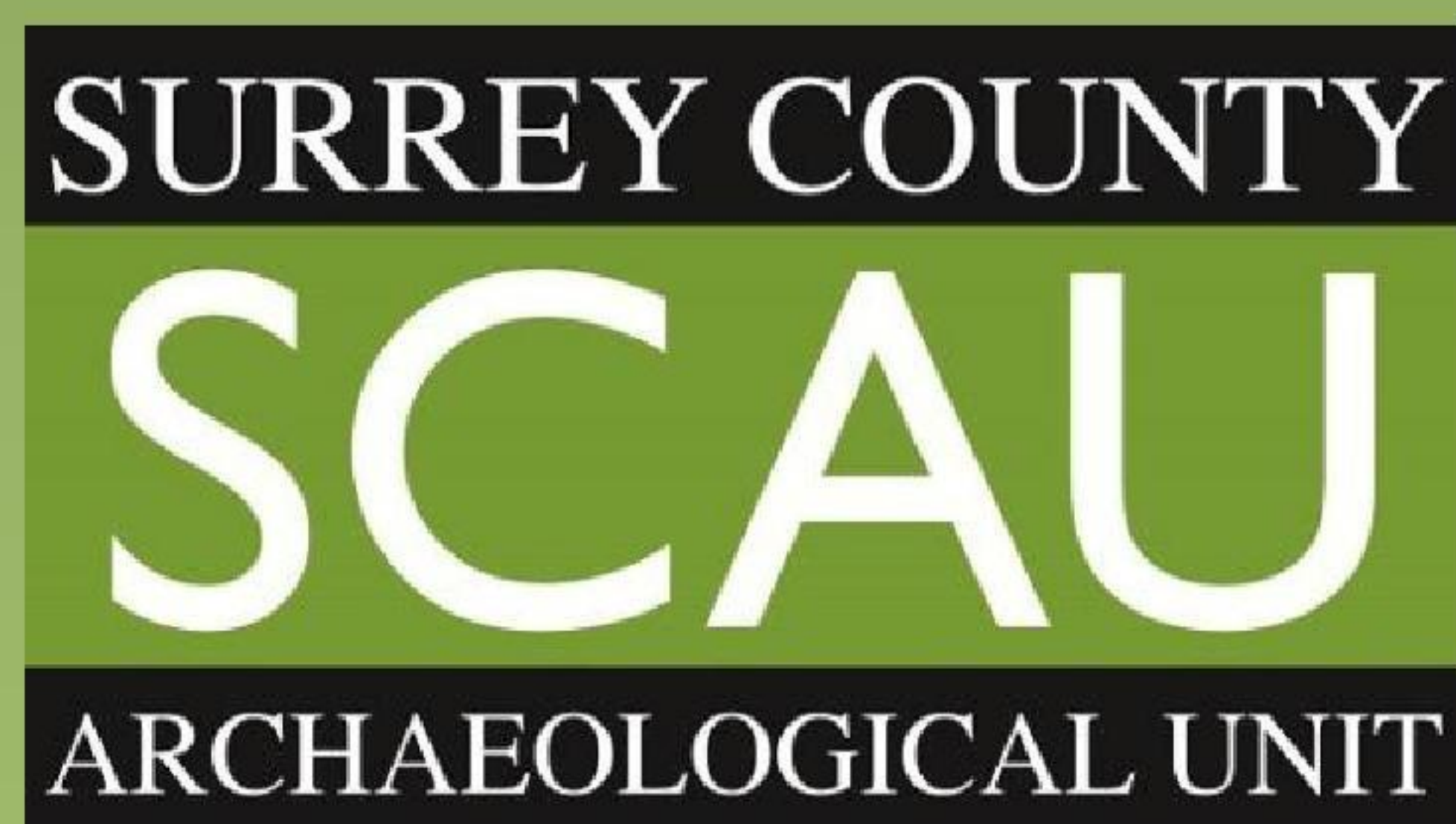


**NEW CLOSE FARMHOUSE,
LONDON ROAD, HASSOCKS,
WEST SUSSEX**

**WRITTEN SCHEME OF INVESTIGATION
FOR AN ARCHAEOLOGICAL WATCHING
BRIEF**



**NEW CLOSE FARMHOUSE,
LONDON ROAD, HAS SOCKS, WEST SUSSEX**

**WRITTEN SCHEME OF INVESTIGATION FOR AN
ARCHAEOLOGICAL WATCHING BRIEF**



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1 INTRODUCTION

1.1 Planning Permission DM/23/2837 has been granted by Mid Sussex District Council, for the installation of new solar panels to be located in the field of New Close Farmhouse, London Road, Hassocks. see figs 1-3:

1.2 Historic Environment Consultant Places Services, Essex County Council advisors to Mid Sussex District Council stated that a “

“The proposed solar panels lie outside the projected route of this historic road (London to Brighton roman road), however, the cable route connecting the panels to the farmhouse crosses directly over the road’s projected route. With a depth of 600-750mm (as noted in the submitted documentation) the groundworks for the cabling have the potential to expose, and impact on, any surviving archaeological features or deposits related to the road. This may include metalling and roadside ditches, as well as any extramural remains associated with the historic routeway

A professional team of qualified archaeological contractors should undertake the work, which will consist of the archaeological monitoring of the cable route during its excavation. Subsequent to this, a report will be submitted to the planning authority for approval, detailing the results of this investigation.”

I therefore recommend that the following conditions are placed on any consent, in accordance with the National Planning Policy Framework, paragraph 211 and Mid Sussex District Plan policy D34”

1.3 A planning condition, specific to archaeological mitigation (No.5) has been attached to the decision, which states:

5. No development or preliminary ground works shall take place within the site until a Written Scheme of Investigation for the programme of archaeological work has been submitted to and approved in writing by the local planning authority. During the groundworks associated with the development a programme of archaeological monitoring will be undertaken, in accordance with the approved Written Scheme of Investigation. A report detailing the results of the monitoring will subsequently be submitted to and approved in writing by the local planning authority.

Reason: The site is of archaeological significance, and it is important that it is recorded by excavation before it is destroyed by development and to accord with Policy DP35 of the Mid Sussex District Plan 2014 -2031.

1.4 This Written Scheme of Investigation will set out the programme of archaeological work including post excavation stages to be undertaken as part of the Watching Brief. This WSI will need to be approved by Mid Sussex District Council.

1.5 Surrey County Archaeological Unit (SCAU) have been commissioned by Dr C A Shearn to prepare this Written Scheme of Investigation, which sets out the form, scope and professional standards for the fieldwork and post excavation stages.

2 ARCHAEOLOGICAL MONITORING SPECIFICATION (WATCHING BRIEF)

General

2.1 The archaeological watching brief will consist of observations by a qualified archaeologist during **groundworks for the cabling** which are likely to expose or remove the undisturbed sub-surface. The archaeologist will monitor the removal of all deposits by a machine or by hand until the natural geology is revealed or archaeological features or layers are exposed, or the formation level required by the contractor is reached. The archaeologist will direct the machining, if circumstances permit, to ensure the best possible exposure of the critical interface layer between overburden and undisturbed sub-strata.

2.2 The groundworks (excavation of topsoil and subsoil layers and removal of any hardstandings) should be undertaken with a machine using a toothless bucket wherever practical. This will ensure that any archaeological features can be easily and quickly identified, stray finds collected and allow additional sampling to be undertaken where appropriate.

2.3 Spoil heaps arising from soil layers will be carefully scanned for artefacts. Artefacts from each distinct location will be separately bagged and given a unique context number. If metal finds of interest are identified in this way the excavated areas and near vicinity will be scanned with a metal detector.

2.4 The frequency of the visits is a matter for determination in the light of the pace of development works and the character of the site as revealed by the works. The archaeologist must be afforded full access for the purpose of observing and recording any items revealed. Such recording may include cleaning and small-scale excavation, and it will be necessary for development activities to move away from the area affected for a limited time period.

2.5 SCAU will notify the Historic Environment Consultant Places Services Essex County Council advisors to Mid Sussex District Council of the start date of the archaeological watching brief, in order that they can examine the archaeological work and make a site visit where necessary.

2.6 If at any stage during the watching brief it seems very unlikely that further archaeological observations will provide evidence of value, SCAU will discuss this with the Historic Environment Consultant Places Services Essex County Council advisors to Mid Sussex District Council with a view to discontinuation of the watching brief.

Cleaning and sampling of features

2.7 The purpose of this section is to outline the strategy and methods of hand excavation. Three aspects of this may be identified.

The mapping of archaeological evidence

2.8 Plans will be prepared showing all archaeological features revealed within the areas of observation (at a scale of 1:50 or larger). All contexts will be numbered, record sheets created and finds collected.

A hand excavated sample of all features

2.9 The level of sampling will obviously vary with the type of feature and its perceived capacity to contribute towards the objectives of the watching brief. The minimum requirements for sampling (by volume) are as follows:

Percentage Feature sampling	Mitigation
Intrusive features (pits/postholes)	50% total number fully excavated remaining 50% sampled. Large amorphous features e.g. quarries and hollows not less than 20% sampled by area.
Linear feature exposed area + all terminals and intersections	15 – 25%
Structural Features (Beamslots/ring ditches) - actual surviving structural elements (walls, collapse/debris fields) just require exposure, cleaning & preservation for excavation in more appropriate circumstances	75 - 100% - actual surviving structural elements (walls, collapse/debris fields) may vary on case by case basis
Domestic/Industrial working features (e.g. hearths, ovens) – unless large and structural, in which case see above.	100%. Such features are to be sampled for archaeomagnetic dating as standard if appropriate (this applies to any in situ burnt features unless agreed otherwise following on site discussion)

2.10 Where conditions arise environmental sampling is to be designed in consultation with the Historic England Scientific Advisor and/or specialist Environmental Archaeological Consultants or personnel. Recommendations for sampling levels are unique to each site and all strategies should be discussed with specialists before proceeding, preferably on site once the range of features are exposed.

Selective further hand excavation

2.11 The initial sampling, described above, may lead to the conclusion that further sampling is required to meet the project objectives. Reasons for this include

- *Acquisition of further dating evidence:* Further excavation is needed to clarify stratigraphic sequences or to acquire more finds to date a feature.

- *Identification of function, status:* Further excavation will help establish, by the form of the feature or the nature of finds within it, the function or status of occupation at a particular period.
- *Meeting of specialist needs:* In the light of on-site advice there may be a need for further sampling to meet the needs of environmental and other specialists.

2.12 The above covers the principal types of features likely to be found. Other types of feature, if found will be excavated according to good professional practice and their capacity to meet the project objectives.

The methods of hand excavation

2.13 In general terms the more rapid the excavation method is, the less refined the evidence produced. The archaeological field officer will need to use his/her discretion in this, adopting the method, which will most economically achieve the desired aim. Mattock and shovel will generally provide the best approach to substantial volumes of undifferentiated fill; at the other extreme fragile articulated bone may require delicate tools and enormous care. There is no perceived advantage to general sieving of deposits to aid recovery of artefactual evidence. Sieving will occur on a selective basis, largely for environmental purposes.

Unexpected discovery of human remains

2.14 If human remains are unexpectedly identified in fieldwork, the minimum amount of work consistent with ensuring the short-term integrity of the remains will be undertaken until permission (normally a Ministry of Justice Licence under section 25 of the 1857 Burial Act) for further work and an agreed set of procedures for such work is in place. Ministry of Justice guidelines state:

Exhumation licence applications under the Burial Act 1857 will be considered wherever human remains are buried in sites to which the following Acts do not apply - Disused Burial Grounds (Amendment) Act 1981 or other burial ground legislation (eg Town & Country Planning (Churches, Places of Religious Worship and Burial Grounds) Regulations 1950; Channel Tunnel Rail Link Act 1996 etc.). This is expected to apply to the majority of archaeological excavations. When licenses are issued, a time limit, normally of up to two years, will be set for re-interment of human remains; it will be possible to apply for an extension when circumstances justify this.

2.15 All work pertaining to human remains will be carried out in broad conformity with the principles and practice set out in the Chartered Institute for Archaeology's updated Guidelines to the Standards for Recording Human Remains (2017) in respect of excavation and post-excavation work, where relevant supplemented by Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England - EH/CoE 2005. On-site recording will utilise pro forma record sheets, with sampling and other procedures taking place under the advice of an appropriately qualified human bone specialist. All post-excavation analysis will be sub-contracted by SCAU to a specialist organisation or consultant. SCAU will satisfy itself (by reference to previous publication and/or advice from acknowledged authorities in the field, including the Historic England

Regional Environmental Advisor) that any such works are carried out to the highest current standards in their field.

Treasure

2.16 All finds of gold and silver objects, and groups of coins from the same findspot, which are over 300 years old, are legally obliged to be reported under the Treasure Act 1996. Prehistoric base-metal assemblages (found after 1st January 2003) also qualify as Treasure. The following finds are Treasure under the Act, if found after 24 September 1997 (or, in the case of category 2, if found after 1 January 2003):

- Any metallic object, other than a coin, provided that at least 10 per cent by weight of metal is precious metal (that is, gold or silver) and that it is at least 300 years old when found. If the object is of prehistoric date it will be Treasure provided any part of it is precious metal.
- Any group of two or more metallic objects of any composition of prehistoric date that come from the same find (see below)
- All coins from the same find provided they are at least 300 years old when found (but if the coins contain less than 10 per cent of gold or silver there must be at least ten of them). Only the following groups of coins will normally be regarded as coming from the same find:
 - hoards that have been deliberately hidden
 - smaller groups of coins, such as the contents of purses, that may have been dropped or lost
 - votive or ritual deposits.
- Any object, whatever it is made of, that is found in the same place as, or had previously been together with, another object that is Treasure.
- Any object that would previously have been treasure trove, but does not fall within the specific categories given above. Only objects that are less than 300 years old, that are made substantially of gold or silver, that have been deliberately hidden with the intention of recovery and whose owners or heirs are unknown will come into this category.
- Note: An object or coin is part of the 'same find' as another object or coin if it is found in the same place as, or had previously been together with, the other object. Finds may have become scattered since they were originally deposited in the ground.

2.17 Any object that would previously have been treasure trove, but does not fall within the specific categories given above. Only objects that are less than 300 years old, that are made substantially of gold or silver, that have been deliberately hidden with the intention of recovery and whose owners or heirs are unknown will come into this category.

Note: An object or coin is part of the 'same find' as another object or coin if it is found in the same place as, or had previously been together with, the other object. Finds may have become scattered since they were originally deposited in the ground.

2.18 Any finds covered by the provisions of the Treasure Act (1996, amended 2003) and Treasure (Designation) Order 2002, will be moved to a safe place and reported to the Finds

Liaison Officer from the Portable Antiquities Scheme who will then report them to the county coroner and the Treasure Registrar according to the procedures determined by the Treasure Act code of practice. Such finds are; single gold or silver objects, groups of two or more precious metal, or ten or more non-precious metal coins over 300 years of age, and all groups of two or more prehistoric objects of non-precious metal. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the artefacts from theft or damage until such time as they can be safely removed from the site.

Recording and processing

2.19 Recording will be undertaken as follows:

- a) All structures, deposits and finds are to be recorded according to accepted professional standards as given in the Chartered Institute for Archaeologists Standard and Guidance for Archaeological Watching Briefs (updated 2023).
- b) Plans indicating the location of areas examined and the location of all archaeological features are to be drawn at an appropriate scale. Plans at an appropriate scale should be related to the National Grid. All plans and sections are to be drawn on polyester based drafting film and clearly labelled. The general plan will be drawn at a scale of 1:50 and sections and localised plans at a scale of 1:10 or 1:20.
- c) All archaeological contexts are to be recorded individually on record context sheets. A further, more general record of the work comprising a description and discussion of the archaeology is to be maintained as appropriate.
- d) The use of high-quality digital photography is appropriate to secure a photographic record of a fieldwork project. The photographic record is to be regarded as part of the site archive. Photographs will be taken of individual features and groups of associated features. In the case of negative evidence during a trial trench evaluation a photograph of the trench and section will be taken.
- e) All artefacts recovered during the excavations on the site are to be suitably bagged, boxed and marked in accordance with the United Kingdom Institute for Conservation, Conservation Guidelines No 2. Organic materials such as wood, leather or even textiles recovered from waterlogged deposits should be packaged in a non-perforated plastic bag with a little water to prevent drying out. Specialist long term conservation may be required for such artefacts.
- f) All environmental recording will take place in conformity with the specific requirements of the approved methodology or specification for a project, with the agreement Historic Environment Consultant, Places Services, Essex County Council advisors to Mid Sussex District Council and where necessary Historic England scientific advisor. Where appropriate conditions arise, samples will be taken for environmental analysis and scientific dating. Environmental sampling may be required in response to archaeological deposits where the retrieval of wood charcoal, plant remains, small bones, small finds, snail deposits is required. The use of scientific dating techniques should also be considered, for example archaeomagnetic dating for kiln and hearth features.
- g) In general bulk soil samples will be collected from suitable excavated contexts, including datable buried soils, well-sealed slowly silting features, sealed hearths,

sealed features containing evident carbonised remains, peats and water-logged deposits. It is anticipated that soil samples will be 40 litres where possible, or 100% of the context if smaller. 30 litre samples are generally sufficient for waterlogged deposits.

- h) Recommendations for sampling levels are unique to each site and all strategies should be discussed with specialists before proceeding and on-site once the range of features is exposed. If complex or unusual deposits are revealed, the environmental sampling strategy will be discussed with the Historic Environment Consultant, Places Services, Essex County Council advisors to Mid Sussex District Council, Historic England scientific advisor or specialist environmental archaeological consultants.

Report preparation

2.20 An interim report should be prepared within two months of the completion of work, and copies supplied to the client, consultant, the Local Planning Authority (via the client) and the Historic Environment Consultant, Places Services, Essex County Council advisors to Mid Sussex District Council. The report should include as a minimum:

- a) **Non-technical summary.** This should outline the principal reason for the work, its objectives and main results. It should include reference to authorship and commissioning body.
- b) **Introduction.** This should present the planning background (or other relevant issues), the archaeological background, basic character of work, brief site description (including size, geology and topography, location), when the project was undertaken and by whom.
- c) **Aims and purpose of the evaluation.** This should be taken from the aims set out in the project design or specification.
- d) **Methodology.** This should briefly describe the methods used, where these vary from those in the agreed project design or specification, a full explanation and description should be given.
- e) **A statement of results and interpretation of the archaeology of the site.** A description of each category of material (stratigraphic, artefactual or ecofactual) should be given, including sufficient detail to provide the reader with a basis to assess the validity of an interpretation, which should be clearly separated. Where a large data-set is involved it should be presented in an Appendix. Where possible evidence should be presented, or supported by tables, drawings and photographs. Technical terms should be explained as necessary to ensure that it can be understood by those without an archaeological background.
- f) **Conclusion.** This should briefly summarise the results, and interpret them, placing them in a wider (local, national or other) context. The conclusion should be careful to note any limitations imposed by the character of the work or the nature of the results on its reliability. A recommendation for further work should normally be made, noting that the final decision in this respect is the responsibility of the relevant

planning authority or other regulatory body, generally acting under the advice of a planning archaeologist or curator.

- g) **Illustrations**, at appropriate scales, should include a location plan of the areas examined, and a plan or plans of the main archaeological features. Additional plans and section drawings should be provided where the character of the results requires further detail to explain them.
- h) **Acknowledgements** (self-explanatory)
- i) **References** (self-explanatory)
- j) **OASIS form**

Publication Report

2.21 If the importance of any discoveries warrant it, a publication level report on the work should be made available for publication in a publicly available journal within two years of completion of any fieldwork. This decision is contingent upon the approval of the Historic Environment Consultant from Places Services at Essex County Council, who advise Mid Sussex District Council.

Finds and archive deposition

2.22 Finds will be retained by Surrey County Archaeological Unit (SCAU) until an appropriate level of study has been completed, and it is anticipated that they will then be placed in local Museum. The complete archive, including all site records and drawings and all other relevant background materials will be deposited with, and at the same time as, the finds. *As of April 2015, museum will charge a fee of £40 per box to deposits archaeological archives, this includes artefacts and paper records.*

A copy of the digital archive from the project will be deposited with the Archaeology Data Service (Deposit data – Archaeology Data Service).

2.23 If the applicant (as legal owner of the finds) wishes to make alternative arrangements for the curation of all or part of the archive such arrangements (including details of storage arrangements) will be agreed in writing with the planning authority. Where the place of deposition is not a Public Museum, a comprehensive record of all materials will need to be made for deposition in the nearest suitable Public Museum.

3 HEALTH AND SAFETY

3.1 Issues of Health and Safety come before any and all archaeological matters. Archaeological staff will not work in unsafe conditions, even when not doing so will result in the possible under-recording of the archaeological resource.

3.2 SCAU operate within the Health and Safety guidelines established by Surrey County Council and the Services for Communities, adapted specifically for the form and type of work undertaken by the archaeological unit.

3.3 Departmental and Archaeological Unit safe working procedures relating to working both away from the office and on site will be followed, in addition to any additional Health and Safety procedures imposed by the main site contractor.

3.4 The Surrey County Council guidelines and SCAU safe working procedures conform to and are in accordance with the Health and Safety at Work Act 1974.

3.5 A specific Risk Assessment for each element of the fieldwork will be conducted during a preliminary site visit to ascertain any actual or potential risks. The Risk Assessment will be reviewed at the beginning of the fieldwork to determine its continued relevance and to address any additional risks.

4 OUTREACH AND PUBLIC BENEFIT

4.1 To achieve public benefit and heritage outreach it is proposed to promote the public's awareness and understanding of the results of the archaeology from the site. This will be accomplished by the suggested approaches outlined below, based on the level / complexity of the archaeology revealed. The execution of these activities, apart from the first two, is subject to client funding,

- 1) Inclusion in the annual round-up of fieldwork in the appropriate county journal
- 2) social media updates on Digging Surreys Past (Facebook) and (Instagram) Surrey County Archaeological Unit
- 3) a blog post for the County Historic Environment Record

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Figure 2: New Close Farm, London Road, Hassocks. Aerial photograph of proposal area

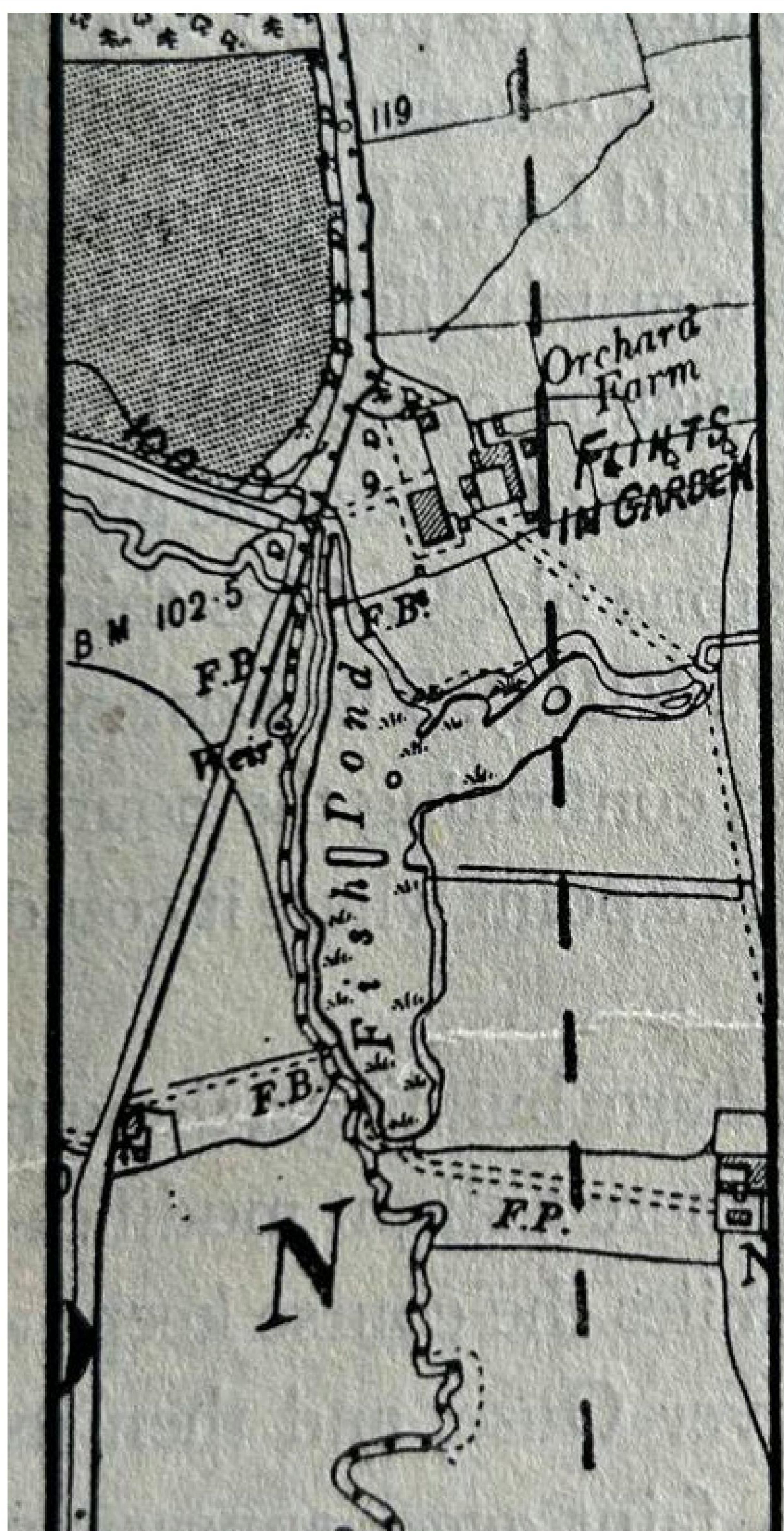


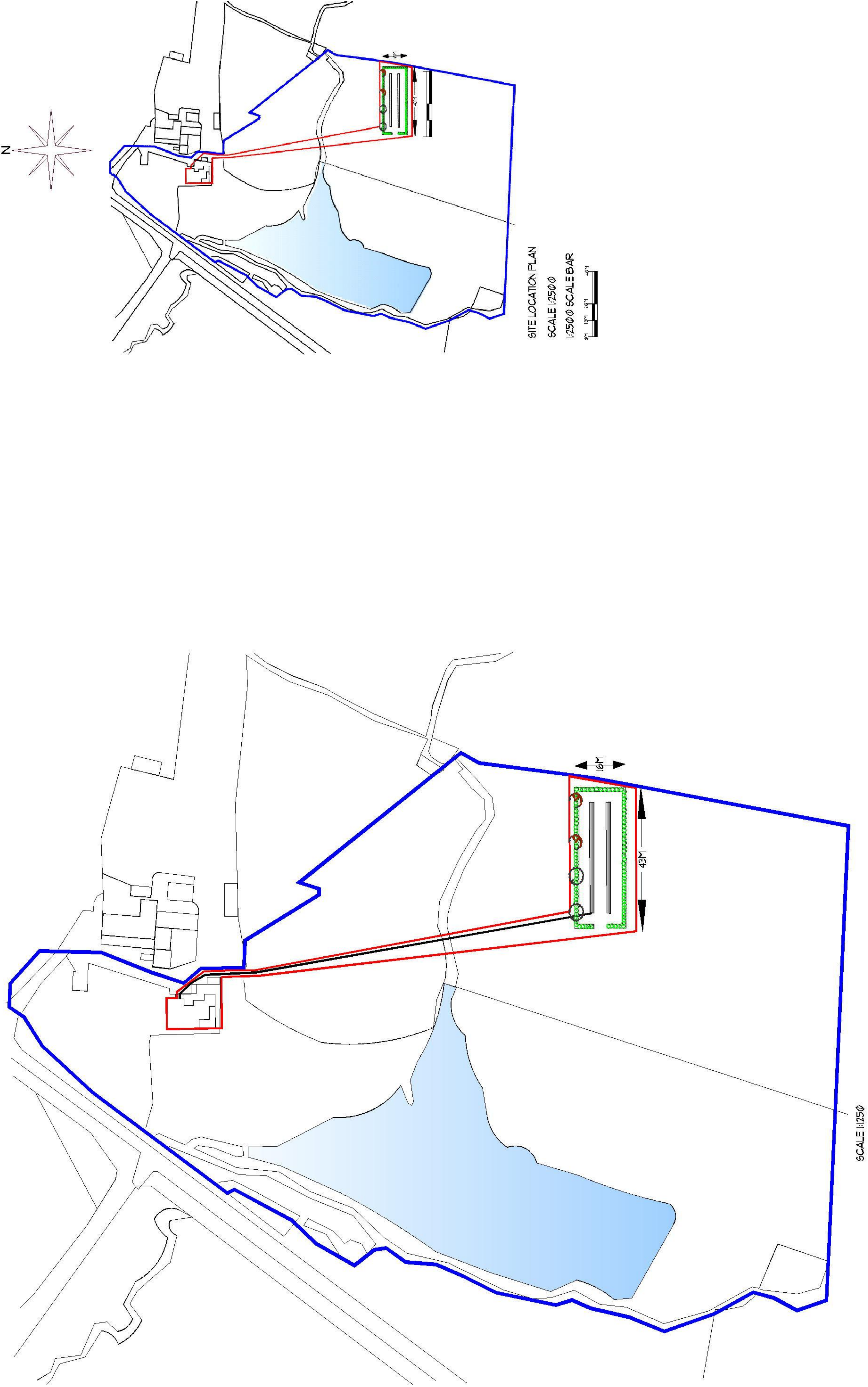
Figure 5: New Close Farm, London Road, Hassocks.

Plan from Margary showing projected line of the London to Brighton Roman Road



Figure 2: New Close Farm, London Road, Hassocks. Aerial photograph of proposal area

Figure 3: New Close Farm, London Road, Hassocks.
Block and location plan of development



PLANNING DRAWING - NEW CLOSE FARMHOUSE, LONDON ROAD, HASSECKS, BN6 9ND

Revision #: Solar Panels

Scale:
1:1250

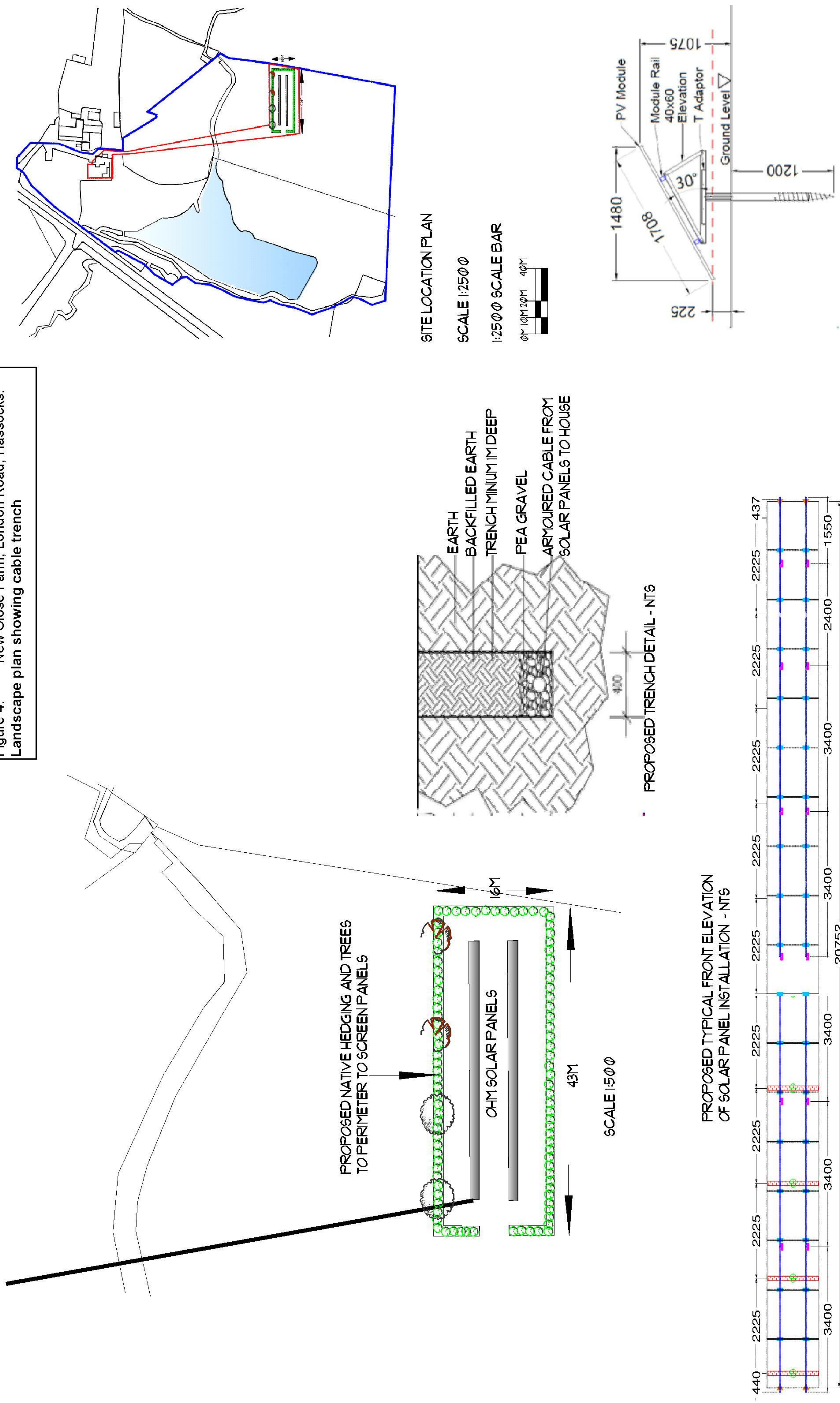
Landscape Plan: C169-1 Block & Location
New Close Farmhouse

Landscape Design by: Mike Young
Midayo Landscapes Ltd

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**Figure 4: New Close Farm, London Road, Hassocks.
Landscape plan showing cable trench**



PROPOSED TYPICAL SIDE ELEVATION OF SOLAR PANEL INSTALLATION - NTS

PLANNING DRAWING - NEW CLOCK FARMHOUSE, LONDON ROAD, HASSECKES, BN6 9ND

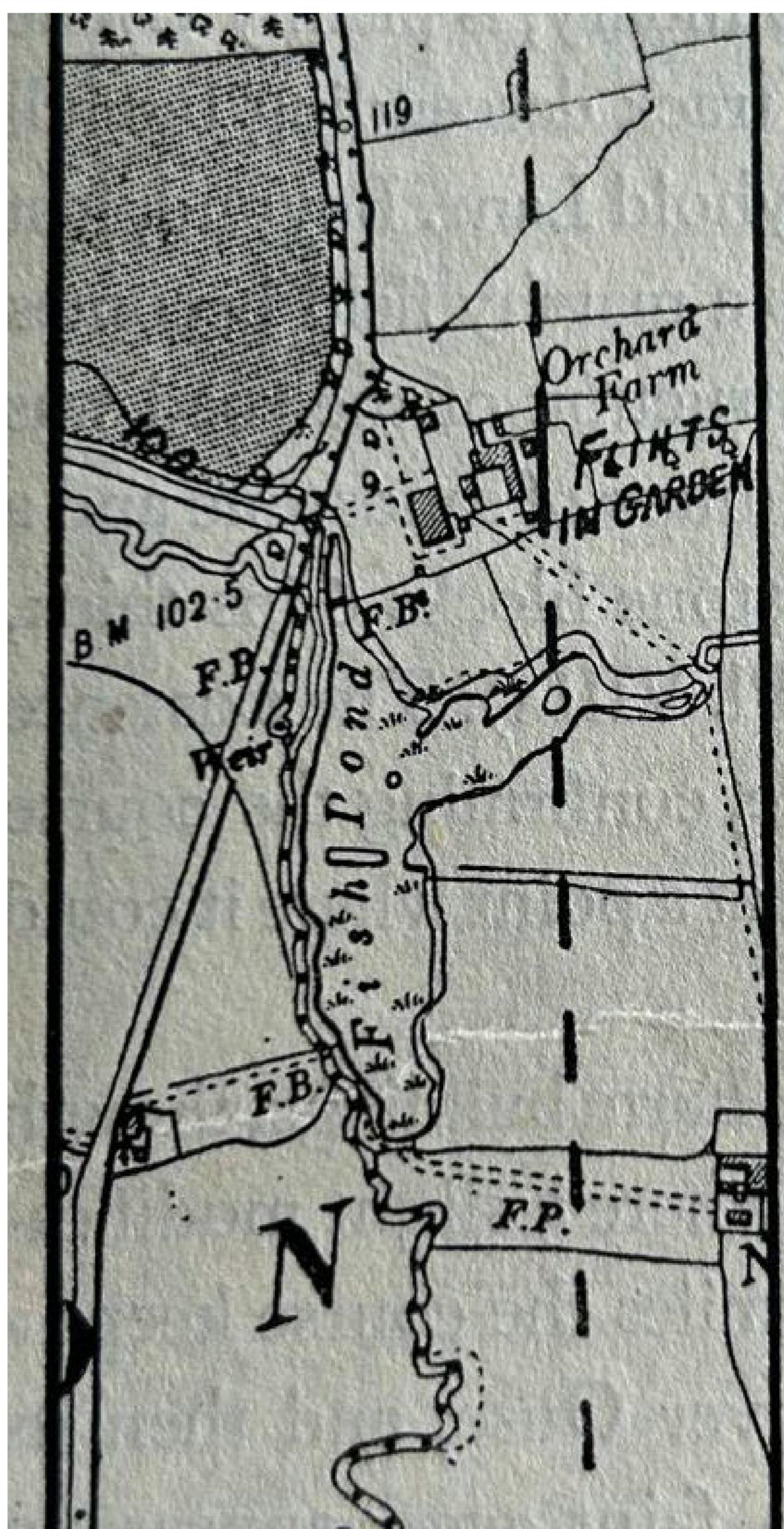


Figure 5: New Close Farm, London Road, Hassocks.

Plan from Margary showing projected line of the London to Brighton Roman Road

SURREY COUNTY ARCHAEOLOGICAL UNIT



The Surrey County Archaeological Unit is a long-established provider of high quality, competitively priced archaeological services to both commercial and public sector clients.

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discovering preserving celebrating