORT FORM

<b>Site name:</b>	46 High Street Prescott, Merseyside
<b>Site code:</b>	HSP22
<b>Grid Reference</b>	SJ 46744 92898
<b>Type:</b>	Evaluation
<b>Date and duration:</b>	13 <sup>th</sup> June 2022; 1 days
<b>Area of Site</b>	197m <sup>2</sup>
<b>Location of archive:</b>	The archive is currently held at OA North, Mills 3, Moor Lane Mills, Moor Lane, Lancaster, LA1 1QD, and will be deposited with National Museums Liverpool in due course.
<b>Summary of Results:</b>	OA North was commissioned on behalf of Alphabet Homes Ltd to undertake an archaeological evaluation of a proposed residential development at 46 High Street, Prescott (SJ 46744 92898), the fieldwork was undertaken on one day, 13 <sup>th</sup> June 2022. Only one of the three proposed trenches was excavated, due to the presence of live services in north-western end of the proposed development area (PDA), however due to this Trench 1 was moved centrally in the PDA and extended to the north and the east. In Trench 1, archaeological remains were found in the form of structures, two walls <b>106</b> and <b>108</b> , and two potential floor surfaces, <b>109</b> and <b>110</b> . The walls in particular seem to correspond with the historic mapping available for the area and are of local significance as they potentially relate to the development and expansion of the town of Prescott in the post-medieval period.



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