



Land South of Trowbridge

Written Scheme of Investigation for an Archaeological Excavation

Wain Homes (Severn Valley) Limited

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Basis of Report

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Table of Contents

Basis of Report	i
Acronyms & Abbreviations	iv
1.0 Introduction	1
1.1 Planning History & Scope	1
1.2 Standards	2
2.0 Site Context	3
2.1 Site Description	3
2.2 Development Description	3
2.3 Archaeological & Historic Background	3
3.0 Aims & Objectives	5
3.1 Aims	5
3.2 Objectives	5
3.3 Research Agenda	5
4.0 Project Administration	7
4.1 Roles & Responsibilities	7
4.1.1 Archaeology Officer	7
4.1.2 Archaeology Consultant	7
4.1.3 Archaeology Contractor	7
4.2 Health & Safety	8
4.3 Access Arrangements & Welfare	9
4.4 Confidentiality & Publicity	9
5.0 Fieldwork Methodology	10
5.1 Excavation Areas & Rationale	10
5.1.1 Setting Out	10
5.1.2 Service Scanning	10
5.1.3 Machine Excavations	10
5.2 Hand Excavation Strategy	11
5.2.1 Significant Remains	11
5.2.2 Multiple Similar Features	11
5.2.3 Non-Archaeological Remains	11
5.2.4 Variations to the Strategy	11
5.3 Archaeological Recording Strategy	12
5.3.1 Artefact Recovery	13
5.4 Environmental Sampling Strategy	13
5.5 Human Remains	14



5.6	Treasure.....	14
5.6.1	Discovery of Treasure	14
6.0	Post-Excavation Methodology	16
6.1	General	16
6.2	Finds Processing & Material Archive	16
6.3	Paper Archive.....	16
6.4	Samples	16
6.5	Specialist Analysis.....	16
6.6	Reporting.....	17
6.6.1	Interim Summary Report	17
6.6.2	Assessment Report	17
6.6.3	Full Archive Report.....	18
6.7	Report Review.....	18
6.8	Report Dissemination	18
6.9	Publication.....	19
6.10	Archive	19
6.10.1	Title	19
6.10.2	Composition	19
6.10.3	Deposition	20
6.10.4	Deposition of Digital Archive.....	20
6.10.5	Notification	21
6.10.6	Copyright.....	21
6.10.7	OASIS	21
7.0	Bibliography	22

Plates

Plate 1: Excavation Plan	2
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Figures

Figure 1: Excavation Area Plan.....	23
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Appendices

Appendix A	Site Layout
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Acronyms & Abbreviations

aOD	above Ordnance Datum
ADS	Archaeology Data Service
AMP	Archaeological Management Plan
bpgl	below present ground level
CAT	Cable Avoidance Tool
ClfA	Chartered Institute for Archaeologists
FAME	Federation of Archaeological Managers and Employers
GPS	Global Positioning System
ha	hectares
ISO	International Organization for Standardization
MCIfA	Full Member of the Chartered Institute for Archaeologists
OASIS	Online Access to the Index of Archaeological Investigations
PPE	Personal Protective Equipment
PAS	Portable Antiquities Scheme
RAMS	Risk Assessment Method Statements
SA	Science Advisor
UKIC	United Kingdom Institute for Conservation
WSI	Written Scheme of Investigation



1.0 Introduction

In December 2025, SLR Consulting Limited (SLR) was commissioned by Wain Homes (Severn Valley) Limited (the Client) to prepare a Written Scheme of Investigation (WSI) setting out the methodology for archaeological mitigation in the form of an archaeological excavation on land south of Trowbridge, Wiltshire, BA14 0AG.

1.1 Planning History & Scope

The proposed development comprises a residential development of up to 180 dwellings, site servicing, lay out of open space and associated planting, creation of new roads, accesses and paths, installation of services, and drainage infrastructure.

An outline planning application for the above was submitted (planning reference no.: 20/00379/OUT) in January 2020; however, the application was refused in March 2023. This decision was subsequently taken to appeal (appeal reference no.: APP/Y3940/W/23/3321957) and outline planning permission was allowed in March 2024. An archaeological planning condition (Condition 16) was attached to the successful appeal, which states:

“No development shall commence on site until a Written Scheme of Investigation for the further archaeological investigations recommended in the Archaeological Evaluation Report (July 2023) has been submitted to and approved in writing by Wiltshire Council. The Written Scheme of Investigation will include a plan showing the relevant area to be investigated. The plan should cover the land which is bordered by Trench 36 to the north west and a line formed by Trenches 6, 7 and 11 to the south-east, and by Trenches 11, 13 and 16 to the south-west and Trenches 7, 20, 23 and 29 to the north-east (as shown on the plan attached to the Archaeological Evaluation Report (July 2023)), where there is proposed to be ground disturbance through building and/or strategic landscaping. The works specified in the Written Scheme of Investigation must be undertaken prior to any development (including strategic landscaping) taking place on the relevant area to which the Written Scheme of Investigation applies.

The WSI shall include the methodology for the analysis of the results, publication to an appropriate level, and deposition of the site archive and finds.”

SLR undertook consultation with Neil Adam, Assistant County Archaeologist to Wiltshire Council, in December 2025 to ascertain the scope of the further archaeological fieldwork and to confirm the extent of the proposed excavation area. SLR produced an excavation plan that covers the area referenced in the planning condition, and this was confirmed as acceptable by the Assistant County Archaeologist. The approved excavation plan is illustrated in **Figure 1** and **Plate 1**.

This WSI formalises the scope and methodology to be adhered to in undertaking the archaeological excavation required to satisfy planning Condition 16, as appended to the appeal decision. This WSI is required to be submitted to Wiltshire Council for formal approval, ahead of the works described being undertaken, in order to secure partial discharge of Condition 16.

During consultation, the Assistant County Archaeologist stated, during discussions about excluding areas of green space from the excavation area, that:

“I know that plans can change and sometimes these green spaces will suddenly find themselves included in areas of development. I will need to be informed immediately of any such changes, so that appropriate archaeological mitigation can be put in place. In any case, I would wish to see an Archaeological Management Plan (AMP) prepared that sets out a methodology for how these green spaces will be protected during the construction phase.”



Therefore, SLR will prepare a separate Archaeological Management Plan (AMP) (SLR 2026) which will be submitted alongside this WSI for approval by the Assistant County Archaeologist.

Plate 1: Excavation Plan



1.2 Standards

This WSI has been prepared by James Evans, BA (hons), MA, MCIfA, Associate Heritage Consultant, SLR. This WSI was approved by Simon McCudden, MCIfA, Technical Director – Heritage, SLR.

SLR is a member of the Federation of Archaeological Managers and Employers (FAME). SLR is ISO 9001, ISO 14001, ISO 19650, and ISO 45001 certified and operates a quality management system to help ensure all projects are managed in a professional and transparent manner.



2.0 Site Context

2.1 Site Description

The site measures c. 18 hectares (ha) in extent and occupies parts of two fields, currently under grass, located immediately to the south of Trowbridge. It is bounded to the west by the A361 (Frome Road), by Axe and Cleaver Lane to the east, by the Lambrok Stream to the north and by further fields to the south. The site lies at approximately 40m above Ordnance Datum (aOD) at its western edge, with ground level sloping gently upwards to reach 50m aOD at the eastern extent of the site.

The underlying bedrock geology of the site is mapped as Kellaways Formation Mudstone, which formed in the Jurassic Period, with no overlying superficial deposits.¹ The natural geological substrate, comprising compact yellow-grey clay with patches of orange silt-sand, was identified in all trenches excavated during the evaluation.

2.2 Development Description

The proposals comprise a residential development of up to 180 dwellings, site servicing, lay out of open space and associated planting, creation of new roads, accesses and paths, installation of services, and drainage infrastructure. A plan of the proposed development is presented in **Appendix A**.

2.3 Archaeological & Historic Background

The site has previously been subject to several archaeological investigations:

- Heritage Assessment (Cotswold Archaeology 2019, 2021 & 2022);
- Geophysical Survey (SUMO 2017); and
- Archaeological Evaluation (Cotswold Archaeology 2023).

Prior to the archaeological trial trenching/ evaluation no prehistoric or Roman finds or features were recorded within the site itself. However, local research suggested the potential presence of a Roman fortified farmstead both within and to the immediate south-east of the site and substantial Roman building at the west of the site, based on interpretation of crop/ parch marks on an aerial photograph (Cotswold Archaeology 2023, 6). The 2017 geophysical survey did not record any evidence of these postulated features (SUMO 2017).

Historically the site lay within the parish of North Bradley, which included both the manors of North Bradley and Southwick and are recorded by the 12th century. The manor house of Southwick lay at Southwick Court, c. 100m to the south of the current site, with the former medieval moated manor house since being replaced by the current late-16th century farmhouse. There is no evidence of a deserted medieval settlement around the manor of Southwick Court, with the medieval village of Southwick being located c. 800m to the south-west of the current site, and it would therefore appear to represent an 'isolated' manor, perhaps established as a farm centre from which to both exploit and clear woodland of the Selwood Forest in which it was situated (Cotswold Archaeology 2023, 7).

Following clearance of this woodland, it appears that a manorial agricultural system became established at Southwick with the manor seemingly lying between arable open fields to the south and meadowland, likely occupying much of the current site, to the north. This meadowland is likely to have been unenclosed until later medieval/ post-medieval

¹ https://geologyviewer.bgs.ac.uk/?_ga=2.190325803.1660774112.1767614516-1113789799.1767614516



development of more extensive water meadow in this area. By the 16th century the manorial agricultural system had begun to collapse and the enclosure of land and the expansion of water meadows across Wiltshire increased dramatically. The remnant earthworks of former water meadow features are present across the far western parts of the current site and may date to this period or to a later period of rapid expansion of water meadows in the 17th and 18th centuries (Cotswold Archaeology 2023, 7).

The geophysical survey identified a series of linear anomalies indicative of water meadow features/ gullies in the western parts of the site. A number linear and curvilinear anomalies were also identified in the eastern parts of the site but were considered most likely to represent natural channels or gullies. A possible former drove way was identified in the central-eastern part of the site and an area of magnetic disturbance, possibly representing a pond visible on historic mapping, was identified in the far western part of the site. Evidence of modern ploughing along with several underground services and areas of magnetic disturbance were identified throughout the site (SUMO 2017).

The archaeological evaluation fieldwork comprised the excavation of 51 trenches, each measuring 50m in length and 1.8m in width. The evaluation identified a concentration of features of a Roman date in the central and south-eastern parts of the site. Many of these features were identified in Trenches 10–16 and 20–36. A lower density of features, mainly pertaining to post-medieval and modern water management, drainage or division, were identified in trenches excavated in the western and eastern parts of the site (Cotswold Archaeology 2023, 36).

The Roman remains appeared to be indicative of a small farmstead, comprising several ditched enclosures that were likely subject to frequent re-cutting and modification over a considerable period, most probably due to the waterlogged and boggy nature of the area. Overall, the recovered finds assemblage recovered, and the nature of the features revealed suggests the presence of a relatively low-status rural settlement that experienced a focus of activity during the mid to late Roman period (2nd to 4th centuries CE) (Cotswold Archaeology 2023, 36).



3.0 Aims & Objectives

3.1 Aims

The programme of archaeological excavation has been designed to:

- satisfy the requirements of Condition 16 attached to the decision;
- satisfy the requirements of the Archaeology Officer;
- ensure that the works are consistent with the relevant planning policy context; and
- excavate and record any identified archaeological remains to an extent proportionate to their significance, consistent with the relevant guidance published by the Chartered Institute for Archaeologists (CIfA).

3.2 Objectives

The objectives of the archaeological excavation are to:

- further define the nature of and record the archaeological remains identified during the evaluation;
- identify, excavate and record any other archaeological remains that might survive buried in the investigation areas;
- create a proportionate record of any identified archaeological remains;
- undertake a proportionate programme of post-excavation analysis, with reference to the research questions set out in Section 3.3 below;
- compile a suitably detailed report, proportionate to the significance of any remains identified, presenting the results of the programme of archaeological mitigation;
- disseminate the results of the archaeological work in an appropriate format;
- compile a publicly accessible material and documentary archive, and deposit that archive with a suitable repository;
- determine what, if any, further mitigation work which might be required; and
- undertake the above in accordance with CIfA guidance and all other industry guidance.

3.3 Research Agenda

The relevant research framework comprises the South West England Archaeological Research Framework. Relevant research questions could include (but are not limited to) the following:

- **Research Aim 3: Address apparent “gaps” in our knowledge and assess whether they are meaningful or simply biases in current knowledge**
 - *3l: In the Roman period the South West appears to show several unique features when compared to the rest of the country: the apparent late founding and wealth of the villas, later Roman pagan temples etc. These need to be understood, not just for our understanding of the Roman period but also to understand the way the region developed in succeeding periods.*
 - *3m: There is a very marked bias in the amount of fieldwork and synthesis in the Medieval and later periods across the region; Cornwall and Somerset have been well-served but Dorset and Wiltshire are in particular need of synthetic treatment.*



Excavation within the site will contribute towards further fieldwork research of Roman, medieval, and later Wiltshire and the local area of Trowbridge.

- **Research Aim 7: Increase and develop the recording of the built environment and improve the recording of archaeological collections and other information sources**

- *7a: Recording buildings, which should embrace recording evidence and analysis of current and earlier active use of space. There needs to be a greater understanding of different kinds of structure and the detail to be recorded.*

The fieldwork may help to contribute to the research aim via the excavation and recording of the possible building/ farmstead within the site. Investigation of this structure may provide evidence of the type of building it was and give greater clarity to its function.

- **Research Aim 29: Improve our understanding of non-villa Roman rural settlement**

- *29a: Whilst work in the past has concentrated on villa buildings, developer funded work has made considerable advances in the study of non-villa rural settlement in certain parts of the region, such as the M4/M5 corridors, the Upper Thames valley and the outskirts of the Bristol conurbation. Elsewhere the record is very patchy and there has been little study of the environmental/economic data such as bones and seeds which ought to provide information on the agricultural base in different parts of the region.*

The fieldwork may help to contribute to the research aim via the excavation and recording of the possible building/ farmstead within the site. Investigation of this structure may provide evidence of the type of building it was and give greater clarity to its function.

- **Research Aim 41: Assess the impact of the Roman empire on farming**

- 41a: We still do not fully understand the effects of "Romanisation" on plant and animal use and cultivation methods or whether regional differences can be attributed to this or other factors.*

Excavations within the site will contribute towards further fieldwork research of Roman farming.

It may be necessary/ possible to address different and/ or additional research questions as the programme of mitigation works progresses.



4.0 Project Administration

4.1 Roles & Responsibilities

4.1.1 Archaeology Officer

The Archaeology Officer which will be communicated with, on behalf of the Local Planning Authority, is:

Neil Adam

Assistant County Archaeologist

Wiltshire Council

Telephone: 07552 262798/ 01249 705502

Email: neil.adam@wiltshire.gov.uk

4.1.1.1 Monitoring

All archaeological work will be monitored by the Archaeology Officer, directly on site and/ or through summary reports and telephone/ email with the Client or their representatives, as appropriate.

The Archaeology Officer will be updated as the work proceeds and will be invited to visit the site by prior arrangement during the course of the fieldwork in order to review progress and hold any necessary discussions. Monitoring by the Archaeology Officer will potentially include:

- one or more site visits to confirm the fieldwork is being undertaken in accordance with the WSI and to discuss the findings; and
- review and discussion of all reports and archives drafts before submission.

The Archaeology Officer will be notified in advance of the date of commencement of any archaeological work on site. The Archaeology Officer will also be notified upon completion of any archaeological work on site.

4.1.2 Archaeology Consultant

The Archaeology Consultant responsible for project oversight, stakeholder communication and archaeological strategy is:

James Evans

Associate Heritage Consultant

SLR Consulting Limited

Telephone: 07935 421606

Email: jevans@slrconsulting.com

The Archaeology Consultant will maintain close liaison with the Archaeology Officer and other stakeholders throughout the course of the assessment.

4.1.3 Archaeology Contractor

The Archaeology Contractor will be appointed following confirmation of the construction programme and project phasing. The appointed Archaeology Contractor will provide:

- a Method Statement outlining specific fieldwork and post-fieldwork methodologies;
- a Risk Assessment Method Statements (RAMS);



- a team of suitably qualified archaeologists; and
- progress reports (verbally and/ or by email) to the Archaeology Consultant and the Archaeological Officer by request.

All personnel deployed to work on the project will be suitably qualified to complete the tasks required. If required, details of the Project Officer, Site Supervisors and Finds Specialists can be supplied to the Archaeological Officer and/ or Wiltshire Council in writing, prior to the commencement of fieldwork.

The Archaeology Contractor carrying out the work will allow the site records to be inspected and examined at any reasonable time, during or after the excavation, by the Archaeological Consultant, the Client, the Archaeology Officer, and/ or any designated representative of Wiltshire Council.

4.2 Health & Safety

Health and Safety will at all times take priority over work detail and archaeological issues. Prior to commencement of the programme of archaeological excavation, the Archaeology Contractor will:

- provide the Archaeology Consultant and the Client with details of their public liability and professional indemnity insurance;
- submit a copy of their Health and Safety policy, compiled in accordance with national guidelines and all relevant Health and Safety legislation, to the Archaeological Consultant and the Client; and
- complete a RAMS detailing any project-specific Health and Safety considerations, measures and requirements, and submit a copy to the Archaeological Consultant, the Client and, where necessary, the Principal Contractor.

Prior to preparation of the site-specific RAMS by the Archaeology Contractor, either the Client or the Principal Contractor will provide the Archaeology Contractor with any and all information held in relation to existing services within the site and to known/ anticipated hazardous on-site contaminants. This will include the most accurate information available on the nature and locations of those known services and contaminants.

During the course of the programme of archaeological monitoring, the Archaeological Contractor will ensure:

- the adherence of all on-site archaeological personnel engaged on the project to the relevant Health and Safety Standards and, if applicable, CDM Health and Safety rules;
- the implementation and management of the Archaeology Contractor's own Health and Safety policies;
- dissemination of the site-specific RAMS to all on-site archaeological personnel engaged on the project, ensuring that it is reviewed and the content acknowledged, prior to the admission of any archaeological personnel to any working areas and prior to their undertaking any other work-related tasks;²
- that the identity of any on-site First Aiders is made known to all archaeological personnel engaged on the project;

² If required, all archaeological personnel engaged on the project will attend a Health and Safety Induction coordinated by the Principal Contractor.



- that the location(s) of First Aid boxes and fire extinguishers is made known to all archaeological personnel engaged on the project; and
- that all archaeological personnel engaged on the project are in possession of, and wear at all times (as required), the necessary Personal Protective Equipment (PPE), which, as a minimum, should include a hard hat, a hi-vis vest, safety gloves and site-appropriate footwear.³

All health and safety measures will be administered in accordance with the following:

- The Health and Safety Work Act (1974) and related legislation;
- Federation of Archaeological Managers and Employers access to online advice provided by Quest; and
- The Council for British Archaeology (1989). Handbook No. 6, Safety in Archaeological Fieldwork.

The Archaeology Contractor will leave the Site in a tidy and professional condition and will remove all materials that it has introduced onto the site, unless specifically agreed otherwise with the Client/ Principal Contractor.

4.3 Access Arrangements & Welfare

Site access is to be restricted at all times, with only authorised personnel admitted.

The Archaeology Contractor will liaise with the Archaeology Consultant in order to agree site access and egress for the team, the location(s) of compound facilities and any relevant operational detail relating to those facilities.

Site welfare facilities will be of a suitable size and standard and will be maintained in good order throughout the course of the project.

4.4 Confidentiality & Publicity

All communications regarding the archaeological works will be directed to the Archaeology Consultant and the Client.

The Archaeology Contractor will not comment upon any aspect(s) of the project to members of the public or any other parties, unless specifically authorised to do so by the Archaeology Consultant or the Client.

The Archaeology Contractor will not disseminate images or information associated with the project, either for information or publicity purposes, without the prior written consent of the Archaeology Consultant or the Client.

³ Any additional PPE, such as safety glasses/ goggles, ear defenders, dust-masks etc., should be issued and worn, as required.



5.0 Fieldwork Methodology

5.1 Excavation Areas & Rationale

The excavation area is split into three areas due to known existing services within the site. These areas are depicted in **Figure 1**. The excavation areas comprise:

- **Area A:** Centred roughly on NGR ST 84915 55830 and encompasses land that contained Trenches 20, 23, 24 (partially), 25 – 33, and 36.
- **Area B:** Centred roughly on NGR ST 84832 55749 and partially encompasses land that contained Trenches 6 and 7.
- **Area C:** Centred roughly on NGR ST 85031 55807 and partially encompasses land that contained Trenches 14 and 16.

5.1.1 Setting Out

The excavation areas will be set out in the locations outlined above and depicted in **Figure 1**. The excavation areas will be identified using survey-grade Differential GPS (DGPS) equipment and marked out on the ground using either marker spray, wooden stakes and/ or survey flags, ahead of excavation.

5.1.2 Service Scanning

Ahead of any excavation taking place, each area, as set out, will be scanned using an industry standard Cable Avoidance Tool (CAT) and Signal Generator (Genny) system. The scan will be performed by a suitably qualified operator.

5.1.3 Machine Excavations

The excavation areas will be machine-excavated:

- using a suitably-sized 360° mechanical excavator fitted with a toothless ditching/grading bucket;
- under the full supervision and control of a suitably qualified and experienced archaeologist; and
- to the depth of either the natural substrate or the upper-most archaeological horizon (whichever is encountered first).

Should the supervising archaeologist identify any potential archaeological remains during the excavation, this will be communicated to the machine operator. Excavation will cease while the supervising archaeologist examines the remains and/ or marks-up any identified archaeological features. Once the supervising archaeologist is satisfied, machine excavation will re-commence.

Once each area has been fully machine-excavated to the satisfaction of the archaeological supervisor, any identified archaeological features/ potential features will be hand-investigated, consistent with the project aims and objectives, and the provisions of Section 5.2 of this WSI.

Depending upon the project resourcing, requirements and on-site conditions, and only if safe to do so, investigation of parts of areas will take place while the remainder of the area is being machine-excavated ('opened'), consistent with the above provisions.



5.2 Hand Excavation Strategy

Archaeological/ potential archaeological remains will be investigated to a proportionate extent, in accordance with the project aims and objectives set out within this WSI. Provisionally, the scope of investigation will be as follows:

- discrete features, e.g. pits, will have 50% of their fill removed;
- large discrete features may be subject to a lesser level of hand-excavation and/or to machine-excavation if, in agreement with the Archaeological Officer, this would be proportionate while still satisfying the project aims and objectives;
- linear features, e.g., ditches, will have a minimum 1m-length of their fill removed; long linear features will be sample excavated along their length with investigative excavations distributed along the exposed length of any such feature;
- where the terminus of a linear feature is revealed, this will be investigated;
- where intersections of two or more features (discrete and linear) are revealed, these will be investigated sufficient to determine the stratigraphic relationship between them;
- a representative section of each area will be cleaned by hand and the soil profile recorded;
- where features extend beyond the area section, the overlying soils will be hand cleaned and recorded in order to contextualise the features' stratigraphic relationship(s) with the overlying soil profile; and
- all stripped excavation areas and spoil heaps will be scanned using a metal detector by suitably trained personnel.

Should the above provisional scope of excavation prove insufficient to allow the nature, extent, level of preservation and significance of archaeological/ potential archaeological remains to be determined, additional excavation of such remains may be required, in liaison with the Archaeological Officer.

5.2.1 Significant Remains

Where significant remains are revealed, additional detailed recording, specialist environmental sampling, and/ or scientific dating may be required. The scope of and methodology for any such detailed recording would be agreed in advance with the Archaeological Officer.

5.2.2 Multiple Similar Features

Should a substantive number of similar features be revealed, e.g., fence-line stake-/ post-holes, their excavation will be limited, with the agreement of the Archaeological Officer, to a proportionate representative sample sufficient to inform an understanding of their nature, extent, level of preservation and significance as a group.

5.2.3 Non-Archaeological Remains

Where remains are found to derive from naturally occurring events, i.e., tree throws, plant holes, animal burrows, solution holes, etc., a sample sufficient only to confirm that interpretation will be hand-excavated.

5.2.4 Variations to the Strategy

Any variations to the above strategy would be approved in advance by the Archaeological Officer, following on-site discussion.



5.3 Archaeological Recording Strategy

The areas will be photographed following excavation, with written descriptions of the stratigraphic sequence (including depths bpgl) and a photograph of a representative section taken. The basic excavated dimensions should also be recorded using survey grade GPS or total station.

As a minimum, recording of the investigation areas should include:

- a pro-forma context record for each stratigraphic unit revealed⁴;
- a record of any areas within the site identified as being devoid of archaeological remains and of any features investigated and confirmed to be of natural origin;
- a 'Harris Matrix' diagram to elucidate any complex stratigraphic sequences;
- site plans, either DGPS-recorded, or hand-drawn at a scale of 1:100, and depicting:
 - the extent of the mitigation areas, tied into the Ordnance Survey National Grid and located on a 1:2,500 scale plan;
 - the extent of all stratigraphic units revealed; and
 - appropriate detail identified within stratigraphic units;
- plans of stratigraphic units at a minimum scale of 1:20, unless specific circumstances dictate an optimal scale;
- sections of stratigraphic units at an appropriate scale. Unless specific circumstances dictate an optimal scale, then this should be a minimum of 1:20. For areas of detailed, significant or complex stratigraphy the scale used should be a minimum of 1:10⁵;
- a photographic record comprising recognised industry-quality digital photographs, with a minimum resolution of 10 mega-pixels and saved as high quality .jpg files⁶;
- numerical indices of all context records, drawings, photographs, samples and small finds, checked and cross-referenced as necessary; and
- a diary record of the progress of the archaeological work, including details of liaison and monitoring meetings, site visits, and a record of staff on site.

All of the above records will form part of the eventual project archive, to be deposited with a suitable repository upon completion of the project.

All archaeological recording will be undertaken in accordance with industry best practice, including the Chartered Institute for Archaeologists' (CIfA) *Standard for Archaeological Excavation* (2023a) and *Universal Guidance for Archaeological Excavation* (2023b).

A site code will be generated by the Archaeological Contractor and provided to the Archaeological Officer and the Archaeological Consultant prior to commencement of the project. This unique identifier will be clearly marked on all project documentation.

⁴ Typically, this would relate to any individual 'context' identified within a single archaeological intervention. However, there may be occasions where a context evidently recurs within multiple interventions, most commonly in relation to linear features. In such instances, it may optimise the intelligibility of the information derived, and aid in its interpretation, for a single context record to be compiled.

⁵ All scale drawings will include spot heights relative to the Ordnance Datum in metres, correct to two decimal places.

⁶ Alongside individual archaeological contexts/ stratigraphic units, general site shots will also be taken to give an overview of the site and progress of the archaeological works programme.



5.3.1 Artefact Recovery

Archaeological artefacts will be collected, stored, and processed in accordance with accepted national and regional methodologies, guidelines and standards. This includes the United Kingdom Institute for Conservation (UKIC) guidelines, ClfA's *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (2020), and guidance set out in *Archaeological Archives: A Guide to best practice in creation, compilation, transfer and curation* (2007).

'Bulk finds' will be collected and recorded by context. 'Small finds' will be recorded three-dimensionally using DGPS or equivalent survey equipment. Each artefact within any identified artefact scatters will also be recorded three-dimensionally.

All artefacts (apart from modern finds) will be collected and retained, unless otherwise agreed in advance with the Archaeological Officer.

Where required, artefacts will be stabilised, conserved and stored in accordance with the guidance of UKIC. If necessary, a conservator will visit the site to undertake 'first aid' conservation treatment of finds prior to their removal from site.

5.4 Environmental Sampling Strategy

In the unlikely event that significant waterlogged/ deeply-stratified deposits be uncovered, a detailed strategy for their sampling and recording will be devised by the project palaeo-environmental specialist, in consultation with the Archaeological Officer and the Client.

If deposits with the potential to yield palaeo-environmental or micro-artefactual data are identified, a programme of archaeological sampling will be undertaken in accordance with the following general protocol:

- samples will be recovered from cleaned surfaces, using clean tools and placed in clean containers; and
- samples will be appropriately recorded and labelled, and a register of all samples recovered will be maintained.

The samples will be stored safely in a sufficiently secure location prior to their delivery to the appropriate specialist. If required, bulk samples of 40 litres or 100% of <40l features will be taken for flotation and subsequent recovery of charred plant remains and associated small bones or industrial debris, with initial assessment consisting of:

- 10 litre sub-samples from waterlogged deposits for wet sieving and examination for biological remains;
- 5 litre sub-samples from dry deposits to assess their potential; and
- full processing of any samples considered to warrant further assessment.

Issues to be addressed through sampling would include chronological and spatial variation within the site sequence.

Any sampling would be undertaken in accordance with Historic England's *Geoarchaeology: Using Earth Sciences to Understand the Archaeological Record* (2015).

Should any palaeo-environmental deposits of particular interest be revealed, the Historic England Science Advisor (SA) will be contacted, and their advice sought in respect of an appropriate further sampling strategy.

The relevant SA is:

Hayley McParland

South West Science Advisor



Historic England

Telephone: 0117 975 0689

Email: hayley.mcparland@HistoricEngland.org.uk

5.5 Human Remains

Should human remains be encountered, they will initially be left *in situ*, suitably covered and secured, in compliance with industry best practice. The Archaeological Contractor will notify the Archaeological Consultant, who will then inform both the Client and the Archaeological Officer.

Following this initial consultation, the removal of human remains, if required, will only take place in accordance with a Ministry of Justice exhumation license, the appropriate Environmental Health regulations and the Burial Act 1857.

The Archaeological Contractor will be responsible for applying for an exhumation license from the Ministry of Justice, and, once in receipt, for ensuring that the provisions of that license are complied with.

5.6 Treasure

The Treasure Act 1996 sets out what find(s) qualify as 'treasure':

- any object at least 300 years old when found which:
 - is not a coin but has metallic content of which at least 10 per cent by weight is precious metal;
 - when found, is one of at least two coins in the same find which are at least 300 years old at that time and have that percentage of precious metal; or
 - when found, is one of at least ten coins in the same find which are at least 300 years old at that time;
- any object at least 200 years old when found which belongs to a class designated under section 2(1);
- any object which would have been treasure trove if found before the commencement of section 4;
- any object which, when found, is part of the same find as:
 - an object within paragraph (a), (b) or (c) found at the same time or earlier; or
 - an object found earlier which would be within paragraph (a) or (b) if it had been found at the same time.

Intentional non-reporting can lead to imprisonment for up to three months, a fine of up to £5,000, or both. Occupiers and landowners have the right to be informed of finds of treasure from their land and that they will be eligible for any rewards.

5.6.1 Discovery of Treasure

If any objects are recovered that are deemed to potentially qualify as treasure, the Archaeological Contractor will inform the Archaeological Consultant. The Archaeological Consultant will then inform the Client and the local Finds Liaison Officer of the Portable Antiquities Scheme (PAS), to determine the object's status. The local Finds Liaison Officer is:

Sophie Hawke

Salisbury & South Wiltshire Museum



Telephone: 01722 332151

Email: PAS@salisburymuseum.org.uk

Should any treasure be discovered, it will be removed, if possible, to a secure location; ideally, it will be deposited with the Finds Liaison Officer. Where removal from site is not practical on the same working day as the discovery, suitable security measures will be put in place to protect the find from damage, loss or theft.

Upon discovery of any treasure, the local coroner must also be informed within 14 days of discovery, in accordance with The Treasure Act 1996 Code of Practice and its amendment. In accordance with those provisions, the local coroner's office is contactable at:

Wiltshire & Swindon Coroners Court

26 Endless Street, Salisbury, SP1 1DP

Telephone: 01722 438900

Email: WSCoronersOffice@wiltshire.gov.uk

The Archaeological Contractor will ensure that the Treasure Act regulations are complied with and that all relevant parties are kept informed. A list of finds which have been collected and which fall under the Treasure Act will be included within the fieldwork report.



6.0 Post-Excavation Methodology

6.1 General

The post-excavation and reporting programme will be agreed with the Archaeological Officer and undertaken in accordance with the procedures set out in Historic England's *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide* (2015). The following sequence of post-excavation tasks will be undertaken:

- preparation of the site archive;
- preparation of a post-excavation assessment;
- post-excavation analysis consistent with the assessment;
- preparation of a grey literature report;
- preparation of a publication; and
- deposition of finds and archive with a suitable repository.

6.2 Finds Processing & Material Archive

All finds will be processed promptly following completion of the fieldwork. Retained finds will be washed, marked, bagged and recorded within a database (e.g. MS Access or GIS DBASE), and will include the location from which they were recovered in National Grid and Ordnance Datum, accurate to two decimal places.

The finds assemblage will be treated, labelled and stored in accordance with the appropriate Historic England guidance documentation, all relevant local authority guidelines and the UKIC guidelines.

The Archaeological Contractor will ensure that the processing of all assemblages recovered is also undertaken in accordance with the requirements of the Archaeological Officer.

Where appropriate, each category of find, or each material type, will be examined by a suitably qualified archaeologist or specialist, with the results of that analysis incorporated into the fieldwork report.

6.3 Paper Archive

Upon completion of the archaeological fieldwork, the archive of written, drawn and photographic records generated on site will be reviewed by a suitably experienced archaeologist. The archive will be ordered and checked to ensure that it is complete, and that the information recovered is of the required standard and is suitably intelligible ahead of its analysis. The unique site code will be included on all project documentation.

6.4 Samples

The record of samples compiled on site will be reviewed and checked against the samples collected. Samples will then be sent to the relevant specialists for processing and analysis.

6.5 Specialist Analysis

If required, specialists would provide the following in respect of the material submitted for analysis:

- a statement on the presence or absence of material and an assessment of its preservation;



- an interpretation of the assemblage including spot-dating where relevant and reference to any unusual or important features of the assemblage;
- an assessment of the research potential of the material and recommendations for further work; and
- a programme for completing the final archive and report.

6.6 Reporting

6.6.1 Interim Summary Report

Following the conclusion of the site work an Interim Summary Report will be compiled containing:

- a plan depicting:
 - the locations of the mitigation areas (and any other contingency areas subject to field investigation); and
 - the archaeological remains identified;
- a concise body of text summarising the results of the fieldwork and the remains identified; and
- an appraisal of the significance of the identified remains.

Unless agreed otherwise with the Archaeological Officer, the Interim Summary Report will be compiled within four weeks of completion of the fieldwork.

6.6.2 Assessment Report

An Assessment Report would be prepared following the conclusion of the site work and submission of an Interim Summary Report. Key information to be provided within the Assessment Report will be:

- a discussion of the results of the specialist analysis of any palaeo-environmental samples recovered;
- a discussion of the results of specialist analysis of the artefacts recovered, including their dating, and any implications for our understanding of the society, economy and/or technology of the past populations represented by the identified archaeological remains; and
- a discussion of any special or unusual remains, with reference made to any other relevant material recovered from the immediate site environs.

The Assessment Report will also include the following:

- a non-technical summary;
- a site location plan;
- planning background;
- archaeological, historical and geological background;
- aims and objectives;
- methodology;
- results (including a full description, and an assessment of the nature, location, extent, date, condition, quality and significance of all archaeological features, as relevant);



- interpretation of the results within a wider context;
- conclusions on the significance of the remains identified, in relation to the project aims and regional research objectives;
- conclusions on the anticipated residual potential of the Site following construction;
- publication proposals, if warranted;
- summary of archive, storage and curation;
- general and detailed plans illustrating the location(s) of the investigations, accurately plotted onto an OS base map to an appropriate scale;
- detailed scaled plans and sections of features/deposits as appropriate, including OD heights;
- a complete matrix (either site-wide, or for each area of activity identified);
- summary data tables;
- a cross-referenced index of the project archive; and
- specialist assessment and/ or analysis reports, stating the range, quality and significance of the material with proposals for further detailed analysis where appropriate;
- a list of the archive contents, and provision for long-term storage; and
- comments on any further work required to complete the project.

Unless agreed otherwise with the Archaeological Officer, the Assessment Report will be compiled within six months of completion of the fieldwork.

6.6.3 Full Archive Report

Should the works identify significant archaeological remains, a further stage of analysis may be required prior to completion of the Full Archive Report. In this event, proposals for any such further analysis will be made and an updated project design and resourcing statement will be agreed with the Archaeological Officer.

The Full Archive Report will comprise the Assessment Report updated to integrate the results of any such further specialist analyses.

6.7 Report Review

Prior to general circulation, draft copies of each report generated will be provided to the Archaeological Consultant, the Client, the Archaeological Officer, and any relevant archaeological specialists.

The Archaeological Contractor will take into account any observations on the content of the draft report made by the Archaeological Consultant, the Client and/ or the Archaeological Officer before issuing the final version.

6.8 Report Dissemination

One bound and one digital version of each report (complete with illustrations) will be produced by the Archaeological Contractor within one week of the receipt of any comments issued on the draft. Digital text should be in Microsoft Word format, and illustrations should be in AutoCAD and/ or PDF format.



On finalisation of the report, a digital copy in PDF/A format will be provided to the HER. The HER will also be provided with any relevant geo-referencing data, in a compatible digital format (typically .shp or .dxf).

The Archaeological Contractor will complete an Online Access to the Index of Archaeological Investigations (OASIS) form in relation to the report, to include a digital version of the report itself. The full report will include the OASIS ID number.

Once the final report on the results of the work has been published, it will be recommended to the planning authority that Condition 16 of the planning permission be discharged. If, with the agreement of the Archaeological Officer, it can be demonstrated that sufficient resources have been made available to ensure the future completion of the reporting, it may be acceptable for discharge of the condition to be recommended prior to completion of the reporting.

6.9 Publication

If the results of the programme of archaeological mitigation are considered sufficiently significant as to warrant wider public dissemination, then a suitable format and forum will be identified in liaison with the Archaeological Officer. As a minimum, this might include a short note in a local peer-reviewed journal.

If required, a summary report would be prepared, in the established format, suitable for inclusion in the annual round-up for the region. This would either be included in the project report or submitted directly to Wiltshire Council (whichever is the sooner) by the end of the calendar year in which the work takes place.

6.10 Archive

6.10.1 Title

Where artefacts or ecofacts have been recovered during the investigation the owner will be contacted to arrange legal transfer of title to the receiving repository (to be confirmed). The transfer of title would be effected by a standard letter supplied to the landowner for signature.

6.10.2 Composition

The compilation of an integrated and ordered project archive will be undertaken by the Archaeological Contractor in accordance with the provisions of the following:

- Historic England's MoRPHE guidance;
- UKIC guidelines;
- Society of Museum Archaeologists (SMA) 1995 Towards an Accessible Archive;
- Archaeological Archives Forum (AAF) 2007 (revised 2011) Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation;
- Museum and Galleries Commission (MGC) 1992 Standards in the Museum Care of
- Archaeological Collections;
- the requirements of the chosen repository; and
- this WSI.

The archive will include:

- recovered artefacts and significant samples (material archive);
- all written, drawn, photographic and other records generated during the fieldwork (site archive); and



- all digital data, including that which is digital in origin,⁷ and any digital copies made of the primary site records,⁸ including images.

In accordance with Section 4 of Creation of Archives, and in consultation with the Archaeological Officer, a rigorous process of selection and discard would be followed so that only those elements considered of significance for potential future study would be retained.

Bulk items such as ceramic building materials, stonework, large quantities of undiagnostic pottery, and material that is difficult/ costly to conserve, such as worked wood, may be selected for discard once appropriate recording and analysis has been undertaken, either on site or in the laboratory at the post-excavation stage. Detailed discard proposals would be agreed by the Archaeological Officer prior to implementation.

Once prepared, the Archaeological Contractor will store the archive in a suitable and secure location prior to its deposition. The archive will be offered to a suitable repository for deposition within six months of the completion of the fieldwork, with the agreement of the Client.

6.10.3 Deposition

The hardcopy archive will be deposited for long-term curation with a recognised, accredited or trusted repository. The destination museum has yet to be confirmed.

In depositing the archive, the Archaeological Contractor will:

- contact the preferred repository at an early stage, in order to obtain their acceptance of the archive for long-term storage and curation;
- be responsible for identifying and adhering to any specific policies or requirements provided the repository in respect of archive preparation and submission;
- contact the agreed repository to obtain a reference number, which will be stated within the assessment report;
- endeavour to obtain a written agreement from the landowner to transfer title to all items in the material archive to the repository (on their behalf);⁹ and
- grant license to copyright for documentary material (both physical and digital) to the client, for transfer to the relevant repository.

6.10.4 Deposition of Digital Archive

Currently, the only suitable repository for digital archives is the Archaeology Data Service (ADS). If appropriate, the digital archive will therefore be compiled in accordance with ADS standards and requirements.¹⁰

Should the archive repository confirm that they do not require the hardcopy archive, then once the digital archive has been transferred to the ADS, the Archaeological Contractor may retain, disperse or dispose of the primary hardcopy items. This may entail physical destruction of the primary record.

⁷ Including email correspondence, images, survey data and other site data collected through digital/ electronic means.

⁸ Including relevant drawn and written data created during fieldwork (context sheets, sample sheets, finds records, drawings/ plans/ sections/ sketches, all indices, earthworks surveys, and any notes that contribute to the interpretation and understanding of the site and its recording) and relevant records/data produced as part of the post-excavation assessment or analysis, etc.

⁹ If ownership of any or all the artefactual material is to be retained by the landowner, then provision must be made for its time-limited retention by the Archaeological Contractor to facilitate its full analysis and specialist recording.

¹⁰ <https://archaeologydataservice.ac.uk/help-guidance/instructions-for-depositors/>



6.10.5 Notification

The Archaeological Contractor shall promptly notify the Archaeological Officer when the archive of records and finds has been deposited with the appropriate repository.

6.10.6 Copyright

The Archaeological Contractor will assign copyright in all reports, documentation and images generated during the project to the client. The Archaeological Contractor will retain the right to be identified as the author/ originator of the material. It is the responsibility of the Archaeological Contractor to obtain such rights from any sub-contracted specialists.

The Archaeological Contractor may apply in writing to use or disseminate any part of the project archive, documentation or images, and such permission will not be unreasonably withheld.

The client will own all Intellectual Property Rights to photographs and documentation prepared for this project by or on behalf of the Archaeological Contractor.

6.10.7 OASIS

An OASIS entry for the project will be completed within 3 months of the completion of the archive. The OASIS entry will host PDF versions of the reports generated.



7.0 Bibliography

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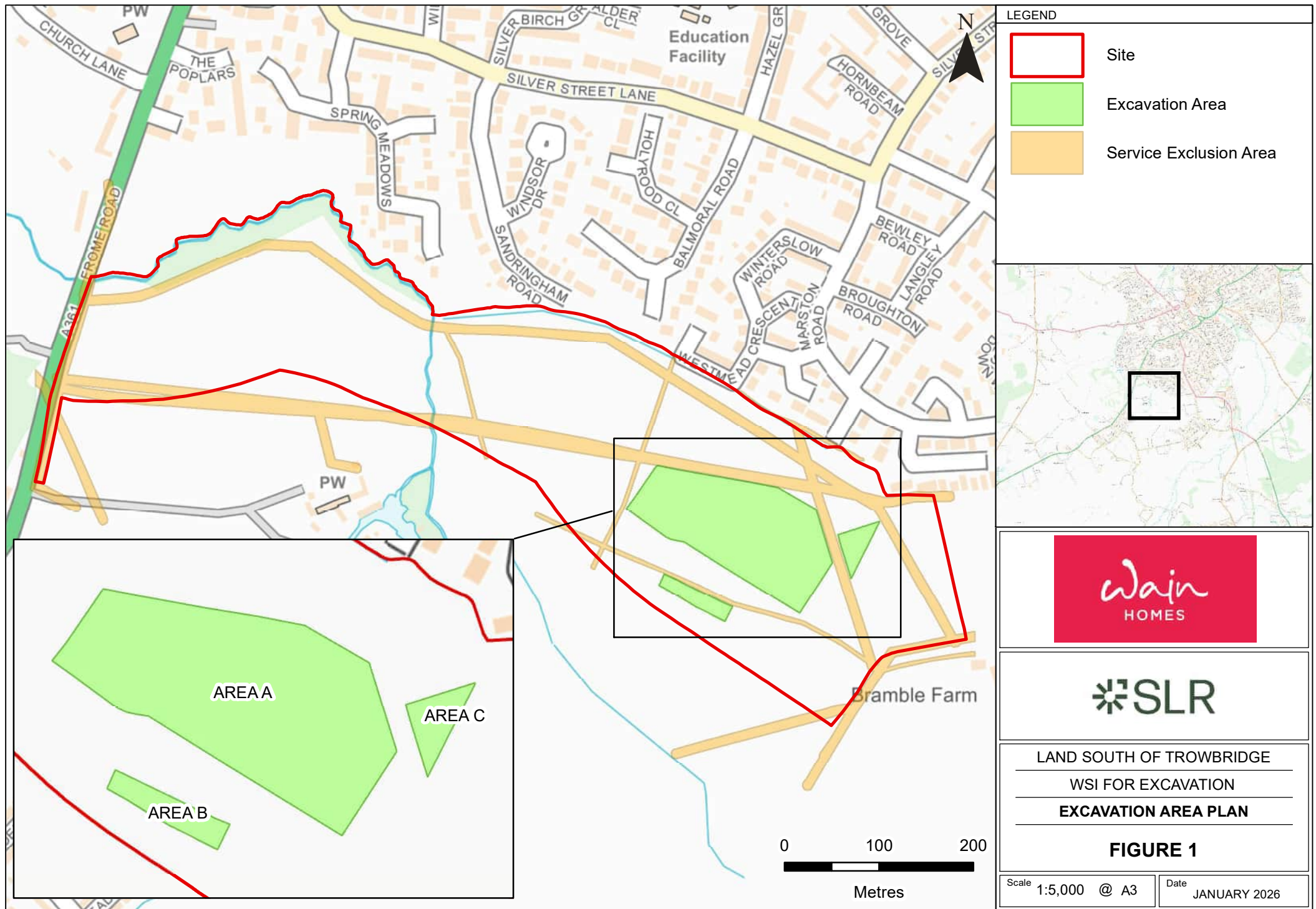
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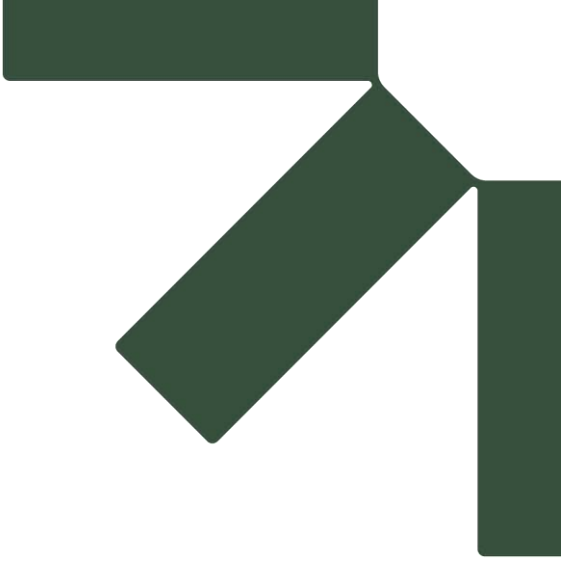
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Appendix A Site Layout

Land South of Trowbridge

Written Scheme of Investigation for an Archaeological Excavation

Wain Homes (Severn Valley) Limited

SLR Project No.: 407.065040.00001

8 January 2026





Making Sustainability Happen