

Archaeological Evaluation Report

Plot 1.3, Burgess Hill Northern Arc, West Sussex

NGR: SU 531466 120623

794-PLN-HER-01918

Version Number 1

20 August 2026

PLOT 1.3, BURGESS HILL NORTHERN ARC, WEST SUSSEX: AN ARCHAEOLOGICAL EVALUATION REPORT

Site Code: NAP22

Central NGR: SU 531466 120623

Local Planning Authority: Mid-Sussex District Council

Planning Reference: DM/18/5114

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DOCUMENT VERIFICATION

Site Name: Plot 1.3, Burgess Hill Northern Arc, West Sussex

Type of project: Evaluation

Report: R18544

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Revision No.	Date	Checked	Approved

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1 NON-TECHNICAL SUMMARY

Pre-Construct Archaeology Ltd was commissioned by Tetra Tech Consulting Ltd to undertake an archaeological evaluation at Plot 1.3, Burgess Hill Northern Arc, West Sussex. The evaluation was undertaken as part of the outline planning permission (Planning Reference DM/18/5114) as part of the proposed mixed-use development of the wider Burgess Hill Northern Arc. The evaluation comprised the excavation of 11no 30m X 1.8m trenches. The work was undertaken between the 8th and 10th June 2026.

The evaluation was carried out largely in keeping with the approved methodology. No archaeological features or artefacts were encountered in any of the trenches.

2 INTRODUCTION

2.1 Project Background

2.1.1 Pre-Construct Archaeology Ltd (PCA) was commissioned by Tetra Tech Consulting, on behalf of Bellway Homes to carry out an archaeological evaluation on Plot 1.3, Burgess Hill Northern Arc, West Sussex 'the Site' (**Figure 1**). Mid-Sussex District Council granted outline planning permission (DM/18/5114) for the mixed-use development of the wider Burgess Hill Northern Arc.

2.1.2 This document provides a report on the results of the evaluation carried in accordance with the Written Scheme of Investigation (WSI) prepared by RPS Tetra Tech (RPS 2025) and approved by the Local Planning Archaeologist. The archaeological evaluation comprised the mechanical excavation of 11no 30m X 1.8m trenches, this was reduced from the initial 13 trenches proposed in the WSI due to issues with trench placement that could not be mitigated. The evaluation was carried out between the 8th and the 10th June 2026.

2.1.3 This document has been prepared in accordance with the '*Chartered Institute for Archaeologists Standard for Archaeological Field Evaluation*' (CIfA, 2023) and '*Guidance for Archaeological Field Evaluation*' (CIfA, 2023) and '*Management of Research Projects in the Historic Environment*' (Historic England, 2015). PCA is a CIfA Registered Archaeological Organisation and is bound by its code of conduct.

2.2 Location, Topography and Geology

2.2.1 The Site lies in a primarily agricultural landscape, comprising to the immediate north of Burgess Hill, and to the east of Eastbridge Avenue.

2.2.2 The British Geological Survey states that the site lies over Weald Clay Formation (Mudstone) (BGS 2026).

2.3 Archaeological and Historical Background

2.3.1 The Archaeological and Historical background below is taken from the WSI prepared by RPS (RPS 2025) which uses research prepared for the Woodfield site (ASE 2019):

2.3.2 *What follows is a summary of the pertinent findings of recent fieldwork supplemented with the findings of a desk-based assessment prepared for the Woodfield House site (ASE 2019). Trial trench evaluation on land at the Northern Arc Eastern Bridge and Link Road identified a number of undated fire pits, post-holes and pits, probable post-medieval field boundary ditches, a deposit of colluvium and a palaeochannel. In addition, early prehistoric flintwork was recovered from the topsoil and subsoil horizons. Subsequently, two areas totalling c.2.04ha were mechanically stripped including the link road where it passes between the P1.5 & P1.6 areas (ASE 2021b).*

2.3.3 *The earliest evidence of activity consisted of a background scatter of flintwork and a shallow spread, both of Mesolithic date. Neolithic flintwork, including an unfinished arrowhead, demonstrated exploitation of the resources of this part of the Weald. However, the first clear alterations to the landscape dated from the Middle Iron Age. Pits containing*

burnt clay, and clusters of post-holes suggest slightly more intensive occupation than in previous periods, although with no evidence of agricultural activity. The most interesting features encountered consisted of a thin scatter of remarkably similar pits/hearths showing evidence of in situ burning and primary fills rich in oak charcoal. These somewhat enigmatic features were spread across both examined mitigation areas. Limited pottery finds and radiocarbon dating suggest these were created in the Romano-British era. Although their function remains unproven, it is suggested they represent the scant remains of woodland clearance although alternative interpretations, such as charcoal production are also considered.

- 2.3.4 *Evidence for medieval activity consisted of abraded pottery recovered from the overburden, and possible field boundaries close to Isaacs Lane, although their date remains unconfirmed. Post-medieval activity was more clearly represented in a varied assemblage of artefacts from the topsoil, and clear land division in the form of substantial ditches corresponding to field boundaries shown on cartographic sources.*
- 2.3.5 *Recent investigation of Plot 1.1, to the immediate north of the excavation area, revealed undated archaeological features consisting of several pits and ditches. (ASE 2022).*
- 2.3.6 *The investigation of Plots 1.5 and 1.6 produced similar results to those details above. The only dated feature contained Late Iron Age/Romano-British pottery (ASE 2023).*

3 AIMS AND OBJECTIVES

3.1 Archaeological Evaluation Aims

- 3.1.1 The aim of the archaeological evaluation were to ascertain;
- Whether archaeological remains are present on the site and if so to assess their nature, date, survival and significance;
 - How they might be impacted by the development of the site;
 - To enable the County Council Archaeology Officer to make an informed decision as to the requirement for any further archaeological work either in advance of, or during, the development.

3.2 Archaeological Evaluation Objectives

- 3.2.1 The project also has the potential to inform on the following areas of research from the South-Eastern Research Framework (SERF);
- The use of the Weald in later prehistory (SERF Middle Bronze Age – Iron Age Periods)
 - Agricultural economy – structural aspects; animal and plant remains (SERF Roman Period)
 - To what extent and in what ways have developments in agricultural technology and demand influenced historic landscape development? (SERF Historic Landscapes)
 - To what extent and in what ways can past landscapes and their components (prehistoric onwards) be understood in the present landscape? (SERF Historic Landscapes)
 - An understanding of the multifaceted landscape (SERF: Post-medieval and modern period)

4 RESULTS

4.1 Introduction

- 4.1.1 The following presents a summary of the evaluation results based upon the Site archive, which comprises a Site diary, trench/context recording sheets, registers, drawings and digital photographs; the archive also includes an assemblage of finds. The archive is held at PCA's Winchester office under the site code **NAP22** there is currently no museum accepting archive for Mid Sussex.

4.2 Methodology

- 4.2.1 The archaeological evaluation was undertaken following the methodology detailed in the Written Scheme of Investigation (RPS 2025), which was approved by the Local Planning Archaeologist in advance of the commencement of works.
- The evaluation comprised the excavation of 11 trenches measuring at 30m X 1.8m. The array of trenches do not target any geophysical anomalies but hope to provide a sample of the Site in order to establish its archaeological potential.
- 4.2.2 Trenches 47 and 49 were abandoned due to being placed in inaccessible areas of the Site.
- 4.2.3 Trenches 43,45,48,50, and 53 were adjusted and in some cases slightly shortened as the perimeter of the Site had changed due to the installation of tree protection fencing. The new site boundary was plotted using a GPS. (**Figure 2 & 3**)

4.3 Deposit Sequence

- 4.3.1 The deposit sequence was consistent across the Site (**Figure 4**). Trenches revealed a natural geology of a light to mid grey yellowish clay, at a depth of between 0.20m and 0.47m Below Ground Level (BGL). Subsoil was recorded in all trenches; it consisted of a mid-yellowish grey sandy clay varying in thickness between 0.1m - 0.26m. The topsoil comprised a dark greyish brown, silty clay and varied in depth between 0.1m - 0.22m (**Plates 1-22**).

4.4 Archaeological Features

- 4.4.1 No archaeological features, finds or deposits were identified during the evaluation works.

4.5 Conclusion

- 4.5.1 The archaeological evaluation was carried out in keeping with the aims and methodology set out in the approved WSI and appears to demonstrate that the Site contains no significant archaeological features or deposits.

5 ARCHIVE PREPARATION AND DEPOSITION

5.1 The Site Archive

- 5.1.1 The Site archive, to include all project records and cultural material produced by the project, will be prepared in accordance with 'Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation' (Brown 2011) and the Chartered Institute for Archaeologists 'Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives' (CIfA 2020).
- 5.1.2 There is currently no museum collecting archive for Mis Sussex and given the very limited results of the fieldwork, it is considered that the site conforms to the definition of a 'sterile project' (i.e., one that produces nothing of evidential value), according to the CIfA (n.d. a) Toolkit for Selecting Archaeological Archives (archaeological archives from sterile projects). It is therefore recommended that only selected digital data are deposited with the Archaeology Data Service (ADS), an approach commensurate with the scale and significance of the project. Deposition will involve uploading of the site report via OASIS only (online access to the index of archaeological investigations).
- 5.1.3 An OASIS record has been initiated, with key fields completed (**Appendix 3**) A.pdf version of the final report will be submitted following approval by the local planning authority's archaeological advisor team.

5.2 Copyright

- 5.2.1 The full copyright of the written/illustrative archive relating to the Site will be retained by Pre-Construct Archaeology Ltd under the Copyright, Designs and Patents Act 1988 with all rights reserved. West Sussex County Council, however, will be granted an exclusive licence for the use of the archive for educational purposes, including academic research, providing that such use shall be non-profitmaking, and conforms to the Copyright and Related Rights regulations 2003. Further distribution and uses of the report either in its entirety or part thereof in paper or electronic form is prohibited without the prior consent of Pre-Construct Archaeology Ltd.
- 5.2.2 The licence extends to the use of all documents arising from this project in all matters relating directly to the project, as well as for bona fide research purposes (which includes the West Sussex HER).
- 5.2.3 Pre-Construct Archaeology Ltd has made every effort to ensure the accuracy of the content of this report. However, Pre-Construct Archaeology Ltd cannot accept any liability in respect of, or resulting from, errors, inaccuracies, or omissions this report contains.

6 REFERENCES

ASE 2019 *Woodfield House, Isaacs Lane, Haywards Heath, West Sussex Historic Environment Desk-Based Assessment*. Unpublished Client document

ASE 2021b, *Archaeological Investigations at the Northern Arc Eastern Bridge and Link Road, Burgess Hill, West Sussex* Unpublished Client document

ASE 2022, *Archaeological Evaluation Report Phase 1 East, Plots 1.1 Burgess Hill, Northern Arc West Sussex* Unpublished Client document

ASE 2023, *Archaeological Post-Excavation Report – Burgess Hill Northern Arc West Sussex* Unpublished Client document

British Geological Survey online

viewer:<http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html> Accessed 15/06/2026

Brown, D. H. 2011. *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (revised edition). Archaeological Archives Forum.

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ClfA, 2020, '*Standard and Guidance for the collection, documentation, conservation and research of archaeological materials*', Chartered Institute for Archaeologists, Reading

Historic England, 2015, '*Management of Research Projects in the Historic Environment*', London

RPS, 2025, '*Plot 1.3 & Woodfield House, Burgess Hill Northern Arc, West Sussex*' Unpublished Client document

APPENDIX 1: PHOTOGRAPHS (PLATES 1–22)



Plate 1. Trench 41, looking west. Scale 1m



Plate 2. Trench 41, representative section, looking north. Scale 1m.



Plate 3. Trench 42, looking west. Scale 1m



Plate 4. Trench 42, representative section, looking south. Scale 1m



Plate 5. Trench 43, looking southeast. Scale 1m



Plate 6. Trench 43, representative section, looking southwest. Scale 1m



Plate 7. Trench 44, looking south. Scale 1m.



Plate 8. Trench 44, representative section, looking west. Scale 1m.



Plate 9. Trench 45, looking east. Scale 1m.



Plate 10. Trench 45, representative section, looking north. Scale 1m.



Plate 11. Trench 46, looking east. Scale 1m.



Plate 12. Trench 46, representative section, looking North. Scale 1m.



Plate 13. Trench 48, looking north. Scale 1m.



Plate 14. Trench 48, representative section, looking east. Scale 1m.



Plate 15. Trench 50, looking east. Scale 1m.



Plate 16. Trench 50, representative section, looking north. Scale 1m.



Plate 17. Trench 51, looking south. Scale 1m.



Plate 18. Trench 51, representative section, looking east. Scale 1m.



Plate 19. Trench 52, looking east. Scale 1m.



Plate 20. Trench 52, representative section, looking south. Scale 1m.



Plate 21. Trench 53, looking south. Scale 1m.



Plate 22. Trench 53, representative section, looking west. Scale 1m.

APPENDIX 2: TRENCH INDEX

Trench No.	Context	Type	Description	Depth (m) BGL
41	4101	Topsoil	Dark brownish grey silty clay	0.0-0.14
	4102	Subsoil	Mid grey silty clay	0.14-0.35
	4103	Natural	Mid greyish yellow clay	0.35+
42	4201	Topsoil	Dark brown silty clay	0.0-0.20
	4202	Subsoil	Mid brownish grey silty clay	0.20-0.30
	4203	Natural	Light greyish yellow clay	0.30+
43	4301	Topsoil	Dark brownish grey silty clay	0.0-0.11
	4302	Subsoil	Mid grey sandy clay	0.11-0.25
	4303	Natural	Light greyish yellow clay	0.25+
44	4401	Topsoil	Dark brownish grey silty clay	0.0-0.15
	4402	Subsoil	Mid grey silty clay	0.15-0.25
	4403	Natural	Light greyish yellow clay	0.25+
45	4501	Topsoil	Dark brownish grey silty clay	0.0-0.12
	4502	Subsoil	Mid yellowish grey silty clay	0.12-0.38
	4503	Natural	Mid yellow clay	0.38+
46	4601	Topsoil	Dark brownish grey silty clay	0.0-0.22
	4602	Subsoil	Mid yellowish grey sandy clay	0.22-0.47
	4603	Natural	Light greyish yellow clay	0.47+
48	4801	Topsoil	Dark greyish brown silty clay	0.0-0.16
	4802	Subsoil	Mid yellowish grey sandy clay	0.16-0.30
	4803	Natural	Light greyish yellow clay	0.30+
50	5001	Topsoil	Dark brownish grey silty clay	0.0-0.17
	5002	Subsoil	Mid yellowish grey sandy clay	0.17-0.38
	5003	Natural	Light greyish yellow clay	0.38+
51	5101	Topsoil	Dark brownish grey silty clay	0.0-0.12
	5102	Subsoil	Mid yellowish grey silty clay	0.12-0.20
	5103	Natural	Mid greyish yellow clay	0.20+
52	5201	Topsoil	Dark greyish brown silty clay	0.0-0.20
	5202	Subsoil	Mid yellowish grey sandy clay	0.20-0.35
	5203	Natural	Greyish yellow clay	0.35+
53	5301	Topsoil	Mid greyish brown silty clay	0.0-0.15
	5302	Subsoil	Mid greyish yellow silty clay	0.15-0.25
	5303	Natural	Light greyish yellow clay	0.25+

APPENDIX 3: OASIS RECORD

OASIS Summary

OASIS ID (UID)	preconst1-543614
Project Name	Plot 1.3, Burgess Hill Northern Arc, West Sussex: An Archaeological Evaluation Report
Sitename	Plot 1.3, Burgess Hill Northern Arc
Sitecode	
Project Identifier(s)	Plot 1.3, Burgess Hill Northern Arc,
Activity type	Evaluation
Planning Id	
Reason For Investigation	Planning requirement
Organisation Responsible for work	Pre-Construct Archaeology Ltd
Project Dates	08-Jun-2026 - 10-Jun-2026
Location	Plot 1.3, Burgess Hill Northern Arc NGR: TQ 31466 20623 LL: 50.97002992769357, -0.129018966368583 12 Fig: 531466,120623
Administrative Areas	Country: England County/Local Authority: West Sussex Local Authority District: Mid Sussex Parish: Ansty and Staplefield
Project Methodology	Pre-Construct Archaeology Ltd (PCA) was commissioned by Tetra Tech Consulting, on behalf of Bellway Homes to carry out an archaeological evaluation on a parcel of land to the immediate north of Burgess Hill, to the east of Eastbridge Avenue. The archaeological evaluation comprised the mechanical excavation of 11no 30m X 1.8m trenches.

Project Results	The evaluation demonstrated that there was no archaeological activity in any of the locations where the trial trenches were opened, indicating that the site holds no archaeological significance.
Funder	Private or public corporation Bellway Homes
HER	West Sussex HER - unRev - STANDARD
Person Responsible for work	Maisie Marshall
HER Identifiers	

Report generated on: 30-06-2026:1747

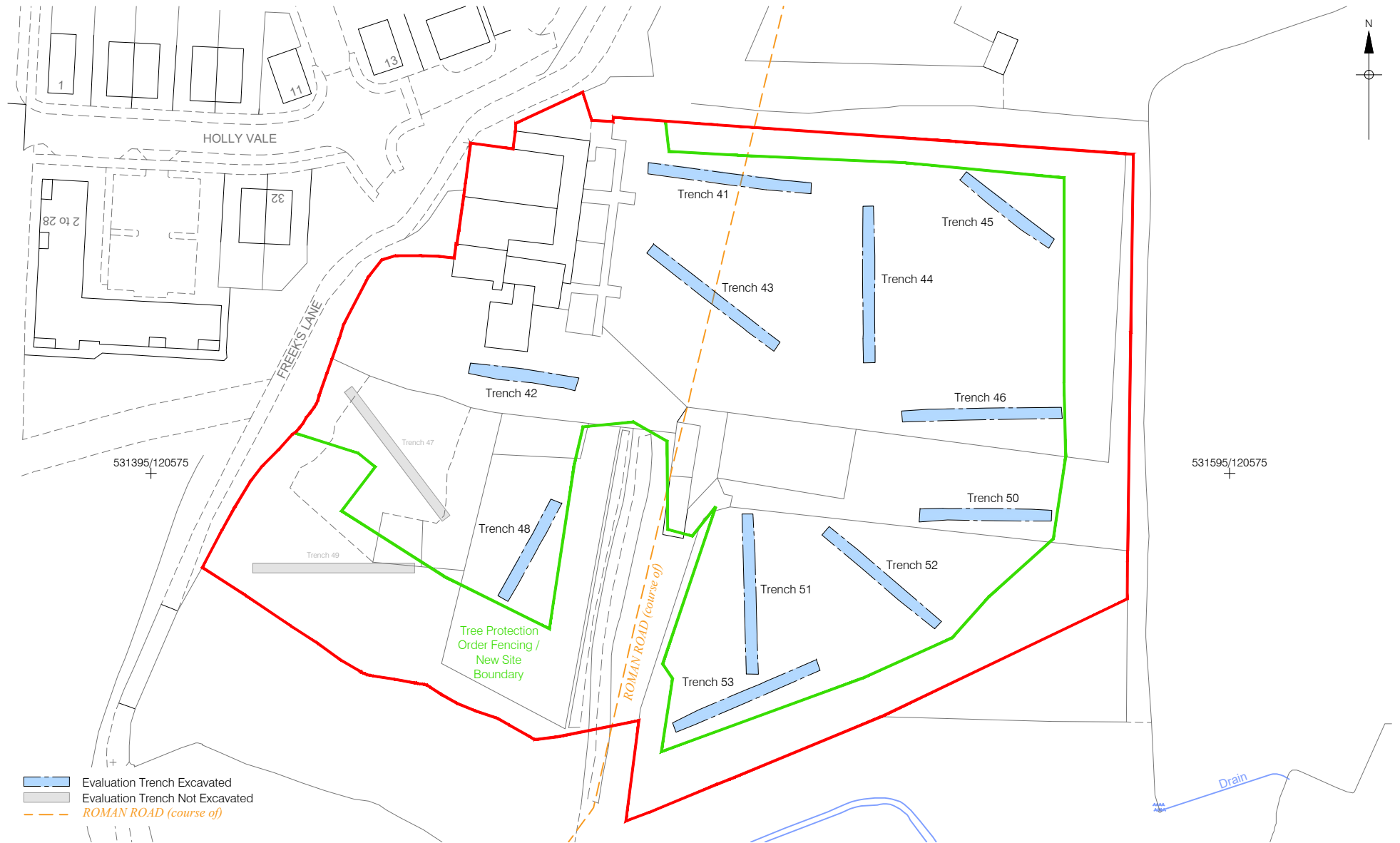




Figure 3
Detailed Trench Plan showing Tree Protection Order Fencing / New Site Boundary
1:625 at A3

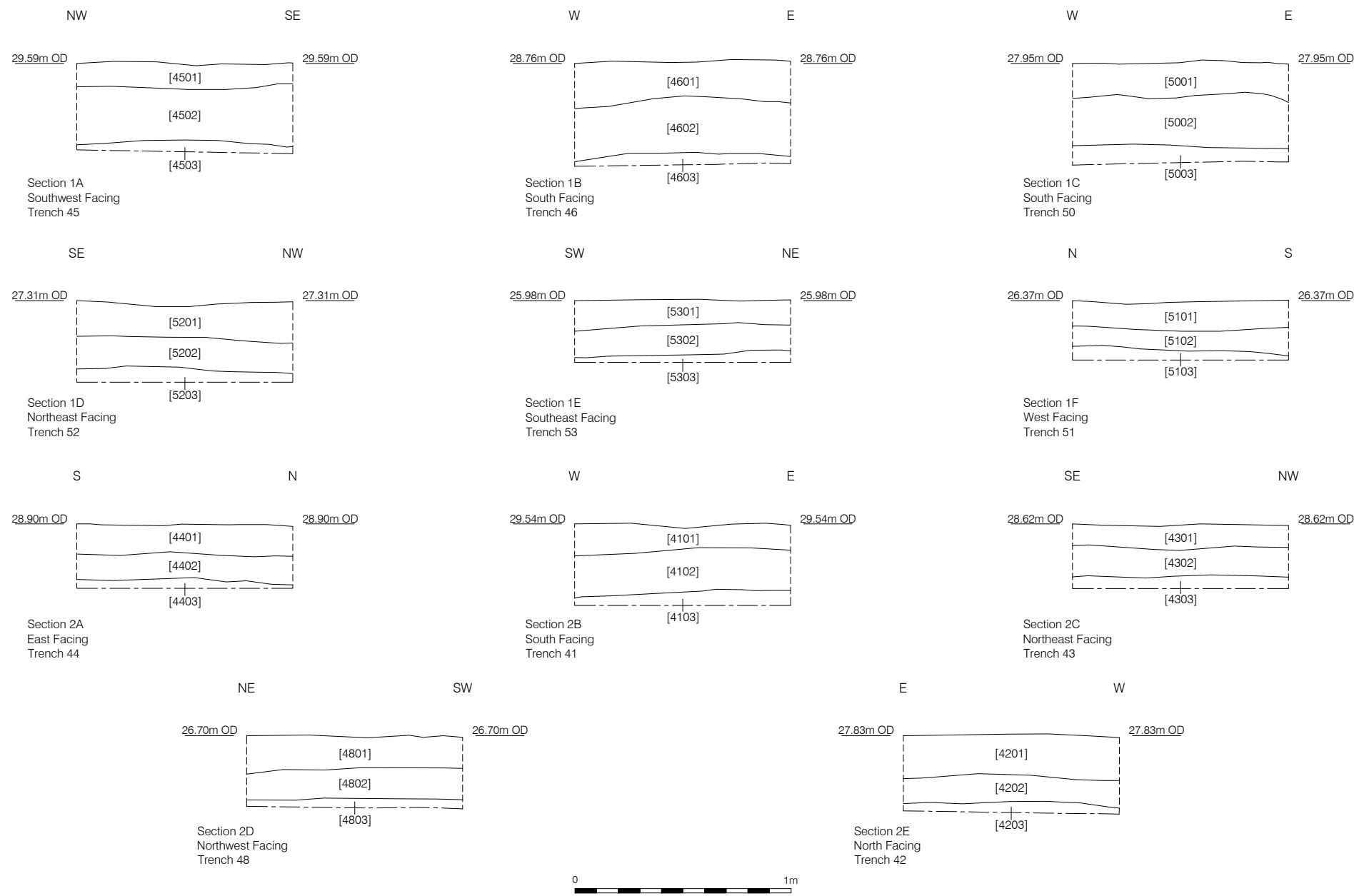


Figure 4
Sections
1:25 at A4

APPENDIX 4: WRITTEN SCHEME OF INVESTIGATION

**PLOT 1.3, BURGESS HILL NORTHERN ARC, WEST SUSSEX WRITTEN SCHEME OF
INVESTIGATION FOR ARCHAEOLOGICAL EVALUATION**

Issue 1

Issued for Approval

Local Planning Authority:

Mid-Sussex District Council

Planning Reference:

DM/18/5114

Site Code:

NAP22

NGR:

SU 531466 120623

Commissioning Agent:

Tetra Tech Consulting on behalf of Bellway Homes

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1 INTRODUCTION

1.1 Project Background

1.1.1 Pre-Construct Archaeology Ltd (PCA) was commissioned by Tetra Tech Consulting, on behalf of Bellway Homes to carry out an archaeological evaluation on Plot 1.3, Burgess Hill Northern Arc, West Sussex 'the Site' (Figure 1). Mid-Sussex District Council granted outline planning permission (DM/18/5114) for the mixed-use development of the wider Burgess Hill Northern Arc.

1.1.2 Mid-Sussex District Council have granted planning permission for mixed-use development of the wider Burgess Hill Northern Arc site subject to conditions (DM/18/5114). Condition 11 is for archaeology:

No development shall take place within a reserved matters area until the applicant has secured the implementation of a programme of archaeological work in accordance with a Written Scheme of Investigation for that reserved matters area, to be first submitted to and approved in writing by the Local Planning Authority.

Reason: To identify and to secure the appropriate level of work that is necessary before commencement of the development in respect of protecting archaeological heritage assets, and also what may be required after commencement and in some cases after the development has been completed, and to accord with Policy DP34 of the Mid Sussex District Plan 2014 - 2031.

1.1.3 Recent archaeological evaluation of the broader landscape has been undertaken by ASE. A small number of archaeological features were identified, including charcoal-filled pits which were of similar character to those found during the mitigation of the access road, tentatively dated to the Romano-British period (ASE 2021b). Subsequent mitigation confirmed the agricultural nature of the features (ASE 2023).

1.1.4 This document represents a Written Scheme of Investigation (WSI) for the evaluation one of the remaining two land parcels, Plot 1.3.

1.1.5 This document has been prepared in accordance with the '*Chartered Institute for Archaeologists Standard for Archaeological Field Evaluation*' (CIfA, 2023) and '*Guidance for Archaeological Field Evaluation*' (CIfA, 2023), '*Sussex Archaeological Standards*' (2019) and '*Management of Research Projects in the Historic Environment*' (Historic England, 2015). PCA is a CIfA Registered Archaeological Organisation and is bound by its code of conduct.

1.2 Location, Topography and Geology

- 1.2.1 The Site lies in a primarily agricultural landscape, comprising to the immediate north of Burgess Hill, and to the east of Eastbridge Avenue.
- 1.2.2 The British Geological Survey states that the site lies over Weald Clay Formation (Mudstone) (BGS 2026).

1.3 Archaeological and Historical Background

- 1.3.1 Archaeology South-East (ASE) carried desk-based assessment prepared for the Woodfield House Site (ASE 2019) and have carried out works nearby which has informed the archaeological background.
- 1.3.2 Trial trench evaluation on land at the Northern Arc Eastern Bridge and Link Road identified a number of undated fire pits, post-holes and pits, probable post-medieval field boundary ditches, a deposit of colluvium and a palaeochannel. In addition, early prehistoric flintwork was recovered from the topsoil and subsoil horizons. Subsequently, two areas totalling c.2.04ha were mechanically stripped including the link road where it passes between the P1.5 & P1.6 areas (ASE 2021b).
- 1.3.3 The earliest evidence of activity consisted of a background scatter of flintwork and a shallow spread, both of Mesolithic date. Neolithic flintwork, including an unfinished arrowhead, demonstrated exploitation of the resources of this part of the Weald. However, the first clear alterations to the landscape dated from the Middle Iron Age. Pits containing burnt clay, and clusters of post-holes suggest slightly more intensive occupation than in previous periods, although with no evidence of agricultural activity. The most interesting features encountered consisted of a thin scatter of remarkably similar pits/hearths showing evidence of in situ burning and primary fills rich in oak charcoal. These somewhat enigmatic features were spread across both examined mitigation areas. Limited pottery finds and radiocarbon dating suggest these were created in the Romano-British era. Although their function remains unproven, it is suggested they represent the scant remains of woodland clearance although alternative interpretations, such as charcoal production are also considered.
- 1.3.4 Evidence for medieval activity consisted of abraded pottery recovered from the overburden, and possible field boundaries close to Isaacs Lane, although their date remains unconfirmed. Post-medieval activity was more clearly represented in a varied assemblage of artefacts from the topsoil, and clear land division in the form of substantial ditches corresponding to field boundaries shown on cartographic sources.
- 1.3.5 Recent investigation of Plot 1.1, to the immediate north of the excavation area, revealed undated archaeological features consisting of several pits and ditches. (ASE 2022).
- 1.3.6 The investigation of Plots 1.5 and 1.6 produced similar results to those details above. The only dated feature contained Late Iron Age/Romano-British pottery (ASE 2023).

Woodfield House

- 1.3.7 Woodfield House itself dates back to the late 18th century, with later additions. the Tithe Map of 1838 shows the site as 'Wood Field Lodge' and the main house is depicted on it. A building in the north-west corner of the site could be the Cottage although it is not clear from the map whether it is part of the site or is located outside the site boundaries. The pond in the southern area of the site looks bigger than in later maps. Another building appears in the south-eastern part of the site, which does not appear on any of the later maps; it is unclear what this building was.
- 1.3.8 The first edition Ordnance Survey map of 1875-1881 is the first clear and detailed depiction of the site, then called 'Woodfield Lodge'. The main house and the cottage are both visible, and so are the walled gardens and green house to the east of the buildings. The rest of the estate seems to be occupied by parkland, with the small wooded area and pond already present in the southernmost part of the site.
- 1.3.9 On the 1897, 1910-1911 and 1937 OS maps, no major changes are visible within the site: some of the paths and boundaries within the park seem to alter slightly but the main fabric of the site remains unchanged. A building in the north-western corner of the site seems to belong to Woodfield Lodge but it is then excluded in the 1937 OS map and forms a separate plot.
- 1.3.10 The OS maps of 1955-1956, 1969 and 1976 do not show any further changes.

2 AIMS

2.1 Archaeological Evaluation Aims

2.1.1 The aim of the archaeological evaluation were to ascertain;

- Whether archaeological remains are present on the site and if so to assess their nature, date, survival and significance;
- How they might be impacted by the development of the site;
- To enable the County Council Archaeology Officer to make an informed decision as to the requirement for any further archaeological work either in advance of, or during, the development.

2.2 Archaeological Evaluation Objectives

2.2.1 The project also has the potential to inform on the following areas of research from the South-Eastern Research Framework (SERF);

- The use of the Weald in later prehistory (SERF Middle Bronze Age – Iron Age Periods)
- Agricultural economy – structural aspects; animal and plant remains (SERF Roman Period)
- To what extent and in what ways have developments in agricultural technology and demand influenced historic landscape development? (SERF Historic Landscapes)
- To what extent and in what ways can past landscapes and their components (prehistoric onwards) be understood in the present landscape? (SERF Historic Landscapes)
- An understanding of the multifaceted landscape (SERF: Post-medieval and modern period)

3 METHODOLOGY

3.1 General Methodology

- 3.1.1 A unique site code has been allocated by PCA: **WCRL26**. This will be used on all site records and other components of the Site archive.
- 3.1.2 The evaluation will comprise the excavation of a total of 13no 30m X 1.8m trenches.
- 3.1.3 The proposed location of the trenches may require final adjustment to avoid any unforeseen constraints that become apparent on the site. The dimensions of the trenches may be adjusted to incorporate stepped sections where deeper excavation is required in order to remove modern overburden and to confirm the presence or absence of archaeological resources.
- 3.1.4 Trenches will be set out using a survey-grade RTK GPS. The trenches will be mechanically excavated using a 360° tracked excavator fitted with a 1.8m toothless bucket. All mechanical excavation will be supervised by a suitably qualified archaeologist familiar with the ground conditions anticipated on the Site. Spoil will be stored at least 1m from the edge of the evaluation trench. Topsoil, subsoil and any other materials will be piled separately. Machine excavation will proceed in spits of no more than 100mm thickness in order to ensure that archaeological deposits and features are not over-excavated.
- 3.1.5 Risings from the machine and hand excavation, as well as the base of each trench, will be scanned for the presence and collection of artefacts; this will include the use of a metal detector.
- 3.1.6 Mechanical excavation will proceed to the top of any significant archaeological level or to the top of 'natural' subsoil, whichever is encountered first. In the event that significant and complex archaeological features and deposits are revealed, the Tetra Tech will be informed immediately. Further hand excavation may be required to address the evaluation aims, e.g. where modern or archaeological features are seen to truncate stratified archaeological deposits and features, then these will be sample excavated by hand to enable the depth of stratification to be assessed.
- 3.1.7 On completion, the trenches will be backfilled using excavated risings; this does not constitute reinstatement. Where vulnerable archaeological remains are present within the trenches, they will be protected from damage, with measures such as geotextile covering considered prior to backfilling. No backfilling will take place without prior agreement from WCAS.
- 3.1.8 All gold and silver objects will be removed to a secure location and reported to the local coroner in accordance with the Treasure Act 1996. Where immediate removal is not possible, appropriate security measures will be put in place to protect the finds.

- 3.1.9 If no significant archaeological remains are identified, the HETA, contractor and Client will be informed. Should significant remains be uncovered, the requirement for, and scope of, any further archaeological excavation will be agreed in consultation with the HETA and the Client.

3.2 Access and Safety

- 3.2.1 Reasonable access to the location of the Site will be granted to representatives of the Local Planning Authority and the Client, or their agent, who wish to be satisfied, through Site inspections, that the archaeological works are being conducted to proper professional standards and in accordance with the agreements made.

- 3.2.2 All relevant health and safety legislation, CDM, COSHH regulations and codes of practice will be respected.

- 3.2.3 The Client will provide all information obtainable on ground contamination and the location of live services before Site works commence.

3.2.4 Excavation and Recording Techniques

- 3.2.5 All exposed archaeological features and deposits will be cleaned by hand, planned and recorded. All discrete cut features will be sampled as a minimum by half section (i.e. 50% of feature excavated). At least 25% of any linear feature will be sectioned to produce a vertical section where practicable. A minimum 50% of structural features (beamslots, ring ditches) - actual surviving structural elements (walls, collapse/debris fields) will be exposed, cleaned and preserved for excavation in more appropriate circumstances. 50-100% domestic/industrial working features (hearths, ovens) - unless large & structural, in which case see above. All features will be planned at the scale of 1:20 in relation to the trench outline. Further plans at the scale of 1:20 and sections at the scale of 1:10 will be drawn as necessary. Plans will be drawn on plastic film. Comparative site levels will be recorded for each feature or important context with reference to an OS benchmark, or if unfeasible to an arbitrary on-site datum

- 3.2.6 All archaeological features and deposits will be recorded using the standard context record sheets used by Pre-Construct Archaeology. A metal detector will be used to scan all excavated material.

- 3.2.7 The Tetra Tech will be informed immediately of any archaeological features or deposits worthy of preservation in situ, and generally of any high quality archaeological remains in order that this written scheme of investigation can be reviewed if necessary.

- 3.2.8 The strategy for sampling archaeological and environmental deposits and structures encountered during any stage of archaeological fieldwork (which can include soils, timbers, animal bone and human burials) will be developed with reference to English Heritage guidelines for environmental archaeology (English Heritage 2011) and waterlogged wood (English Heritage 2010) and in consultation with the English

Heritage regional advisor or relevant specialists. Samples will be collected from suitable excavated contexts, including dated/datable buried soils, well-sealed slowly silting features, sealed hearths, sealed features containing evident carbonised remains, peats, water-logged or cess deposits.

- 3.2.9 Bulk soil samples (of 40 litres where possible or 100% of the context if smaller) will be taken to target the recovery of plant remains (including wood charcoal and macrobotanicals), fish, bird, small mammal and amphibian bone, and small artefacts. Specialist samples may also be taken to target recovery of pollen (using monolith tins), fish and small bone, molluscs, foraminifera, parasites and insects (in small <20 litre samples) or large mammal bones and marine molluscs (in large samples of ~80-100 litres). When taken, large samples will be extracted wholesale from deposits to maximise the range of bone recovered. As a general rule waterlogged wood specimens will be photographed and recorded in detail in their original location prior to being lifted or sampled for more detailed assessment. Other scientific dating and geoarchaeological techniques will be considered and employed where appropriate.
- 3.2.10 In the event that human remains are discovered the Archaeological Officer will be informed. No human remains will be lifted at evaluation stage unless it is unavoidable and only with the appropriate licence from the Ministry of Justice.

3.3 Finds Recovery Processing and Treatment

- 3.3.1 All artefacts recovered during the excavations on the Site are the property of the Landowner. They are to be suitably bagged, boxed, and marked in accordance with the United Kingdom Institute for Conservation's *Conservation Guidelines no.2* and the Chartered Institute for Archaeologists' *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA 2020). On completion of the archaeological works, the Landowner will be requested to donate and deposit the archive, including all artefacts, with the Hampshire Cultural Trust.
- 3.3.2 Artefacts will be excavated carefully by hand. Bulk artefacts will be collected and bagged according to their archaeological context. The location of special finds will be recorded three-dimensionally. If necessary, an appropriately qualified and experienced archaeological conservator will be appointed to advise and assist in the lifting of fragile finds of significance and/or value, and to arrange for the X-raying and investigative conservation of objects as may be necessary. Where appropriate to address the aims of the archaeological investigations, sieving of deposits will be undertaken to maximise the recovery of small artefacts, including worked flint.
- 3.3.3 Records of artefact assemblages will clearly state how they have been recovered, sub-sampled and processed. Sub-sampling procedures will be agreed with the County Archaeologist and follow the guidance and advice of the curator of the museum/depository in which the Site archive will be deposited.

- 3.3.4 Any gold, silver, or other objects that fall under the statutory definition of Treasure (as defined by the Treasure Act of 1996 and its revision of 2023) will be reported immediately to the relevant Coroner's Office, the local Finds Liaison Officer (FLO), who is the designated treasure co-ordinator for West Sussex, the landowner and the County Archaeologist. A Treasure Receipt (obtainable from either the FLO or the DCMS website) must be completed, and a report submitted to the Coroner's Office and the FLO within 14 days of understanding the find is Treasure. Failure to report within 14 days is a criminal offence. The Treasure Receipt and Report must include the date and circumstances of the discovery, the identity of the finder (put as unit/contractor) and (as exactly as possible) the location of the find. Under the 2023 revision, 'Significant Objects' are also classed as Treasure where, by virtue of rarity or other factors, they provide an exceptional insight into an aspect of national or regional history, archaeology, or culture.

3.4 Archaeological Science and Environmental Sampling

- 3.4.1 A structured programme of environmental sampling appropriate to the aims of the excavation will be implemented. The strategy and methodology for the sampling, recording, processing, assessment, analysis and reporting of deposits with environmental archaeology potential will be in accordance with Historic England's *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (third edition)* (Historic England 2025). Any variation to this guidance will be agreed in advance with both the County Archaeologist and the Historic England Regional Scientific Advisor.
- 3.4.2 Environmental samples from dry deposits will normally be processed by flotation following the fieldwork, and the residues will be sorted to retrieve small bones, small finds and charcoal that has not floated. Environmental samples from wet deposits will normally be sent to specialists for processing in laboratory conditions.

NOTE: Any changes to the methodology set out above will be discussed and agreed in advance with and set out in the post-excavation report.

4 REPORTING

4.1 Post-excavation Assessment Report

- 4.1.1 Following all site works, including additional works as may be required on the Site in addition to those set out in this document, and processing and stabilisation of the site archive, a report will be prepared within three months. Copies of the report will be issued to Tatra Tech.
- 4.1.2 The report will be issued in hard copy and in digital PDF(A) format. It will be accompanied by digital copies of images, plans and maps. All digital files will be supplied in a PC-readable format.
- 4.1.3 A copy of the archive report and digital data (.dxf or shapefile format) relating to the archaeological findings will be deposited with the West Sussex Historic Environment Record.
- 4.1.4 If necessary, the report will include an updated project design setting out an overall programme of post-excavation analysis through to completion of a full report and publication of the results of the investigation.
- 4.1.5 The report will include:
- Non-technical summary.
 - Introduction.
 - Planning Background.
 - Previous archaeological work relevant to the excavation.
 - Topography of the Site.
 - Methodology.
 - A factual summary of results characterising the quantity and perceived quality of the data for each component of the Site, e.g., stratigraphic/structural, artefactual (referencing e.g., local fabric series for ceramic assemblages) and environmental, including full specialist reports.
 - A statement of the archaeological potential of the results.
 - A review of the data in the context of the research questions posed in the WSI.
 - New research questions arising from the data collection.
 - The value of the data to local, regional and national research priorities.
 - Updated Project Design for further analysis and publication, if necessary.
 - Publication Synopsis.
 - Bibliography.
 - Acknowledgements.
 - Tabulated data.
 - Illustrations (Site/phase plans, sections and photographs).
 - OASIS form.

- 4.1.6 An ESRI shape file providing GIS data will be supplied to the HER and will contain the scheme of investigation, such as trench outlines, and significant archaeological information, such as feature/deposit plans.

5 ARCHIVE PREPARATION AND DEPOSITION

5.1 The Site Archive

- 5.1.1 The Site archive, to include all project records and cultural material produced by the project, will be prepared in accordance with *Guidelines for the Preparation of Excavation Archives for Long-term Storage* (UKIC 1990) and the Institute for Archaeologists' *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* (ClfA 2020a). On completion of the project, PCA will arrange for the archive to be deposited in accordance with the provisional arrangements made with a suitable museum or repository at the onset of fieldwork. Any alternative arrangements will be agreed with the Local Planning Authority/ West Sussex.
- 5.1.2 Digital archives will be prepared in accordance with the standards defined by the Archaeology Data Service (ADS) and in line with the requirements of Sussex Archaeological Standards. The completed archive will be deposited with the ADS. The project will be recorded on OASIS, and a summary record will be included within the post-excavation report. A copy of the report will also be submitted to the West Sussex Historic Environment Record.
- 5.1.3 The site archive will be prepared to the appropriate standard. PCA will meet any box fees required by the receiving museum on behalf of the client.

5.2 Copyright

- 5.2.1 The full copyright of the written/illustrative archive relating to the Site will be retained by Pre-Construct Archaeology Ltd under the Copyright, Designs and Patents Act 1988, with all rights reserved. The receiving Museum however, will be granted an exclusive licence for the use of the archive for educational purposes, including academic research, providing that such use shall be non-profitmaking and conform to the Copyright and Related Rights regulations 2003. Further distribution and uses of the report, either in its entirety or part thereof, in paper or electronic form, are prohibited without the prior consent of Pre-Construct Archaeology Ltd.
- 5.2.2 The licence extends to the use of all documents arising from this project in all matters relating directly to the project, as well as for bona fide research purposes (which includes the West Sussex Historic Environment Record).
- 5.2.3 Pre-Construct Archaeology Ltd has made every effort to ensure the accuracy of the content of this report. However, Pre-Construct Archaeology Ltd cannot accept any liability in respect of, or resulting from, errors, inaccuracies or omissions this report contains.

6 MONITORING AND LIAISON

6.1 Site Visits

- 6.1.1 Arrangements will be made via the client/commissioning agent for County Archaeologist to monitor the progress of the evaluation and compliance with the aims and methodology set out in this document.
- 6.1.2 Site meetings will be arranged so that any variation to the agreed methodology may be discussed and agreed with the client and the County Archaeologist.

7 HEALTH AND SAFETY POLICY

7.1 Policy

- 7.1.1 PCA will conduct the work in compliance with the Health and Safety at Work etc. Act 1974 and will also follow professional guidance and advice provided by the Federation of Archaeological Managers and Employers Ltd of which PCA is a member.
- 7.1.2 PCA's own Health and Safety Policy and a procedures manual will be available on site. Site staff will have an appropriate level of training to enable them to carry out fieldwork safely.
- 7.1.3 PCA will maintain the site in a safe condition. All hazards will be appropriately identified and managed. Deep excavations will be appropriately fenced. PCA will carry out a risk assessment and complete a Health and Safety Method Statement prior to commencement of fieldwork, and where appropriate, a COSHH assessment. Risks and measures to reduce risk will be communicated to all staff working on and visiting the site.

7.2 Risk Assessment

- 7.2.1 Prior to the commencement of fieldwork, PCA will conduct a Site-specific risk assessment, if necessary, as part of a Health and Safety Method Statement; this will include a site visit. All staff will be apprised of the Risk Assessment and comply with mandatory requirements set out, such as the use of PPE and other measures to avoid risk from hazards that are identified.

8 PROGRAMME AND RESOURCES

8.1 Programme

8.2 The groundwork programme of the development is expected to commence in the summer of 2026.

8.3 Resources

8.3.1 The archaeological field team will comprise one PCA fieldwork Supervisor to be assisted, if necessary, by PCA fieldwork Archaeologists, the number of which will be determined by the requirements of the work and programme. The following table lists the personnel who may be involved in archaeological fieldwork and post-fieldwork roles and tasks associated with the Project:

Role	Name
Project Management	Maisie Marshall (PCA)
Archaeological Supervision	TBC (PCA)
Prehistoric Pottery	Barbra McNee
Roman Pottery	Eniko Hudak (PCA)
Post-Roman Pottery	Chris Jarrett
	Bernie Sudds (PCA)
Ceramic Building Material	Kevin Hayward
	Bernie Sudds (PCA)
Architectural Stonework	Kevin Hayward
	Charlotte Matthews (PCA)
Petrology	Kevin Hayward
Building Recording	Charlotte Matthews (PCA)
	Malcolm Gould (PCA)
Animal Bone	Kevin Reilly (PCA)
	Karen Deighton (PCA)
Human Remains	James Langthorne (PCA)
Lithics	Barry Bishop (PCA)
Timber	Damian Goodburn (MoLSS)
Glass	Hilary Cool
	John Shepherd (PCA)
Small Finds	Dr Marit Gaimster (PCA)
	Hilary Major
Roman Coins	Dr Marit Gaimster (PCA)
Metalwork	Dr Marit Gaimster (PCA)
Leather	Quita Mould
Iron Slag	Lynne Keys

Historical Research	Guy Thompson (PCA)
Conservation	Dana Goodburn-Brown (Am Tech Ltd)
Industrial Archaeology	Rob Kinchin-Smith (RPS)
Environmental Archaeology	Duncan Field Bronagh Rae-Quinn Dr K. Wilkinson ARCA (Univ. of Winchester)

9 REFERENCES

- Archaeological Archives Forum 2011, Archaeological Archives. A guide to ASE 2023a
Archaeological Evaluation Report Land East of Loxwood Road Alfold, Surrey. Unpub. ASE
Proj 210643
- ASE 2019 Woodfield House, Isaacs Lane, Haywards Heath, West Sussex Historic
Environment Desk-Based Assessment (Heritage Statement)
- ASE 2020, Archaeological Evaluation Report Freek Farm, Burgess Hill West Sussex
- ASE 2021a, Archaeological Test Pit Evaluation Report Land at Freek Farm, Burgess Hill,
West Sussex
- ASE 2021b, Archaeological Investigations at the Northern Arc Eastern Bridge and Link Road,
Burgess Hill, West Sussex
- ASE 2022, Archaeological Evaluation Report Phase 1 East, Plots 1.1 Burgess Hill, Northern
Arc West Sussex
- ASE 2023 Archaeological Post-Excavation Report – Burgess Hill Northern Arc West Sussex
British Geological Survey online viewer:
<http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html>
- CIfA 2019 Code of Approved Practice for the Regulation of Contractual Arrangements in Field
Archaeology
- CIfA 2020 Standard and Guidance for the Collection, Documentation, Conservation and
Research of Archaeological Materials
- CIfA 2023 Standard and Guidance for Archaeological Field Evaluation
- Historic England 2011 Environmental Archaeology: A guide to the theory and practice of
methods, from sampling and recovery to post-excavation (second ed.). English Heritage
- Historic England 2015 Management of Research Projects in the Historic Environment
- SERF 2008 Resource Assessment and Research Agenda, South East Research Framework.
Kent County Council: unpublished
- Society for Museum Archaeology 2020 Standards in the Museum Care of Archaeological
Collections

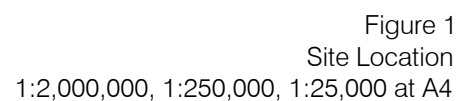


Figure 1
Site Location



