

Proposed Archaeological Mitigation during Proposed Restoration Works within The Park to the North of Halswell House, Goathurst, Somerset

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Planning ref:		Soms Museums acc no. TTNCM 37/2026
Site Code:	GHH 26-37/2026	OASIS ref: prospect1-544942
NGR:	(Centre) ST 6521 4572	Soms HER: 58437

Version 2, prepared by James Brigers of Prospect Archaeology June 2026

Version 2, August 2026

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ILLUSTRATIONS

Fig. 1 (p. 4): Location of the site

Fig. 2 (p. 4): Plan of the site showing locations of proposed works

APPENDIX

i) Data Management Plan

Written Scheme of Investigation to Cover an Archaeological Mitigation during Proposed Works within the Park to the North of Halswell House, Goathurst, Somerset

James Brigers, BA June 2026 on behalf of Edward Strachan revised as version 2 August 2026

NGR: ST 252 339

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1.0 INTRODUCTION

1.1 Context of the Project

1.1.1 The current owner of Halswell House (Mr Edward Strachan) has recently secured the purchase of areas of former parkland to the north and east of the house, effectively re-uniting them with the Halswell Estate. The newly acquired land contains the remains of historic fishponds, once incorporated as elements of the 18th century landscape, but possibly of earlier origin and the locations of two lengths of now in-filled ha ha, also components of the 18th century landscape that once marked the boundary of the medieval and later deer park.

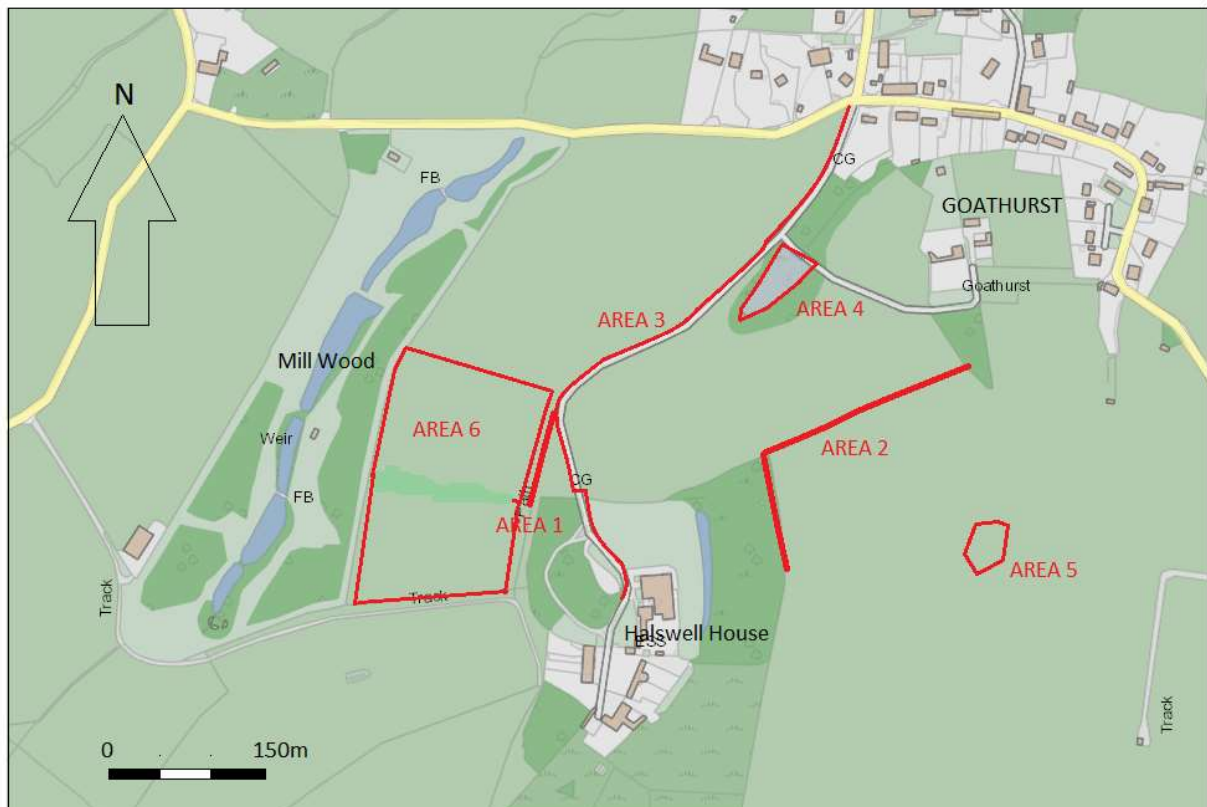
1.1.2 It is proposed that the pond at the entrance to the park (at ST2558 3419) and that to east (Kennel Pond; ST 2578 3383) be opened and restored. Also it is proposed to investigate at points on the line of the former ha ha boundary features (centred at ST 2529 3392 & 2552 3395) in order to establish their condition with a view to their reinstatement in as close to original form as possible.

1.1.3 In addition, planning permission is being sought to allow the installation of a new mains water supply from the northern entrance to the park at ST2559 3426 to a point to the west of the house at ST 2536 2381 and the installation of a ground source heating matrix centred at ST 2524 3400.



Fig. 1 (above): Halswell Deer Park, Goathurst. Location of the Site

Fig. 2 (below): The Site showing Locations of Proposed Works



1.1.4 This Written Scheme of Investigation is designed to satisfy the requirements of the planning consent and conforms to the requirements of *Management of Research Projects in the Historic Environment* (2015, Historic England) and details the proposed monitoring, post excavation and dissemination methodology in accordance with guidance outlined in:-

- *Chartered Institute for Archaeologists' Code of Conduct* (2022, ClfA).
- *Somerset Archaeological Handbook* (South West Heritage Trust, 2017)
- *Preserving Archaeological Remains: Decision-taking for Sites under Development* (2016, Historic England)
- *Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation*, 2nd ed. (2011, Historic England)
- *Chartered Institute for Archaeologists, Universal Guidance for Archaeological Monitoring & Recording* (2023, ClfA)

2.0 BACKGROUND

2.1 Location, Geology, Topography & Current Land Use (figs. 1 & 2)

1.2.1 Halswell House stands on a gently sloping, north-facing slope at an elevation of 83m above Ordinance Datum at the above grid reference towards the western boundary of the Parish of Goathurst in West Somerset. To the south west the land rises steeply from the 80m contour in the region of the site to the summit of the ridge that forms the south eastern spur of the Quantock Hills at 228m close to Bolts Cross in Broomfield. To the north the slope continues to fall towards Goathurst village where it meets the broad undulating valley that extends westwards from the town of Bridgwater. The underlying geology in the area of Halswell House consists of slate of the Morte Slate Formation¹.

1.2.2 The majority of the land within the areas containing the proposed works is currently under arable agricultural land use. This is fringed by small areas of coppice to the north and within this lies the location of the northern pond (Area 4).

2.2 General Archaeological & Historical Context

1.3.1 The Manor of Halswell is mentioned as a holding separate from that of Goathurst in 1086 and descended as a holding in its own right until its sale and dispersal in the 1950s. Halswell Court is mentioned in 1318 and the whole was largely rebuilt in the early 17th century to form north, south and east wings around a central courtyard. The imposing north wing as it exists today was constructed in 1689 which relegated to remaining early 17th century elements to the south to predominantly ancillary function. The west front of the north range was re-modelled in neo-classical style in c1754 probably to designs by Francis Cartwright of Blandford.

¹ British Geological Survey, digital map data

1.3.2 Extensive landscaping of the grounds to the north and east of the house is known to have been carried out at about the same time as the reconstruction of the north wing and a terraced parterre and lake were created to the north and east of the house². From the mid 18th century the immediate grounds and surrounding park were incorporated into an extensive designed landscape by Sir Charles Kemys Tynte incorporating Mill Wood to the north west with garden buildings including a rock wall grotto and classical rotunda in the immediate grounds and walled gardens were added to the south at two stages during the 19th century.

1.3.3 In 1934 the estate descended to Charles J.H. Kemeys-Tynte who vested it in Hoares Bank and in 1950 it was sold and broken up, the house being converted into flats. In 2003 the house and immediate grounds were purchased by Dunster Holdings Ltd with the aim of converting it into a conference centre and wedding venue. At this time a programme of archaeological work was commenced which involved the excavation of trenches in the Riding House Garden to the south of the house³, the Victorian Garden to the south east and along the banks of the lake to the east of the north lawn⁴; further trenching was opened to the north west on the suspected route of the 18th century circular drive⁵.

1.3.4 The rump of the estate, including the house, its immediate grounds and the properties to the south were purchased by the current owner and to this was added the former landscape garden of Mill Wood to the west. Soon afterwards an extensive programme of restoration, reconstruction and infrastructure upgrades was commenced throughout the house and immediate grounds and a programme of recording and initial archaeological evaluation was undertaken in Mill Wood to determine the locations and state of preservation of the various features and structures associated with the former pleasure ground here⁶. The works within in and in the immediate vicinity of the house and Tudor House to the south were accompanied by geophysical survey, monitoring and building recording⁷. Restoration of the pond and Rock Wall Grotto in the garden to the east of the house from 2014 and 2024 were preceded by an initial evaluation of both areas followed by intensive monitoring⁸. No formal archaeological investigations have been undertaken to date within the area of the proposed restoration works.

² Information derived from entry in VCH Somerset, vol. 6 1992; p. 49

³ SHER 19435

⁴ SHER 28172

⁵ SHER 13787

⁶ SHER 32801

⁷ SHER 39220; 48994; 48998; 37584

⁸ SHER 32685; 4918

3.0 OBJECTIVES

3.1 Overview

3.1.1 The proposed works will take place within an area of high archaeological potential and within the boundary of a Grade II listed park and garden, consequently archaeological remains evidencing the development of the park and previous occupation and land-use are likely to exist that will be adversely impacted by intrusive elements of the activities. The proposed monitoring will be designed to mitigate such impacts by enabling the preservation by record of all archaeological remains encountered and, in the event of particularly significant discoveries, the formulation of an appropriate mitigation strategy moving forward. The programme of monitoring will aim to satisfy any condition of planning consent imposed by Somerset Council to permit the works and will be in accordance with paragraph 218 of the National Planning Policy Framework.

3.1.2 Where the stated aims of the works are to initiate the restoration of known features in the case of the ponds and ha has (Areas 1,2,4 & 5) the monitoring will allow the recovery of information relating to their form, date and chronological development which may be employed at the design stage to allow an eventual faithful reconstruction.

3.2 Research Design

3.2.1 The objectives for this investigation will be to: 1. Ascertain the presence/absence, function, date and chronology of archaeological deposits; 2. To assess the remains in a context of local, regional and national significance; 3. To recover environmental information likely to provide information on the economy and local environment of the area; 4. In the case of the discovery of significant remains, to allow an informed mitigation strategy to be formulated (within areas not specifically covered by formal detailed excavation).

3.2.2 Dependent on the presence/absence of archaeological remains, the works may specifically contribute to the understanding of the extent and character of the medieval and later park and enhance the currently scant knowledge of earlier activity within the area which may lead to a increased understanding of the origins and chronological development of the Halswell Estate.

4.0 METHOD STATEMENT

4.1 Standards

4.1.1 The work will be carried out in accordance with the standards guidelines set out in paragraph 1.1.4.

4.2 Background Research

4.2.1 A full assessment has been made of known data relating to the site including reports of previous archaeological work in the area, historical records and maps.

4.2.2 The material will be incorporated into the introductory section of the final report and set the results in their geographical, topographical, archaeological and historical context. It will also inform the design and conduct of the fieldwork.

4.3 Event Number and Site Code

4.3.1 An event number and museum accession number have been obtained from South West Heritage Trust to locate the area of work on the county Historic Environment Record (PRN 58437; acc no: TTNM 37/2026) and permit the deposition of the investigation archive and artefacts at the Somerset Heritage Centre. The accession number will be combined with the contractor's site code (GHH 26) and will appear on all aspects of the archive generated by the investigation.

4.4 Works: Pre-Commencement

4.4.1 A desk based assessment will be prepared with specific attention to Area 6, the ground source heating matrix, to provide information to allow the formulation of a suitable mitigation strategy in this high impact area (see 4.5.7).

4.4.1 Appropriate communications will be undertaken with stakeholders prior to works commencing. SWHT as monitors will be informed prior to the commencement of each phase of the works.

4.4.2 The contractor's role will be to provide an experienced team of archaeologists to supervise the initial trench opening and subsequently undertake a controlled excavation of the exposed deposits.

4.5 Proposed Works & Mitigation (fig. 2)

4.5.1 **The Ha Ha Boundary Features (Areas 1 & 2):** It is proposed to reinstate the historic deer park boundaries as shown on fig. 2, the position and extent of which are traceable on historic mapping.

4.5.2 Initially the features will be investigated through the excavation of trial trenches at three locations in Area 1 and a further three in Area 2, each to be c8.00m in length and 1.20m in width. These will be initially opened through the use of a machine fitted with a toothless bucket to remove modern, archaeologically sterile overburden and fills. Each trench will then be manually cleaned and recorded as appropriate.

4.5.3 The results of the initial trial trenching will be employed to inform on the precise location, form, phasing and state of preservation of the features with a view to eventual reinstatement in their original form.

4.5.3 **The Water Main (Area 3):** It is proposed to install a new mains water supply to run from the main street at the northern entrance to the park, along the main drive for a distance of approximately 630m to a distribution point to the west of the house.

4.5.4 The main will be laid within a trench no less than 0.75m in depth which will be excavated by a machine fitted with a toothless bucket under constant archaeological supervision.

4.5.5 **Northern & Kennel Ponds (Areas 4 & 5).** Both ponds likely functioned as features within the 18th century landscape scheme and were possibly incorporated into this from an earlier landscape. It is proposed to restore these to their earlier form and repair associated water management features.

4.5.6 The excavation at both locations will be accomplished through the use of a machine fitted with a toothless bucket and will be limited to the extraction of modern backfill and silt deposits to the level of the original basal lining. Archaeological monitoring will be conducted intermittently during this process with particular attention being paid to the form and constructional phases of dams, feeder culverts and any structures exposed during the clearance of banks.

4.5.7 **Ground Source Heating Matrix (Area 6).** The new infrastructure here will cover a wide area of current agricultural land between the main drive and the eastern boundary of Mill Wood.

4.5.8 The precise design and extent of the installation is yet to be determined by will involve the excavation of numerous trenches up to 1.50m in depth to form a grid. Due to the likely great extent and complexity it is currently proposed that the installation will be achieved by 'slit trenching' and such a methodology will impede archaeological observation resulting in a situation where archaeological deposits or features, if present, would be adversely impacted without the possibility of assessment or record.

4.5.9 It is therefore proposed that the works at this location be preceded by a preliminary heritage assessment in order to determine a requirement for further preliminary investigation which may involve geophysical survey and/or field evaluation. If either or both are deemed necessary, the proposed detailed methodologies will be provided as an addendum to this document at a later date.

4.6 Monitoring: General Procedures & Methodology

4.6.1 The archaeological contractor will provide the relevant officer from South West Heritage Trust with adequate notice of work commencing on the site. Provision will be made to safely accommodate monitoring of the project by personnel from that body.

4.6.2 Only suitably qualified, trained and experienced persons will monitor all groundworks associated with the development.

4.6.3 Where areas of the site are to be stripped of modern surfaces or overburden the archaeologist will monitor the excavations and provide direction regarding the exposure of archaeological deposits.

4.6.4 The archaeologist will monitor all excavations and these will be accomplished through the use of a machine fitted with a toothless bucket; If possible archaeological remains are encountered machine excavation will be paused to allow further investigation.

4.6.5 The archaeologist will inspect the surfaces revealed. Any archaeological structures or features revealed will be recorded in plan and section as appropriate. In areas of low stratigraphic complexity the written and photographic record of each context will be supplemented by a measured sketch. Where a more detailed record is required a detailed drawing will be produced at an appropriate scale (usually 1:10 or 1:20) and the location of each drawing will be accurately marked on the overall site plan at a scale of 1:200 or 1:500. The main contractor will allow the archaeologist reasonable time and resources to undertake any inspection or recording required.

4.6.6 In the event of particularly significant discoveries SWHT will be informed and a site meeting be arranged between the consultant, SWHT officers and the applicant to determine the appropriate mitigation.

4.6.7 Artefacts will be collected as work progresses. Where possible these will be assigned to particular contexts and bagged and labelled accordingly with the site's unique code. . The retention strategy for artefacts will be devised through agreement between all stakeholders (landowner, specialists, and collections curators) Provision will be made for the conservation and safe storage of all artefacts.

4.6.8 Faunal remains (animal bone), given the context of the site, will provide important information on the diet of populations of all periods and, in some cases, certain types of industrial activity being practised in the locality. All such material will be collected from stratigraphically secure excavated contexts, stabilised on site as required and packaged and stored with reference to accepted HE best practice⁹ and guidance for archaeological work in Somerset¹⁰. If particularly significant assemblages are found to be present during the

⁹ Baker, P & Worley, F 'Animal Bones in Archaeology' Historic England, 2019

¹⁰ South West Heritage Trust, 2017 'Somerset Archaeology Handbook'

evaluation phase advice from HE and the appointed project specialist will be sought in the formulation of a detailed recovery and analysis strategy.

As a minimum the following will be considered:

- Quantification by species
- Minimum number of individuals
- Butchery
- Frequency of species and parts of the skeleton represented
- Evidence for disease and trauma

4.6.9 'Small finds' not derived from closed feature contexts will be given a unique number and their location recorded to three dimensions.

4.6.10 Should any finds identified as treasure or potential treasure, including precious metals, groups of coins or any 'significant object' be exposed as designated in The Treasure (Designation) (Amendment) Order, 2023 this will immediately be reported to the relevant Finds Liaison Officer. Any such finds that cannot be removed to the PAS on the same day as discovery will be stored for safety in the secure storage facility of the contractor until such a time as they can be transferred.

4.6.11 In the unlikely event of the discovery of human remains, these will be carefully excavated, recorded and removed at the soonest opportunity to allow their protection and safe storage. In order for this to be accomplished within the terms of a MoJ archaeological excavation licence which will be obtained prior to work commencing. On discovery the project human osteologist will be contacted in the first instance and a programme of post excavation treatment and analysis will be determined following HE¹¹ and ClfA¹² guidance. Locations of burials will be recorded on the overall site plan and through the use of a hand-held GPS device. All disarticulated remains, including those unstratified, are to be recovered, retained and assessed by the human osteologist.

4.6.12 Provision within the project budget will be made for the sampling of the fills of cut features impacted by works associated with the proposal. Such samples may be for the purpose of scientific dating or, if for general environmental analysis, larger quantities of material may be retained (between 40 & 60 litres) for processing and analysis by suitably equipped and qualified specialists. The sampling strategy will be conducted in accordance with Historic England guidance¹³ and refined through consultation with a qualified specialist to be provided by Geoflo Ltd (Corton Denham, Somerset) (see 4.8).

¹¹ Historic England, 2018 'The Role of the Human Osteologist in an Archaeological Fieldwork Project'

¹² ClfA, 2017 'Updated Guidelines to the Standards for Recording of Human Remains'

¹³ Historic England (Campbell, G; Moffett, L & Straker, V), 2011 'Environmental Archaeology', pp. 5-14

4.6.13 All structures, deposits and finds are to be recorded according to accepted professional standards. All recording points used should be accurately tied into the National Grid and located on to the 1:1250 map of the area. Plans indicating the location of all archaeological features are to be drawn at an appropriate scale, located on the site plan and levelled with respect to OD, or surrounding permanent ground levels or street level. An overall site plan is to be maintained at a suitable scale, usually 1:200 or 1:500. All plans are to be accurately tied in to the site grid by triangulation from existing permanent features and through the use of a hand-held GPS device. All plans and sections are to be drawn on polyester based drafting film and clearly labelled.

4.6.14 All archaeological contexts are to be recorded individually on context record sheets. A further, more general, record of the work comprising a description and discussion of the archaeology is to be maintained as appropriate.

4.6.15 An adequate photographic record of the excavation will be prepared. This will include photographs illustrating the principal features and finds discovered, in detail and in context. The photographic record will also include working shots to illustrate more generally the nature of the archaeological operation mounted. All photographs of archaeological detail will feature an appropriately-sized scale. The photographic record will consist of digital images of a size of no fewer than 18 megapixels.

4.6.16 The site archive, to include all project records and cultural material produced by the project, is to be prepared in accordance with *Standard & Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives (CiFA 1014/2020b)* and Brown 2011¹⁴. On completion of the project any artefacts will be retained by the archaeological contractor until ultimate deposition at Somerset Heritage Centre. The digital archive will be uploaded to the Archaeological Data Service; provision has been made within the project budget to satisfy the long term storage fees of both organisations. Treatment of digital born and derived data will be in accordance with the contractor's Data Management Plan (appendix i).

4.7 Artefact Selection, Recovery & Treatment Strategy

4.7.1 Modern archaeologically sterile material will be carefully removed through the use of the machine. During this phase exposed material will be inspected to allow recovery of artefacts of all classes and spoil heaps will be regularly examined for the same purpose. Machine excavated material will be allocated to context if this is assured, artefacts retrieved from the spoil heaps will be retained as Unstratified. At this stage all cultural material will be retained with the exception of post medieval or modern ceramic building materials, bonding materials and other objects of clearly modern origin. A note will be made of the presence,

¹⁴ Brown, DH, 2011 'Archaeological Archives: a Guide to Best Practice in Creation, Compilation, Transfer and Curation', Revised; Archaeological Archives Forum

approximate quantity and distribution of all material not retained at this stage and recorded on a 'finds discard record'.

4.7.2 On exposure of intact archaeological features and deposits machine excavation will cease immediately and manual investigation will proceed and during this phase of the work all artefacts recovered will be retained. 'Small finds' (regarded as possessing particular significance) not excavated from within secure feature contexts will be allocated a unique number and their location recorded to three dimensions. Upon excavation each artefact will be suitably packaged in accordance with guidance for each material and treated with regard to stability, in accordance with current accepted guidance¹⁵. If further stabilisation or special treatment is required, either during the fieldwork or assessment stages, external specialist advice will be sought. Metal objects of archaeological provenance to be retained within the archive will be X-rayed in accordance with HE guidelines¹⁶.

4.7.4 At completion of the post excavation phase deselected material will be dispersed through a policy developed and agreed in advance through consultation with the landowner and the collections curator at SWHT.

4.8 Environmental Sampling Strategy

4.8.1 The environmental sampling strategy will follow guidelines provided by Historic England¹⁷. Bulk samples will be 40 litres or 100% of smaller contexts. Bulk samples will be recorded by a unique sample number against relevant context numbers.

4.8.2 Wet sieving will be carried out by Geoflo of Sutton Montis, Somerset. Pre-soaked samples of known and recorded weight are processed by standard flotation methods. Samples are gently agitated by hand thus enabling a controlled and constantly monitored process, minimizing breakage of fragile material. Flots are retained on a 0.25mm mesh and residues on a 0.5mm mesh. Flots and residues are dried in preparation for fractionation and sorting unless they contain organic material which needs to be kept wet. Residues will be fractionated into >4mm & <2mm using Endicott sleeves; >4mm residues are completely sorted and bagged unless the volume of these exceeds 1 litre in which case 25% will be sorted. The 2-4mm & <2mm are visually scanned and bagged separately. Block samples of 15-50mm length will be taken from appropriate contexts, particularly waterlogged deposits if present; the advice of a suitably qualified specialist in this field will be sought.

4.8.3 The strategy will be designed around an aim to assess site's environmental potential through the examination of a representative range of deposits, whether or not containing dateable artefacts and will include:

¹⁵ Rescue, Icon, Cardiff University 'First Aid for Finds'

¹⁶ Historic England, 2006 'Guidelines on the X-Radiography of Archaeological Metalwork'

¹⁷ Historic England, 2015 'Environmental Archaeology: A guide to the theory and practice of methods from sampling and recovery to post excavation'

- Retrieval of charred plant macro and microfossils; small faunal remains and land molluscs from former dry land palaeosols and features;
- Retrieval of plant macro and microfossils, insect, faunal remains, molluscs, pollen and other biological remains from waterlogged deposits;
- Absolute dating of critical contexts in respect Historic England guidelines¹⁸

4.8.4 A suitably qualified and experienced specialist will be consulted for each class of material represented within the samples and these will be appointed accordingly through the advice of Geoflo.

4.9 Post Works Assessment & Dissemination

4.9.1 In the short term a summary of the results, to include adequate description and illustration of the excavated sequence within each trench and initial conclusions will be produced to be submitted to HE to allow an informed mitigation strategy to be formulated.

4.9.2 Following completion of the works a report will be produced of the findings. All post excavation work will follow the formula laid out in Historic England's *Management of Research Projects in the Historic Environment* (2015).

4.9.3 All artefact, faunal and environmental assessments will be conducted by suitably qualified external specialists. The expected classes of finds and relevant consultants are: prehistoric/Roman ceramics (Rachel Hall/Jo Mills); medieval/post medieval ceramics (John Allen); faunal remains (Dr Matthew Laws); environmental analysis (Ellen Simmons/Dr Mathew Laws). Should other classes of material occur advice will be sought from persons with relevant specialist knowledge.

4.9.4 The report will include scale drawings and any specialist reports. A copy of the report will be submitted to HE and SWHT for inclusion on the county HER.

4.9.5 It is envisaged that any significant results may form an original article in the *Proceedings of the Somerset Archaeological & Natural History Society*.

4.10 OASIS

4.10.1 An OASIS entry will be completed as part of the submission of the report. All classes of finds will be tagged in OASIS uploads. A copy of the OASIS form will be included in the report. On approval of the report a PDF copy will be uploaded to the OASIS database.

4.11 Archive Deposition

4.11.1 Ownership of finds initially rests with the landowners (the applicant). Transfer of title to allow the transfer of ownership to Somerset Heritage Centre has been agreed (appendix ii). It is understood that a box fee will be payable to the recipient museum and it has been

¹⁸ Historic England, 2022 'Radiocarbon dating & chronological modelling guidelines and best practice'

agreed that the cost of this will be met by the client/applicant. The project manager will ensure the guidance for deposition relevant to that museum will be followed.

4.11.2 In the event of the results of the investigation being entirely negative a minimal archive will be prepared for submission to the Somerset Heritage Centre. This will consist of a location and site plan; a brief summary description of the process employed and the deposits encountered along with an indication of the extent of the excavation including depths below modern ground level that were explored.

4.11.3 The digital born components of the archive, primarily consisting of photographs & survey data, will be suitably prepared, ordered and indexed in accordance with the contractor's Data Management Plan and submitted for storage and general access with the Archaeological Data Service within 6 months of the completion of the project (or other time scale as agreed with SWHT).

4.12 Public Engagement

4.12.1 It is not expected that any results from the investigation will warrant public access.

5.0 RESOURCES & PROGRAMMING

5.1 Staffing

5.1.1 All staff employed by the contractor are professional archaeologists and will have a minimum of three months experience.

5.1.2 The field team will consist of a minimum of two experienced field archaeologists; additional suitably experienced personnel will join the team as required.

5.1.3 Post excavation finds work will be coordinated by the project director and conform to the practices and standards described in the ClfA *Standards and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials* (2014).

5.2 Timetable

5.2.1 The duration of the fieldwork will be dependent on ground and weather conditions and archaeological complexity; but it is estimated that the process will span 3 days.

5.2.2 Post excavation assessment and reporting is partly dependent on the availability of specialists, but the contractor aims to produce the report within six weeks of completion of fieldwork.

5.3 Health & Safety

5.3.1 The contractor adheres to health and safety legislation. The contractor conducts its health and safety procedures on site in line with the FAME *Manual of Health and Safety in Field Archaeology* (2010).

5.3.2 Before work on site commences, a Safety Method Plan will be drawn up, which will include a full risk assessment. Any Safety, Health and Environmental rules in force for the project will be strictly adhered to.

5.3.3 Before beginning work on site, all staff will take part in a project briefing, so they are made aware of specific site hazards and appropriate mitigation required. All archaeological personnel will be made fully aware of the archaeology specifications and any other safety related documentation or requirements.

5.3.4 No staff will enter an area under machine excavation without alerting the machine driver. The archaeologists will remain alert at all times in proximity to machines.

5.3.5 Deep features will be excavated according to safe working methods detailed in the FAME Manual (2010), where open excavation may persist to a depth of no more than 1m and thereafter stepping or shoring would become necessary to complete the excavation. A depth of 1m should be considered a maximum rough guide only, as actual depth will be determined by soil cohesion and prevailing ground conditions. An auger may be used to determine depth of deposits to ensure safe working conditions, though its use will be inhibited by stone deposits.

5.3.6 The contractor will provide suitable accommodation to provide shelter for staff in poor weather and during breaks. Hand washing and toilet facilities will be provided.

5.4 Budget

5.4.1 An adequate budget will be agreed with the client to suitable resources for the initial excavation, monitoring, post excavation and reporting.

5.4.2 In addition a contingency plan and fund has been agreed with the applicant following discussions regarding potential further investigation on site, as warranted by the results of the fieldwork, likely external specialist fees, environmental analysis, scientific dating and additional post excavation work.

5.5 External Monitoring

5.5.1 The evaluation and any subsequent expanded investigations will be monitored by officers of Historic England and South West Heritage Trust and monitoring by those bodies until the completion and submission of final report and OASIS record or publication of the results should this be warranted.

5.5.2 Any changes to the specifications that the Project Manager may wish to make after approval by SWHT will be communicated directly for approval.

5.5.3 SWHT will be kept informed about developments during the fieldwork and post excavation process.

5.6 Insurance

The contractor carries Public Liability insurance through AXA with maximum cover of £5 million. Copies of the insurance certificates are available on request.

5.7 Copyright & Title

5.7.1 Ownership of archives and artefacts remains with the landowner with an aim, on conclusion of the post excavation and reporting, to transfer title to the recipient museum (Somerset Heritage Centre). Copyright of reports completed during and subsequent will remain with the contractor.

6.0 APPENDIX

i) Data Management Plan

i) DATA MANAGEMENT PLAN**Section 1: Project Administration**

Project ID / OASIS ID
Prospect1-544942
Project Name
Land to the North of Halswell House, Goathurst, Somerset
Project Description
Monitoring during restoration works and installation of new infrastructure
Project Funder / Grant reference
Edward Strachan
Project Manager
James Brigers
Principal Investigator / Researcher
James Brigers
Data Contact Person
James Brigers
Date DMP created
6 th February 2025
Date DMP last updated
20 th June 2026
Version
7
Related data management policies

Section 2: Data Collection

What data will you collect or create?
Only photographs will be digital born; digital scans of drawings; digital scans of context sheets and other catalogues will be created off site during the project and the post excavation stages
How will the data be collected or created?
Digital Camera; digital scanning device (post excavation)

Section 3: Documentation and metadata

What documentation and metadata will accompany the data?
Survey data; finds, context & photographic catalogues

Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?

Regular review of content to ensure any potential conflicts are covered by relevant permissions; individuals have provided permission for likeness to be included in record in some circumstances; removal of personal data/information

Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?
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Daily backup to PC hard drive, external hard drive & external server (eg. 'Cloud')
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Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?
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All photographs; digital scans of drawings and locational data
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What is the long-term preservation plan for the dataset?
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By storage with the Archaeological Data Service

Have you contacted the data repository?

Pending

Have the costs of archiving been fully considered?
--

Yes

Section 7: Data Sharing

How will you share the data and make it accessible?

Will be accessible through ADS at completion of the project/post excavation programme

Are any restrictions on data sharing required?
--

No

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?
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James Brigers

Section 9: Data Use and Re-use Statement

How has data reuse been considered?

Where has the potential and significance of the digital archive been discussed?

List any references to reports or publications related to the collection