

Site/Project Name: **Old Windsor the Willows**

Site Code: WITWIL 05

Site/Project Type: Watching Brief

Year(s): 2005

Accession Number: REDMG:2005.211

Record Group	Contents	Comments	Box/File Number
	INTRODUCTION Brief for an archaeological watching brief	3 double sided sheets	Box 1 file 1
A	REPORT Archaeological watching brief record OASIS report print-out	1 bound copy 2 sheets	Box 1 file 2
B	PRIMARY CONTEXT RECORDS Watching brief record sheet	1 sheet	Box 1 file 3
D	CATALOGUE OF PHOTOGRAPHS Black and white photographic record sheets Colour slides record sheet	1 sheet 1 sheet	Box 1 file 4

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Line 2: Excavators name[D. Dodds]

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C: Finds Data – Text: Primary Finds Data	<input type="checkbox"/>
C: Finds Data – Text: Synthesised Finds Data	<input type="checkbox"/>
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D: Catalogue of Photos/Slides/Videos/X--rays	<input type="checkbox"/>
E: Environmental/Ecofact Data: Primary Records	<input type="checkbox"/>
E: Environmental/Ecofact Data: Synthesised Records	<input type="checkbox"/>
E: Environmental/Ecofact Data: Specialist Reports	<input type="checkbox"/>
F: Documentary	<input type="checkbox"/>
F: Press and Publicity	<input type="checkbox"/>
G: Correspondence	<input type="checkbox"/>
H: Miscellaneous	<input type="checkbox"/>

OLD WINDSOR THE WILLOWS
WITWIL05
Box 1 FILE 1
INTRODUCTION

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No. 978033 Buff



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BERKSHIRE ARCHAEOLOGY

The Willows, Ham Island: Brief for an Archaeological Watching Brief

1 Summary

This brief sets out the background and general conditions to enable a detailed specification for an archaeological scheme to be prepared and submitted for approval to Berkshire Archaeology on behalf of the Royal Borough of Windsor and Maidenhead. The brief is valid for six months only, after which time Berkshire Archaeology should be contacted. Specifications produced in accordance with this brief will be considered valid for the same period of time.

2 Site Location and Description

- 2.1 The site is located on the south-west tip of Ham Island, immediately adjacent to the "New Cut", centred on NGR SU 9900 7533. A site plan should be sought from the applicant.

3 Planning Background

- 3.1 The applicants (Mr and Mrs Armstrong) propose the construction of a new side extension, forming a much reduced version of a previous scheme – planning application 04/01764 refers.

4 Archaeological Background

- 4.1 The site lies in an area of archaeological potential – it is within the Saxon settlement and Medieval Royal Palace of Old Windsor (although excluded from the Scheduled Ancient Monument).
- 4.2 It is therefore considered reasonable that an adequately funded archaeological **watching brief** should take place on the site, during groundworks for the proposed development.

5 Stages of Work and Techniques

- 5.1 The aims of the project will be to record the presence/absence, extent, condition, character, quality and date of any archaeological deposits within the whole of the area affected by development.
- 5.2 The archaeological watching brief will be carried out on all areas of ground disturbance (i.e. below topsoil level), within the application site. It should cover any relevant groundworks such as stripping, levelling and excavation for foundations.

Because of the built-up nature of the site for the extension it is possible that early stages of watching brief show that the site comprises simply modern made ground from the excavation for the New Cut. In this instance it may be possible to limit the scope of the watching brief, on discussion with Berkshire Archaeology. Adequate stoppage time must be built into the programme to allow for further investigation, sampling and recording of significant features identified, where these are to be truncated or damaged by construction techniques, to allow for an appropriate level of "preservation by record" in line with local and national planning policy.

- 5.3 The project will be fully recorded by descriptive context records giving details of locations, composition, depth, relationships etc, plans, sections and elevation drawings at scales of 1:10, 1:20 and 1:50 where appropriate, and photographs. Sections, plans and elevations are to include spot-heights related to Ordnance Datum in metres OD correct to two decimal places. All finds will be recorded by context as a minimum, significant finds being recorded three-dimensionally. Provision should be made for sampling appropriate material for dating and environmental assessment.
- 5.4 The project will be carried out on a daily basis by a competent archaeologist and managed on a regular, agreed basis by a Member of the Institute of Field Archaeologists registered to an appropriate area of competence, or person of similar skills and archaeological experience.
- 5.5 The archaeological contractor will liaise with the site agent, foreman or other representative as appropriate, with regard to access, the timing of visits, and the health and safety requirements in force on the site.
- 5.6 All health and safety requirements in force on the site will be adhered to by the archaeological contractor's staff.

6 Methods

The Project Specification will include a Method Statement detailing the methods and standards to be applied in the programme of work, both field and post-field.

7 Timetable and Monitoring Arrangements

- 7.1 Details of timing should be the subject of discussion between the developer's representative, the Archaeological Advisor for the Royal Borough of Windsor and Maidenhead (Berkshire Archaeology) and the archaeological contractor. A programme of works, monitoring, recording and access will be agreed in writing before the project commences.
 - 7.1.1 A period of notice required to start site works following the award of the contract should be stated.
- 7.2 The Principal Archaeologist (or her nominated representative) may monitor the progress and quality of the work at intervals to be agreed. A representative of the archaeological contractor should be present at all monitoring inspections.

7.2.1 The archaeological contractor will provide a projected timetable of activity on site.

8 Reporting Requirements

8.1 A preliminary report should be produced no later than 4 weeks after the completion of the fieldwork, unless it is anticipated that a final report can be prepared within 6 months of the completion of archaeological work on site.

8.2 An estimate of time and staff resources required for report production should be provided. This should include details of arrangements for specialist conservation and analysis of artefacts and ecofacts.

8.3 Details of style and format to be determined by the archaeological contractor. In any event it should include: -

- (a) a plan(s) at an appropriate scale showing the survey area, layout of trenches (as dug) and features located;
- (b) a summary table and descriptive text showing the features, classes and numbers of artefacts located, with interpretation;
- (c) an evaluation of the methodology employed and the results obtained (i.e. a confidence rating);
- (d) a plan at an appropriate scale showing both actual and, where possible, predicted archaeological deposits;
- (e) a consideration of evidence within the wider landscape setting;
- (f) any recommendations for further investigation if necessary.

9 Standards

The project should be carried out to the highest professional standards and conform to the IFA Code of Conduct and Code of Practice. The IFA's Code of approved Practice for the Regulation of Contractual Arrangements in Field Archaeology will be applied throughout the selection procedure and contract period.

10 Archive Deposition

10.1 All finds (other than those of gold or silver) are the property of the landowner. The agreement of the landowner for the ownership of any finds to be transferred to an appropriate museum will be sought.

10.2 Provision should be made for the deposition of archive and artefacts in an appropriate local authority museum. The museum should be advised of the proposed investigation before excavation starts and the specification should include any reasonable requirements they may have regarding conservation and storage of

excavated material and archive. The archive should be prepared in accordance with the guidelines published in *Guidelines for the preparation of Excavation Archives for long-term storage* (United Kingdom Institute for Conservation, 1990) and *Standards in the Museum care of archaeological collections* (Museums and Galleries Commission, 1994)

11 Publication and Dissemination

- 11.1 A copy of the results will be supplied to Berkshire Archaeology on the understanding that this will become a public document after an appropriate period of time (usually not exceeding six months).
- 11.2 The archaeological contractor will supply Berkshire Archaeology with a full set of catalogued slides taken during the projects, together with selected negatives, for future use in lectures, publications, or other publicity material.
- 11.3 An estimate of time and staff resources required for report production should be provided. This should include details of arrangements for specialist conservation and analysis of artefacts and ecofacts.
- 11.4 Details of style and format to be determined by the archaeological contractor. However, the report *must* have a front sheet providing the following information:
- ◆ Site name
 - ◆ Grid Reference
 - ◆ Site activity (e.g. Evaluation trenching, geophysical survey, fieldwalking, etc.)
 - ◆ Date and duration of project
 - ◆ Site code
 - ◆ Area of site
 - ◆ Summary of results
 - ◆ Monuments identified (this *must* be referenced to the RCHME Thesaurus of Monument Types)
 - ◆ Location and reference of archive
- 11.5 The report should also include:
- (i) a summary of the project's background;
 - (ii) the site location;
 - (iii) a methodology;
 - (iv) a description of the project's results;
 - (v) an interpretation of the results in the appropriate context;
 - (vi) a summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
 - (vii) site layout plans on an Ordnance Survey base, with the location of the trenches superimposed on the results of any earlier, non-intrusive surveys;
 - (viii) plans of each trench or area;
 - (ix) trench sections and feature sections;
 - (x) site matrices where appropriate and
 - (xi) a consideration of evidence within the wider setting.

12 Oasis Project Reporting

Berkshire Archaeology supports the *Online Access to Index of Archaeological Investigations* (OASIS) project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. **The archaeological contractor must therefore complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>.** If the archaeological contractor does not have Internet access a paper copy of the form can be obtained from Berkshire Archaeology. Contractors are advised to contact Berkshire Archaeology prior to completing the form. Once a report has become a public document by forming part of a planning application, Berkshire Archaeology will place the information on a website. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the Principal Archaeologist for consideration.

13 Other Factors

- 13.1.1 The specification may be varied where necessary, subject to agreement between the contractor, the landowner/developer and the Principal Archaeologist, in response to significant discoveries, unforeseen ground conditions or health and safety issues. The contractor is advised to clarify with the client as to any relevant permissions that may be required to carry out these works.

Issued by:
Fiona Macdonald
Principal Archaeologist
Berkshire Archaeology
Reading Central Library
Abbey Square
Reading RG1 3BQ
0118 901 5962

March 2005

OLD WINDSOR THE WILLOWS
WITWIL05

Box 1 FILE 2

A REPORT

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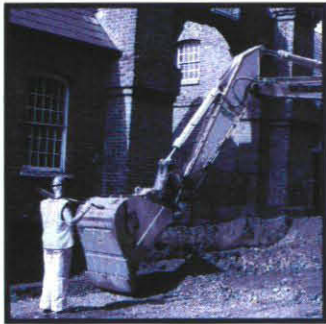
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The Willows Ham Island Old Windsor Berkshire



**Archaeological
Watching Brief Report**



Oxford Archaeology

November 2005

Client: Mr and Mrs Armstrong

Issue N^o: 1

OA Job N^o: 2931

Planning Ref N^o: 04/01764

NGR: SU 9900 7533

Client Name: Mr and Mrs Armstrong

Client Ref No:

Document Title: The Willows, Ham Island, Old Windsor, Berkshire

Document Type: Watching Brief

Issue Number: 1

National Grid Reference: SU9900 7533

Planning Reference: 04/01764

OA Job Number: 2931

Site Code: WITWIL 05

Invoice Code: WITWILWB

Receiving Museum: Reading Museum

Museum Accession No: TBC

Prepared by: Robin Bashford
Position: Head of Small Works
Date: 10th November 2006

Checked by: Alan Hardy
Position: Senior Project Manager
Date: 11th January 2006

Approved by: Nick Shepherd
Position: Head of Fieldwork
Date: 21st February 2006

Signed *[Signature]* for Nick Shepherd

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& Maidenhead W&M\6363 The Willows
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Willows, Ham Island, Old Windsor*EAS17.11.05

Illustrated by Julia Moxham

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The Willows, Ham Island, Old Windsor, Berkshire

NGR: SU 9900 7533

ARCHAEOLOGICAL WATCHING BRIEF REPORT

CONTENTS

Summary	1
1 Introduction	1
1.1 Scope of work	1
1.2 Location, geology and topography	1
1.3 Archaeological and historical background	1
2 Project Aims and Methodology	2
2.1 Aims	2
2.2 Methodology	2
3 Results	2
3.1 Description of deposits	2
3.2 Finds	2
3.3 Palaeo-environmental remains	2
4 Discussion and Conclusions	2
Appendix 1 Bibliography and references	4
Appendix 3 Summary of Site Details	4

LIST OF FIGURES

- Fig. 1 Site location
- Fig. 2 Location of extension
- Fig. 3 Area of extension, Ground floor plan

SUMMARY

In September 2005 Oxford Archaeology (OA) carried out an archaeological watching brief at The Willows, Ham Island, Old Windsor Berkshire (NGR:SU 9900 7533). The watching brief was required to inspect the footings of an extension to the existing dwelling. No archaeological remains or artefacts were recovered during the fieldwork, however the full depth of the foundation trenches was obscured by recently poured concrete and the beginnings of the new block work. All spoil heaps were scanned but no artefacts were found.

1 INTRODUCTION

1.1 Scope of work

- 1.1.1 In September 2005 Oxford Archaeology (OA) carried out an archaeological watching brief at The Willows, Ham Island, Old Windsor, Berkshire (Figs. 1 and 2). The work was commissioned by Mr and Mrs Armstrong in respect of a planning application for a ground floor extension incorporating a kitchen and dining room (Planning Ref: 04/01764).
- 1.1.2 A condition in the form of an archaeological watching brief during ground-works was set by Fiona Macdonald, Principle Archaeologist for Berkshire Archaeology. This was in accordance with PPG 16 and Local Planning Policies.

1.2 Location, geology and topography

- 1.2.1 The development area is located at The Willows, Ham Island, Old Windsor, Berkshire (NGR SU 9900 7533). The development site lies at approximately 20 m OD and the underlying geology is Flood Plain Gravel (British Geological Survey Sheet no. 269).

1.3 Archaeological and historical background

- 1.3.1 The site lies within the Saxon settlement and medieval Royal Palace of Old Windsor (although excluded from the Scheduled Ancient Monument). Excavations carried out in the 1950s have shown that the area appeared to have started out as a very small settlement around AD 600. The site expanded slowly throughout the 7th and 8th centuries until AD 800 when the site suddenly appeared to expand rapidly.
- 1.3.2 The site continued as an important Royal seat until the establishment of Windsor Castle in 1067. From this date the site of Old Windsor began to decline.

2 PROJECT AIMS AND METHODOLOGY

2.1 Aims

- 2.1.1 To identify and record the presence/absence, extent, condition, quality and date of archaeological remains in the areas affected by the development.
- 2.1.2 To make available the results of the archaeological investigation.

2.2 Methodology

- 2.2.1 The foundations for the new extension were excavated prior to the start of the archaeological watching brief and were therefore unavailable for inspection. The attending archaeologist was only able to note the dimensions and locations of the foundations (Fig. 2) and to scan the spoil heaps for archaeological artefacts.
- 2.2.2 The site was photographed using colour slide and black and white print film and a general photographic record of the work was also made. Recording followed procedures detailed in the *OA Field Manual* (OAU 1992).

3 RESULTS

3.1 Description of deposits

- 3.1.1 After discussion with the groundwork contractor, it was ascertained that the foundations had been excavated to a depth of 800 mm with a recorded width of 600 mm. The trenches had been filled with concrete to a depth below ground level of 300 mm.
- 3.1.2 The remaining exposed stratigraphy comprised a dark brown alluvial silty gravel deposit. The western portion of the foundation had been cut through a bank formed by the up-cast from the construction of the existing house.

3.2 Finds

- 3.2.1 No finds were recovered from the watching brief.

3.3 Palaeo-environmental remains

- 3.3.1 No deposits suitable for environmental sampling were identified during the watching brief.

4 DISCUSSION AND CONCLUSIONS

- 4.1.1 The foundation trenches for the new development were already excavated and filled with concrete when the watching brief took place. Examination of the available 300 mm of exposed soil profile did not reveal any archaeological features or deposits. A thorough examination of the spoil heaps for the trenches failed to produce any finds.

It would be impossible to suggest with any certainty that the site did not disturb or damage any features of archaeological significance, despite that apparent lack of artefactual evidence.

PROJECT AREA AND APPENDICES

APPENDIX 1 BIBLIOGRAPHY AND REFERENCES

OAU, 1992 Fieldwork Manual (ed. D. Wilkinson)

APPENDIX 3 SUMMARY OF SITE DETAILS

Site name: The Willows, Ham Island, Old Windsor, Berkshire

Site code: WITWIL 05

Grid reference: NGR SU 9900 7533

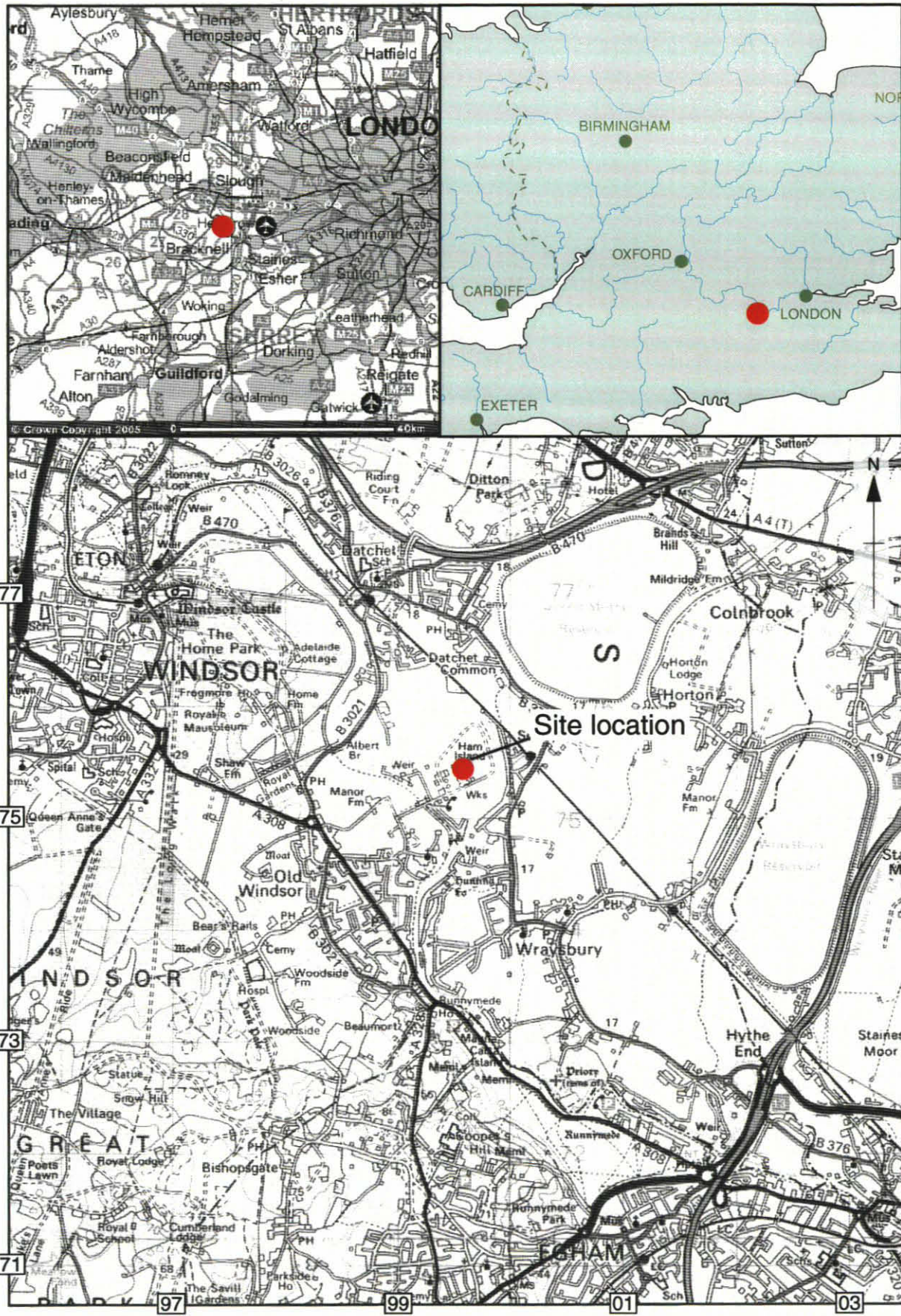
Type of watching brief: Groundworks for extension

Date and duration of project:

Area of site: 25 x 15 m

Summary of results: The watching brief revealed no archaeological features or deposits within the area of development as it had already been built.

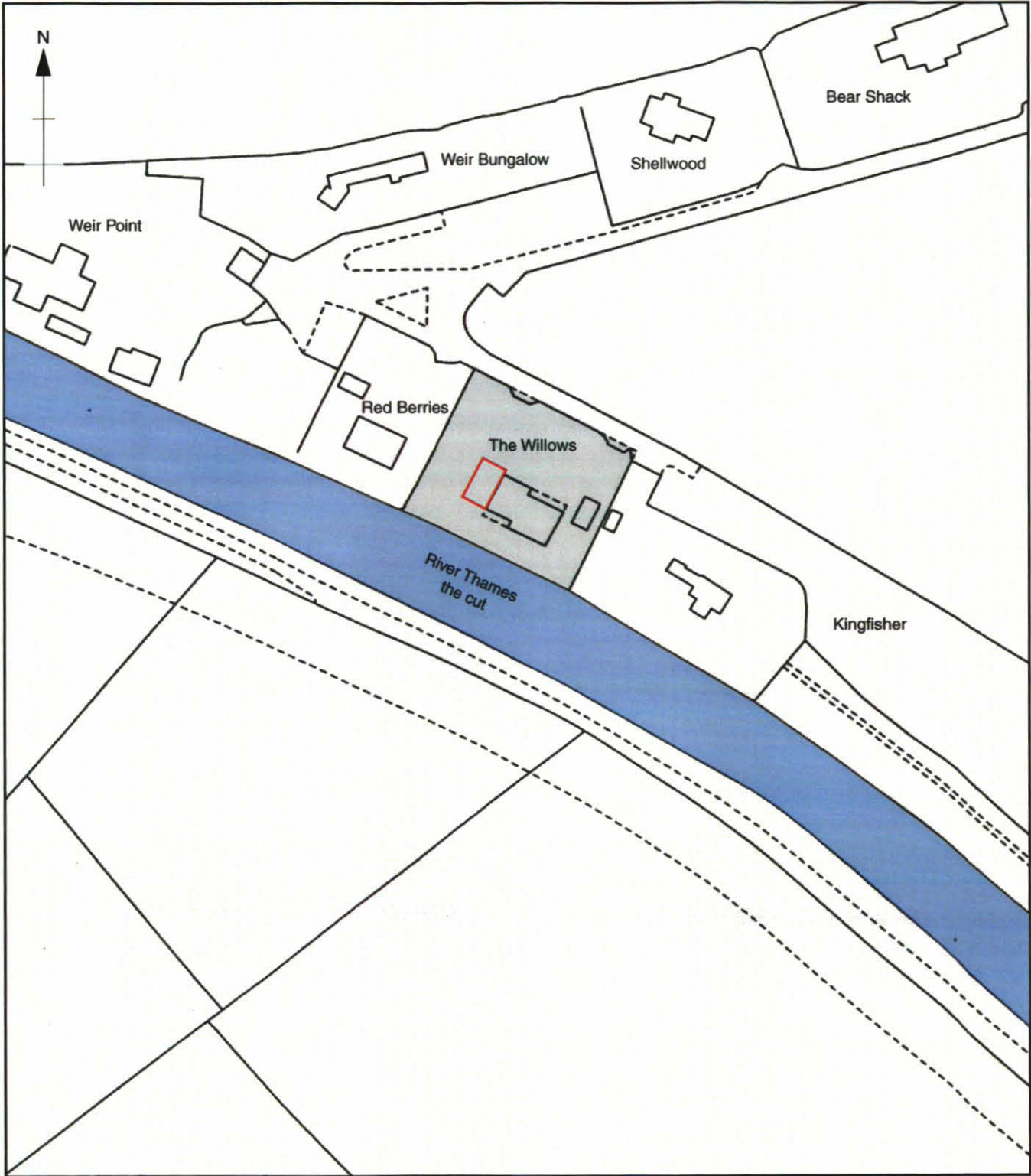
Location of archive: The archive is currently held at OA, Janus House, Osney Mead, Oxford, OX2 0ES, and will be deposited with Reading Museum in due course, under the following accession number: REDMG:



Scale 1:25,000

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Figure 1: Site location



KEY

- Application site
- Proposed extension

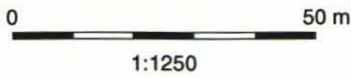
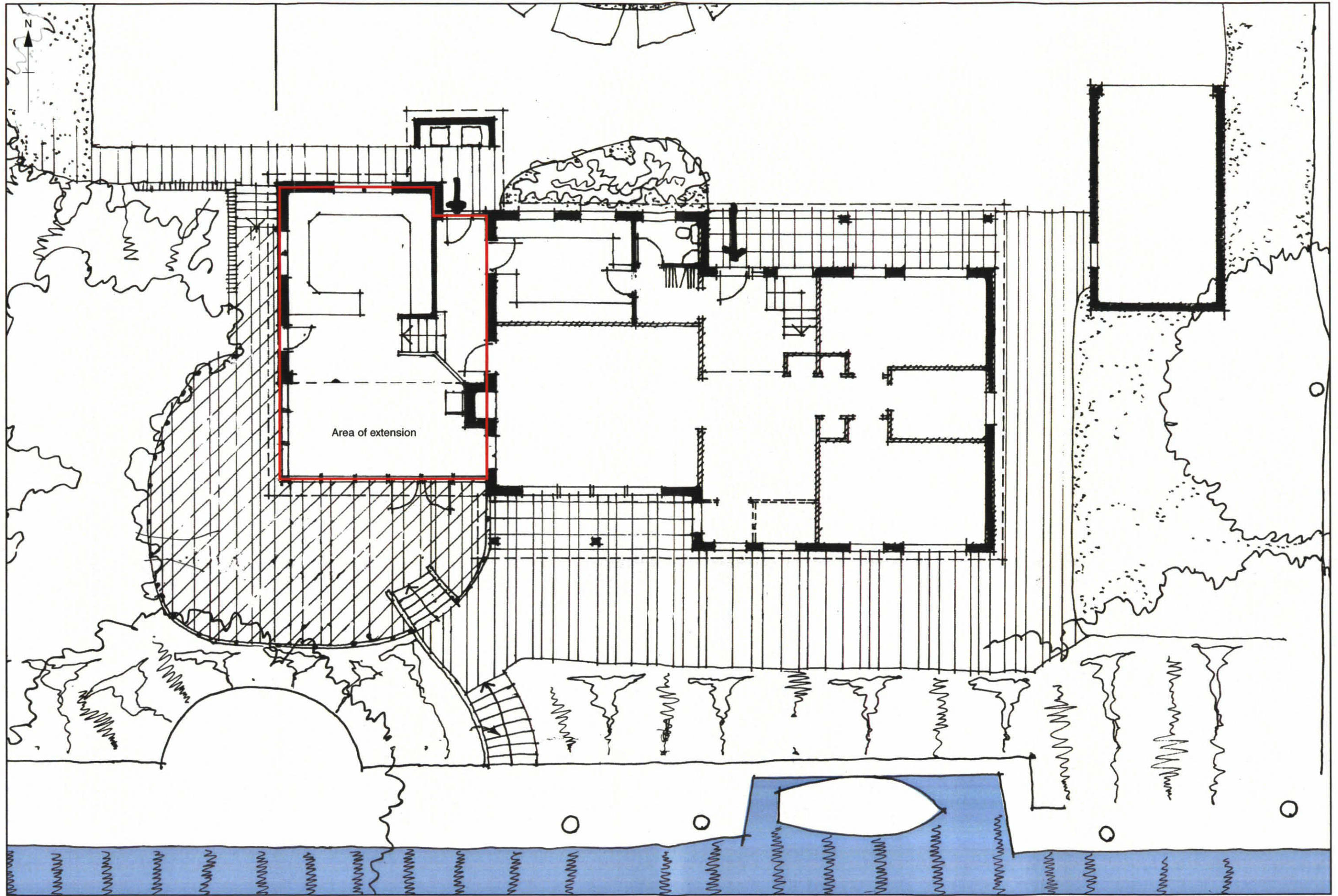


Figure 2: Location of extension



0 5m
1:100

Figure 3: Area of extension, Ground floor plan



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OASIS ID: oxfordar1-73691

Project details

Project name	Old Windsor the Willows
Short description of the project	In September 2005 Oxford Archaeology (OA) carried out an archaeological watching brief at The Willows, Ham Island, Old Windsor Berkshire (NGR:SU 9900 7533). The watching brief was required to inspect the footings of an extension to the existing dwelling. No archaeological remains or artefacts were recovered during the fieldwork, however the full depth of the foundation trenches was obscured by recently poured concrete and the beginnings of the new block work. All spoil heaps were scanned but no artefacts were found.
Project dates	Start: 21-09-2005 End: 21-09-2005
Previous/future work	Not known / No
Any associated project reference codes	WITWIL 05 - Sitecode
Any associated project reference codes	REDMG:2005.211 - Museum accession ID
Type of project	Recording project
Site status	None
Current Land use	Other 5 - Garden
Monument type	NONE None
Significant Finds	NONE None
Investigation type	'Watching Brief'
Prompt	Direction from Local Planning Authority - PPG16

Project location

Country	England
Site location	BERKSHIRE WINDSOR AND MAIDENHEAD OLD WINDSOR Old Windsor the Willows
Study area	375.00 Square metres
Site coordinates	SU 9900 7533 51.4677754771 -0.574583768163 51 28 03 N 000 34 28 W Point

Project creators

Name of Organisation	Oxford Archaeology
Project brief originator	Berkshire Archaeology
Project design originator	Oxford Archaeology
Project director/manager	D. Dodds
Project supervisor	R. Bashford

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Oxford Archaeology
Digital Archive ID	WITWIL05/WITWILWB
Digital Contents	'Stratigraphic'
Digital Media available	'Text'
Paper Archive recipient	Reading Museum
Paper Archive ID	REDMG:2005.211
Paper Contents	'Stratigraphic'
Paper Media available	'Diary', 'Microfilm', 'Photograph', 'Report', 'Unpublished Text'

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	The Willows, Ham Island, Old Windsor, Berkshire
Author(s)/Editor(s)	R. Bashford
Date	2005
Issuer or publisher	OXFORD ARCHAEOLOGY
Place of issue or publication	OXFORD
Description	A4 plastic bound client report
Entered by	wajdan.majeed (wajdan.majeed@oxfordarch.co.uk)
Entered on	10 March 2010

OLD WINDSOR, THE WILLOWS
WITWIL05

Box 1 FILE 3

Bo PRIMARY CONTEXT RECORDS

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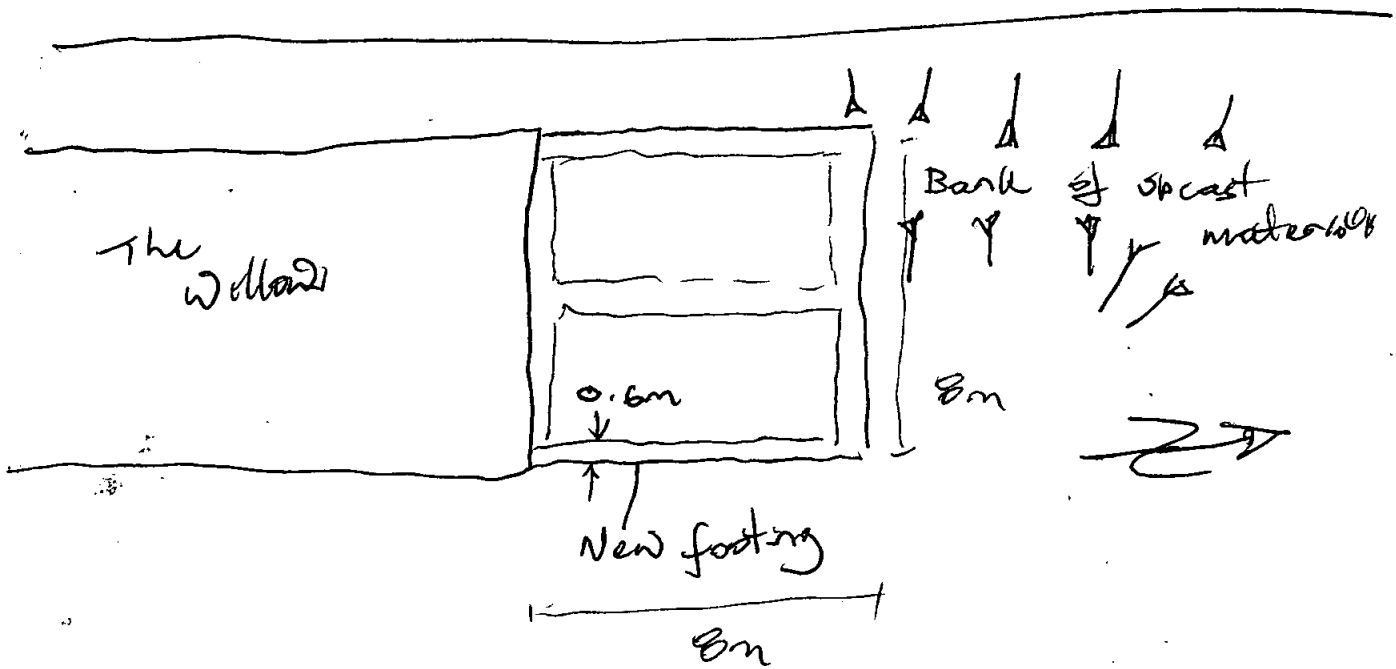
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G: Correspondence	
H: Miscellaneous	

Oxford Archaeological Unit	WATCHING BRIEF RECORD		
SITE CODE	SITE NAME The Willows Old Windsor	DATE 21/9/05	
NGR	County Windsor + Maidenhead	Start Time	14.30
		Finish Time	15.30
Milage	Previous Visit	Visit By	
Type of construction work Excavation of footings			
Contacts made			
Archaeology present?			
Yes:			
No: /			
Undated:			
Other:			
COMMENTS			
On site to monitor foundation trenches for house extension at the Willows Ham Island Old Windsor.			
On river site located on East bank of Thames.			
On arrival at site it was found that trenches had been filled with concrete and blockwork started.			
Excavations consisted of footings for an approx 8m x 8m extension with some ground reduction.			
Trenches had been filled with concrete to 0.3m below ground level while conversations with builders showed that concrete was 0.5m deep giving depth of excavation of 0.8m with general ground reduction of 0.2m with			
Records?	Photos		

Footprint of buildings
 Stratigraphy exposed was a general silt/
 river gravel mix dark brown in color
 an alluvial deposit Part of excavation was
 with bank caused by spcast of from
 construction of house.
 Examination of spoil produced no artifacts.
 Underlying natural clay as observed in Windsor
 great park not seen.
 River Thames



Sketch plan of works.

OLD WINDSOR THE WILLOWS
WITWIL05

Box 1 FILE 4

D. CATALOGUE OF PHOTOGRAPHS

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No. 978033 Buff



SCAN PDF

FILMING INSTRUCTIONS

Submitter OASouth

No. of CD copies: 2

Headings

Site information

Line 1: [OASouth] County:[Berkshire] Parish:[Old Windsor] Site:[The Willows]

Site code[WITWIL05]

Line 2: Excavators name[D. Dodds]

Line 3:

Classification of material

Tick if present

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



PHOTOGRAPHIC RECORD SHEET

SITE CODE *WITWIL05*

SITE NAME *OLD WINDSOR, The Willows*

FILM NO. *1*

Camera number

Lens number

Black & white / colour

Date	Negative number	View	Context(s)	Initials
	0	<i>W</i>	<i>overall view</i>	
	1	<i>W</i>	<i>overall view</i>	
	2	<i>W</i>	<i>overall view</i>	
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	<i>2</i>	<i>W</i>	<i>overall view</i>	
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