



FORMULA LAND (ALDERBURY) LIMITED

**RESIDENTIAL DEVELOPMENT ON LAND OFF SOUTHAMPTON
ROAD, ALDERBURY, WILTSHIRE**

**WRITTEN SCHEME OF INVESTIGATION FOR AN
ARCHAEOLOGICAL TRIAL TRENCHING**

JUNE 2025

DATE ISSUED: June 2025
JOB NUMBER: BM12984
REPORT: 1.0
STATUS: Draft

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TRENCHING**

PREPARED BY:

Katherine Montagut Archaeology Consultant
Brochero

REVIEWED AND

APPROVED BY:

Anthony Hanna Technical Director

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ENERGY AND CLIMATE CHANGE
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DRAWINGS

BM12984-001 Site Location
BM12984-002 Proposed Trench Location

NON-TECHNICAL SUMMARY

This Written Scheme of Investigation (WSI) for archaeological trial trenching has been prepared by Wardell Armstrong for a residential development on land off Southampton Road, Alderbury, Wiltshire. The Site will be subject to archaeological trial trenching to further inform on sub-surface potential and survival within the Site boundary.

As part of the predetermination works a geophysical survey and an archaeological and heritage desk-based assessment were undertaken. These studies have concluded that there is potential for archaeological remains from the late post-medieval and modern periods. These are likely to be associated with agricultural activity.

This document details the methodologies to be employed during the fieldwork, post-excavation analysis, reporting, and archival deposition. The trenching strategy involves the excavation of four trenches targeting previous identified geophysical anomalies.

Should further works be required, these should be consulted and approved by the Wiltshire Council's Archaeology Service.

1 INTRODUCTION

- 1.1 Wardell Armstrong LLP have been commissioned by Formula Land (Alderbury) Limited (hereafter referred to as 'the Client') to prepare a Written Scheme of Investigation (WSI) outlining the methodologies to be adhered to during a programme of archaeological evaluation for a trial trenching for a residential development on land off Southampton Road, Alderbury, Wiltshire centred on National Grid Reference (NGR) SU 19000 27270 (Drawing BM12984-001).
- 1.2 The Site has already been subject to a desk-based assessment (DBA) and a geophysical survey. The DBA (Wardell Armstrong 2024) concluded that the potential for pre-dating medieval remains within the Site is low or negligible due to the lack of evidence for activity during this period in the surrounding area. Potential for archaeological remains relating to the late 19th and early 20th century periods is high, although they **are likely** be of low value and local interest. Such remains would be most likely to be associated with agricultural activity.
- 1.3 The geophysical survey results (Cura Terrae Limited 2025) have revealed a number of anomalies which may have archaeological origins. A series of pit-like anomalies in the east have been tentatively identified as a possible pit alignment. Multiple agricultural trends **have identified, as well as** an uncertain trend that could represent an unrecorded former boundary.
- 1.4 **Following** consultation with **the** Wiltshire Council's Archaeology Service, the Site will be subject to an archaeological trial trenching to further inform on sub-surface potential and survival within the Site boundary to fully understand the impacts of the development. The methodologies to be deployed during the fieldwork are defined in this WSI, a full analysis and reporting and archival deposition must occur following the completion of the fieldwork. This WSI must be approved in writing by **the** Wiltshire Council's Archaeology Service ahead of any work commencing.
- 1.5 During the project, the following documents and guidelines will be adhered to at all times:
- *Code of Conduct*, Chartered Institute for Archaeologists: Reading (CIfA 2022).
 - *Standard for Archaeological Field Evaluation*, Chartered Institute for Archaeologists: Reading (CIfA 2023a).
 - *Standards and guidance for the collection, documentation, conservation and research of archaeological materials*, Chartered Institute for Archaeologists, Reading (CIfA 2020a).

- *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide*, Historic England (2015a).
- *Universal Guidance for Archaeological Field Evaluation*, Chartered Institute for Archaeologists: Reading (CIfA 2023b).

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2 BASELINE INFORMATION

2.1 Location and Geological Context

- 2.1.1 The land comprising the Site lies to the south-west of the A36 and north-east of the historic core of Alderbury, centred on NGR SU 19000 27270 (Drawing BM12984-001).
- 2.1.2 The Site comprises three field parcels under pasture in an area of land contained within Junction Road to the east, Clarendon Road and residential development to the west and Southampton Road to the south, encompassing just under five hectares.
- 2.1.3 Field boundaries within and surrounding the Site are formed by overgrown hedgerows and hedgerow trees. To the north, a further agricultural field and residential dwellings and their extensive rear gardens separate the Site from the A36. Further residential development is located to the south of the Site, at the intersection of Southampton Road and Junction Road. The rear gardens of these properties border the Site. Alderbury Football Club lies to the south-east of the Site.
- 2.1.4 The bedrock geology of the Site is mapped as Wittering Formation, a sand, silt and clay sedimentary bedrock formed between 56 and 41.2 million years ago during the Palaeogene period (BGS 2025).

2.2 Archaeological and Historical Background

- 2.2.1 The information below is summarised from the archaeological desk-based assessment (Wardell Armstrong 2024).

Recorded Heritage Assets

- 2.2.2 There are no designated heritage assets within the Site, neither within the 1km study area.
- 2.2.3 According to the Wiltshire and Swindon Historic Environment Record (HER), there are no non-designated heritage assets recorded within the Site boundaries.

Palaeolithic (pre-12,000BC)

- 2.2.4 The only record of Palaeolithic activity in the study area corresponds to a findspot of two Lower Acheulian axes (**HER MWI9679**), one with the point broken, recovered c. 270m to the south-west of the Site.

Mesolithic (c. 12,000 to 4,000BC)

- 2.2.5 Approximately 220m to the north-west of the Site, a tranchet axe or adze was found in the Allotment Gardens (**HER MWI9694**). Two further flint tools were recorded north-west of Rectory Farm. A roughly flaked 'pick' was recovered from the surface of a field, c. 700m south-west of the Site (**HER MWI9696**). No further detail is recorded, it is therefore likely that this is another axe or adze. The second tool, another pick or tranchet axe, was identified c. 730m to the south-west of the Site (**HER MWI9695**).

Neolithic (c. 4,000 to 2,200BC)

- 2.2.6 Two potential Neolithic or Bronze Age ring ditches, observed in aerial photographs south of Alderbury Junction (**HER MWI9802**, **HER MWI9803**), are located approximately 170m south-east and 260m east of the Site, respectively. No remains of **HER MWI9802** were identified in a trial trench evaluation undertaken at Alderbury and West Grimstead School by Wessex Archaeology in 1991 (**HER EWI3908**), and it was not recorded by the geophysical survey carried out by Sumo in 2017 (**HER EWI9921**). This suggests that, if originally present, it may have been truncated by agricultural activity.

Bronze Age (c. 2,200 to 700BC)

- 2.2.7 The Bronze Age activity recorded in the surrounding area is a findspot of a 'Beaker Pot', which was identified between Alderbury and Whaddon, approximately 685m south of the Site (**HER MWI9796**).

Roman

- 2.2.8 The only evidence of Roman activity recorded in the surrounding area is a single sherd of 'Romano-British pottery', which was recovered from Hale Farm, 660m north-west of the Site (**HER MWI9723**).

Early Medieval (c.410 to 1066AD)

- 2.2.9 There are no references to early medieval activity in the HER, neither in the Site nor in the study area. However, Alderbury is recorded as a village with Saxon origins (**HER MWI9733**), named 'Aepelware Byrig' in 972 AD. During the 1994 Royal Commission on the Historical Monuments of England (RCHM) survey, it was proposed that earthworks potentially dating back to Saxon times were present around the northern perimeter of the village. However, these features had not been thoroughly surveyed, and no further references to them are found in the HER data.

Medieval (c.1066 to 1540AD)

- 2.2.10 Alderbury is documented in the Domesday Book, with a recorded population of 13 households in 1086. It was listed under four owners, including the 'Church of Alderbury,' which suggests it was a well-established settlement prior to the Norman Conquest.
- 2.2.11 The remains of an Augustinian priory, Grade II listed (**NHLE 1355751; MWI9748**), have survived in the grounds of Ivychurch Farmhouse, approximately 510m north-west of the Site. These include wall fragments, a trans Norman pier and part of an arcade. Further remnants of this priory, including stone carvings and tiles, were observed when buildings were pulled down in Ivychurch in 1888; similarly, an assemblage of pottery, tile, stone and bone was discovered in 1986 when a new drive was laid for the farm.
- 2.2.12 To the west of the Site, approximately 470m, lies The Green Dragon Public House (**NHLE 1023782; HER DWI7224**), which originated as hall house in 15th century with a cross wing added in the mid-16th century. Following the post medieval period, it was converted into a public house. By the 19th century, it had clearly established a reputation, as evidenced by Charles Dickens' use of the establishment as a source of inspiration for the Blue Dragon inn in 'Martin Chuzzlewit'.
- 2.2.13 A deer park with an associated pond is depicted on a c.1640 estate map. The park is said to be medieval in origin and was possibly attached to the priory. It is located approximately 540m north of the Site (**HER MWI9766**).
- 2.2.14 Two findspots have been recorded within the study area. A greenstone quoin and a Purbeck marble tile culvert were recorded c. 500m west of Site (**HER MWI9749**), and a fragment of a 13th-century green glazed jug with a 'face mark decoration' was found 745m south-west (**HER MWI9760**).

Post Medieval (c.1540AD to 1901) and 20th century (AD 1901 to AD 2000)

- 2.2.15 In the village of Alderbury are located two 17th century cottages: Nos. 5 and 6, School Hill, listed Grade II (**NHLE 1355756; HER DWI7231**) c. 470m to the south-west of the Site, and Old Timbers, also listed Grade II (**HER 1023785; HER DWI7233**) c.540m to the west of the Site.
- 2.2.16 The line of a section of the Old Salisbury and Southampton Canal (**HER MWI64351**) is visible in historic mapping and aerial photographs as earthwork. The canal was opened around 1802 and closed in 1806; it was never fully completed and terminated at Tunnel Hill. It is recorded approximately 350m south-east of the Site.

- 2.2.17 Alderbury House, listed Grade II* (**NHLE 1023788; HER DWI7241**) is located c. 750m to the south-west of the Site. The property is set within a landscaped park with a lake that is connected to the canal. The house was owned by George Fort, a hatter from Salisbury, who had interests in the canal.
- 2.2.18 The Church of St Mary listed Grade II (**NHLE 1355757; HER DWI7237**), lies approximately 610m south-west of Site. It was constructed in 1857 by S. S. Teulon on the site of the medieval church. The stained windows of Morris & Co Ltd are a testament to the financial prosperity of the community at the time.
- 2.2.19 A late 17th - early 18th-century lead token (**HER MWI9779**) was recovered from the garden of 'Chez Nous,' approximately 100m north-east of the Site.
- 2.2.20 According to the cartographic sources and aerial photographs, the land within the Site was in agricultural use throughout the late post medieval, the first record is from a 1765 map, and modern periods. The Historic Landscape Characterisation indicates that these postmedieval fields were created on common land, by the 1809 Parliamentary Enclosure Act.

Undated

- 2.2.21 Two possible lynchets (**HER MWI8346**) were identified through aerial photograph to the east of Shootend, approximately 670m and 740m north-west of the Site. A geophysical survey at land off Southampton Road (**HER EWI10033**) recorded a possible rectangular enclosure (**HER MWI78166**) c. 180m south of the Site, along with pits (**HER MWI78168**) and ditches (**HER MWI78167**) c. 170m and 200m respectively.

Previous Archaeological Work

- 2.2.22 Cura Terrae Limited (2025) was commissioned to carry out a magnetic survey to establish the presence or absence of archaeological features within the Site. The report of the geophysical survey is included as Appendix 2. The Site was divided into two areas for the survey: Field 1 to the west and Field 2 to the east. At the time of the survey, the Site conditions were wet. Due to the presence of ground moisture at the centre of Field 1, survey coverage in this area was restricted. The strong magnetic response resulting from the presence of a modern service crossing the Site northwest to southeast has affected the data in its immediate vicinity, limiting the detection of potential weaker anomalies nearby.
- 2.2.23 The majority of the anomalies identified are likely to be associated with modern and agricultural activity, as well as with possible natural features. In Field 1 a series of strong positive and weak negative anomalies were identified. The former corresponds

to circular anomalies located in the south-west of the field with a north-east to south-west orientation, these are likely to be an agricultural trend associated with ploughing regimes. The latter is a linear anomaly located to the southwest of the field with a north-west to south-east orientation, suggesting that it may be a former boundary that was not identified on historic mapping.

- 2.2.24 A series of weak, positive pit-like anomalies were identified to the east of Field 2, aligned in a north-east to south-west alignment. At its north end, the anomaly becomes curvilinear. This is potentially of an archaeological nature, however, equally likely to be natural or agricultural in origin. A weak negative linear anomaly, aligned north-east to south-west, was identified at the northern boundary of Field 2, this feature aligns with visible modern farming tracks.
- 2.2.25 Ferrous spike anomalies were recorded across the Site. These are likely associated with recent agricultural land use. A modern service was recorded crossing the Site from north-west to south-east.

3 PROPOSED DEVELOPMENT

- 3.1 The planning proposal comprises a residential development at the Site, with associated infrastructure, services and landscaping. A pedestrian link is also proposed, in the form of a footpath to Junction Road, together with a proposed wildlife corridor link to the north-west of the site which provides a link in the north-west of the site through the existing Ivychurch Copse Local Wildlife Site (LWS) to the existing residential area of Oakwood Grove. An area of shared open space, including a swale pond will be incorporated in the development.

4 AIMS AND OBJECTIVES

- 4.1.1 The aim of the evaluation is to identify any surviving archaeological remains within the site boundary and assess its nature, extent, survival, quality and significance. The Programme of Archaeological Works aims to establish the significance of any archaeological remains identified on-site so that the appropriate level of investigation and recording can be implemented. The general objectives of the archaeological fieldwork are to:

- Identify, investigate and appropriately record any identified archaeological remains;
- Determine (as far as possible) any stratigraphic sequences, the character, date and distribution of any deposits or features revealed;
- Assess the significance of any deposits or features revealed;
- Analyse, conserve and store any artefacts or ecofacts recovered;
- Highlight the need for and scope of any further archaeological investigation/mitigation (if applicable); and
- Disseminate the results through an appropriate level of reporting, taking relevant regional research objectives into consideration.

- 4.1.2 In addition to the above objectives, the results of this archaeological evaluation have the potential to contribute to several research initiatives, as set out in *A Research Agenda for Archaeology in South West England* (Webster 2007), including:

Research Aim 3: Address apparent “gaps” in our knowledge and assess whether they are meaningful or simply biases in current knowledge.

- *“3f: Where farming is concerned, local distinctiveness may be the result of social and cultural factors as well as the constraints imposed by geology, soils, topography, aspect, etc. [..]”*

Is there any evidence of farming activity within the Site, and how does it could reveal regional or local distinctiveness?

- *3h: Are there regional traditions of pit digging and deposition, and what might these tell us of residency, settlement duration, composition, social relations and relations with places and other agencies?*
- *3o: In the Post-Medieval and later periods (if not before) it is also becoming clear that there are real variations in material culture across the region.[...] There are also cultural similarities outside the region which are evident [...]. All of this is masked to an unknown extent by the marked intra-regional biases in recording Post-Medieval and later sites and landscapes. The “real” variations may well, at least in part, be the manifestations of genuine regional and other identities [...].*

Is there any evidence of post-medieval and modern periods activity within the Site, and how does it relate to broader patterns observed in South-west England?

Research Aim 17: Improve the quality and quantity of environmental data and our understanding of what it represents.

- *“17b: A range of context types should be sampled for plant macrofossils, especially for the Iron Age where most work has concentrated on pits. For example, sampling only obviously rich deposits misses evidence for crop processing and leads to mis-interpretation of site function and plant use[...]*

17d: We should look at the environmental evidence that exists in new ways, such as by conceptualising what we would expect to find under different scenarios and then interrogating the archaeological record. This approach could particularly lend itself to a new understanding of past farming.

Is there any environmental evidence that can contribute to a better understanding of past farming practices?

Research Aim 20: Improve our understanding of wild and cultivated plants in the past.

- *“20a: We need to be open to the possibilities of regional and even local distinctiveness in the contribution of unusual or infrequently cultivated plants. Our understanding of plant cultivation in the past is based on a small range of species, largely because of the processes responsible for preservation in non-waterlogged conditions. Thirsk (1997) gives some indication of the possibilities for the historic period.”*

Can the environmental evidence, if any, inform about regional and/or local distinctiveness regarding plant cultivation?

Research Aim 21: Improve our understanding of the environmental aspects of farming.

- *“21d: Site-based studies have provided environmental evidence in the Medieval period but further work is needed to link sites to the wider landscape and better-dated contexts. This will provide opportunities for understanding what happened at documented historical events around the region. Understanding the changing patterns of land use and their environmental impact has yet to be fully realised.”*

Can the site contribute to a better understanding of land use in the region throughout the medieval to modern periods?

- *21e: As in other regions, the potential of environmental studies in the Post-Medieval periods remains under-exploited; there is substantial opportunity to enhance our understanding of agricultural, industrial, and urban environments and their development.”*

Is there any archaeological evidence for the continuation or transformation of land use and agricultural practices into the post-medieval period?

Research Aim 28: Improve our understanding of Neolithic settlements and landscapes.

- *“28b: The potential of “small-scale” evidence such as pits and stake-holes needs to be realised. While individually not seemingly significant, will cumulative patterns emerge?[...] 28d: More attention should be paid to tree-throws and other “natural” features within which occupation debris occurs”.*

Does the anomaly identify as a possible pit alignment in the geophysical survey be related to prehistoric activity? Can it contribute to identify regional patterns?

Research Aim 42: Improve our understanding of Medieval farming.

- *“42a: There is very little direct environmental evidence for the use of grassland/pasture/meadows in the South West. The pastoral side of the landscape was the major land use for many areas, and vital for producing winter food for stock. [...] The integration of plant macrofossil and insect evidence and in some cases pollen as well, is the key to success here. See also Research Aim 20a.*

Is there any material or environmental evidence that can clarify the extent and nature of pastoral land management and its role in the rural economy?

Research Aim 43: Address the lack of knowledge of Post-Medieval to Modern food production.

- *“43c: Research is needed into the introduction of new crops and farming methods in the 18th century in particular. The impact of innovative plant and animal breeding and the use of mechanisation is almost totally unstudied by archaeologists. However, this evidence is vulnerable to loss through development and modern farming practice. The innovations will affect the composition of assemblages and our interpretation of them.”*

Can the site contribute to a better understanding of the impact of Improvement and further innovations in farming and husbandry?

4.1.3 Additional regional and national research objectives may also be applicable, dependent on the results of the research and results of the archaeological work on-site.

5 METHODOLOGY

5.1 Scope of Works

5.1.1 The trenching strategy set out in this WSI has been agreed in consultation with the Wiltshire Council's Archaeology Service and specifically targets geophysical anomalies identified during the previously conducted geophysical survey (Cura Terrae Limited 2025). It is proposed to excavate a total of four trial trenches measuring 1.80m by 30m across the Site.

5.1.2 In the event that the evaluation confirms the presence of significant surviving sub-surface archaeological remains within the trenches, then early discussions will take place with the Client and Wiltshire Council's Archaeology Service. Should further on-site archaeological work be required, the first priority would be the production of an updated Written Scheme of Investigation (WSI) (or an addendum to this one) which would clearly set out the scope of a second phase of on-site archaeological work, defined in accordance with the requirements of Wiltshire Council's Archaeology Service.

5.2 Investigation and Sampling Strategy

5.2.1 Prior to the onset of any site works, a unique site code will be issued for the project. In addition, the proposed recipient museum will be contacted prior to the onset of site works, and a museum accession number will be obtained for the documentary and material archive. If this cannot be obtained prior to the start of works, every effort will be made to obtain an accession number prior to post-excavation processing and deposition.

5.2.2 Land access will be confirmed by the Client prior to any on-site archaeological works. Any specific arrangements required by landowners will be confirmed by the Client and fully implemented during the trial trenching.

5.2.3 It is the responsibility of the Client to identify any buried or overhead services and precautions will be taken to avoid damage to any such services prior to the trial trenching works. Relevant service plans have been provided by the Client and all trenches have been positioned to avoid known services. Prior to excavation, each trench will be scanned using a Cable Avoidance Tool (CAT). The trenches will be periodically scanned during excavation where necessary. In the event that unrecorded services are identified, excavation will cease, and the Client will be informed. The preferred risk management method in this instance would be to discontinue excavations within the vicinity of the identified service, following full agreement from

the Client and the Wiltshire Council's Archaeology Service. Should this not be possible, excavation within the vicinity of the identified service will continue by hand using insulated tools. Wardell Armstrong will agree the methods and risk management strategy to be employed during the trial trenching with the Client prior to the start of works.

- 5.2.4 Any factors identified that may result in unavoidable risk will be communicated to the Client. Any proposed changes to the scope of works and/or methodology required to minimise any risk will only be implemented with the full agreement of the Client and the Wiltshire Council's Archaeology Service.
- 5.2.5 A condition survey will be undertaken prior to any trial trenching and will be maintained throughout. The condition survey will include as a minimum:
- Photographs to illustrate the condition of each area before the start of the site operations taken with a time and date recording camera;
 - Similar photographs taken after completion of the site operations;
 - A written record noting the location from which each photograph was taken and the orientation of the exposure;
 - A consistently formatted written record of the condition of each area before the commencement of the site operations, setting out ground conditions, weather and any other relevant factors; and
 - A written record of any incidents resulting in damage and near misses, including incidents caused by visitors i.e. other scheme staff using the same access route.
- 5.2.6 Wardell Armstrong will undertake the opening of all trenches using a mechanical excavator equipped with a toothless ditching bucket to maximise the chance for identification of any archaeological remains. All mechanical works will be monitored by a suitably experienced archaeologist who will supervise the excavation process. Machine excavation will be carried out until the top of the first potentially significant archaeological horizon, or the top of the natural substrate, whichever is encountered first. Should archaeological deposits be identified, the machining process will be halted, and excavation will proceed manually. This will allow the features to be identified and planned.
- 5.2.7 Should substantial obstructions be encountered, a toothed bucket may be employed on the understanding that it will be removed again once the obstacle is past.
- 5.2.8 A mechanical excavator will remain on site to increase the depth of the trenches if deemed necessary.

- 5.2.9 A sondage may be mechanically excavated to test for redeposited natural where appropriate. Topsoil and subsoil will be stored in separate spoil heaps, which will be kept at a minimum distance of 1.2m from the trench edge and will be backfilled in the same order it was excavated.
- 5.2.10 Should either the natural substrate or archaeological remains be encountered at a depth that is considered too great to safely enter the trench, it may be necessary to employ a stepping strategy for health and safety reasons. The implementation of a stepping strategy will only be undertaken with full agreement from the Client and the Wiltshire Council's Archaeology Service.
- 5.2.11 All trenches will be cleaned by hand, photographed and recorded as appropriate. Once cleaned, all trenches will be inspected and potential features/deposits excavated to retrieve artefactual and ecofactual material, as well as determine their character, significance and date.
- 5.2.12 Archaeological features will be sampled sufficiently to characterise, date them and determine their significance i.e., 10% of fills of linear features (unless the linear features are substantial in which case an alternative sampling strategy will be discussed with the Wiltshire Council's Archaeology Service), and 50% of pit fills. Smaller discrete features such as postholes will be 100% sampled. Measures will be taken to protect particularly significant, valuable or sensitive archaeological remains from exposure, accidental damage and/or theft.
- 5.2.13 Linear features shall be investigated by the excavation of one or more cross-sections as appropriate, by hand-excavation. Relationships between intersecting features shall be determined in a stratigraphic manner, in accordance with professional standards.
- 5.2.14 If the remains of substantial buildings/structures of archaeological interest are identified, these will be cleaned, photographed and recorded in-situ, with sample excavation undertaken as necessary in order to determine their form, construction methods and dating. Any substantial structures will also be subject to a programme of photogrammetric recording where appropriate, where they meet the project's objectives, to create a full 3D model of the remains.
- 5.2.15 A structured programme of environmental sampling appropriate to the specific aims of the project will be implemented. The strategy and methodology for the sampling of deposits will be in accordance with Historic England guidelines '*Environmental Archaeology – A guide to the theory and practice of methods, from sampling and*

recovery to post-excavation' (2011a). All samples will be labelled with the Site code, context number, and sample number.

- 5.2.16 Where deposits are dry, bulk samples for the recovery of charred plant remains, small bones and finds, will be taken from sealed and datable features such as pits, ditches, hearths and floors. Each context will be sampled in isolation. The size of the sample is expected to be in the range of 40-60 litres per context or 100% of smaller contexts. Samples will not be taken from the intersection of features or where context horizons are not fully defined.
- 5.2.17 Where deposits are wet, waterlogged or peaty, monoliths will be taken along cleaned vertical surfaces for the retrieval of pollen, diatoms, ostracods and foraminifera. The numbers to be taken will be agreed with the Wiltshire Council's Archaeology Service. Where bulk samples are to be taken a minimum of 20 litres will be taken from visible layers or spits for the retrieval of plant macro-remains and insects.
- 5.2.18 Sampling strategies for wooden structures should follow the methodologies presented in Historic England's *Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of waterlogged wood* (2010). For other waterlogged organic finds, guidance provided by Historic England's *Waterlogged Organic Artefacts. Guidance on their Recovery, Analysis and Conservation* (2011b) will be followed. Should other types of environmental deposits be encountered, appropriate specialist advice will be sought, and an appropriate sampling strategy devised. Samples will be assessed by a suitable specialist with provision for further analysis as required. Advice from Historic England's Regional Science Advisor will be taken as appropriate.
- 5.2.19 Environmental samples from dry deposits will normally be processed by floatation 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.
- 5.2.20 External specialists will only be called upon during the compilation of the report if the of the archaeological resource cannot be adequately determined without their input.
- 5.2.21 In the event that in-situ human burials (both inhumations and/or cremations) are discovered during the groundworks, the Client and the Wiltshire Council's Archaeology Service will immediately be made aware, as well as the County Coroner's Office. The location, date, depth and preservation of the remains will be recorded, and the remains will be covered, protected and left in-situ unless it is clear that they are

to be damaged in the immediate future and discussions will be held with the Wiltshire Council's Archaeology Service and the Client on the various options available for their appropriate preservation in-situ, or for their removal in accordance with relevant guidance. An appropriately qualified and experienced osteoarchaeologist could be available within the team or on call to supervise the excavation and removal of any human remains (where this is necessary) from the site.

- 5.2.22 A Ministry of Justice Licence will be required (in accordance with Section 25 of the Burial Act 1857) before the remains can be lifted. The need for a Ministry of Justice Licence applies to both inhumation and cremated remains. Application for a Ministry of Justice Licence will be made by Wardell Armstrong. The need for further analysis and subsequent reburial of any excavated human remains will also be considered in consultation with the Client and the Wiltshire Council's Archaeology Service.
- 5.2.23 Should artefacts that may be considered Treasure (as defined by the Treasure Act of 1996 and its revision of 2002) be encountered during the fieldwork, all work in the vicinity shall cease and clearly demarcated, and the Client and the Wiltshire Council's Archaeology Service will be immediately made aware. The relevant Finds Liaison Officer (FLO), the County Coroner and the landowner will be informed following instruction from the Client. If confirmed as Treasure, a Treasure Receipt (obtainable either through the FLO or the Department for Digital, Culture, Media & Sport (DCMS) website) will be completed and a report submitted to the FLO within 14 days. Failure to report within 14 days is a criminal offence.
- 5.2.24 The Treasure Receipt and report will include the date and circumstances of the discovery in addition to the identity of the finder (put as unit/contractor) and (as exactly as possible) the location of the find.
- 5.2.25 If the find(s) cannot be removed within a reasonable timeframe, work will cease within the vicinity and the area will be secured with appropriate fencing. More stringent security arrangements such as a 24-hour security presence will be considered as necessary if the find is at significant risk. If specialist input is required for removal, this will be initiated following initial discussions with the Client and the Wiltshire Council's Archaeology Service. It may be necessary to set out the methodology to be employed during removal and subsequent analysis and conservation, either as a separate WSI or as an addendum to this document.

- 5.2.26 Should significant remains be found and preservation in situ be deemed the optimal option for future investigation, the necessary protective measures for archaeological remains will be implemented prior to backfilling.
- 5.2.27 No trench will be left open any longer than is necessary to address the aims and objectives of the work. Wardell Armstrong will seek to obtain sign-off for each trench at the earliest opportunity to avoid any unnecessary risk to the public and any other contractors, and to mitigate against prolonged exposure of any archaeological remains. However, it is considered good practice to allow 24 hours of weathering time to present any archaeological features that are not immediately apparent. This may depend on circumstances and/or weather conditions.
- 5.2.28 Any trench which must be left unattended will be secured with appropriate fencing and relevant signage. Following sign-off, the trenches will be backfilled with the excavated material in the same order it was excavated and will be compacted with the use of the mechanical excavator. Prior to backfilling, any inundated trenches will be fully drained. The backfilling process will be overseen by an archaeologist.
- 5.3 Archaeological Recording
- 5.3.1 Archaeological contexts and the stratigraphy of each trial trench will be recorded and numbered individually on *pro-forma* context sheets. In addition, a further, more general record of the work comprising descriptions and discussions of the archaeology is to be maintained as appropriate. Context sheets are to be primarily filled in by the archaeologist excavating the feature/deposit.
- 5.3.2 All significant artefacts will be georeferenced and recorded in-situ where possible. All finds will be collected and bagged by context. Initial processing will be undertaken on site during the trial trenching to provide provisional spot dating of artefacts to aid the assessment of significance of any archaeological remains revealed. Measures will be taken to protect particularly significant, valuable or sensitive archaeological remains from exposure, accidental damage and/or theft.
- 5.3.3 All features will be recorded using a Trimble TSC3 GPS unit (or equivalent) with sub-centimetre accuracy with each point recorded in relation to the current UK geoid model and coded to an internal Wardell Armstrong database to provide a dataset that records feature type, context number, associated drawing numbers and any other feature specific information that may be relevant. This plan will also provide a three-dimensional geo-referenced visual representation on the archaeology present. In addition, features that require more detailed illustration will be undertaken by hand

in relation to a feature specific geo-referenced baseline and drawn at an appropriate scale on polyester based drafting film and labelled in relation to a Site-specific drawing register.

- 5.3.4 Upon completion of the fieldwork, the recorded data will be downloaded and processed in Trimble Business Centre v5.6 or later. Subsequently, the data will be exported in shapefile or DWG format for GIS, AutoCAD or ArcGIS, facilitating visualisation and analysis of archaeological data.
- 5.3.5 High resolution digital photographs, in colour, will be always taken during all elements of the recording work. This should include general working shots and images suitable for promotional/publication purpose, as well as the formal shots to include each context/feature, as appropriate. Digital images will be taken at a minimum of 12 megapixels in uncompressed RAW format for long-term archival purposes, as well as in JPG format for use in the final reports. Each photograph will include a graduated metric scale, their inclusion to be based on professional judgement so as not to obscure the subject or dominate the image. A photographic register will be maintained throughout.
- 5.3.6 Measured plans and drawings will be produced on polyester based drafting film (permatrace) and clearly labelled (at 1:10, 1:20 or 1:50, as appropriate), to include plans and sections of each context/feature, as appropriate. All plans and sections will tie to the OS National Grid and levelled in respect to above Ordnance Datum (AOD).
- 5.3.7 These on-site records will provide a lasting long-term record of the assets and form part of the final archive for the project. During the reporting phase, the drawings generated during the on-site recording works will be used to support the narrative of the report, as appropriate.
- 5.3.8 Finds Recovery and Processing
- 5.3.9 All artefacts recovered during the archaeological trial trenching are the property of the landowner/Client. They will be suitably bagged, boxed and marked in accordance with the *Standards and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials* (ClfA, 2020a), and the Standard and Guide to Best Practice for Archaeological Archiving in Europe (Brown 2011; EAC 2014).
- 5.3.10 All spoil from the evaluation will be visually scanned for small finds and disarticulated human remains. Whenever feasible, the spoil will also be scanned with a metal detector (configured to avoid bias against iron) to recover metallic objects such as buttons, nails, etc.

- 5.3.11 All artefacts revealed will be recovered regardless of date so that the provisional dating of as many contexts as possible can be ascertained. In circumstances where the quantity of finds present preclude total recovery then a representative sample will be taken, and this noted on the context sheet.
- 5.3.12 Finds will be separated according to their nature and placed in different bags. Should fragile objects be present crystal boxes will be used and acid-free paper to cushion them. Intact pottery will be block-lifted, and cling-film and bandages will be used to support the vessel. Metal artefacts will be stored in a dry environment, while organic finds recovered from a waterlogged environment will be kept cool and damp and covered to avoid direct sunlight.
- 5.3.13 Each find will be treated according to current best practice guidance, including the *Standard and Guidance for the Collection, Documentation, Conservation, and Research of Archaeological Materials* (ClfA 2020a), as well as the relevant Historic England Archaeological Conservation guidance documents.
- 5.3.14 The cleaning of finds will be carried out in accordance with the appropriate guidelines for the specific period and material. For ceramic assemblages, the guidelines for handling Post-Roman Ceramics, produced by the Medieval Pottery Research Group (2001) will be followed. Metal objects, including ferrous and non-ferrous items, will be weighed and catalogued. Should further identification be required, X-ray analysis will be conducted.
- 5.3.15 In cases where material suitable for scientific dating has been recovered, dating will be undertaken only to the extent necessary to meet the objectives of the evaluation.
- 5.3.16 A selection process will be applied to determine which items (records, artefacts and ecofacts) collected or produced during the evaluation need to be preserved. This approach is intended to guarantee that the retained materials are relevant for establishing the significance of the project and supporting future research and outreach.
- 5.3.17 On completion of the project modern material and objects that have been assessed as having no obvious grounds for retention may be subject to the following:
- 1) discarded after a period of six months, unless there is a specific request to retain them. This should be undertaken in line with the following guidelines:

- Toolkit for Selecting Archaeological Archives (ClfA – Historic England 2022)
- Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives (ClfA 2020b)
- Digital Image Capture and File Storage Guidelines for Best Practice (Historic England 2015b)

2) Items may be retained for curation by Wardell Armstrong, the Client, or offered to a third-party organisation for public use or as a teaching resource.

5.3.18 The final deposition and discard policy will be agreed with the legal owner, the archaeological advisor and the proposed recipient museum.

5.3.19 First aid conservation will be undertaken on finds, but if further conservation is required there will be extensive consultation with appropriate specialists. Finds will be appropriately recorded and processed and submitted for post- excavation assessment.

5.3.20 The material archive will be reported to assessment level, following relevant guidelines, which include the following, in addition to the previously mentioned:

- Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives (ClfA 2020b)
- Standards and Guidance in the Care of Archaeological Collections (SMA 2020a)
- Material Fact Sheet: Ceramics (including bulk finds) (SMA 2020b)
- Material Fact Sheet: Metals (Ferrous) (SMA 2020c), Material Fact Sheet: Metals (Non-Ferrous) (SMA 2020d)
- Material Fact Sheet: Glass (SMA 2020e), Material Fact Sheet: Composite Objects (SMA 2020f)
- Material Fact Sheet: Animal Bones (SMA 2020g), post-excavation handbook: Technical Manual No.2 (Wardell Armstrong 2020)
- First Aid for Finds (Watkinson, D.E. and Neal, V. 1998)

5.3.21 The primary archive records will clearly state how all artefact assemblages have been recovered, sub-sampled and processed.

5.4 Dissemination

- 5.4.1 Prior to the commencement of works, the potential for community outreach/public engagement activities during the archaeological investigation will be considered. Activities such as media events, public visits or any other will be facilitated. The need for and scope of general information panels to inform the general public of the works should also be considered as well as open days and volunteer opportunities.
- 5.4.2 The level of any on-site community engagement activity should be assessed against potential on-site risks and should only be undertaken if appropriate health and safety measures can be implemented and maintained.
- 5.4.3 Furthermore, according to the results of the project, options for conducting public engagement events away from the main investigation area will also be considered, such as finds presentation days or public talks to school groups, among others

6 DELIVERABLES

6.1 Reporting

6.1.1 Professional standards highlight the importance of rapid dissemination of on-site archaeological work through adequate reporting. It is anticipated that the results of the trial trench evaluation will be presented in a final report. Should the results of the work be required prior to the submission of the final assessment report, an interim summary setting out the results of the work can be produced for submission to the Wiltshire Council's Archaeology Service as required.

6.1.2 The final report will comply with the written record outputs outlined below:

- A location plan showing the area of investigation, related to the national grid;
- The dates on which the fieldwork was undertaken;
- A concise, non-technical summary of the results;
- A summary of the historical and archaeological background;
- A description of the methodology employed, work undertaken, and results obtained, together with a reconsideration of the methodology employed;
- Digital photographs where appropriate;
- A description of archaeological features and deposits identified during the investigation;
- Plans and sections at an appropriate scale showing the position of excavated deposits;
- A list of, and spot dates for, any finds recovered, and a description and interpretation of the deposits identified;
- A description of any environmental or any other specialist work undertaken, and the results obtained;
- A table summarising the deposits, features, classes and numbers of artefacts encountered and any spot dating of significant finds;
- A consideration of the archaeological evidence obtained in relation to its wider context and landscape setting, including highlighting of elements of the results which could contribute to updating the local Regional Research Framework;
- Recommendations for further analysis if applicable, and
- Details regarding the arrangements made for the deposition of the site archive.

6.1.3 The level of post-excavation analysis and reporting for the purposes of the work will be commensurate to the findings of the fieldwork and sufficient to establish the character, scale, date range, artefactual and palaeoenvironmental potential and overall significance of the remains, to comply with the project's research aims based on the broader context of regional and national archaeological research priorities.

External specialists will only be called upon during compilation of the report if the character of the archaeological resource cannot be adequately determined without their input. The final extent and scope of post-excavation work will be agreed with the Client and the Wiltshire Council's Archaeology Service.

- 6.1.4 A report (in digital format) will be made available to the Client within two months of the completion of the archaeological fieldwork (unless essential specialist input is necessary). Following authorisation and the implementation of any required amendments, the report will be submitted to the Wiltshire Council's Archaeology Service for approval. Once approved, a final copy of the report in digital format (pdf) will be submitted to the Client for distribution to all relevant parties. The report will be submitted to the Wiltshire and Swindon Historic Environment Record within 3 months of the completion of fieldwork and the archive deposition within 6 months of the completion of fieldwork (unless further analysis and reporting is required, in which case the archive will be retained until final discharge of the relevant planning conditions).

6.2 Deposition of Archive

- 6.2.1 Arrangements for the deposition of the Site archive in the proposed recipient museum will be made prior to the commencement of fieldwork. Wardell Armstrong will follow any guidelines issued by the museum regarding the deposition of the archive.
- 6.2.2 The Site archive will be prepared in accordance with the Archaeological Archives Forum, EAC guidance (Brown 2011; EAC 2014) and comprise the digital photographic images and digitally produced Site drawings generated during the site work. In addition, a physical archive will be created consisting of pro-forma sheets, hand drawn measured drawings on Permatrace, photograph registers, artefacts and ecofacts, along with a copy of the final report including the text and associated illustrations.
- 6.2.3 Upon completion of the evaluation, efforts will be made to encourage the legal owner of any recovered finds (the landowner/Client) to transfer ownership or long-term loan to the museum through a written agreement. Human remains and items protected under the Treasure Act 1996 (as amended by the Coroners and Justice Act 2009) will not be included in this transfer. Should the landowner wish to retain ownership of any or all of the finds, provisions will be made for the time-limited retention of these materials, along with their full analysis and recording by qualified specialists to ensure their long-term survival by record.

- 6.2.4 All shapefiles generated from this work to be sent to the Wiltshire Council's Archaeology Service, for accurate inclusion into the Historic environment Record (HER). Any alternative arrangements will be agreed with the Wiltshire Council's Archaeology Service.
- 6.2.5 The project will be registered with the Online Access to the Index of archaeological investigations (OASIS), where a digital copy of all resulting reports will be made available. Dependent on the level of archaeological features encountered, and the prior agreement of associated fees.
- 6.2.6 The digital data will also be logged with the Archaeological Data Service (ADS) as the only stable, long-term repository for digital archaeological datasets, who also manage OASIS. Depending on the final results, and the requirements of the Wiltshire Council's Archaeology Service, it is possible that a summary report on the results of the investigation may be produced to be considered for inclusion within an appropriate journal. The Data Management Plan of the project is in Appendix 3.
- 6.2.7 The copyright and ownership of the archaeological archive (both paper and digital) rests with Wardell Armstrong LLP. Upon depositing the archive, the repository should obtain either a written assignment of copyright or a copyright licence from the copyright holders.

7 SCHEDULE

- 7.1.1 It is anticipated that the excavation will take approximately two days. The proposal is to employ one senior archaeologist and two archaeologists. Post-excavation works are scheduled to take eight weeks, contingent on the extent and significance of any remains encountered.

8 MONITORING AND LIAISON

- 8.1.1 Wardell Armstrong can accommodate site visits during the site work if required by the Client and will make the site records available to be inspected and examined at any reasonable time during or after the site work by the Client, and persons authorised by the Client, such as representatives of Historic England, the Wiltshire Council's Archaeology Service and/or any designated representative of the Local Planning Authority.
- 8.1.2 Good communication links throughout any project is key to its success. Depending on the Client's requirements, regular updates on progress can be delivered in a format and at a regularity to be agreed. As outlined above, prompt communication is a requirement should significant archaeological remains be encountered. All such communications would be between Wardell Armstrong's project manager, the Client and the Wiltshire Council's Archaeology Service.

9 HEALTH AND SAFETY

- 9.1.1 Wardell Armstrong is committed to the promotion of appropriate health and safety procedures and practices and employ professional experts in Health and Safety. All staff will have an appropriate level of training to enable them to carry out the work safely.
- 9.1.2 Wardell Armstrong will create an appropriate health and safety methodology for its on-site staff through a risk assessment and will work in conjunction with the Client to ensure safe working systems. During the work, appropriate, undamaged and in date PPE will be worn by Wardell Armstrong staff at all times. Wardell Armstrong staff will work to guidance issued by the Client regarding working in the vicinity of above ground services/utilities, public rights of way, hazards associated with working in the vicinity of roads, industrial estates etc. The Client will be provided with an approved copy of the site-specific Wardell Armstrong Risk Assessment.
- 9.1.3 Once on site, the relevant health and safety documents will be assessed, and any variations will be highlighted and added where appropriate. These will be re-evaluated periodically during the course of the work to make sure that they continue to reflect site-specific risks.
- 9.1.4 All staff and visitors will be required to be inducted and sign the risk assessment on first arrival to site to show that they have read and understood the contents and any variations will be communicated as required. Wardell Armstrong will give site safety updates to site staff and any authorised visitors to site, through daily briefings and toolbox talks as appropriate. Also, in the event of working within the same workspace as other contractors, safe working methodologies will be discussed and implemented, and these may include relevant toolbox talks.
- 9.1.5 In addition, Wardell Armstrong employ fully trained mental health personnel as part of our HR department. These are a key point of contact to all staff who want to talk privately about any issues, whether personal or professional. All relevant managers and supervisors have been given basic training to identify signs of potential mental health concerns with staff members. Mental health support is provided on a 24-hour basis through the company's private welfare scheme.

10 STAFFING

10.1.1 Wardell Armstrong is a Registered Organisation of the Chartered Institute for Archaeologists, which requires a yearly review to check compliancy, proficiency and professionalism. This means that all staff working for Wardell Armstrong work to methodologies approved by the Institute and defined by their professional code of conduct (CIfA 2022). Wardell Armstrong's archaeological team includes a number of staff with qualifications and proficiency in archaeological field techniques and post-excavation assessment and analysis.

10.1.2 The project will be directly managed by a full member of the Chartered Institute for Archaeologists or an archaeologist of equivalent standing. Professionally qualified and experienced archaeologists will be involved in undertaking the on-site work (copies of CVs can be provided if requested). Additional staff, as well as specialist sub-contractors, with the required experience and expertise, can be made available if required.

10.1.3 The following specialists will be available to advise when necessary:

- Environmental Archaeology: Lynne Gardiner (Wardell Armstrong LLP), MSc, MA, BA (Member of the Association for Environmental Archaeology; FSAScot)
- Finds and Archives Officer: Megan Stoakley (Wardell Armstrong LLP), MA, BA (Member of the Chartered Institute for Archaeologists)
- Lithics: Helen Drinkall, (sub-contractor) PhD, MA, BSc
- Osteoarchaeologist: Megan Stoakley (Wardell Armstrong LLP), MA, BA (Member of the Chartered Institute for Archaeologists)
- Archaeometallurgy: Gerry McDonnell (sub-contractor), PhD, BSc
- Numismatics: Frank Giecco (Wardell Armstrong LLP), DipArch, BA Hons (Member of the Chartered Institute for Archaeologists)
- Prehistoric Ceramics: Andy Peachey (Wardell Armstrong LLP), BA Hons (Member of the Chartered Institute for Archaeologists)
- Roman Ceramics: Eniko Hudak (PCA North Ltd), BA Hons, MLitt
- Medieval Ceramics: Sue Thompson (Wardell Armstrong LLP), BA Hons
- Post Medieval Ceramics: Barbara Blenkinship (sub-contractor)

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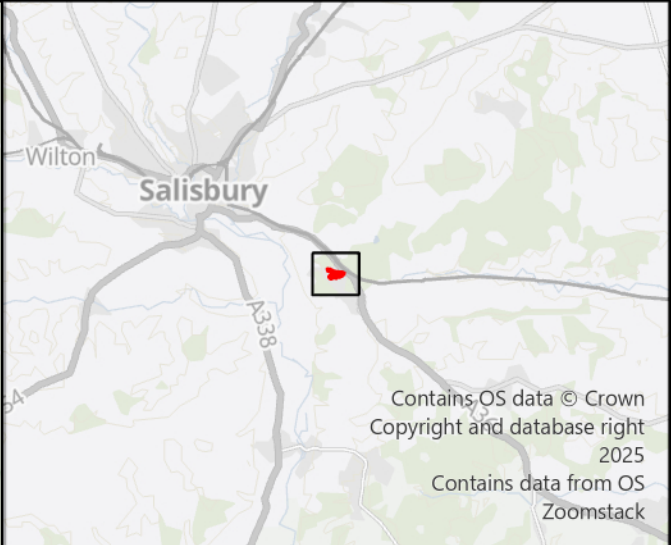
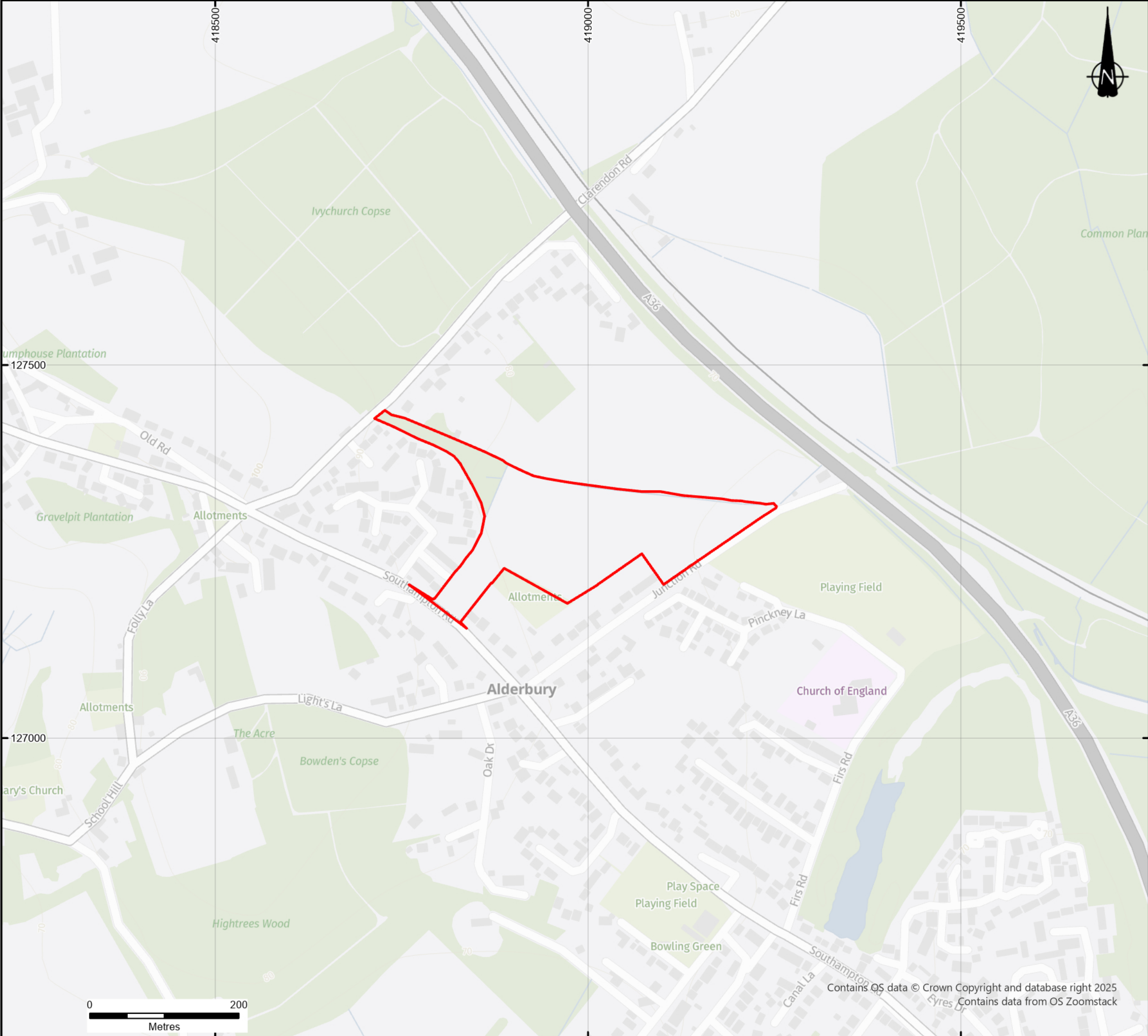
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APPENDIX 1: DRAWINGS



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Contains data from OS Zoomstack

KEY

Site Boundary

Notes:

Boundaries are indicative.

Site Boundary Georeferenced using files 'P1365-RHP-ZZ-00-DR-A-1200-P4 Proposed Site Plan.pdf' and '2024-09-24 X-Proposed Site Masterplan.dwg' provided by client.

A	FIRST ISSUE	20/06/25	CP	KMB	AH
REVISION	DETAILS	DATE	DRAWN	CHKD	APPR

CLIENT

FORMULA LAND (ALDERBURY) LIMITED

PROJECT

RESIDENTIAL DEVELOPMENT ON LAND OFF SOUTHAMPTON ROAD, ALDERBURY, WILTSHIRE

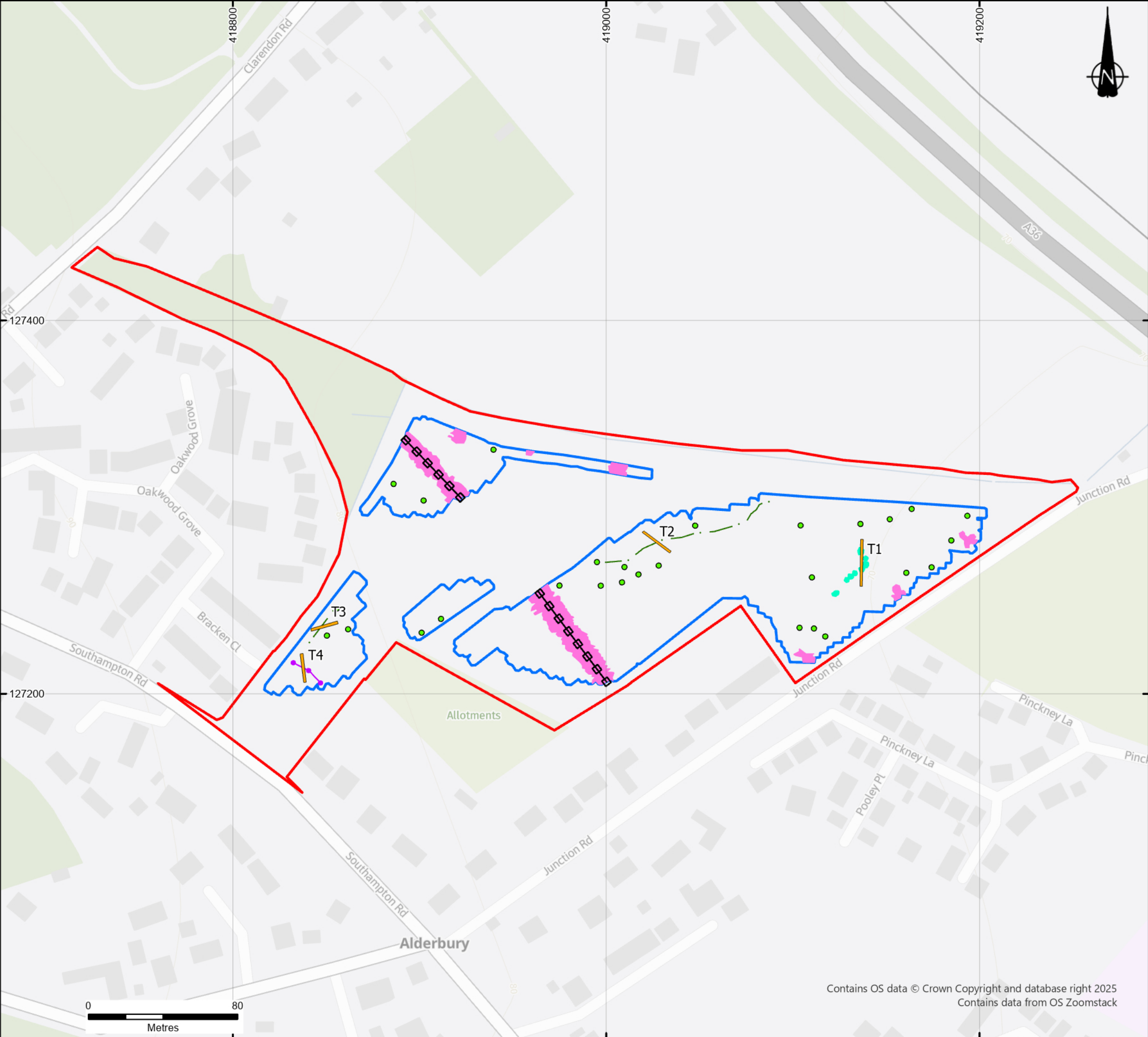
DRAWING TITLE

SITE LOCATION PLAN

DRG No.	BM12984-001		REV	A	SUIT. CODE	--
DRG SIZE	A3	SCALE	1:5,000	DATE	20/06/2025	
DRAWN BY	CP	CHECKED BY	KMB	APPROVED BY	AH	







KEY

Site Boundary

Proposed Trial Trenches

Geophysics Survey Data

Geophysical Survey Extent

Ferrous Disturbance

Possible Archeology

Agricultural Trend

Service

Uncertain Trend

Ferrous Spike

Notes:

Boundaries are indicative.

Site Boundary Georeferenced using files 'P1365-RHP-ZZ-00-DR-A-1200-P4 Proposed Site Plan.pdf' and '2024-09-24 X-Proposed Site Masterplan.dwg' provided by client.

Geophysics Survey Data is indicative and has been digitised from approximately georeferenced report 'CuraTerra report Ref:24777'.

Proposed Trench Positions created by Wardell Armstrong LLP based on Geophysics Data provided by 'CuraTerra report Ref:24777'.

A	FIRST ISSUE	20/06/25	CP	KMB	AH
REVISION	DETAILS	DATE	DRAWN	CHECKED	APPROVED

CLIENT

FORMULA LAND (ALDERBURY) LIMITED

PROJECT

RESIDENTIAL DEVELOPMENT ON LAND OFF SOUTHAMPTON ROAD, ALDERBURY, WILTSHIRE

DRAWING TITLE

PROPOSED TRENCH LOCATION

DRG No.	BM12984-002	REV	A	SUIT. CODE	--
DRG SIZE	A3	SCALE	1:2,000	DATE	20/06/2025
DRAWN BY	CP	CHECKED BY	KMB	APPROVED BY	AH



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APPENDIX 2: GEOPHYSICAL SURVEY REPORT

Southampton Road, Alderbury, Wiltshire: Geophysical Survey Report

Wardell Armstrong LLP

Date: March 2025
Prepared by: Jules Simpson
Ref: 24777

Report to: Wardell Armstrong LLP
Report Title: Southampton Road, Alderbury, Wiltshire: Geophysical Survey Report

Version: V1.0
Issue Date: March 2025
Report Ref: 24777

Originated By:



Jules Simpson

Graduate Geophysicist

Date: 03/03/2025

Reviewed By:



Alex Schmidt

Associate Director of Geophysics

Date: 04/03/2025

Approved By:



AD Crowson

Technical Director

Date: 07/03/2025

Prepared by:
 Cura Terrae, 4 President Building, Savile Street, Sheffield, S4 7UQ

Version	Author	Description	Date
V0.1	JS	First draft	03/03/2025
V0.2	AS	QA1	04/03/2025
V0.3	JS	Amendments following QA1	04/03/2025
V0.4	AC	QA2	07/03/2025
V1.0	AS	Issue for client comment	

The report and the site assessments carried out by Cura Terrae on behalf of the client in accordance with the agreed terms of contract and/or written agreement form the agreed Services. The Services were performed by Cura Terrae with the skill and care ordinarily exercised by a reasonable Environmental Consultant at the time the Services were performed. Further, and in particular, the Services were performed by Cura Terrae taking into account the limits of the scope of works required by the client, the time scale involved and the resources, including financial and manpower resources, agreed between Cura Terrae and the client.

Other than that expressly contained in the paragraph above, Cura Terrae provides no other representation or warranty whether express or implied, in relation to the services.

This report is produced exclusively for the purposes of the client. Cura Terrae is not aware of any interest of or reliance by any party other than the client in or on the services. Unless expressly provided in writing, Cura Terrae does not authorise, consent or condone any party other than the client relying upon the services provided. Any reliance on the services or any part of the services by any party other than the client is made wholly at that party's own and sole risk and Cura Terrae disclaims any liability to such parties.

This report is based on site conditions, regulatory or other legal provisions, technology or economic conditions at the time of the Service provision. These conditions can change with time and reliance on the findings of the Services under changing conditions should be reviewed. Cura Terrae accepts no responsibility for the accuracy of third-party data used in this report.

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Executive Summary

Cura Terrae Land and Nature was commissioned by Wardell Armstrong LLP to conduct an archaeological geophysical survey ahead of development of land at Southampton Road, Alderbury, Wiltshire. The work took place in February 2025.

The surveyable area of the Site produced good data throughout. No anomalies identified can be confidently interpreted as archaeological in origin. However, a series of weakly positive, pit-like anomalies in the east of Field 2, running northeast to southwest over c. 40 m, have been tentatively identified as a possible pit alignment. A more recent agricultural origin, or a natural origin, cannot be ruled out, however.

Multiple agricultural trends were identified in Fields 1 and 2, as well as an uncertain trend that could represent an unrecorded former boundary, but this is not definitive. Other anomalies within the dataset represent areas of increased magnetic response, modern agricultural practices, and the presence of various quantities and varieties of modern ferrous material.

1. Introduction

1.1 Project Background

- 1.1.1 Cura Terrae was commissioned by Wardell Armstrong LLP to carry out an archaeological geophysical survey ahead of a forthcoming planning application for development of land at Southampton Road, Alderbury, Wiltshire (hereafter 'the Site'). The Site is centred on National Grid Reference (NGR) 419000 127270 (SU 19000 27270) (Fig. 1).

1.2 Location, Topography and Geology

- 1.2.1 The Site is c. 3.65 ha in size, comprised of two agricultural fields, and situated c. 5 km southwest of Salisbury, in Wiltshire.
- 1.2.2 The survey area is bounded by trees, hedgerows and fencing on all sides. Further agricultural fields lie beyond the Site boundary to the north. Residential buildings are located directly to the west and to the south, while Junction Road also forms part of the eastern boundary to the Site.
- 1.2.3 The Site is on east-facing slope, descending from c. 84 m above Ordnance Datum (aOD) in the west to c. 69 m aOD in the east.
- 1.2.4 The underlying bedrock of the Site is recorded as Wittering Formation (sand, silt and clay) (British Geological Survey, 2025).

2. Archaeological and Historical Background

2.1 Introduction

- 2.1.1 The following section contains a summary of archaeological and heritage data compiled from publicly available Historic Environment Records (online) within an approximate 1 km search radius of the Site. While not exhaustive, this section aims to present a digest of findings considered relevant to the interpretation of the geophysical survey data collected.

2.2 Summary

Prehistoric

- 2.2.1 Four or more Palaeolithic, lower Acheulian axes were discovered by a member of the public in 1934 c. 300 m east of the Site (MWI9679).
- 2.2.2 A Mesolithic flint tool was discovered in 1996 c. 400m northwest of the Site (MWI9694). A Mesolithic beaker pot was discovered in 1929, c. 750 m south of the Site (MWI9706).
- 2.2.3 A ring-ditch was discovered c. 300 m southeast of the Site at Alderbury and West Grimstead School by an archaeological evaluation in 1991 by Wessex Archaeology. The ditch is believed to be Neolithic to Bronze Age in origin (MWI9802). A further ring-ditch is visible in aerial photography c. 230 m southeast of the Site, at Alderbury and West Grimstead School. The ditch is believed to be Neolithic to Bronze Age in origin (MWI9803).

Post-medieval to Modern

- 2.2.4 A post-medieval, cast uniface, lead token was discovered c. 110 m northeast of the Site (MWI9779).

Undated

- 2.2.5 Several undated pits were identified c. 220 m southeast of the Site in geophysical data recorded by Lefort Geophysics in 2019 (MWI78168) and (MWI78168). An undated ditch feature was also recorded within the survey data (MWI78167), along with an undated enclosure (MWI78166) and an undated field boundary (MWI78169).

3. Geophysical Survey Methodology

- 3.1.1 All survey work was completed to appropriate standards, as outlined by current guidance (ClfA 2020a; 2020b; 2020c, 2022; and Schmidt *et al.* 2015).
- 3.1.2 The geophysical survey was completed using a Bartington Grad601-2 system. Readings were recorded at a resolution of 0.01 nT and data collected with a traverse interval of 1 m and a sample interval of between 0.16 - 0.25 m.
- 3.1.3 Data was collected by traversing the survey area in 4 m increments using a hand-pushed non-magnetic cart system to achieve the best possible results.
- 3.1.4 Real Time Kinematic (RTK) differential GPS equipment (Carlson BRX7 GNSS Smart Antenna) was used to accurately determine the position of the survey equipment and survey monitor data.
- 3.1.5 Data processing was performed using TerraSurveyor64 software and consisted of a 'DeStripe' process. This process determines the average of the datapoints in each track, and subtracts that value from all the datapoints along each survey track.
- 3.1.6 Illustrations were created using QGIS software. Interpretation of identified anomalies was achieved through analysis of anomaly patterning and increases in magnetic response and was aided by examining the available supporting information, including but not limited to Greyscale plots, Colourscale plots and XY Trace plots. The interpretations follow Cura Terrae colour coding and categorisations of anomalies and attempt, where possible, to suggest the nature of buried features.
- 3.1.7 Further details of geophysical survey methodology can be found in Appendix A.

4. Mitigating Factors

- 4.1.1 At the time of survey, the Site conditions were wet but predominantly firm underfoot with short grass ground coverage. Conditions through the centre of Field 1 were boggy, restricting survey coverage in this area.
- 4.1.2 A modern service is noted traversing the survey data from northwest to southeast. The strong magnetic response resulting from the presence of the service has affected the data in its immediate vicinity, limiting the detection of potential weaker anomalies nearby. However, this has not had an overall impact on the efficacy of the survey.
- 4.1.3 Field boundaries comprised trees, hedgerows, and fencing. Where necessary, a 2 m buffer was maintained along metal fences although some interference is still noted at the survey periphery. The buffer served to minimise the effects of magnetic interference on the survey and to help to reduce as far as possible any non-detection of potential buried features.
- 4.1.4 The results of geophysical survey may not reveal all potential archaeology within a survey area, and geological, agricultural and modern features may limit the detection of weaker archaeological responses.

5. Results and Interpretation

5.1.1 Anomalies found within the survey data are listed in Table 1 and illustrated on Figure 3.

Table 1: Survey anomalies

Anomaly Number	Anomaly Type	Description	Interpretation
1. (Field 2, Figure 3)	Possible Archaeology	A series of weak positive pit-like anomalies in the east of Field 2. This anomaly measures c. 40 m long and is on a northeast to southwest alignment. At its north end, the anomaly becomes curvilinear.	This anomaly is possibly indicative of a pit alignment. This anomaly is equally likely to be natural or agricultural in origin.
2. (Field 2, Figure 3)	Agricultural Trend	This weak negative linear anomaly measures c. 100 m and traverses the northern border of Field 2 on a northeast to southwest alignment.	This linear feature aligns with visible modern farming tracks.
3. (Field 1, Figure 3)	Agricultural Trend	A series of strong positive circular anomalies in a northeast to southwest orientation in the southwest of Field 1. The alignment is c. 24 m long.	These anomalies are likely to be an agricultural trend associated with ploughing regimes.
4. (Field 1, Figure 3)	Uncertain Trend	A weak negative linear anomaly, measuring c. 18 m long in the southwest of Field 1. The anomaly is on a northwest to southeast orientation.	This anomaly is orientated against the visible plough lines of the field. This could be representative of a former boundary that is not visible on historic mapping.

Anomaly Number	Anomaly Type	Description	Interpretation
N/A (Fields 1 & 2, Figure 3)	Ferrous Spike	Small, dipolar, 'spike' anomalies scattered across the Site.	These anomalies represent isolated ferrous material and are not likely to be archaeological in origin but are more likely associated with more recent agricultural land use.
N/A (Fields 1 & 2, Figure 3)	Modern Service	Strong, highly magnetic, dipolar, linear anomaly present in both fields on a northwest to southeast alignment.	This anomaly represents a modern service.

6. Discussion

- 6.1.1 The survey produced good data throughout but has not located any anomalies of definitive archaeological origin. One anomaly that is potentially of an archaeological nature is noted: a linear feature, possibly comprised of small pits, identified in the east of Field 2 (1). However, a natural or modern agricultural related origin cannot be ruled out. The responses may be the result of localised variations in the magnetic susceptibility of the underlying deposits or topsoil.
- 6.1.2 Multiple weak trends have been identified as agricultural in origin (2, 3). These anomalies could be representative of recent ploughing activity, a modern trackway, or a footpath.
- 6.1.3 A linear anomaly in the southwest of Field 1 (4) is interpreted as an uncertain trend. Due to it being oriented against visible modern plough lines it is possible that this represents an unmapped historic boundary. However, a more recent origin is possible.
- 6.1.4 Further anomalies have been identified as resulting from agricultural practices or as representing modern ferrous materials, including a modern service and numerous ferrous 'spike' anomalies found in both fields.

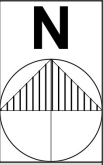
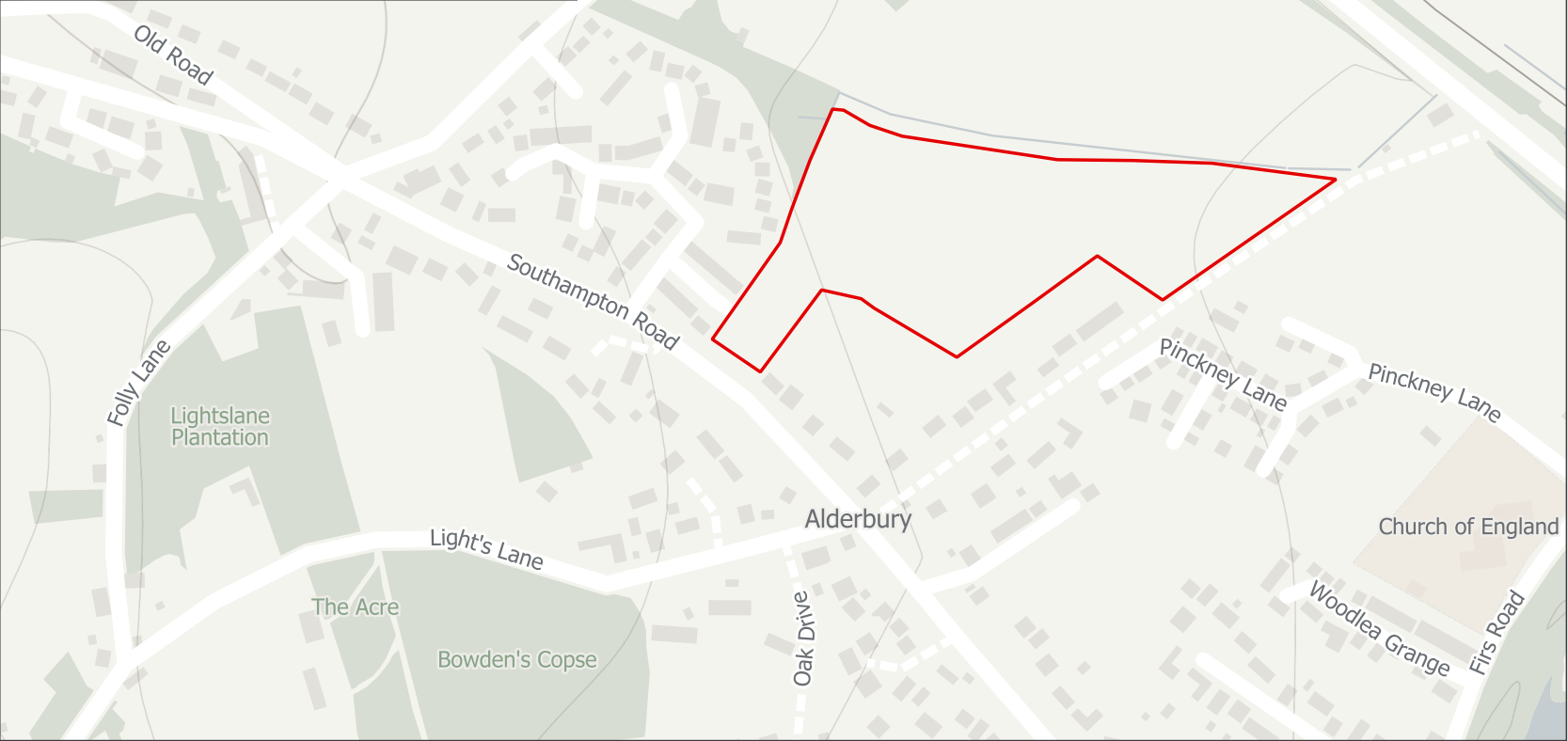
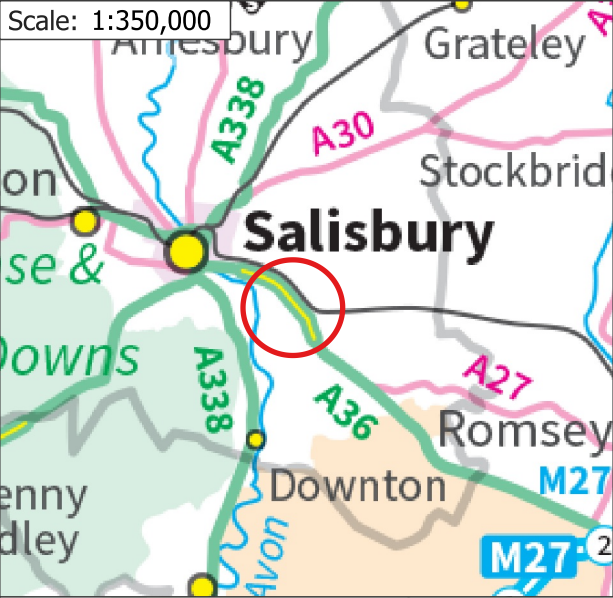
7. Curation and Storage

- 7.1.1 The archive will be prepared in accordance with national guidelines (ClfA 2020b). The integrity of the primary field record will be preserved. Security copies will be maintained where appropriate. Digital records of the geophysical survey and its collected data will be held by Cura Terrae.
- 7.1.2 An OASIS form has been created detailing the results of the works under the following reference number: CuraTerrae-532041. Following approval of the report, a pdf version of the final version will be submitted within three months to the Archaeology Data Service via the OASIS form.

8. References

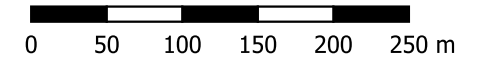
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Scale: 1:350,000



Key

Site Boundary

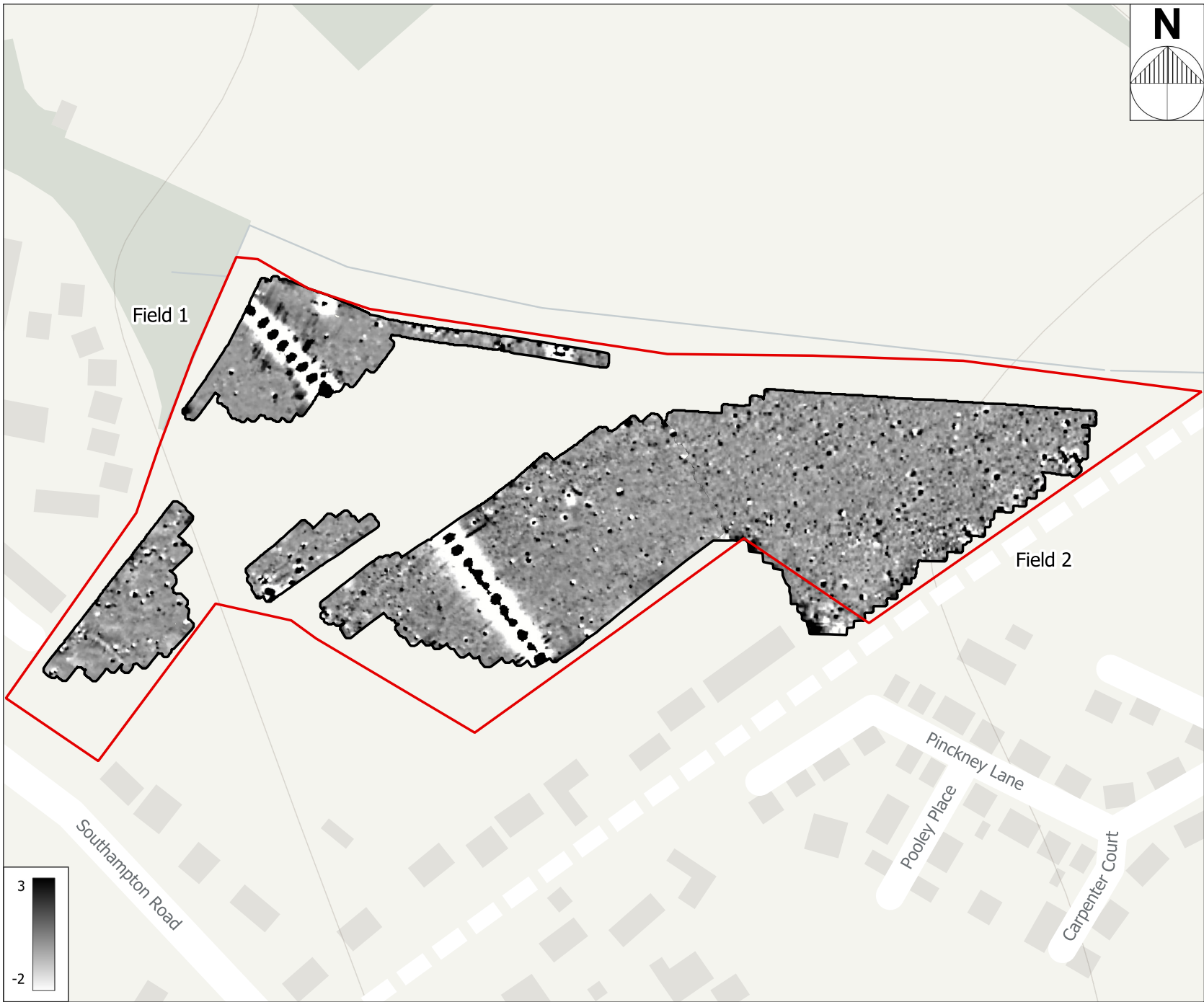


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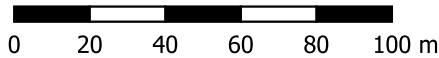
Figure 1
Site Location

A	14.02.25	PFP	-
Rev	Date	Drawn by	Checked by
Site centred on:		SU 18995 27282	



Key

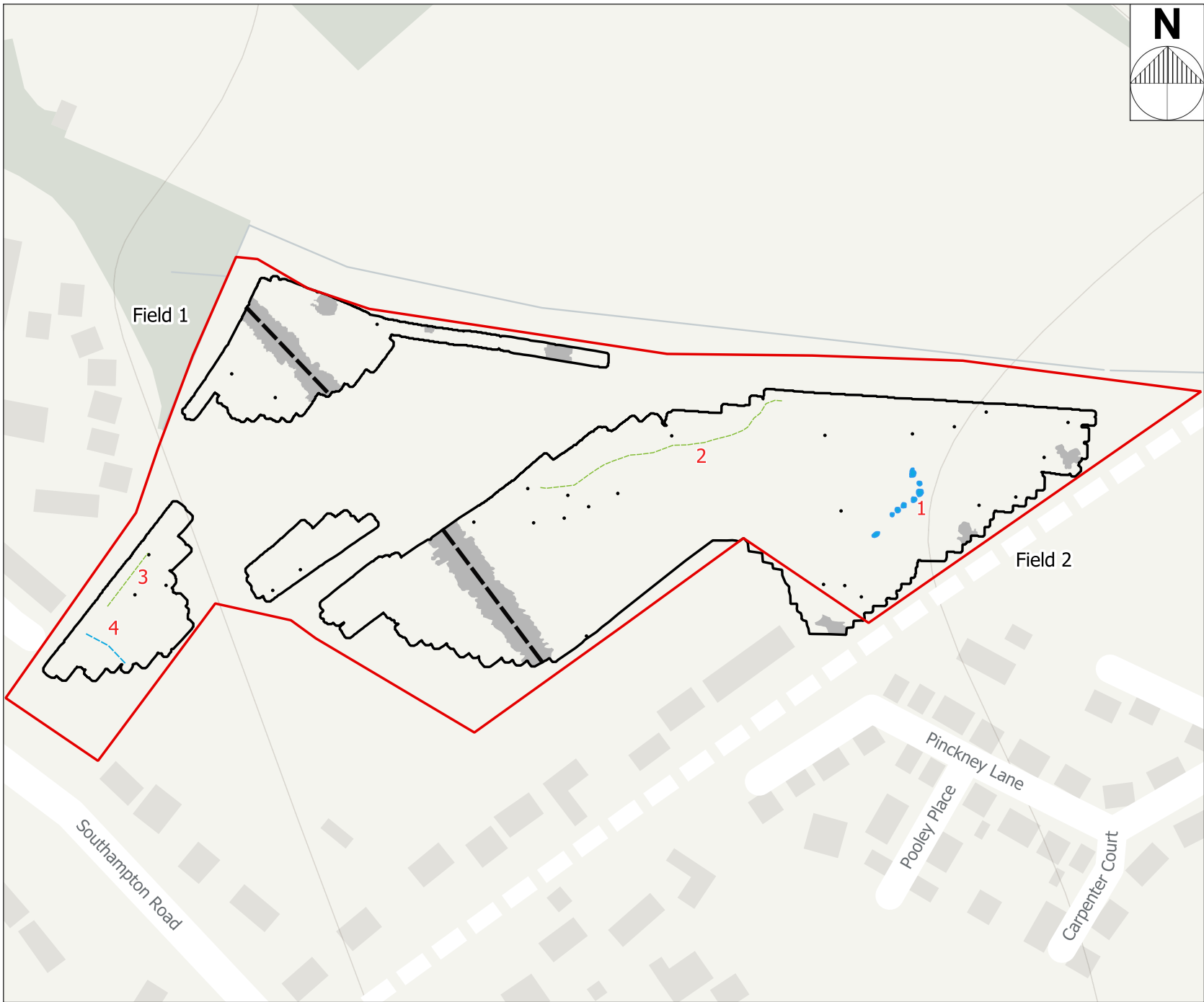
-  Site Boundary
-  Survey Extent



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Figure 2
Greyscale Plot - Fields 1 and 2

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Site centred on:		SU 18995 27282	



Key

- Site Boundary
- Survey Extent
- Possible Archaeology
- Uncertain Trend
- Agricultural Trend
- Service
- Ferrous spike
- Ferrous Disturbance



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Figure 3
Interpretation Plot - Fields 1 and 2

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Rev	Date	Drawn by	Checked by
Site centred on:		SU 18995 27282	

Appendix A: Technical Information

Gradiometer Survey

Magnetic surveys measure distortions of variable strength in the earth's magnetic field caused by magnetic fields associated with buried features (Gaffney and Gater 2003, 36) that have either remnant or induced magnetic properties (Aspinal *et al.* 2008, 21–26). Human activity and inhabitation often alter the magnetic properties of materials (Aspinal *et al.* 2008, 21) resulting in the ability for numerous archaeological features to be detected through magnetic surveys.

Intensive burning or heating can also result in materials attaining a thermoremanent magnetisation; examples of which include kilns, ovens, hearths, and brick structures (Aspinal *et al.* 2008, 27; Gaffney and Gater, 2003, 37). However, there is also no way to always confidently assert from the results of Gradiometer surveys alone, whether burned material is in situ or has been redeposited within, for example, a refuse pit.

When topsoil-rich with iron oxides fills a man-made depression in the subsoil, it creates an infilled feature, such as a pit or ditch, with a higher magnetic susceptibility compared to the surrounding soil (Aspinal *et al.* 2008, 37–41; Gaffney and Gater 2003, 22–6). Magnetic surveys can also detect features with a lower magnetically susceptibility than the surrounding soil, an example of which is a stone wall.

Limitations

Poor results can be due to several factors including, but not limited to, short lived archaeological occupation and land use, or sites with minimal cut or built features. Results can also be limited in areas where the natural geology is of a similar composition to the fills of cut archaeological features such as ditches, or where soils are naturally deficient in iron compounds. Poor results can also be caused by areas with soils overlying naturally magnetically enhanced geological deposits, which can produce strong or variable responses limiting the detection of earlier archaeological features.

Overlying layers, such as demolition rubble or layers of made ground such as during landscaping works, can also limit the detection of earlier archaeological features. The presence of above ground structures within, or in the near vicinity of, the survey area as well as underground services containing ferrous material such as pipelines or electricity cables can distort survey results, further limiting the detection of earlier archaeological features.

Particularly uneven or locally variable elevation in topography can increase the data processing required, and/or distort results beyond the capabilities of processing. It is also possible in areas containing dramatic topographical changes that natural weathering, such as hill wash, often in

combination with intensive modern ploughing or other natural geological deposits, will reduce the topsoil on slopes and towards the peaks of hills and possibly destroy or truncate potential archaeological features as a result. Conversely features at the bottom of slopes may be covered by a greater layer of topsoil or other deposits, and so if buried features are present, they appear faint or are entirely limited in their detection.

Over-processing of data can also obscure, remove or artificially enhance or create anomalies, especially if there are on the same orientation as the direction of data collection. Consequently, where possible, attempts are made to ensure data is not collected on the same orientation as known potential features and that data quality is sufficient to minimise the required data processing.

Instrumentation

Bartington Grad601-2

The Bartington 601-2 is a single axis, vertical component fluxgate gradiometer comprising a data logger battery cassette and two sensors. The sensors are mounted on a rigid carrying frame; each sensor contains two fluxgate magnetometers with 1 m vertical separation.

The difference in the magnetic field between the two fluxgates in each sensor is measured in nano Tesla (nT). The gradiometer data is recorded with a range of ± 100 nT. It should be noted that the actual resolution is limited because of potential internal instrumental noise. The gradiometers are calibrated at the start of every day and recalibrated whenever necessary.

This system records four lines of data on each traverse, with traverses walked in a zig-zag pattern until all the survey area is covered.

Appendix B: Data Visualisation and Further Information

Visualisation

The survey data collected was used to produce a series of images to demonstrate the results of surveys. These are outlined below:

- Greyscale plot – This method visualises the survey data as a shaded drawing, with highest readings showing as black, running through different shades to lowest showing as white. Plotting parameters can be adjusted to aid interpretation of geophysical survey data.
- XY Trace plot – This is an alternative method of data visualisation, plotting the magnitude of responses on a scaled XY trace. The stronger the response, the sharper the rise in the trace. This type of plot can be used to differentiate the origin of an anomaly and is best used in conjunction with an alternative method of interpretation.
- Interpretation plot – Through detailed analysis, anomalies have been interpreted and possible features identified. Interpretation drawings are used to show potential features and to reinforce and clarify the written interpretation of the data. Anomalies have been characterised using the terminology detailed in the following section and have been assigned colour coding, which is outlined in keys on figures associated with this report.

Magnetic Anomalies

Different anomalies can represent different features created by human occupation, agricultural or modern activity, or natural pedological and/or geological changes in the substrata.

Anomalies interpreted as 'stronger' are considered more likely to be of the interpreted characterisation; whereas a 'weaker' categorisation represents a more tentative interpretation applied to those anomalies with lesser increases in magnetic response or if the anomaly has incomplete patterning or irregular form. The strength and size of anomalies can vary depending on the magnetic properties of the feature, the magnetic susceptibility of the soil, the depth at which the feature is buried, and the state of preservation.

Terminology

- **Anomaly** - Any outstanding high or low magnetic response forming a particular shape or covering a specific area within the survey results.
- **Feature** - A man-made or naturally created object, material or deposit that has been detected through the site investigation works and has sufficient characteristics or supporting evidence for positive identification.
- **Magnetic Susceptibility** - The ability of a buried feature to be magnetically induced when a magnetic field is applied.
- **Magnetic Response** - The strength of the changes in magnetic values caused by a buried feature with either a greater or lesser ability to be magnetised compared with the soil around it. Anomalies are considered to either have strong/weak or positive/negative response. The strength of magnetic response (along with patterning) can be essential in determining the nature of a buried feature, but it should be noted that the size or strength of the magnetic response does not always correlate with the size of the buried feature.
- **Morphology** - The shape or form of an individual anomaly.
- **Thermoremanence** - The affect caused when a material has been magnetically altered through a process of heating. Thermoremanent magnetisation occurs when an object or material is heated passed the Curie Point and acquires a permanent magnetisation that is associated with the magnetic field that they cooled within (Gaffney and Gater 2003, 37).

Characterisation of Anomalies & Interpretation Categories

Archaeological or Historical Anomalies

- **Archaeology** – Linear, rectilinear, or curvilinear anomalies with a positive and/or negative magnetic response, composed of a patterning or shape that is suggestive of a buried archaeological feature. These are often indicative of structural remains or infilled cut features such as ditches. The strength of the anomaly signal can be suggestive of the properties of the feature. Negative linear anomalies represent upstanding or infilled features that are less magnetically susceptible than background readings, for example structures such as a ditch-bank, or a cut ditch containing a fill composed of a non-igneous stone material. Bipolar linear anomalies considered to be of an archaeological nature are indicative of material with a high magnetic susceptibility, such as a brick wall. Isolated anomalies or anomalies with a more amorphous form possibly represent infilled features or thermomagnetic features such as areas of heating/burning of an archaeological origin. Unless associated with conclusively identified archaeological remains, such as linear anomalies, absolute identification of positive responses can be problematic as it is often not possible to decipher if they are of an archaeological, modern, or agricultural origin. Consequently, isolated positive responses such as those indicating pit-features, are not always shown within the Interpretation plot(s) unless composed of a broad form or belonging to a series of isolated positive responses. Bipolar responses considered likely to be of an archaeological

origin are also interpreted as isolated anomaly (archaeology). These are considered to relate to material with a very strong magnetic susceptibility or thermoremanent magnetisation.

- Possible archaeology – This categorisation is applied where anomalies are weaker or more diffuse in response, resulting in a less certain origin. It is possible that these belong to archaeological features but given their weaker responses or incomplete patterning it is equally plausible that they relate to other sources, such as agricultural features or natural soil formations or geological variations.
- Former Boundary - Linear anomalies, sub/irregular-rectilinear anomalies either with positive or negative magnetic responses, that correspond with the location of former field boundaries, ponds or buildings recorded on historic maps, Aerial photos and/or LiDAR coverage of the site.
- Ridge and Furrow - Broadly spaced linear anomalies or trends that are likely to be indicative of earlier forms of agricultural practice, such as ridge and furrow. These often correspond with the location of earthworks visible on the ground during the survey, or can be identified on aerial or LiDAR survey imagery.

Strongly Magnetic / Bipolar / Dipolar

- Modern Service – Highly magnetic, typically dipolar linear anomalies with an stronger area of variably decreasing ferrous response depending on the vicinity of the survey instrumentation to the buried or extant feature.
- Increased magnetic response – Isolated bipolar responses of a typically modern nature that are likely to relate to buried ferrous material, building debris, or objects, such as magnetically enhanced agricultural debris. If a trend is noted in the alignment or spacing of isolated bipolar responses, it is possible that they are indicative of ferrous fittings or connectors used on buried non-magnetic buried utilities, although occasionally an archaeological origin cannot be ruled out. Also, areas of increased magnetic response denote areas of disturbance containing a high concentration of dipolar or bipolar responses. These are generally considered to be caused by modern debris in the topsoil, including agricultural 'green waste'. It is also possible that the disturbance is in part also caused by isolated archaeological material or geological or pedological changes in the substrata.
- Ferrous disturbance - Areas of magnetic disturbance, often along the edges of survey areas, or surrounding Modern Services caused by highly ferrous material such as standing metal structures like fencing and buildings. Modern Agricultural Anomalies.

Modern Agricultural

- Agricultural Trend - Ploughing trend tends to be regularly spaced linear anomalies, often with a narrower spacing, that conform with ploughing regime at the time of survey, or a recent regime recorded on aerial photos of the site. The response and distribution of land drains varies depending on the composition of the land drain and associated ditch or channel. Consequently, land drains can be composed of weak / strong positive / negative magnetic responses and are identified as a product of either their variance in magnetic values or positioning compared with

regularly spaced linear anomalies considered to relate to modern ploughing. Land drains can be located within former agricultural regimes, such as ridge and furrow.

- Land drain – Weakly positive, and/or dipolar, regularly broadly spaced linear trends in a typically parallel or 'herringbone' formation. These are generally modern in origin, although earlier post-medieval ceramic drains are often plausible but cannot be determined.
- Uncertain Trend – Generally positive, although sometimes negative, isolated and weak linear or curvilinear trends. This category is applied where multiple origins can be asserted to a barely detected anomaly.

APPENDIX 3: DATA MANAGEMENT PLAN

DATA MANAGEMENT PLAN (DMP)

SECTION 1: PROJECT ADMINISTRATION

Project ID / OASIS ID
Project No: BM12984 OASIS ID: TBC NGR: SK028267 Planning Application: XXXXXX
Project Name
Residential Development on Land off Southampton Road, Alderbury, Wiltshire
Project Description
Trial trenching
Project Funder / Grant Reference
Formula Land (Alderbury) Limited
Project Manager
XXXXXX
Principal Investigator / Researcher
Wardell Armstrong LLP
Data Contact Person
Project Manager
Date DMP Created
18/06/2025
Date DMP Last Updated
18/06/2025
Version
1
Related Data Management Policies
The DMP will be treated as a 'living' document and will be periodically reviewed and amended throughout each stage of the project. In the event of any major amendments to the DMP, a revised version will be submitted to the Wiltshire Council's Archaeology Service (WCAS) for review. The data management policy follows the 'Dig Digital' DigVentures guidance and template for managing and producing digital archives and data management plans, as well as implementing standards and guidance from CifA and the Archaeology Data Service (ADS). https://digventures.com/projects/digital-archives/. At the archiving stage of the project research, the project reference will be labelled clearly on everything within the project's digital, documentary, and physical archive to maintain consistency and accuracy throughout

SECTION 2: DATA COLLECTION

Data Collection and Creation - Selection Strategy

Following a strategy of selection after the project has been completed, many digital files may be removed from the archive in prep as they will not be necessary for deposition or may be duplicates of other files already included within the archive.

Advice and guidance on the selection strategy will also involve consulting with other colleagues internally within the company, to ensure that all relevant data produced for the project is included within the project archive. Useful resources such as the ClfA selection toolkit and digital archive guidance will be considered in this process of archiving via:

<https://www.archaeologists.net/selection-toolkit>

<https://www.archaeologists.net/projects/digital-archives-archaeology>.

The data that will be selected for inclusion within the archaeological archive will largely be present within the initial project folder. However, by reviewing the files within each project, the archive can be reduced significantly and become much more succinct and useful for potential future research. For example, multiple copies of the same image can be removed so that the 'Photos' folder contains a clear and organised representation of each shot taken on site. Likewise, duplicates of the report can be reduced to inclusion only of the final PDF/A copy rather than including all the previous versions which otherwise might cause confusion if the archive is later re-visited.

However, just as data can be removed from the archive, data will also be added. For example, any finds data or specialist reports will be copied over to the digital archive and reviewed in the same process.

These files are stored in WAs internal Projects drive: N:\BM\BM12984 - Southampton Road Alderbury Geo

Data Collection and Creation - File Re-Naming, Conversion and Selection Procedures/Examples

Documents:

In addition to reviewing the ClfA guidelines, the following ADS 'Guides for Good Practice' resources may also be reviewed for guidance on relevant data collection and acceptable file formats which support long-term access and preservation of an archive:

<http://guides.archaeologydataservice.ac.uk/g2gp/Contents>

<http://archaeologydataservice.ac.uk/advice/FileFormatTable.xhtml>.

As part of the archiving process, all DOC and PDF files will be converted to a PDF/A standard (via software such as PDFCreator or PDF24). Each file within the project archive will also be re-named in the following order, ensuring all spaces are removed from file names: BMRef_WorkPhase_FileName (_PDF/A if it is a converted PDF file).

Examples:

12 BM12984_TT_OASIS-Form_PDF/A

13 BM12984_TT_Archive-Transfer-Form_PDF/A

14 BM12984_TT_Finds-Concordance

Graphics:

Once complete, all graphics files will be reviewed as part of the selection strategy. Any PDF files will be combined into 1 PDF/A file and added to the main graphics folder for the project archive,

then re-named as below.

Examples:

14.1 BM12984_TT_Combined-Figs_PDFA

14.2 BM12984_TT_Fig-2_DSLP

14.3

Within the selection strategy, any graphics files that do not have 'Fig' in the name or any .bak and .dxf files are likely to be deemed unnecessary for deposition and will be removed from the digital archive.

Photos:

During the selection strategy, any exact duplicates of photos from the site will be deleted before being compiling into 1 folder (or folders separated by different work phases). These will then be re-named in bulk with the BM Ref_WorkPhase_Photo-Number- with shot numbers added to the end of the file names – see below:

Examples:

15 BM12984_TT_Photo-001_ID-Shot

16 BM12984_TT_Photo-002_Site-Shot

17 BM12984_TT_Photo-003_Shot-1

18 BM12984_TT_Photo-004_Shot-1a

19 BM12984_TT_Photo-005_Shot-2

20

When re-named, a contact sheet of the digital photos will be created and added to the 'Primary-Docs' file in the digital Site Records folder.

Folder Structure and File Organisation

The project folder will be named to include the BM Reference (**BM12984**) and any spaces will be removed from the site name.

Example:

21 BM12984_Southampton Road Alderbury Geo

Within the main project folder, the following generic folder structure will be implemented, with each file organised into the appropriate folders:

22 Admin (File List and Metadata; PDFa versions of the following: Transfer of Ownership Form, Documentary Archive Form, Licence of Copyright Form, Archive Transfer Form; OASIS Form, Brief and WSI)

23 Database (Finds any Concordance other relevant Sample Concordance and SpecialistSpreadsheet/Database Files)

24 Finds (PDFa versions of any Specialist Finds Reports)

25 Graphics (PDFa combined version of the PDF Figures used in the report, Any CDR, DWG and JPG figures)

26 Photos (Digital Site Photos)

27 Report (PDFa version of the Final Report)

28 Appendices (PDFa versions of the following: Any Appendix, the Photo Index & Finds Concordance)

29 Site Records ('Primary-Docs': A scanned copy of the Documentary Archive compiled with necessary digital files created for the archive)

SECTION 3: DOCUMENTATION AND METADATA

Metadata Documentation Format

When all digital files have been prepped, a File List and Metadata are required to be created and included within the digital archive.

A file list in the format of a text (.txt) document will be generated through WA software and procedures and will feature basic information of the project archive data (file names, date/time of creation and file sizes in bytes).

Information from the file list will also be transferred and expanded on into a more detailed metadata file and saved as a text (.txt) document. The metadata file will therefore provide further file-specific information such as: software/camera type (examples: Adobe Acrobat/Microsoft Word/AutoCAD/CANON), software/camera versions (examples: Adobe Acrobat X Professional/Microsoft Office 2016/AutoCAD 2012 LT/Canon EOS 4000D), file conversions (example: 'The.pdf figure was created from the CoralDRAW original using CoralDRAW Graphics Suite X6 and converted to PDF/A'), as well as a brief summary of the contents of the documentary and physical archives (example of an WA metadata structure below).

```
ECB5757_TT_Metadata

PAPER ARCHIVE - <1 Box
DOCUMENT FILE - Report, Field Records, Photographs & Drawings

REPORT - 5931
INTRO / OASIS FORM / BRIEF / WSI
EVALUATION TRENCH RECORD SHEET
CONTEXT REGISTER
CONTEXT SHEETS (1000 - 1039)
SHEET REGISTER
DRAWING REGISTER
DIGITAL PHOTO REGISTER / CONTACT SHEETS - SHOTS 1 - 44
EVALUATION TRENCH ARTEFACT SAMPLING OF TOPSOIL & SUBSOIL SHEET
SAMPLE REGISTER
A3 PERMATRACE DRAWINGS
MISC

FINDS

<1 Box of Finds

DIGITAL FILES

The Word processed documents were created in Microsoft Office Word using Microsoft Office 2016.
PDF/A versions were created directly from Microsoft Word using the Adobe PDF maker 9.0 plugin.
All PDF/A files conform to PDF/A-1b and have been verified using Adobe Acrobat Professional V.9.0.

DOCUMENTS

Admin

DATE AND TIME OF CREATION      FILE (BYTES)      FILE_NAME / CONTENT
01/12/2020 - 09:32      148,043      ECB5757_TT_Brief_PDFa.pdf
21/01/2021 - 10:29      36,230      ECB5757_TT_Documentary-Archive-Form_PDFa.pdf
21/01/2021 - 10:24      62,253      ECB5757_TT_Licence-of-Copyright-Form_PDFa.pdf
21/01/2021 - 10:24      60,040      ECB5757_TT_Museum-Transfer-Form_PDFa.pdf
01/12/2020 - 09:31      91,546      ECB5757_TT_OASIS-FORM_PDFa.pdf
01/12/2020 - 09:30      274,428      ECB5757_TT_Report-Approval_PDFa.pdf
01/12/2020 - 09:31      160,036      ECB5757_TT_Transfer-of-Ownership_PDFa.pdf
01/12/2020 - 09:31      766,758      ECB5757_TT_WSI_PDFa.pdf
28/01/2021 - 08:29      10,421      ECB5757_TT_File-List.txt
28/01/2021 - 08:33      12,184      ECB5757_TT_Metadata.txt

SiteRecords

DATE AND TIME OF CREATION      FILE (BYTES)      FILE_NAME / CONTENT
26/01/2021 - 09:13      31,152,154      ECB5757_TT_Primary-Docs_PDFa.pdf
```

Example section of a metadata document

It will be ensured that all files from the file list are also present in the metadata document under the relevant subject area. When all checks have been made, the file will be saved as BM12984_TT_Metadata.txt.

SECTION 4: ETHICS AND LEGAL COMPLIANCE

Management of Ethical, Copyright and Intellectual Property Rights (IPR) Issues

Compliance of all ethics and legal matters will be maintained and verified throughout each stage of the project by the Project Manager.

Where formal permissions and/or license agreements are linked to data sharing, these will be included in the project archive folder. During the compilation of the digital archive, appropriate documents such as the 'Transfer of Ownership', 'Licence of Copyright Form', 'Archive Transfer Form', 'Purchase Order Form' and 'Deposition Letter' will be completed by the Archives Officer to accompany the archive and maintain compliance of legal archive management procedures.

The archive will also not be deposited until every effort to contact the original landowner has been made to gain a completed 'Transfer of Ownership Form'. However, after 3 failed attempts to contact the landowner, a 'Due Diligence Form' will be completed and will serve as sufficient transfer of ownership for the archive as per WA procedures.

SECTION 5: DATA SECURITY: STORAGE AND BACKUP

Data Accessibility, Storage and Preservation Procedures

As previously specified, all data from the working project archive will be stored in a project specific folder on internal servers. These servers are routinely backed up at each stage of the project research, to maintain an up-to-date security copy of all the project data. Furthermore, all site records and data collected will be reviewed throughout stages of the project delivery to maintain data accuracy and security.

Project files will be shared with external specialists directly using the same servers, with the wider project team gaining access to only the files needed using a controlled permissions-based access.

SECTION 6: SELECTION AND PRESERVATION

Which Selection of Data to be Retained, Shared, and/or Preserved

The guidelines for deposition of archives are stored digitally on the internal WA Server. However, as the guidelines may be altered in the future, the most up to date guidance will be checked regularly, and any changes/new versions of the guidelines will be used to update internal WA systems accordingly to ensure the new information is integrated into archive preparation.

As previously stated, a selection strategy of data will be implemented whilst maintaining compliance with the standards outlined by the CifA and the Archaeology Data Service (ADS) guidelines to create a project archive that can be effectively used for future research purposes.

Long-Term Preservation Plan

The guidelines from the CifA and the Archaeology Data Service (ADS) state that the digital archive generated as part of this project should be deposited with the Archaeology Data Service (ADS) - a Core Trust Seal certified data repository. The ADS guidelines for depositors is available online and will be consulted during the preparation of the digital archive:

<http://archaeologydataservice.ac.uk/advice/guidelinesForDepositors>.

Digital Archive Completion and Deposition

Upon finalisation of the digital archives, the archives will be uploaded to the ADS repository, ensuring sustainable long-term preservation for the data. The ADS will be contacted and consulted when the project reaches the archiving stage. The data will then be uploaded to the ADS.

Archive Data Costing

All costs of archiving will have been considered within the initial costing breakdown of the project work. However, as the cost of archiving may change in the future, the most current guidance and costs schedule will be checked regularly, and any changes will be updated. on this document and internal systems accordingly to ensure the new costs are integrated into deposition costs.

All costs of digital archiving will have been considered within the initial costing breakdown of the project work. This will ensure that the cost of depositing the digital archive with the appropriate repository (Archaeology Data Service) is acknowledged at the forefront of the project research, as well as considering the cost of the overall data management and archiving process.

SECTION 7: DATA SHARING

Data Sharing and Accessibility Procedures

The project archive will facilitate suitable public access to any evidence acquired during the investigation through the records gathered and produced:

This objective will be achieved through implementing the selection strategy of the digital data (outlined in Section 2 of this document), ensuring that the archive contains a concise and coordinated record of the investigation that will allow efficient use in any potential future research.

Once the deposition of the archive has taken place, the digital data will remain preserved and accessible via the ADS.

Data Sharing Restrictions

Any data specific requirements or legal/ethical restrictions and issues which are linked to specific data formats will be added to an updated version of this DMP and documented within the project archive.

SECTION 8: RESPONSIBILITIES

Data Management Plan Responsibilities

The CIfA and the Archaeology Data Service (ADS) guidelines regarding digital archiving requirements will be checked and implemented throughout the course of the project by all staff involved with producing data for the digital archive.

The Project Manager will be responsible for developing the Written Scheme of Investigation (WSI) for the project, alongside updating and implementing the DMP for the project; ensuring that the DMP is reviewed and revised at each stage of the project research.

The Admin Team will be responsible for such processes as checking that the site to be deposited has been signed off and the report completed, as well as ensuring that the digital OASIS Form has been completed for the site to be archived.

The Field Team will be responsible for maintaining accuracy of documentation and data captured on site, which will be digitised upon completion of the fieldwork.

The Graphics Team will be responsible for creating and maintaining graphics files to be used in the production of the project report, which will be written by the Post-Excavation Team.

The overall compilation of the archive, including producing relevant forms, metadata, file conversions/re-naming, strategic selection and general archiving of all digital data in conjunction with digitising all relevant documentary material will be undertaken and verified by the Archives Officer.

The Finds Coordinator will prepare any relevant finds data (such as concordances) to be used for archiving. Finds Specialists will also be responsible for reviewing the finds and creating a digital dataset of the project findings.

Both the Archives Officer and Finds Coordinator are therefore responsible for respecting and following the guidelines throughout the preparation of the project during the archive stage, as well as ensuring the final transfer of the archaeological project archive to the proposed recipient museum.

Further details of the core project team are included within the Written Scheme of Investigation for the project.

STOKE-ON-TRENT

Sir Henry Doulton House
Forge Lane
Etruria
Stoke-on-Trent
ST1 5BD
Tel: +44 (0)1782 276 700

BIRMINGHAM

Two Devon Way
Longbridge Technology Park
Longbridge
Birmingham
B31 2TS
Tel: +44 (0)121 580 0909

BOLTON

41-50 Futura Park
Aspinall Way
Middlebrook
Bolton
BL6 6SU
Tel: +44 (0)1204 227 227

BRISTOL

Temple Studios
Temple Gate
Redcliffe
Bristol
BS1 6QA
Tel: +44 (0)117 203 4477

BURY ST EDMUNDS

Armstrong House
Lamdin Road
Bury St Edmunds
Suffolk
IP32 6NU
Tel: +44 (0)1284 765 210

CARDIFF

Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ
Tel: +44 (0)292 072 9191

CARLISLE

Marconi Road
Burgh Road Industrial Estate
Carlisle
Cumbria
CA2 7NA
Tel: +44 (0)1228 550 575

EDINBURGH

Great Michael House
14 Links Place
Edinburgh
EH6 7EZ
Tel: +44 (0)131 555 3311

GLASGOW

24 St Vincent Place
Glasgow
G1 2EU
Tel: +44 (0)141 428 4499

LEEDS

36 Park Row
Leeds
LS1 5JL
Tel: +44 (0)113 831 5533

LONDON

Third Floor
46 Chancery Lane
London
WC2A 1JE
Tel: +44 (0)207 242 3243

NEWCASTLE UPON TYNE

City Quadrant
11 Waterloo Square
Newcastle upon Tyne
NE1 4DP
Tel: +44 (0)191 232 0943

TRURO

Baldhu House
Wheal Jane Earth Science Park
Baldhu
Truro
TR3 6EH
Tel: +44 (0)187 256 0738

International office:

ALMATY

29/6 Satpaev Avenue
Hyatt Regency Hotel
Office Tower
Almaty
Kazakhstan
050040
Tel: +7(727) 334 1310