

# Hatfield Motor Dealership Site, Gypsy Moth Lane, Hatfield, Hertfordshire

**Project specification for an archaeological watching brief**

**7th December 2017**



17e287wb

## **Hatfield Motor Dealership Site, Gypsy Moth Lane, Hatfield, Hertfordshire Project specification for archaeological watching brief**

### **1.0 Background**

1.1 Planning permission (6/2017/2342/FULL) has been sought from Welwyn Hatfield District Council to construct a temporary car showroom on the site to the east of at Gypsy Moth Lane, Hatfield (TL 2154 0921). It is anticipated that consent will be subject to a condition relating to archaeology.

1.2 The archaeological potential of the site stems from its location. In summary, the site lies in an area where a moderate number of features and findspots are recorded in the county Historic Environment Record. Palaeolithic finds were recovered c.500m to the south of the site, comprising two hand axes, and a Mesolithic tranchet axe or Thames pick c.400m to the south. Later prehistoric activity is represented by a find of Middle Bronze Age pottery, and in the wider vicinity by Bronze Age pits, an arrowhead, and a scatter of Bronze Age flints. Occupation evidence of later Bronze Age or Iron Age date was recorded elsewhere within the land previously occupied by the aerodrome, these included a ditch and several other features, with a late Iron Age cremation urn also recorded. Nearby at Suttons Farm, excavation in advance of quarrying revealed a group of Iron Age features, alongside more extensive medieval (12th to 13th century) archaeological features. Ditches and pits of Roman date are also recorded and abraded Saxon pottery sherds.

However, a recent evaluation (Beaverstock and Platt 2016) carried out in on a parcel of land 1km to the southwest revealed surprisingly few deposits of archaeological interest, with the majority of the investigated features of modern or late post-medieval date. In the north-eastern area of the site, several Roman and one Saxon feature were identified indicating an area of higher archaeological potential.

### **2.0 Requirement for Work**

2.1 A watching brief has been requested on the recommendation of Hertfordshire County Archaeology Office and as set out in the *National Planning Policy Framework* (NPPF 2012, para 141) and the Borough policies on archaeology. This work is to take place during groundworks as a result of the possibility of damage or destruction of archaeological deposits.

2.2 This is to take place according to a written scheme of investigation approved by the Borough Council as advised by.

### **3.0 Aims and Objectives**

3.1 The aims of the project are to excavate and record any archaeological deposits affected by the groundworks. This is expected to comprise the digging of eight pits for concrete footing pads and several service trenches.

3.2 The potential and significance of any such deposits located will be assessed according to the research priorities such as set out in *English Heritage Research Agenda* (EH 2005) and *Research and Archaeology: a framework for the Eastern Counties- 1 and 2* (Glazebrook, 1997; Brown and Glazebrook 2000 Medlycot and Brown 2008) or any more local or thematic research priorities as necessary.

### **4.0 Methodology**

4.1 Archaeological deposits which are threatened by any groundworks, including digging of footing pads will be excavated and recorded. All ground reduction and stripping will be carried out under archaeological supervision. Sufficient time and resources will be allowed to carry this out within the groundworkers schedules. All discrete features will be investigated by hand and if accessible at least 50% of the volume of each pit or posthole will be dug. A 25% sample of each linear feature will also be dug (a minimum of a 1m wide slot per feature). 50% of all structural (beamslots, ring ditches) will be excavated. Structural elements such as walls and collapse/debris will be exposed and recorded. Features such as hearths and ovens will be at least 50% excavated, with provision up to 100% if necessary. Sampling levels may be increased if it is necessary to recover dating evidence. Any strategy will be in agreement with the County Archaeological Officer.

4.2 In general, all finds and artefacts will be retained. At the post-excavation stage (see below) the collection policy of the recipient museum will be followed, which may involve the discarding of certain classes of building material such as brick and tile or flint nodules after recording, with only a representative sample of some being retained.

4.3 Conservation on site will follow guidelines in First Aid For Finds with any other specialist conservation work subcontracted to a conservator (see project team, below).

4.4 A programme of environmental sampling will take place should sufficient well stratified subsoil deposits be located. Typically this involves samples of up to 40 L depending on the size of the feature examined. A programme of environmental sampling will take place, if any significant deposits are encountered. These will be sampled in consultation with our environmental consultants and the Hertfordshire County Archaeological Office. Sampling will take place according to Historic England (EH 2011).

4.5 Discovery of any human remains will be reported to the coroner and will be excavated following guidelines issued by the Ministry of Justice. Recovery and recording methodologies for human remains follow standard procedures identified by McKinley and Roberts (1993), Brickley and McKinley (2004) and TVAS Field Recording Manual (7th edition 2011). Any human bone recovered of archaeological significance will be deposited with Welwyn Hatfield Museums Service and will not be re-interred in earth.

4.6 Metal detectors will be used to enhance the recovery of metal finds. It is proposed that this work will be carried out by in-house staff and with no removal of finds without reference to contextual information. No title will be assumed by the finder. Gold, silver prehistoric base metal or other treasure finds will be reported to the Coroner and kept in a secure place as required by the Treasure Act (1996) and its subsequent amendments.

4.7 In the unlikely event of an unexpected discovery of exceptional archaeological findings, such as extensive human remains or other complex archaeological deposits, this may require an additional level of mitigation to enable preservation in-situ (such as by a modification to the groundworks scheme) or further archaeological recording. The scope of this mitigation will have to be determined in consultation with the client and Hertfordshire County Archaeological Office. In such circumstances a modest delay to the works on site may ensue whilst this consultation and resultant mitigation takes place.

4.8 Spoil heaps will be searched for finds.

## **5.0 Recording Methodology**

5.1 A single context recording system will be used in accordance with the TVAS Field Recording Manual (7th edition 2011). Descriptions of individual deposits and features will be recorded on pro-forma context recording sheets.

5.2 All archaeological deposits exposed will be planned at a scale of 1:20 and sections drawn at a scale of 1:10. All site drawings will be by pencil on drafting film.

5.3 Heights above OD will be taken and recorded on plans and sections.

5.4 The locations of the trenches, and of all plans and sections will be tied into the National Grid.

5.5 A photographic record will be made of the watching brief project consisting of digital image. It will record the principal features and finds discovered, both in detail and in their general context.

## **6.0 Post-fieldwork**

6.1 Finds processing and analysis will commence immediately following the completion of the fieldwork in accordance with guidelines in MoRPHE (EH 2006) and TVAS post-excavation procedures (6th edition 2013). If substantial remains are recorded during the project, then it will be necessary to undertake a full programme of analysis and publication in accordance with the guidelines in MoRPHE (EH 2006). If this is the case, then a timetable and programme of work for this aspect of the project will need to be submitted to the Local Planning Authority for agreement.

6.2 Artefacts/ecofacts will be cleaned, conserved and prepared for long term museum storage.

6.3 Specialist reports will be prepared on the artefacts recovered. Particular attention will be paid to correlating the pottery recovered with local or regional fabric type sequences.

6.4 Specialist analysis and reporting will be carried out by the following specialist staff or consultants as appropriate:-

Pottery Specialists	Dr Jane Timby, Dr Malcolm Lyne or Mr. Paul Blinkhorn (consultants) or Dr. Richard Tabor (TVAS)
Later Prehistoric Struck flint	Dr. Steve Ford (TVAS)
Stone Specialist	Dr. David Williams (Southampton University)
Metalwork Specialist	Mr Steven Crabb (Oxford University) or Dr. Robin Taylor (consultant)
Charred Plant Remains	Professor Mark Robinson (Oxford University) or Ms Rossy McKenna (consultant)
Faunal Remains	Ms Sheila Hamilton-Dyer, Dr Matilda Holmes (consultants) or Dr Ceri Falys or Ms Danielle Milbank (TVAS)
Human Remains	Dr Ceri Falys (TVAS)
Pollen Remains	Mr Dan Young (Quest, Reading University)
Conservation	Wiltshire County Council Conservation Service

## 7.0 Report and Dissemination

7.1 A report on the results of the fieldwork should be available within two-three weeks following completion of the fieldwork.

7.2 The report will follow our established format, comprising a descriptive text, illustrations and catalogues in appendices as appropriate.

7.3 The text will address the aims and objectives of the project, the methodology employed, describe the basic nature of the archaeological deposits discovered, and report on the artefacts recovered. It will then attempt to place the significance of the findings in their local, regional and national setting.

7.4 The report will include a frontsheet providing the following information:

- \*Site name
- \*Grid reference
- \*Site activity (evaluation trenching, geophysical survey, fieldwalking, watching brief, excavation, etc.)
- \*Date and duration of project including staff time
- \*Site code
- \*Area of site
- \*Summary of results
- \*Monuments identified (referenced to the RCHME Thesaurus of Monument Types)
- \*Location and reference of archive and a summary of its contents

7.5 The illustrations will include:

- a site location plan
- a plan of archaeological deposits
- profiles/sections of excavated features
- photographs of the site in general and specific contexts

7.6 Any findings even if negative will be published as a note or article in an appropriate journal such as *Hertfordshire Archaeology and History* or monograph, popular publication or book as necessary. A draft publication report will be prepared within four years of completion of fieldwork and appropriate resources for publication will be allocated.

7.7 Copies of the results (2) will be supplied to the Hertfordshire Historic Environment Record and a HER summary sheet will be appended.

7.8 A digital version of the report (.pdf) and summary report will be provided to the OASIS project.

7.9 Copies of digital images will be supplied to the Historic Environment Record (if requested).

## 8.0 Archive Deposition

8.1 The finds and site archive will be prepared in accordance with guidelines in MoRPHE (EH 2006), Cifa guidance (Cifa 2014a) and after consultation with the recipient museum or repository. Guidance produced by the Museum and Galleries Commission's Standards in the Museum Care of Archaeological Collections (1992), the Society of Museum Archaeologist's Selection, Retention and Dispersal of Archaeological Collections (1993) and the United Kingdom Institute for Conservation Guidelines for the preparation of excavation archives for long term storage (1990) will be followed.

8.2 The site archive will be deposited with Welwyn Hatfield Museums Service (or the Archaeology Data Service in agreement with the Local Planning Authority) within 12 months of completion of fieldwork. The museum will be contacted following the approval of the WSI in line with their policy and the AAS guidelines for Hertfordshire.

8.3 With the agreement of the landowner, the finds will be deposited with Welwyn Hatfield Museums Service.

8.4 The records will be copied onto microfiche for the National Archaeological Record.

## 9.0 General Items

9.1 The project will be managed on a regular basis by a Member of the Chartered Institute for Archaeologists with an appropriate area of competence (J. Pine or A. Taylor).

9.2 The project will be carried out in accordance with the CIFA Standard and Guidance for archaeological watching briefs (2014b) and Code of Conduct (2014c) and the quality control mechanisms set out in the TVAS fieldwork and post-fieldwork manuals. The fieldwork will be carried out as defined by the CIFA standards and guidance on watching briefs. In addition the guidance provided by Standards for Field Archaeology in the East of England (Gurney 2003) will be followed.

9.3 Safe working practices will be adopted as set out in the TVAS health and safety manual and current health and safety standards will be adhered to.

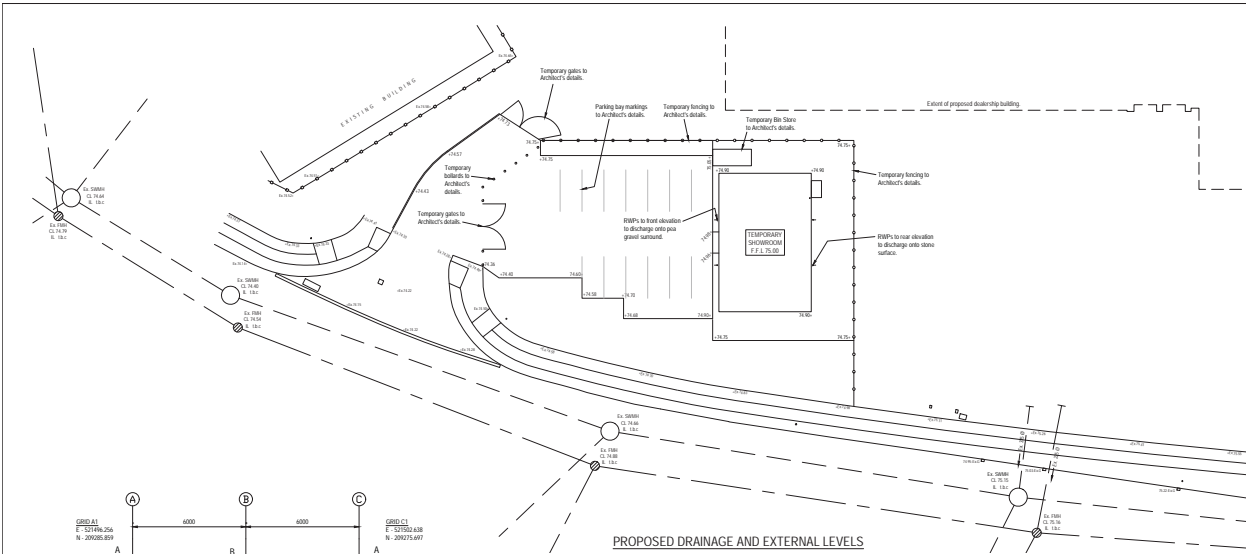
9.4 Our insurance cover comprises £10 million for public liability, £10 million for employee liability, cover for any hired-in plant, and professional indemnity cover of £5m.

9.5 Fieldwork and post fieldwork will take place on day rates.

## 10.0 References

- Beaverstock, K and Platt, D, 2016 'Hatfield Aerodrome, Albatross Way, Hatfield, Hertfordshire, An archaeological Evaluation' Thames Valley Archaeological Services report 15/267, Reading
- Cifa, 2014a, *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives*, Chartered Institute for Archaeologists, Reading
- Cifa, 2014b, *Standard and guidance for archaeological watching brief*, Chartered Institute for Archaeologists Reading
- Cifa, 2014c, *Code of Conduct*, Chartered Institute for Archaeologists, Reading
- EH 2005, *Research Agenda*, English Heritage, London.
- EH, 2006, *The MoRPHE project managers' Guide*, English Heritage, London
- EH 2011, *Environmental Archaeology*. Centre for Archaeology Guidelines 1, English Heritage, Portsmouth. (2nd edn)
- Glazebrook, J, 1997, *Research and Archaeology: a framework for the Eastern Counties-1*, E Anglian Archaeol Occas Pap 8

- Gurney, D, 2003, *Standards for Field Archaeology in the East of England*, E Anglian Archaeol Occas Pap **14**
- Hunns, T, 2000, 'Tring' in *Extensive Urban Survey project, assessment report*, Hertfordshire County Council, Hertford
- Medlycot, M and Brown, N 2008, *Revision of the Regional Archaeological Framework for the Eastern Region*, Algaeo East of England



- NOTES**
- This drawing to be read in conjunction with Eastwood & Partners drawing number 41753/2.
  - All pipes shall be either:
    - A - Vitified clay to BS EN 295 with a minimum crushing strength as follows:
      - 150 dia - 45 kN/m
      - 225 dia - 45 kN/m
      - 300 dia - 72 kN/m
    - B - Class II polypropylene to BS 5911
    - C - PVC-U to BS EN 12201 (Schedule 40) to BS 4-35-00) (Waste or similar approval. Maximum pipe length to be 30m)
  - All pipes are to be laid with a minimum gradient of 1 in 100. All pipes are to be laid with a minimum gradient of 1 in 100. All pipes are to be laid with a minimum gradient of 1 in 100.
  - Pipes entering manholes and road gullies shall have a flexible joint within 600 of the head of the manhole or gully pit with a cast iron cap.
  - All pipes are to be laid with a minimum gradient of 1 in 100.
  - All manholes and gullies are to be in accordance with "Sewers for Adopters" 8th edition, adopted with a Class 5 granular bed and surrounded as a minimum requirement. Pipes with a diameter less than 150mm to have a Class 2 concrete bed and surround. Pipes with a diameter less than 150mm to have a Class 2 concrete bed and surround. Pipes with a diameter less than 150mm to have a Class 2 concrete bed and surround.
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  - All cover frames are indicative only. Covers to be set to suit camber/gradient of existing and proposed surfacing.
  - The invert levels at the proposed points of connection to existing drains shall be checked before any new drains are constructed. Any variation to the levels shown on the drawing shall be notified to Eastwood & Partners.

EXISTING DRAINAGE INFORMATION SHOWN HAS BEEN TAKEN FROM SURVEYORS RECORDS. THE LOCATION AND INVERT LEVELS OF EXISTING BRANCH CONNECTIONS INTO THE SITE ARE TO BE DETERMINED ON SITE AT THE EARLIEST CONVENIENCE AND BEFORE ANY PROPOSED DRAINAGE WORKS ARE UNDERTAKEN.

REV	DESCRIPTION	NO	DATE
E	Revised for planning application	MM	5.02.17
D	Final revision (PPE) to be checked into plan	MM	5.02.17
C	Revised to allow connection without excavation into existing sub-calls	MM	5.02.17
B	Foundation set out added	MM	01.10.17
A	Final issue	MM	23.11.17

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**CAMBRIA AUTOMOBILES LTD.**

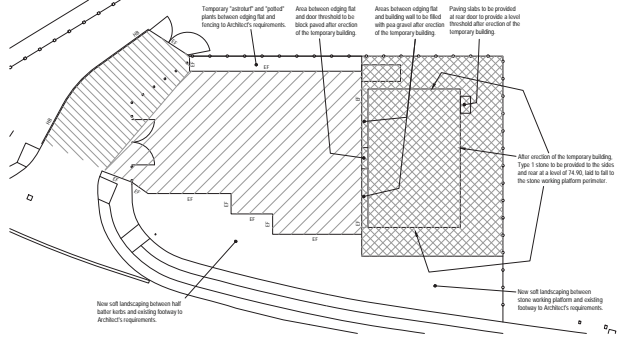
**GRANGE MULTI-BRAND HATFIELD**

**TEMPORARY SHOWROOM WORKS**

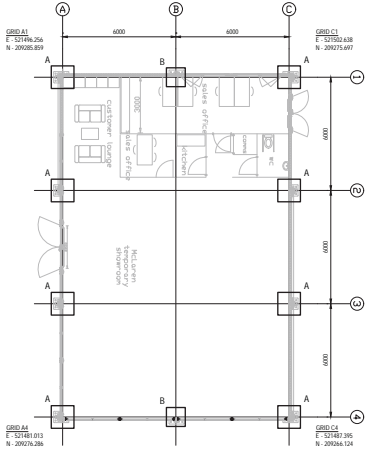
**Eastwood & Partners**  
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 www.eastwoodandpartners.com

SCALE	DATE	DRAWING NUMBER	REV
1:250	08-11-17	41753/141	E

**PROPOSED DRAINAGE AND EXTERNAL LEVELS**



- PROPOSED EXTERNAL FINISHES**
- Heavy duty tarmac areas:
    - 40mm - 140mm size coarse granitic surface course.
    - 70mm - 30mm size dense binder course.
    - 90mm - 40mm size dense base course.
    - 250mm - C1p Type 1 granular material.
  - Light duty tarmac areas:
    - 30mm - 140mm size coarse granitic surface course.
    - 50mm - 30mm size dense base course.
    - 250mm - C1p Type 1 granular material.
  - Temporary building working platform:
    - 200mm - C1p Type 1 granular material.
    - Top surface to be horizontal at a level of 74.75 prior to construction of building.
    - Formulation to be proof rolled and any soft spots replaced with approved granular material laid and compacted in layers.
  - Edging:
    - Edging Bar (150 x 150)



- FOUNDATION PLAN**
- A - 1200 x 1200 x 450 deep
  - B - 1000 x 1000 x 300 deep
  - ALL FOUNDATIONS ARE TO BE MASS CONCRETE FINISH AND ARE TO BE LOCATED CENTRALLY ON PROPOSED BUILDING GRID INTERSECTIONS.
  - TOP OF ALL FOUNDATIONS ARE TO BE CAST WITH A LEVEL OF 74.75 (± 250mm below F.F.L.)