



KDK ARCHAEOLOGY LTD

Written Scheme of Investigation for Archaeological Evaluation; Stage 1

85 Pell Street

Reading

Berkshire



Site Data

<i>KDK project code:</i>	970/RPS		
<i>OASIS ref:</i>	kdkarcha1-538202	<i>Event/Accession no:</i>	TBC
<i>County:</i>	Berkshire		
<i>Village/Town:</i>	Reading		
<i>Civil Parish:</i>	Unparished		
<i>NGR (to 8 figs):</i>	SU 7164 7282		
<i>Present use:</i>	Disused salvage yard		
<i>Planning proposal:</i>	Demolition of existing disused salvage yard and construction of a replacement building to provide 4 no. 1 bedroom units (Class C3) and 1 no. 2 bedroom house (Class C3) together with associated landscaping, cycle and bin stores.		
<i>Local Planning Authority:</i>	Reading Borough Council		
<i>Planning application ref/date:</i>	PL/20/1757		
<i>Commissioned by:</i>	Rav Sandhu Acquestra (Pell Street) Limited 92 London Street, Reading, England, RG1 4SJ.		
<i>Client:</i>	As above		

Quality Check

<i>Author</i>	Derek Watson PhD	<i>Version</i>	970/RPS/1.1	<i>Date</i>	17.11.2025
---------------	------------------	----------------	-------------	-------------	------------

<i>Editor</i>	David Kaye BA ACIfA	<i>Version</i>	970/RPS/1.1	<i>Date</i>	18.11.2025
---------------	---------------------	----------------	-------------	-------------	------------

<i>Revision</i>		<i>Version</i>		<i>Date</i>	
-----------------	--	----------------	--	-------------	--

© KDK Archaeology Ltd 2025 No part of this document is to be copied in any way without prior written consent.

Every effort has been made to provide as complete and as accurate a report as possible. However, KDK Archaeology Ltd cannot accept any liability in respect of, or resulting from, errors, inaccuracies, or omissions contained in this document.

© Ordnance Survey maps reproduced with the sanction of the Controller of His Majesty's Stationery Office.
KDK Archaeology Licence No. AC0000815533



Unit 3 Leighton Road Leighton Buzzard Bedfordshire LU7 1LA
Tel: 01525 385443
Email: office@kdkarchaeology.co.uk
Website: www.kdkarchaeology.co.uk





CONTENTS

1. Introduction	1
2. Aims and Methods	5
3. Archaeological and Historical Background	11
4. Reporting	16
5. Archive	17
6. Staffing.....	18
7. Programme.....	21
8. Other Requirements	22
9. References.....	24

Figures:

1. General location	2
2. Site location.....	3
3. Development Plan.....	4
4. Proposed trench location plan	10
5. HER data plan	15

Appendices:

1. Environmental Sampling Strategy	27
2. Archive Collection and Selection Strategy	29
3. Initial Risk Assessment	33



1 Introduction

- 1.1 This Written Scheme of Investigation has been prepared on behalf of Rav Sandhu, of Acquestra (Pell Street) Limited as a specification for Archaeological Evaluation at 85 Pell Street, Reading, Berkshire. The work, which is part of a requirement of the National Planning Policy Framework (NPPF) (MHCLG 2025) and Conditions 10 and 18 of the Planning Consent, has been defined by Berkshire Archaeology (BA) acting as Archaeological Advisor (AA), on behalf of the Local Planning Authority (LPA), Reading Borough Council. The relevant planning application reference is PL/20/1757.

This evaluation forms the first stage of an archaeological assessment of the site, and further stages may be required should significant remains be encountered.

- 1.2 This Written Scheme of Investigation incorporates the requirements set out by Historic England in *Management of Research Projects in the Historic Environment* (2015b) and covers:

- The scope of the project
- The objectives and methodologies
- The archaeological and historical context
- Dissemination of the results
- Archive deposition
- Details of permanent and specialist staff
- The proposed programme of work
- Relevant additional information, e.g. insurance, copyright etc.
- Bibliography of professional and academic resources

1.3 *The Site*

Location

The development site is situated in the unparished town of Reading, in the administrative district of Reading Borough Council at National Grid Reference (NGR) SU 7164 7282 (Fig. 1).

Description

The development site is a disused salvage yard that fronts onto Pell Street to the southeast (Fig. 2). It is bounded to the north/northeast by the gardens of private residences that front onto Southampton Street, including a Grade II Listed Building at No. 86 that sits at its junction with Pell Street, and to the west/southwest by a carpark.

Geology and Topography

The sedimentary bedrock consists of clay, silt and sand of the Lambeth Group, formed between 59.2 and 47.8 million years ago during the Palaeogene period (<https://geologyviewer.bgs.ac.uk>). The development site lies adjacent to a transitional area, to the immediate northeast, that includes superficial deposits of sand and gravel of the Taplow Gravel Member, deposited between 362 and 126 thousand years ago during the Quaternary period. The local soils comprise clayey loam to silty loam with a layered subsoil of clay, silt and sand (UKSO 2025).

The development site is situated at an approximate elevation of 48m AOD.

Proposed Development

The proposal calls for the demolition of a disused salvage yard and the construction of a replacement building to provide 4 no. 1-bedroom units (Class C3) and 1 no. 2-bedroom house (Class C3), along with associated landscaping, and cycle and bin stores (Fig. 3).

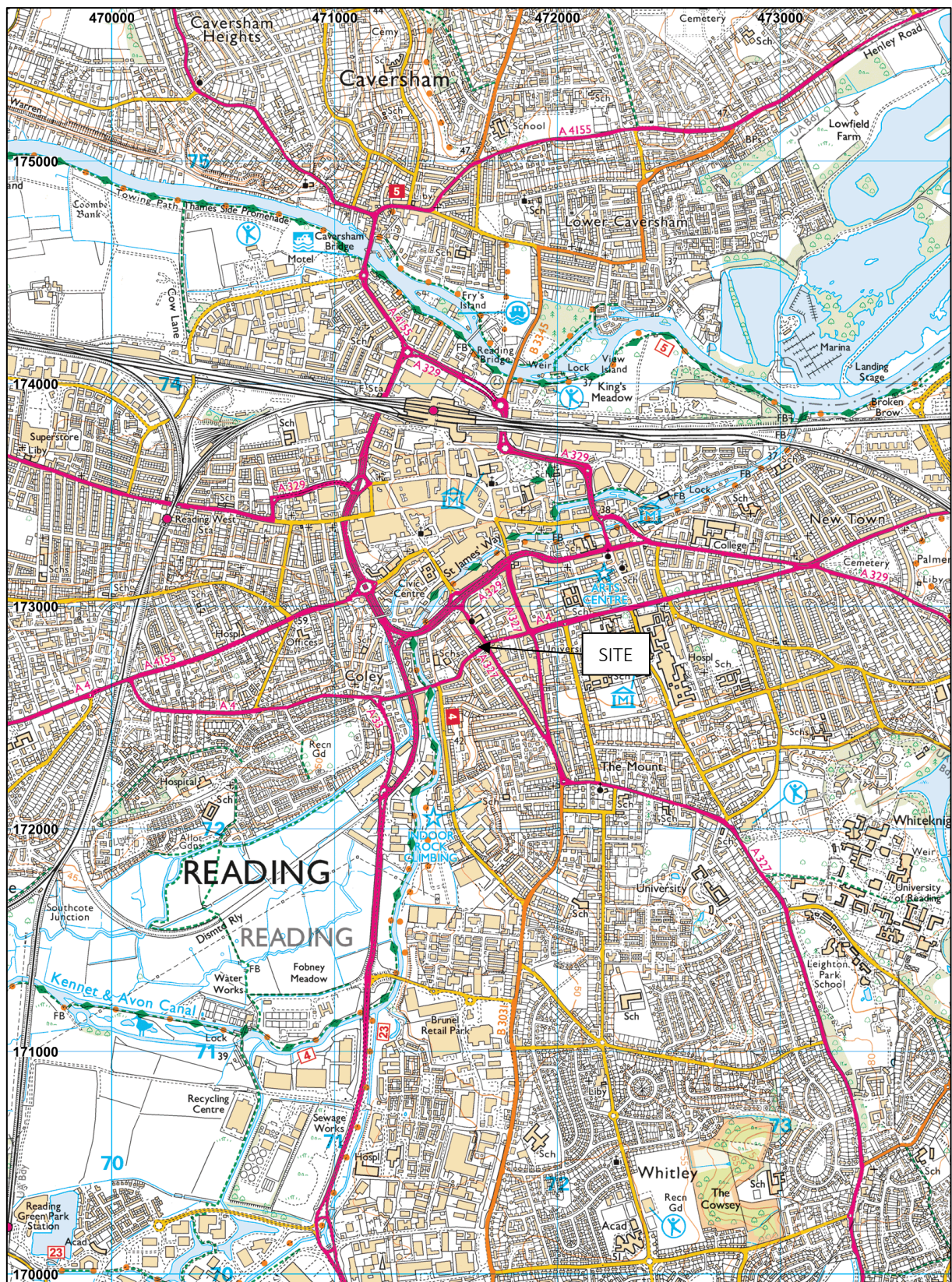


Figure 1: General location (scale 1:25,000)

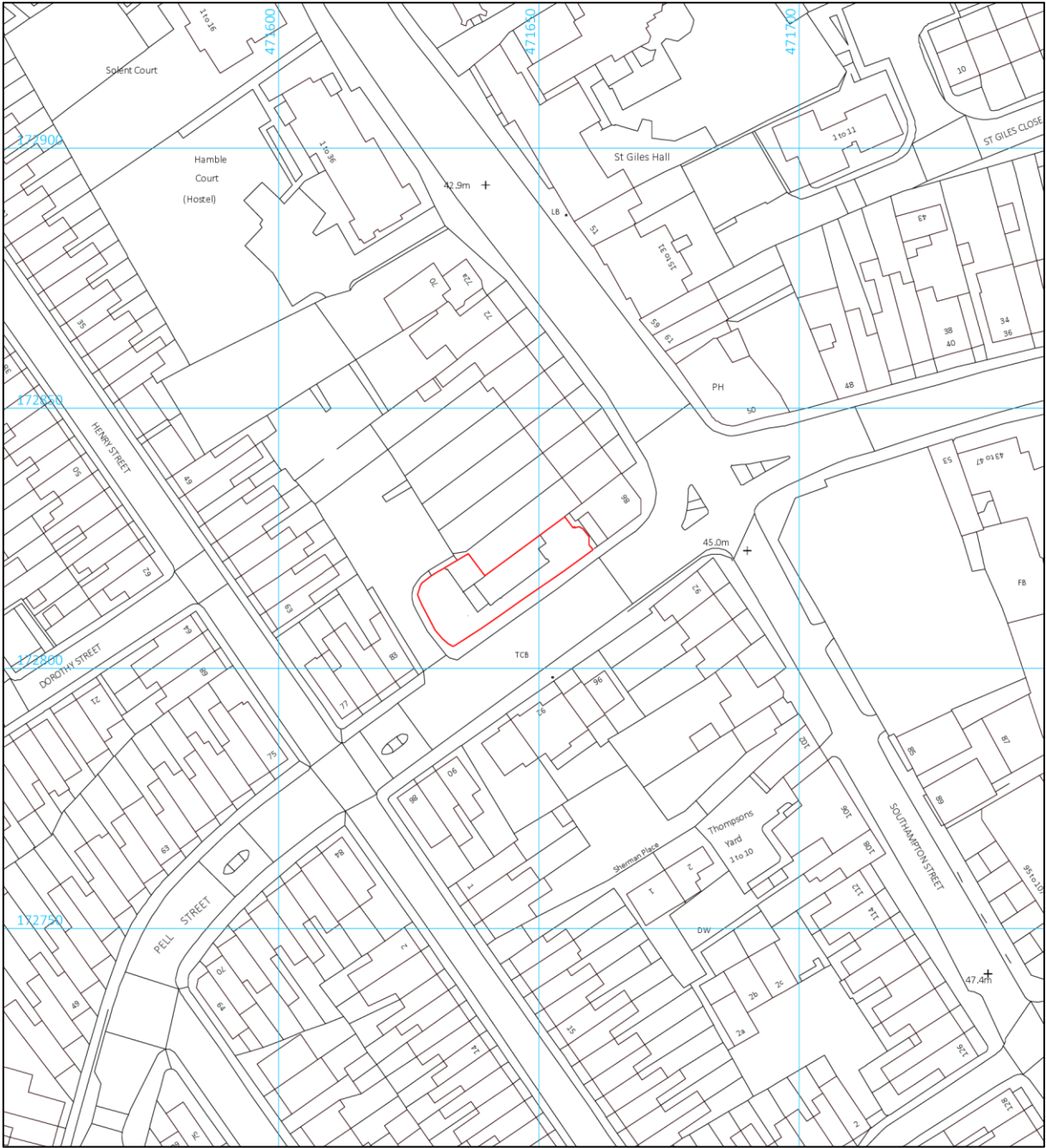


Figure 2: Site location (scale 1:1250)

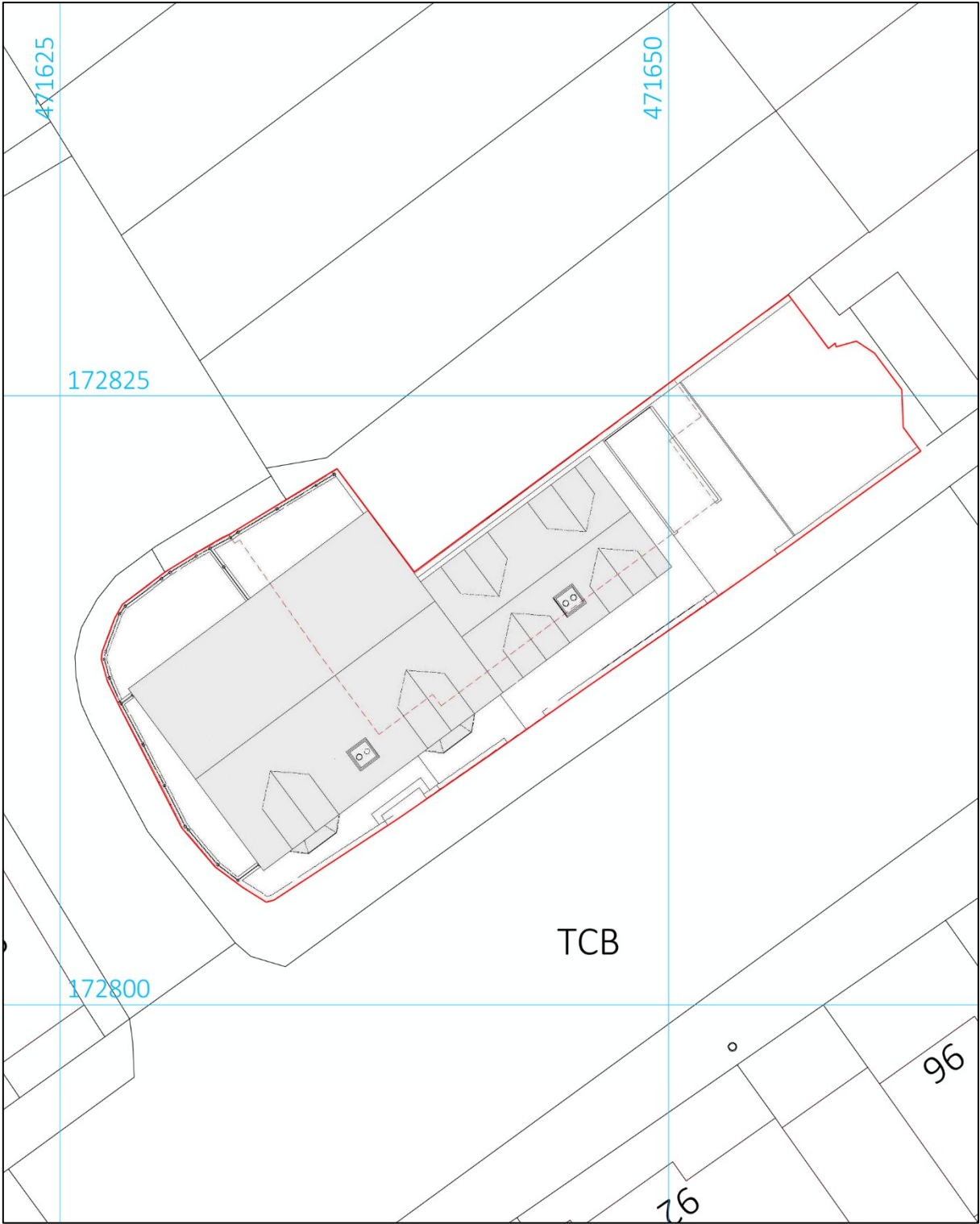


Figure 3: Development plan (scale 1:250)



2 Aims and Methods

2.1 Aims

The aims of the project are:

- To establish the date, nature and extent of activity or occupation within the development area
- To establish the relationship of any remains found to the surrounding contemporary landscape
- To recover palaeo-environmental remains to determine local environmental conditions.

The development site is in the town of Reading, and is situated south of the town centre and the River Kennet. It is not within a Conservation Area. Human activity in the study area dates from prehistory, though most of the heritage assets are Saxon, medieval and post-medieval. Additional research aims would, therefore, be as follows (Research Framework for the Solent-Thames sub-region - <https://researchframeworks.org/solentth/>):

The Early Medieval Period: Research Agenda

- 14.4.3 Better understanding of the process of agricultural intensification in the mid to late Saxon period and the origins of open field systems
- 14.5.1 A review of settlement patterns and land use is needed, particularly as regards the apparent concentration of settlement on gravel terraces in the Thames Valley
- 14.6.2 The distribution of all artefact types needs to be examined in relation to these axes of exchange, in order to determine which (if any) were moved along them, and by what means and mechanisms

The Later Medieval Period: Research Agenda

- 16.4.1 The chronology of development and character of field systems and their relationship to settlement across the region needs to be further explored.
- 16.6.3 The origins/continuation of dispersed settlement.
- 16.6.22 Where were the town fields and commons? How did they relate to liberty and parish boundaries?

The Post-Medieval and Modern Period (AD 1540 onwards): Research Agenda

- 18.3.3 The impact of large towns (and of London) on their hinterlands would merit further investigation.
- 18.3.9 The date and impact of industry on the landscape needs to be established.
- 18.4.2 Social hierarchy in settlements should be investigated, through built infrastructure, decoration, symbology and material culture manifestations of social, economic and cultural/racial variation within urban and rural settlement.
- 18.8.1 The many sites connected with the Civil War, including garrisons, skirmishes sieges and defences, should be identified and their archaeological potential assessed.

2.2 Standards

The work will be informed by the following requirements:

- The Chartered Institute for Archaeologists' *Universal Guidance for Archaeological Field Evaluation* (CIfA 2023a)



- The Chartered Institute for Archaeologists' *Standard for Archaeological Field Evaluation* (CIfA 2023b)
- The Chartered Institute for Archaeologists' *Code of Conduct* (CIfA 2025)
- Current Historic England guidelines (EH 2008, HE 2015b)
- Data Protection Act 2018

2.3 **Methods**

The methods used will be as follows:

- Stage One: An archaeological field evaluation of the site comprising a single trial trench measuring 10m x 18m; plus, an appropriate contingency (Fig. 4).
- Stage Two: An appraisal of the results of the evaluation and their significance with regard to the proposed development. This in turn may lead to the definition of a programme of investigation and recording of archaeological remains which will be destroyed by the development. BA may prepare a Brief for the next phase of investigation that will also cover a programme of post-excavation, analysis and publication
- Stage Three: The implementation of an agreed programme of archaeological investigation and recording based on the Brief

If heritage assets of archaeological interest are identified by the evaluation the implementation of a programme of archaeological investigation shall be secured in accordance with a WSI which will have been submitted and approved by the LPA.

Excavation

The trenches will be machine excavated under close archaeological supervision to the archaeological horizon or the natural geology, whichever is reached sooner. Due regard will be given to current Health and safety guidelines on the maximum depth of excavation. The machine, which will be of a suitable size, will be fitted with a toothless ditching bucket unless a toothed bucket or breaker is required to remove more solid material. The spoil will be scanned for artefacts.

The trenches will be hand cleaned to produce a base plan, which will be available for the first monitoring visit.

Archaeological features and deposits will be excavated by hand. All discrete features will be half sectioned, where safe to do so. At least 50% of each feature should be investigated. At least 10% of each linear feature will be sampled with slots at least 1m wide. Deeply stratified deposits will be investigated according to site conditions, location of deposits etc. and according to a site-specific strategy agreed with BA.

Bulk sampling in order to retrieve organic and environmental material will be undertaken as appropriate and following Historic England guidance (Campbell *et al.* 2011).

The trenches will not be backfilled before they have been inspected by BA or agreement has otherwise been reached.

Surveying

Surveying will be undertaken using Global Positioning System technology (GPS) and the results presented in CAD format and converted to TIFF or PDF as required. All plans and section drawings will be annotated with relative heights and all plans will be related to the OS National Grid. Digital survey data will be presented in an appropriate CAD format and converted to TIFF or PDF as required.



Planning

Site plans will normally be drawn to a scale of 1:100 or 1:50. Where greater detail is required specific areas or features may be drawn to 1:20 or 1:10. Burials will be drawn at 1:10. Sections will generally be drawn at 1:10, unless the size of the section is more appropriately illustrated at 1:20. Where greater detail is required; for example for complex and/or intercutting features, hachures will be included. Plastic film will be used for manual site drawings.

Recording

Each context will be recorded in either electronic format or on KDK's Context Record Sheet, which details dimensions, shape, fill type and inclusions, artefact content, samples and interpretation. A register of contexts will be maintained, and context records will be cross-referenced to all other records.

Photography

The primary photographic record will be compiled using a high specification digital SLR camera (minimum 20 mmp). Metric scales, a photo board and a north arrow will be used in all photographs where appropriate. A cross-referenced photographic register will be maintained on KDK's Photographic Record Sheet.

Finds

All stratified finds will be collected by context and, if of particular significance, individually recorded in 3 dimensions on KDK's Object Record Sheet. Un-stratified finds will only be collected where they contribute significantly to the project objectives or are of particular intrinsic interest. Finds will be processed in accordance with approved industry practices (e.g. ClfA 2020a)

Finds processing, which can take place during or after fieldwork, involves cleaning, marking, packaging, quantification and initial classification. In most cases the conservation of artefacts will take place after processing, but primary conservation of delicate artefacts may be required on site. Radiography may be required to identify some objects. *First Aid for Finds* by Watkinson and Neal (1998) is considered the standard reference for finds recovery, processing and packaging. Provision has been made for finds analysis and conservation in the project estimates.

Environmental

Environmental sampling strategies will be applied as appropriate and according to Historic England guidance (Campbell *et al.* 2011). See Appendix 1 for further details.

If appropriate, environmental samples will be taken from features to enable their date, nature, and condition to be described and analysed. Samples will be taken from the fills of features where organic materials may be preserved, such as pits, ditches and other deposits, especially if waterlogged.

Where there is evidence for industrial activity, macroscopic technological residues (or a sample of them) will be collected by hand. Separate samples (c. 10ml) will be collected for micro-slugs (hammer-scale and spherical droplets).

Samples will be taken for scientific dating (such as radiocarbon dating) where, for example, dating by artefacts is insecure or absent and where dating is necessary for the specification for subsequent mitigation strategies (see section on scientific dating below for more information).

Geoarchaeological assessment of buried soils and sediment sequences may also be undertaken if appropriate. This will be done by field inspection by a specialist geo-archaeologist who,



following discussion with the Planning Archaeologist, may take samples for laboratory assessment where appropriate.

Deposits will be sampled for the retrieval and assessment of the preservation conditions and potential for analysis of biological remains. The sampling strategy will be developed in collaboration with KDK's consultant specialist. Flotation samples and samples taken for coarse-mesh sieving from dry deposits will be processed at the time of the fieldwork, if possible, in order to allow a variation of sampling strategies if necessary.

Sampling strategies for wooden structures will follow the methodologies presented in English Heritage's *Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of waterlogged wood* (EH 2010).

All samples will be recorded on KDK's Sample Record Sheet, and a register of samples will be maintained. Provision has been made for sampling, analysis and reporting in the project estimates.

Collection and Selection Strategy

A collection and selection strategy, relating to all aspects of the projects created data and found material, will be agreed between the KDK, BA and the Depositing Museum. This strategy is outlined in Appendix 2.

Scientific Dating

A number of scientific dating techniques are available for scientific dating. Radio-carbon or C14 dating is commonly used to date organic remains including human remains where no other means of dating is available. Archaeomagnetic or thermoluminescence dating may be applied to pottery or ceramic building materials, kiln linings etc. Dendrochronological dating may be possible on certain species of timber where sufficient growth rings have survived. Provision has been made for scientific dating in the project estimates. A site-specific strategy will be formulated with specialist guidance from the appropriate HE Regional Science Advisor

Human Remains

An exhumation license from the Ministry of Justice is necessary if human remains are encountered (Section 8.6, below). Under the Human Tissues Act 2004, the Environmental Health Officer must also be notified if the remains are less than 100 years old. Although human remains are generally left *in situ*, if possible, during Archaeological Evaluation, any investigation or removal of remains will be agreed between KDK, the client, BA and other appropriate authorities and will be undertaken in accordance with current guidelines (McKinley & Roberts 1993, Brickley & McKinley 2004). Any and all human remains will be treated with care and respect.

Security

The security of the archaeological remains, the archive and the site as a whole will be safeguarded as much as possible. The security of individuals on site, whether KDK staff or not, will perforce take precedence.

2.4 Requirements for the Building Contractor

- Trenches to be pulled with a toothless ditching bucket
- Trenches to be taken down in spits under archaeological supervision
- Trenches to be excavated to archaeology or natural geology whichever comes first



- Trenches not to be tracked or driven over
- Spoil to be stockpiled at least 1m from the trench edge
- Trench(es) to be backfilled only when released by BA

2.5 *Carbon Reduction*

Measures to reduce the carbon footprint of the project include:

- All textual recording will be undertaken digitally
- Digital sketch sheets will be used where practicable
- All photography will be completed using a high specification DSLR camera
- All communications with the client, architect, site contractors and BA will be by email or phone

2.6 *Post-excavation work*

The archaeological fieldwork will be followed by a period of post-excavation processing and analysis, which will include the cataloguing and analysis of any finds and samples, and the preparation of the archive for the site report and its subsequent deposition.

Artefacts, biological samples and soils will be assessed for evidence of site and deposit formation processes and taphonomy, and especially for evidence of recent changes that may have been caused by alterations in the site environment. Assessment may include x-radiography of all iron objects, (after initial screening to exclude obviously recent debris), and a selection of non-ferrous artefacts (including all coins). Where necessary, active stabilisation or consolidation will be carried out, to ensure long-term survival of the material, but with due consideration to possible future investigations.

Assessment of any technological residues may be undertaken and where appropriate, samples will be submitted for scientific dating.

All soil samples collected for biological assessment, or sub-samples of them, will be processed in-house before being sent to the specialist(s) to assess the preservation state, density and significance of material retrieved.

Samples collected for geoarchaeological assessment will be processed as deemed necessary by a recognised specialist and appropriate assessment will be undertaken. Where preservation in situ is a viable option, consideration should be given to the possible effects of compression on the physical integrity of the site and to any hydrological impacts of development.

Animal bone assemblages, or sub-samples of them, will be assessed by our in-house or consultant specialist as appropriate.

Assessment of human remains will be based on in situ observation by our in-house specialists.

Artefacts such as pottery, glass, small finds etc, will be assessed by the relevant specialist (see Section 6.2).

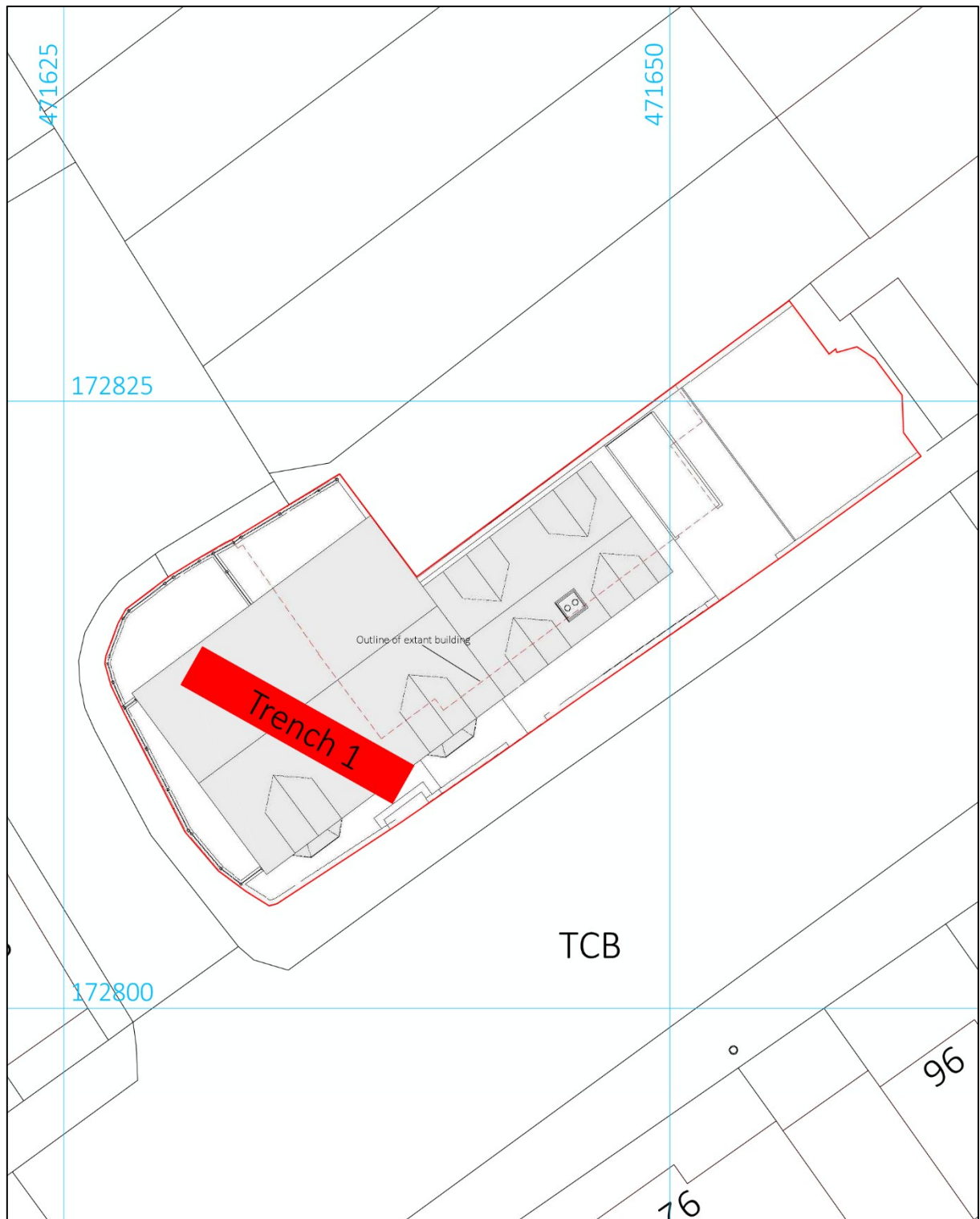


Figure 4: Proposed trench location plan (scale 1:250)



3 Archaeological and Historical Background

- 3.1 Reading is a large, historic market town in Berkshire that is situated in the Thames Valley at the confluence of the Thames and Kennet rivers. Human activity in the general area dates from the Palaeolithic (c. 400,000 BC), with the earliest indications of occupation dating from the middle Bronze Age (1700-1200 BC; Hey & Hind 2014; Reading Museum 2020). The modern settlement at Reading may have its origins in the Romano-British period, but the first documentary evidence dates from the 9th century AD (Phillips 1980: 12-13). The toponym (Reading) *Readingum* probably derives from *Readingas*, an 'Anglo-Saxon tribe' whose name means "Reada's People" in Old English (KEPN 2025). The development site is not situated within a Conservation Area.

This section has been compiled with information from Berkshire Historic Environment Record (search ref: BA/25/084) and reliable online sources. The HER data, with a 500m search radius, is shown in Fig. 5. A total of 101 Listed Buildings, 6 Grade II* and 95 Grade II, are situated within the HER search area, but as these will not be impacted by the current project, which primarily focuses on sub-surface remains, most have been excluded from this summary.

3.2 ***Prehistoric (before 600BC) and Iron Age (600BC - AD43)***

Material remains from these periods have been discovered within Reading, though the limited evidence found within the HER search area consists of residual or chance finds. A small assemblage of lithics was found during a Watching Brief at Bridge Street, c.280m northwest of the development. Twelve prehistoric struck flints were recovered from an underlying silt or as residual finds in medieval contexts, and while most were undiagnostic, one bladelet was ascribed to the Mesolithic (HER 02113.20.601). A single residual early Neolithic to late Bronze Age flint flake was recovered from a pit feature dated to the late post-medieval period (HER MRM16181), c.350 northeast. A collection of late Neolithic, Bronze Age, and Iron Age remains have been dredged from the River Kennet at Katesgrove, about 300m northwest. The collection includes palstaves, swords, and a rapier (HER 02041.00.000). A flint knife (HER 02004.00.000) was discovered about 480m northeast; a Neolithic greenstone axe and a ground flint axe (HER 02023.00.000) and a honing stone were found in Katesgrove (HER 02031.00.000) c.130-280m southwest. The only find dated to the Iron Age was a copper alloy coin minted at 'Verulamium' (HER MRM16915).

3.3 ***Roman (AD43 - c.450)***

Little Romano-British material has been found in Reading. Indeed, there are no Romano-British roads in the locality and it would appear that activity in the wider area during this time was focussed on Roman Silchester, formally *Calleva*, (Lawes Long 1836; Phillips 1980: 12). However, it has been argued that the fording point of the local rivers was known and was settled as a trading port for Roman Silchester (*ibid.*). Roman material dredged from the River Kennet includes an earthenware bottle and pottery recovered near High Bridge (HER 02061.05.000, 02061.05.001). A few Roman coins were found at Bridge Street in c.1949 (HER 02061.02.000), and the lower stone of a quern was discovered in the garden of The Queen's Hotel (HER 02085.00.000). An amphora was found near Edgehill Street (HER 02064.10.000), c.360m southwest. These indicate a potential small-scale settlement and traffic activity.

3.4 ***Saxon (c.450 - 1066)***

Early settlers at Reading were probably attracted by the flat gravel terraces and the fertile ground, created by the Rivers Thames and Kennet, and the proximity of the ford across the Kennet (Phillips 1980: 12-13). The first documentary record of the town dates from the 9th century, as in the year 871 the Anglo-Saxon Chronicle records that an army of Danes invaded



the then kingdom of Wessex and established their camp at Reading (Phillips 1980: 14). By the 10th century, Reading may have been a (late) Saxon borough, possibly focused on the Old Market area where the roads from Oxford to Winchester and London and Bath crossed near to St Mary's Church (HER 02112.01.000, MRD15634), near the north-western edge of the HER search area.

The Domesday Survey records that pre-Conquest there were three manors held by King Edward, Godric the sheriff, Reinbald son of Bishop Peter and the Abbey of Shaftesbury (St Edward & St Mary) (Powell-Smith 2025). The settlement also had a market (HER 02112.02.020), a mint that operated between c.1044 and 1046 (HER 02112.02.030), and, possibly, a nunnery founded during Edgar's reign (AD 959-978) (HER 02112.01.001). Old Street and Bridge Street form part of the presumed road system of the late Saxon town (HER 02113.03.000).

Archaeological remains from this period, predominantly found by archaeological investigations undertaken approximately 350-450m northwest of the development, include a Saxon iron axe and a spearhead found in the River Kennet (HER 02100.00.000); a dagger found at 3-7 Queens Road, (HER 02091.00.000); a late Saxon spearhead found during building operations at the Courage Brewery Site (HER 02102.00.000); a probable pit cutting chalk and gravel containing 11-13th century pottery, animal bone, tile and an iron nail in its fill (HER RD15702); 11th century pottery from 31-37 Castle Street (HER RD15701); a carved bone figure, possibly from a crucifix found in Fobney Street (HER 02113.31.000); and at the riverside, investigations revealed sterile gravels overlain by alluvial silts associated with 11th century channel management activities (HER 02113.18.100).

3.5 *Medieval* (1066 - 1500)

The Domesday survey records Reading as a town by 1066, and it was explicitly described as a borough, as two of its three manors were held by the king (HER 02112.02.000; Ditchfield & Page 1923; Powell-Smith 2025). It was assessed at 43 hides, with land for 40 ploughs, housed 55 tenants and small-holders, 3 mills, 3 fisheries, 150 acres of meadow and had woodland for 100 pigs. The Abbot of Battle also held a church in Reading with 8 hides, 2 further mills, 2 fisheries and 17 more taxpayers. A Royal Borough with a market and other features suggests a significant commercial settlement. It is believed the town was centred around St Mary the Virgin (located beyond the search area), although this has yet to be confirmed by archaeological evidence.

The town also remained a regionally significant river crossing point, as in 1312 King Edward II directed that its bridges should be kept in good order (Lyte 1892). An abbey was founded at Reading in 1121 by Henry I, which probably facilitated the growth of the town (Phillips 1980: 17). The focus of the settlement moved towards the eastern end of the town after the foundation of the Abbey (HER 02112.01.000) and by the end of the 12th century Reading expanded south and eastwards along the roads leading to London and Southampton (Phillips 1980: 17). During the medieval period, Reading developed rapidly as a manufacturing and market centre; particularly for the production of woollen cloth and leather goods (RBC 2023: 14).

The Church of St Giles and its churchyard tombs (Grade II, NHLE: 1113579; HER 02113.11.000) stand approximately 100m north of the development. It was a small medieval church that was rebuilt in 1872 by J.P. St Aubyn in an Early English style that retained the original 13th-century aisle walls and the perpendicular west tower.

On the northern side of the river, medieval archaeological remains have been investigated towards the rear of 31-37 Castle Street (HER RD15622, RD15625-7, RD15600), approximately 480 metres northwest. The site mainly comprised medieval pits, postholes, soil layers, and wall foundations, which represent either floors or levelling dumps. It displayed a well-defined stratigraphic sequence with four phases dating from the 11th to the 13th centuries (Phases 1-3), and from the 16th century to the present (Phase 4). Another nearby medieval site, the Oracle



site situated 460m north, also had several phases of activity dating from the mid-12th century to the 15th century, with finds including a drain, boardwalks, revetments, a possible fish holding tank, and a palaeochannels (HER MRM18222, RD15640, RD15648). A few (2 or 3) medieval hearths were revealed during an archaeological evaluation to the rear of Nos 7-9 Gun Street (HER MRM15804).

Bridge Street, which crosses the river, has been the location of many archaeological investigations and discoveries. The archaeological remains date from the 12th to the 13th centuries and include flint and mortar walls (HER 02113.18.401), chalk hard standing (HER 02113.18.400), chalk and gravel banks supported by birch stake revetments (HER 02113.18.202, 02113.18.301), a revetment of oak posts and planks associated with a leat (HER 02113.18.201), a revetted channel (HER 02113.18.300), another leat (HER 02113.18.200), two layers of possible land reclamation (HER 09028.00.000), and a series of medieval revetments and post-medieval land reclamation areas associated with two tributaries of the Kennet (HER MRD15600).

Archaeological investigations at Bear Wharf, Fobney Street, on the northern bank of the river, approximately 300m northwest of the development, documented a series of worked vertical timber stakes interpreted as revetments for river consolidation (HER 02113.23.100).

Near the development site, medieval remains have been recorded at London Street. These include a refuse pit containing animal bones and 12th to 14th century pottery at No. 68 (HER MRM15789), a small, complete medieval pot and two lines of post holes discovered behind No. 72 (HER 02113.33.000), and pits dated to the 11th to 14th centuries at Nos. 74-76 (HER MRM16766); ditches, a pit, and an undated ditch feature were also uncovered at the nearby Nos 24-26 East Street (HER MRM15903).

A ditch containing 15th century bricks was encountered during an archaeological evaluation at Southampton Street (HER MRM18527), about 90m southeast of the development site, and c.230m north, a sherd of medieval pottery was found during a Watching Brief at the corner of Mill Lane and Southampton Street (HER 02113.24.000).

An archaeological excavation on Silver Street, c.260m southeast, revealed a 12th century tilery comprising two large kilns, a well, and a spread of pits (HER MRM18341). Some of the tiles recovered from the site are the same as those used in the cloister of Reading Abbey.

3.7 ***Post-medieval (1500 - 1900) and Modern (1900 - present)***

By 1525, Reading was the largest town in Berkshire, and its tax returns show that it was the 10th largest town in England based on taxable wealth (Phillips 1980). By 1611, Reading had a population of over 5000 and had grown rich on its trade in cloth. The town also played an important role during the English Civil War, and despite its fortifications, it had a Royalist garrison imposed on it in 1642 (Barrès-Baker 2004). The subsequent Siege of Reading by Parliamentary forces succeeded in April 1643 (*ibid.*). A 1643 map shows lines of defences such as those indicated to the west and south of the development (HER MRD15703, MRD15631). Moreover, an iron artillery ball found in a garden about 150m south of the development may relate to the siege of Reading (HER MRM17204). Forces under the command of the Earl of Essex went on to advance 'through' Harrisons Barn and onwards past St Giles and into Reading, which soon fell under Parliamentary control. The town's cloth trade was especially badly damaged by the civil war, and the economy did not fully recover until the 20th century (Ditchfield & Page 1923). The town's urban development continued into the 18th and 19th centuries, with a significant increase in its population and size at the end of the 19th century with the coming of the railways.

Aspects of Reading's industrial heritage include a section of the river behind Katesgrove Lane, which was linked to industrial buildings and wharves (HER 05050.05.010), and the site of the Reading Tin Works on Church Street (HER MRM16761).



A single-arch stone bridge over the River Kennet, known as the High Bridge, is a Scheduled Monument (1005388; HER 01023.00.000). It is located about 480 metres northeast and was built circa 1788 to replace an older wooden bridge.

The closest Listed Buildings to the development site line Southampton Street and include the early to mid-19th century Nos 72-76 (Grade II, NHLE: 1302587), Nos. 78-84 (Grade II*, NHLE: 1113584), No. 86 (Grade II, NHLE: 1321888), Nos 92-96 (Grade II, NHLE: 1113585); No. 106 (Grade II, NHLE: 1113586); and the 18th century Nos 98 & 100 (Rose Cottage; Grade II, 1321889), and No. 63 (Grade II, NHLE: 1113580).

The Grade II listed St Giles' war shrine was erected in 1917 and is located in the churchyard outside the Church of St Giles (HER MRM18258; NHLE: 1448844).

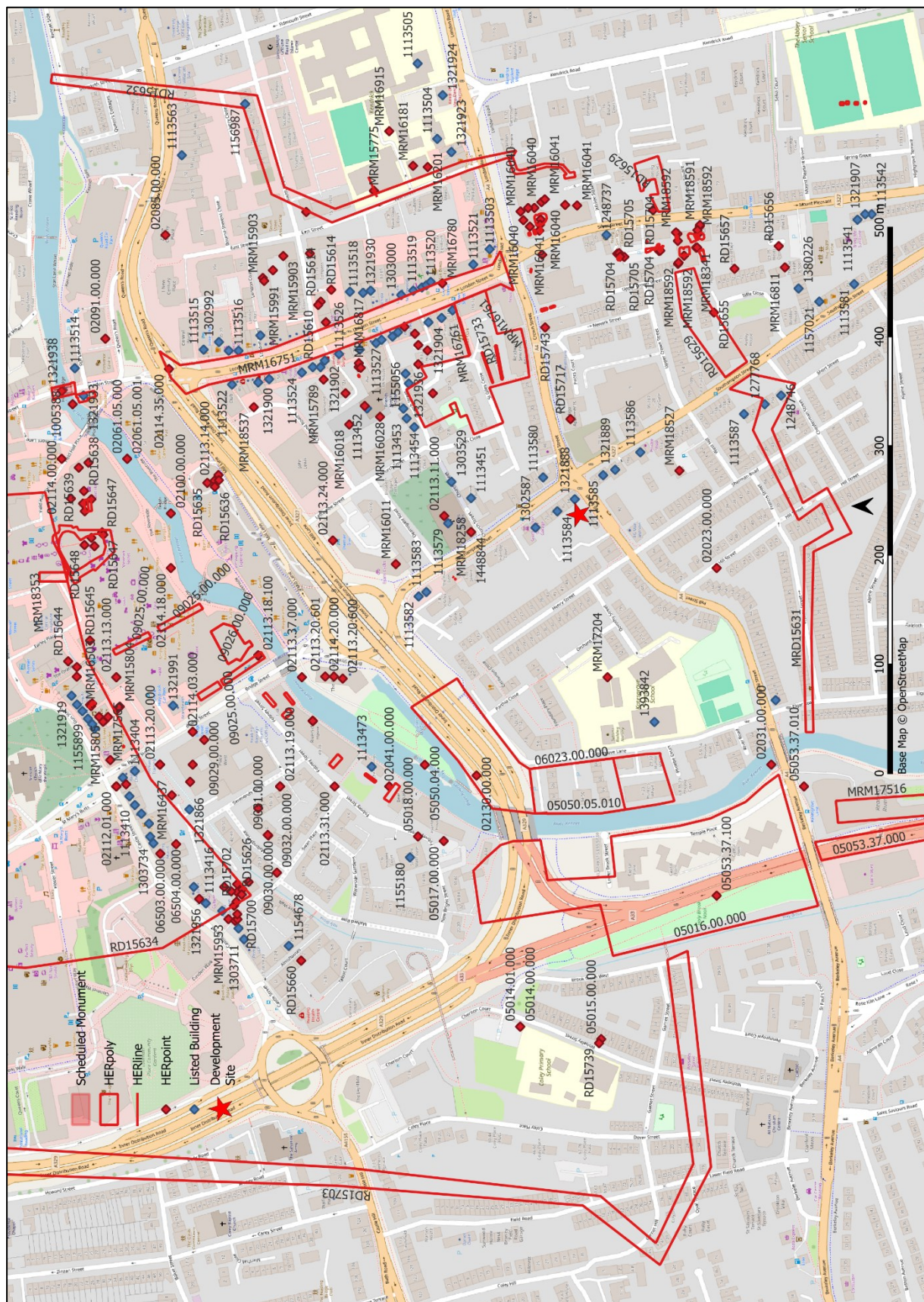


Figure 5: HER data plan (scale as shown)



4 Reporting

- 4.1 A report will be prepared, as required in the Brief, which will generally include:
- A concise non-technical summary of the results
 - The objectives of the project
 - The methodologies used
 - The circumstances and date at which it was undertaken
 - The identity of the organisation and individuals carrying out the work (in particular the names of the project director, site supervisor and any specialists), in line with GDPR requirements.
 - A summary of the history and archaeology of the site and its context
 - A written account of the results of the project with appropriate supporting illustrations
 - A conclusion, summarising the results and examining their significance
 - Statement of confidence rating
 - References
 - An index to and the proposed location of the archive
 - Appendices as appropriate
 - An HER Summary Sheet
- 4.2 Electronic and/or paper copies of the report will be provided for the client, BA and the HER as required.
- 4.3 Interim reports on the project will be submitted to any relevant regional and county journals (e.g. *Berkshire Archaeological Journal*), and to any relevant specialist journals (e.g. *Industrial Archaeology Review*, *Journal of the Historic Farm Buildings Group*), within one year of the project's completion.
- 4.4 The project has been registered with the Archaeology Data Service, which will allow an OASIS summary form and the report to be submitted once it has been approved.
- 4.5 Where the archaeological remains revealed require sufficient further analysis for a detailed academic report, a post-excavation strategy will be agreed between KDK and BA. This additional programme of work will follow guidelines established by Historic England (2015), consisting of successive stages of archive assessment, analysis, research, report preparation and publication.



5 Archive

- 5.1 The project archive consists of the electronic and paper records, photographs, artefacts and environmental samples. On occasion associated records, photographs or finds are also acquired. It is essential that this primary information is stored in a suitable environment to allow it to be studied by anyone with an interest to do so.
- 5.2 During the course of the project the client will be asked to sign a Transfer of Title form to allow any artefacts found during the excavation to be deposited as part of the full archive with the local museum
- 5.3 Reading Museum has been contacted to make preliminary deposition arrangements. On completion of the project, the archive will be prepared for long term storage in accordance with guidelines prepared by the ClfA (ClfA 2020b), the UK Institute of Conservation (Walker 1990), and the Museums and Galleries Commission (Paine 1992). If they are unable to accept the physical archive, KDK will make alternative arrangements to hold the archive until deposition can be arranged.
- 5.4 The digital archive for this project will be uploaded to the Archaeological Data Service in line with the relevant standards.
- 5.5 If no finds are retained the archive will be deposited digitally on ADS.



6 Staffing

6.1 *KDK Staff*

Karin Kaye MA MCIfA

Karin graduated from the Institute of Archaeology, UCL with an MA and first-class honours degree in medieval archaeology. Her archaeological career began at the Heritage Network, in Hertfordshire, where she was given a solid grounding in commercial archaeology. In subsequent posts she gained considerable experience in managing all types of archaeological projects as well as specialising in historic buildings and church archaeology. She co-founded KDK Archaeology Ltd with David Kaye, which began trading in early 2013.

David Kaye BA ACIfA

David graduated with an honours degree from the Institute of Archaeology, UCL in 2004 following a long career in photography, graphic design, and exhibitions. He joined Heritage Network, in Hertfordshire, whilst still a student and gained considerable experience in his seven years there. Since then he has led many excavations, including a large Roman field system at a quarry site, an Anglo Saxon cemetery at a school, and an ongoing Roman roadside settlement at an industrial complex. Apart from the day-to-day project management, David is responsible for all elements of Health and Safety.

Pat Reeves

Pat joined KDK as an administrative assistant in 2017 bringing with her a wealth of experience from a long and varied career. Apart from her administrative and financial skills, Pat also provides specialist knowledge in post-medieval porcelain and small finds. She has been the office manager since 2021.

Laura Dodd MSc MCIfA

Laura graduated from the University of Reading in 2013 with a BA in archaeology and continued her studies at Durham University where she achieved an MSc in Palaeopathology. She has a particular interest in the isotopic analysis of human remains and during her time at Durham assisted in a project to identify potential childhood origins of several individuals found in a mass grave. Laura has taken part several large-scale excavations such as the Roman field school at Silchester and the Amheida project in Egypt's Dakhla oasis. Since joining KDK in 2015 Laura has gained experience of running all types of fieldwork and is now the post-ex and archives manager. She is also the company osteo-archaeologist and is a member of BABAO.

Ellen Shlasko PHD

Ellen has been working as a reports officer for KDK since 2015. Previously, she was based in the US, where she specialised in the historical archaeology of the southeast. A graduate of Brandeis University, she holds a MA in historical archaeology from the College of William and Mary in Virginia and a PhD from Yale University. Ellen is also active in the Welwyn Archaeological Society and the Community Archaeology Geophysics Group, which has been mapping the Roman city of Verulamium since 2013.

Barney King PCIfA

Barney King began working in archaeology after a varied career as a projectionist, theatre technician and plumber's assistant, among other occupations. He started working on large scale Romano-British sites in Hertfordshire and Buckinghamshire, after enjoying a stint of archaeological volunteer work. He joined KDK as field technician and company quartermaster in 2017, and is now responsible for maintaining IT systems, surveying and processing environmental samples.



Derek Watson PHD

Derek Watson graduated from the Institute of Archaeology, UCL in 2004 with a PhD in Archaeology. He also has a first-class honours degree in Environmental Archaeology from the Institute of Archaeology and an MSc from the University of Sheffield in archaeological environmental science and palaeoeconomics. He has worked on both commercial and academic archaeological projects in North America, Europe, North and West Africa, and has directed his own research projects in Ghana. Derek has been working as a zooarchaeologist and a reports officer for KDK since 2018.

Asa Beeby

Asa Beeby graduated from the University of Kent in 2017 with a BA in Classical and Archaeological Studies and has since worked at multiple archaeological companies. Asa has developed his skills undertaking various roles in fieldwork within the Midlands, South and Southeast England. Asa joined KDK as a project supervisor in August 2025 and undertakes a wide array of archaeological work particularly enjoying Palaeolithic and Roman archaeology. Asa also has an MSc in Wildlife and Conservation Management from the University of South Wales, which he completed in 2023.

Sarah McAlpine

Sarah studied archaeology at Queens University Belfast in Northern Ireland and has worked on a variety of projects in the commercial archaeological sector since leaving in 2024. Sarah has experience of both rural and urban archaeology and is now looking to developing her skills in pottery and osteological analysis. Sarah joined KDK Archaeology as a project archaeologist in March 2025.

Kelly Tresadern

Kelly has a background in Retail across various roles from sales to senior management. More recently she has been a Programme Manager in store development and implementation area of business, managing a capital programme for estate property and retail site updates. Her skills are project management, programme management, resource management and process improvement. For the last 18 months Kelly has been a central office support volunteer for StreetVet, a charity that provides free veterinary treatment to pets of homeless people across the country. Kelly joined KDK Archaeology in August 2025 as a project co-ordinator.

Other Staff

All non-KDK fieldwork staff sub-contracted to our sites will have ample experience and qualifications commensurate with the complexities and requirements of the project they are engaged with.



6.2 *Specialists*

The following are KDK's preferred specialists:

Subject	Specialist	Organisation
Building materials: Roman	Rob Perrin	Freelance
Building materials: post-Roman	Karin Kaye	KDK Ltd
Ceramics: prehistoric	Sarah Percival	Freelance
Ceramics: Roman	Rob Perrin	Freelance
Ceramics: Post-Roman	Paul Blinkhorn	Freelance
Coins: Roman	Peter Guest	Vianova Archaeology
Coins: Saxon	Anna Gannon	Freelance
Coins: Post-Saxon	Murray Andrews	Freelance
Environmental: seeds	Lisa Gray	Freelance
Environmental: archaeobotanical	Lisa Gray	Freelance
Environmental: mollusca	Mike Allen	Freelance
Environmental: soils	Mike Allen	Freelance
Environmental: animal bone	Derek Watson	KDK Ltd
Environmental: animal bone	Matilda Holmes	Freelance
Environmental: human bone	Laura Dodd	KDK Ltd
Environmental: human teeth	Patrick Mahoney	KORA
Environmental: pollen	Rob Scaife	Freelance
Bone antler & ivory small finds	Ian Riddler	Freelance
Glass	Hilary Cool	Freelance
Lithics	Sarah Bates	Freelance
Lithics	Lynden Cooper	Pre-Construct Archaeology
Metalwork	Quita Mould	Freelance
Quernstones	Chris Green	Freelance
Industrial waste	David Dungworth	Freelance
Saxon & medieval small finds	Rosie Weetch	Freelance
Timber	Damian Goodburn	Freelance



7 Programme

- 7.1 A programme of works will be agreed with BA, the client and KDK. KDK will keep BA and the client informed of progress throughout the project.
- 7.2 Once the Written Scheme of Investigation has been approved by BA, a start date will be agreed with the client allowing BA at least one week's notice in order to schedule monitoring visits. All monitoring visits by BA will be agreed with the client.
- 7.3 The client will allow site access by BA and archaeological specialists as required and provide detailed information regarding access requirements to ensure site protocols are not breached.



8 Other Requirements

8.1 *Health and Safety*

All work by KDK staff will be carried out according to the relevant Health and Safety legislation. This includes, *inter alia*, the following:

- Health and Safety at Work Act 1974
- Construction (Design and Management) Regulations 2015
- The Management of Health and Safety at Work Regulations 1999
- Personal Protective Equipment at Work Regulations 1992
- Work Equipment Regulations 1998
- Manual Handling Operations Regulations 1992
- Workplace (Health, Safety and Welfare) Regulations 1992

A copy of KDK's *Health and Safety Policy* will be supplied if requested by client or BA. An Initial Risk Assessment (Appendix 3) has been completed prior to the commencement of the project, and will be checked and updated on site.

8.2 *Insurance*

KDK holds the following insurance cover (further details can be provided if required):

Employer's Liability	£10,000,000
Public Liability	£5,000,000
Professional Indemnity	£1,000,000

8.3 *Copyright*

Unless otherwise agreed, full copyright of any written, graphic, electronic or photographic records and reports rests with KDK, which will licence their use in relation to the specific project by the client or sponsoring body in all matters relating to the project, as described in this Written Scheme of Investigation.

KDK will assign joint copyright to the museum or repository undertaking curation of the archive, but retains the right to be identified as author of all project documentation and reports, as defined in the Copyright, Designs and Patents Act 1988 (Chapter IV, sec.79).

8.4 *Curatorial Requirements*

Monitoring is carried out by BA to ensure that project is being carried out in accordance with the Brief and approved Written Scheme of Investigation, to enable the need for modifications to the project to be independently considered and validated and to control and validate the use of available contingencies. BA will be advised of the start date and the anticipated duration of the project at least one week before the commencement of the fieldwork. BA will be allowed access to the site as required, as will other professionals as required to ensure compliance with project health and safety requirements and access controls.

8.5 *'Treasure'*

The 1996 *Treasure Act* and its 2003 amendment specifies that the finders of specific types of artefacts it defines as treasure must report them to the Coroner within fourteen days of discovery. Failure to do so could lead to a maximum penalty of three months in prison and a fine of £5000. Further details are available on the Portable Antiquities Scheme website at www.finds.org.uk. The Portable Antiquities Scheme will be notified of any finds that could be considered treasure within 48 hours of discovery.



8.6 ***Human Remains***

Under recent changes in legislation to Section 25 of the Burials Act 1857, an application for a licence should be made whether buried human remains are to be removed from the ground or intended to be left *in situ* (since excavation is likely to disturb them). A site-specific license will be procured from the Ministry of Justice in advance of the project if human remains are thought to be encountered during the fieldwork.

8.7 ***General Data Protection Regulations***

As data controllers for personal information collected during the project, KDK will comply with the principles and letter of the GDPR regulations in the processing, management and archiving, where appropriate, of that data.



9 References

Standards and Specifications

ADS. Guides to Good Practice: <https://archaeologydataservice.ac.uk/help-guidance/guidesto-good-practice/>

ADS. Instructions for Depositors:
<https://archaeologydataservice.ac.uk/helpguidance/instructions-for-depositors/>

ADS. Data management: <https://archaeologydataservice.ac.uk/help-guidance/how-toprepare-data/>

Brickley M. & McKinley J. I. 2004 *Guidelines to the Standards for Recording Human Remains*. Chartered Institute for Archaeologists Technical Paper.

Campbell G, Moffett L & Straker V 2011 *Environmental Archaeology: a guide to the theory and practice of methods from sampling and recovery to post-excavation*. Portsmouth: English Heritage

ClfA 2019 *Archaeological Archive Selection Toolkit*. Reading: Chartered Institute for Archaeologists

ClfA 2020a *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*. Reading: Chartered Institute for Archaeologists

ClfA 2020b *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives*. Reading: Chartered Institute for Archaeologists

ClfA 2023a *Standard for Archaeological Field Evaluation*. Reading: Chartered Institute for Archaeologists

ClfA 2023b *Universal Guidance for Archaeological Field Evaluation*. Reading: Chartered Institute for Archaeologists

ClfA 2024 Carbon Reduction Guide Table
<https://www.archaeologists.net/sites/default/files/ClfA%20Carbon%20Reduction%20Table%20January%202024.pdf>

ClfA 2025 *Code of Conduct*. Reading: Chartered Institute for Archaeologists

EH 2008 *The Management of Research Projects in the Historic Environment. PPN3: Archaeological Excavation*. London: English Heritage

EH 2010 *Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of waterlogged wood*. London: Historic England

HE 2004 *Human Bones from Archaeological Sites: A guideline for best practice for producing human osteological assessments and analytical reports*. London: English Heritage

HE 2008 *Investigative Conservation: Guidance on How the Detailed Examination of Artefacts from Archaeological Sites Can Shed Light on Their Manufacture and Use*. London: English Heritage

HE 2011 *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)*. London: Historic England

HE 2012 *Waterlogged Organic Artefacts: Guidelines on Their Recovery, Analysis and Conservation*. London: Historic England

HE 2014 *Animal Bones and Archaeology: Guidelines for Best Practice*. London: Historic England



HE 2015a *Geoarchaeology: Using earth sciences to understand the archaeological record*. London: Historic England

HE 2015b *The Management of Research Projects in the Historic Environment: the MoRPHE Project Managers' Guide*. London: Historic England

HE 2018 *The Role of the Human Osteologist in an Archaeological Fieldwork Project Swindon*. London: Historic England

McKinley J.I. & Roberts C. 1993 *Excavation and Post-excavation Treatment of Cremated and Inhumed Human Remains*. Chartered Institute for Archaeologists Technical Paper 13

MHCLG 2025 National Planning Policy Framework. London. Ministry of Housing, Communities and Local Government <https://www.gov.uk/government/publication/national-planning-policy-framework--2>

Paine C. (ed) 1992 *Standards in the Museum Care of Archaeological Collections*. London: Museums & Galleries Commission

Walker K. 1990 *Guidelines for the Preparation of Excavation Archives for Long-Term Storage*. London: United Kingdom Institute for Conservation, Archaeology Section

Watkinson D. & Neal V. 1998 *First Aid for Finds*. Hertford & London: Rescue

Secondary Sources

Barrès-Baker, M. 2004 *The Siege of Reading: The Failure of the Earl of Essex's 1643 Spring Offensive*. Ottawa, EbooksLib

British Geological Survey (BGS): <https://geologyviewer.bgs.ac.uk/>

Brown N. & Glazebrooke J. 2000 *Research and Archaeology: A Framework for the Eastern Counties – 2 Research Agenda and Strategy*. East Anglian Archaeology Occasional Paper 8

Ditchfield, P. H. & Page, W. (eds) 1923 *The borough of Reading: The borough, in A History of the County of Berkshire* (London, 1923), pp. 342-364. British History Online <http://www.british-history.ac.uk/vch/berks/vol3/pp342-364> (accessed 17 November 2025).

East of England Regional Research Framework 2023 <https://researchframeworks.org/eoe/>

Hey, G., & Hind, J. 2014 *Solent-Thames Research Framework for the Historic Environment Resource Assessments and Research Agendas*. Project Report. Oxford, Wessex. <https://library.thehumanjourney.net/2597/> (Accessed: 26.08.2020)

KEPN 2025 *Key to English Place-Names: Reading*. The University of Nottingham. <http://kepn.nottingham.ac.uk/map/place/Berkshire/Reading>

Lawes Long, H. 1836 *Observations upon certain Roman roads and towns in the south of Britain*. Whitefish, USA: Kessinger Legacy

Lyte, H. C. M. (ed) *Close Rolls, Edward II: November 1312'*, in *Calendar of Close Rolls, Edward II: Volume 1, 1307-1313*, ed. H C Maxwell Lyte (London, 1892), pp. 556-559. British History Online Research Frameworks Network. South West England Research Framework - <https://researchframeworks.org/swarf/a-research-agenda-for-archaeology-in-south-west-england/>

UKSO 2025 UK Soil Observatory (UKSO): <https://mapapps2.bgs.ac.uk/ukso/home.html>

<http://www.british-history.ac.uk/cal-close-rolls/edw2/vol1/pp556-559> (accessed 26 August 2020)



Powell-Smith, A 2025 Open Domesday: Reading.
<https://opendomesday.org/place/SU7173/reading/>

Phillips, D. 1980 *The Story of Reading*. Newbury, UK: Countryside Books

RBC 2023 *Reading: Historic Area Assessment*. February 2023. Reading Borough Council

Research Framework for the Solent-Thames sub-region -
<https://researchframeworks.org/solentth/>



Appendix 1: Environmental Sampling Strategy

Stage 1: Pre-excavation

KDK's general environmental sampling strategy is outlined in Section 2.3. Where appropriate a more detailed site-specific strategy will be formulated at the start of a project based on the advice of KDK's Environmental Specialist and/or Historic England's Regional Science Advisor. The sampling strategy will:

- Take into account the research aims and objective of each individual project
- Identify the different categories of environmental remained expected to be encountered
- Outline the environmental analysis to be completed

The sampling strategy will be regularly reviewed throughout the excavation to ensure that it remains appropriate to the specific research aims.

Stage 2: Excavation

The sampling strategy outlined during Stage 1 will be readdressed after the site has been stripped. The updated strategy will be discussed with all on site personnel as well as BA, the ES and HE where appropriate. The on-site collection and treatment of samples will be as follows:

- Sample sizes will normally comprise 40 litres of material; however, more or less than 40 Litres can be taken if deemed appropriate. <100% of smaller features such as postholes will be collected.
- Samples from wet or waterlogged contexts will be prioritized as these conditions are better suited for the preservation of organic material.
- When excavating human remains, multiple samples will be taken separately and clearly labelled with the areas they represent (e.g. head, pelvis)
- Samples will be placed into clean buckets which will then be labelled inside and out with the site code, context number, sample number and bucket number
- A register of all samples will be maintained and all samples will be recorded individually on KDK's Sample Records Sheet
- All samples will be removed from site and stored within a designated area at the KDK offices
- All unlabelled, duplicated or potentially contaminated samples will be discarded on site
- Modern and post-medieval samples, or those deemed unsuitable for sampling, will not be taken unless these features address specific research aims.

When dealing with waterlogged, insect and pollen, and deeply stratified sediments (e.g. peat) it may be necessary to seek advice from ES, HE and other environmental specialists (e.g. palynologists (pollen specialists) do discuss additional sampling methods.

Stage 3: Post-Excavation

Once excavation is complete, a final sampling strategy will be produced. This will highlight the samples most appropriate for processing and those which are to be deselected. This strategy will be discussed with and approved by BA and the ES. Some of the samples may be selected for a preliminary assessment where a single bucket of material will be processed to analyse the potential value of the sample. At this time if the sample is deemed unsuitable for further processing, no further action will be taken.



All bulk samples will either be subjected to dry sieving, or be processed using a flotation tank. The remaining material from this process will be fully dried, sorted and bagged before being sent to the relevant specialists for analysis (i.e. archaeobotanist, zooarchaeologist etc.) All other aspects of the processing, along with unsuitable samples, are discarded after the report has been approved by the planning archaeologist.

If a second phase of work is required after the Archaeological Investigation, (i.e. Strip, Map and Sample Excavation) collected samples may be processed when this is complete.



Appendix 2: Archive Collection and Selection Strategy

Project Details:

Name 85 Pell Street, Reading, Berkshire **Site Code** 970/RPS

Accession number TBC **Project Type** Archaeological Evaluation

Contact David Kaye (Project Manager)/Laura Dodd (Archivist)

Introduction:

This strategy, which concerns all of the data that is created and the archaeological material recovered during the course of the project, will be agreed between KDK, BA and the depositing Museum. It is consistent with the project's aims and objectives and local research framework.

An identical version of this Appendix will be created and kept up to date as the project progresses. Updates will be agreed with BA and the museum.

Digital Data Management Plan

Data Collection (*what will be collected and how?*):

Data will be collected in line with the Project Brief and WSI standards and requirements. Data acquisition standards are in line with the ADS guide to Good Practice. Specific data will be:

Excel Spreadsheets will be used on site to collect fieldwork data and registers

Word documents will be used to produce draft reports which will be finalised in pdf format

Digital images will be taken and saved as JPGs

Digital survey data will be presented in an appropriate CAD format and converted to TIFF or PDF as required.

A working project folder will be maintained of all project related data on the company server. Tablets will be used on site and downloaded to the folder on the company server on a daily basis.

Documentation and Metadata:

A summary of all data sources and contributors will be provided as part of the final archive alongside a meta data summary. This will be prepared in line with ADS deposition guidelines.

Ethics and Legal Compliance (*how are any ethical, copyright and IPR issues being managed?*):

KDK have a GDPR compliant privacy policy which underpins the management of personal data.

Personal data is not stored in the project related folders but separately on the company server. Any personal data will be removed from the project archive and permission to use individuals' names in any reporting is gained prior to use.

Copyright of all data created by the team is owned by KDK and permission to include data from external sources is secured on the engagement of that source.

Where formal permission or licence agreements are required for data sharing these will be included in the project documentation.

Storage and Back up (*how will data be stored, accessed and backed up during the project?*):



Organisational IT is managed by an internal IT and data manager who is responsible for the management and verification of daily back-ups and who supports access to security copies as needed. The onsite company server is automatically backed up 5 times a day to a secure off-site server through an encryption process.

Sufficient data storage is available on the onsite company server, which includes single factor authentication and permissions-based access. The server is accessible by staff on and off site through a secure log-in.

Off-site access to the project files on the server is provided to support back up of raw data while fieldwork is ongoing. Where internet access is not possible, the raw data is backed up to a separate hard drive until direct access to the server can be established.

Only KDK staff can access the server. External specialists and contractors are sent whatever documentation they need via email or WeTransfer, none of which contain sensitive information.

Selection and Preservation (*what will be retained, shared and/or preserved, what's the long-term plan for data preservation, are ADS informed and have costs been considered?*):

The collection and selection strategy, including the data management plan will be reviewed throughout the project and specifically at the end of fieldwork and/or before post excavation work starts and following full analysis. The updated plans will be included in all reporting stages. Prior to deposition the plans will be updated and finalised in agreement with the planning archaeologist, museum, client and ADS if appropriate.

All versions of data will be retained until report approval. Final versions of digitally born data will be archived on ADS. Paper records will be archived at the museum in line with museum guidance. Duplicate documents will be deleted and the remaining data will be retained in the file structure on the company server.

The full costs of archiving in line with museum guidelines have been included in the project costs.

Data Sharing and Accessibility (how will data be shared and made accessible and are there any restrictions):

The project has been added to the OASIS Index of Archaeological Investigations (**kdkarcha1-538202**) and will be updated as the project progresses. A final version of the approved report will be added to OASIS along with details of the project archive location.

The final version of the report will be supplied to the Historic Environment Record when approved by the planning archaeologists. Any further data which they request will be provided directly.

No restrictions to data or data sharing are envisaged at this stage.

Responsibilities (who is responsible for data management):

The project manager is responsible for implementing the data management plan and ensuring it is reviewed at each stage of the project. The data capture, metadata production and data quality is the responsibility of the project team, quality assured by the project manager.

Storage and back up of data in the field is the responsibility of the field team and once data is on the organisational server it is the responsibility of the IT and data manager.

Data archiving is undertaken by the project team in conjunction with the archive officer and the archive officer is responsible for the transfer of the archive to the final repository.

Paper data

All project related paper documentation, for example fieldwork sheets, drawings, black and white photographs, maps, as opposed to administration paperwork, will be archived as part of the document



archive with the museum. Duplicate documentation will be recycled and any administrative paperwork will be scanned and retained digitally by KDK.

Small and Blank Projects

Where archaeological work results in no finds or features of archaeological significance a single all in one report will be prepared and, if agreed with the CAO and museum, will be uploaded as the digital archive to OASIS. Also, if agreed, there will be no paper archive deposited with the museum.

For small projects where the digital archive comprises of only digitally born photographs the data will be stored on OASIS.

Materials and Artefacts

The key finds groups and how these will be selected for retention or discard are outlined below:

Find Type	On site selection	Post Excavation selection
Pottery	All pottery sherds will be collected other than obviously post medieval sherds from unstratified contexts unless they appear archaeologically significant	The majority of pottery collected will be retained for archiving. Exceptions may be made for sherds recovered from unstratified contexts or repetitive and undiagnostic sherds. All pottery will be quantified and subject to specialist input. Deselection will be undertaken in discussion with the specialist, BA and the museum
CBM	All CBM will be collected other than obviously post medieval CBM from unstratified contexts unless they appear archaeologically significant. However, where large quantities are found a further discussion between KDK, BA and the museum may result in an amended approach ie sampling	All collected CBM will be retained, although unidentifiable fragments from poor or unstratified contexts may be discarded subsequent to full quantification, specialist advice and discussion with BA and the museum
Worked Stone	All worked stone found will be collected	All worked stone will be retained for archiving, in discussion with the museum. All unworked stone will be discarded following quantification
Animal Bone (including worked bone, antler, horn and ivory)	All animal bone found will be collected	All animal bone will be retained. Disposal may be considered for very fragmented and poorly preserved objects or those which have been recovered from unstratified contexts and that have no further intrinsic interest
Ferrous and non-ferrous metals	All metal will be collected	All precious metals will be retained. Other ferrous or non-ferrous metals will be retained with the exception of unidentifiable fragments and those beyond conservation. Also common bulk finds such as nails may be subject to retention of a sample following discussion with the specialist and museum
Glass	All glass objects will be collected other than obviously post medieval glass from	All items will be retained although post medieval and modern items may be sampled following discussion with BA and the museum



Find Type	On site selection	Post Excavation selection
	unstratified contexts unless they appear archaeologically significant	
Clay Pipes	All clay pipes will be collected	All items will be retained unless fragments are plain or from poor or unstratified contexts
Worked Wood and other plant derived objects	All worked wood or other plant derived objects will be collected	All items will be retained unless items are deemed unsuitable for long term preservation. All items will be checked by a specialist for selection and any discard agreed with BA and the museum
Leather and Textiles	All leather and textiles will be collected	All items will be retained unless items are deemed unsuitable for long term preservation. All items will be checked by a specialist for selection and any discard agreed with BA and the museum
Other	All other items found will be collected	All medieval or older items will be retained. Post medieval items will be discussed with BA and the museum to agree retention strategy
Environmental samples	40l samples will be taken from archaeologically significant features in line with the agreed sampling strategy, see Appendix 3 for details. This means that environmental samples will not be taken routinely from backfilled contexts unless there are archaeologically significant reasons to do so. Environmental sampling will focus on areas of naturally silted fills and where organic matter, charcoal and carbon are more likely to be found The Environmental Specialist will be engaged to discuss more detailed strategies in areas of specific interest if they arise Securely stratified deposits that contain dating evidence will be targeted, particularly corn driers, hearths, kilns, pits and cesspits, of all periods across the site Different parts or layers in kilns /ovens will be sampled to examine function 10 litre samples for insect analysis from waterlogged deposits if present, and additional samples for plant macrofossils may also be taken. Pollen samples will be taken from a representative selection of contexts of different potential time spans 20% of the pre-medieval quarry pits, if present, will be sampled to determine the presence of mineralised material	Tangible artefacts found through the environmental processing will be retained for archiving, this includes the flots from archaeobotanical analysis All other retention from the processing will be discarded



Appendix 3: Initial Health and Safety Risk Assessment

In accordance with current legislation and KDK's Health and Safety Policy, an Initial Health and Safety Risk Assessment has been prepared.

The Accident and Emergency Unit closest to the site is:	Royal Berkshire Hospital London Road, Craven Road Reading, Berkshire RG1 5AN TEL: 0118 322 5111
---	--

A risk assessment for tasks and hazards typical to this type of project appears on the following pages. An assessment of site-specific hazards appears below.

Site-Specific Hazards:	Risks:	Mitigation:
Close proximity to machinery	Danger of individuals being hit	- Clearly signal instructions / intentions to plant operators. - Maintain safe distance from plant. - Use appropriate PPE
Deep features	Collapse of sides; falling into features	- Maintain awareness of surroundings - Wear appropriate PPE - Shore sides if needed
NB: Asbestos, contaminants etc	Serious health risks	The developer is to ensure that the site is free of hazardous materials. Where such material is discovered during fieldwork, the developer will remove it or make it safe before KDK continues with onsite work. KDK to be informed of the use of pesticides, insecticides, herbicides or similar substances on the site prior to the start of any fieldwork.
Project:	85 Pell Street, Reading, Berkshire	
Project Code:	970/RPS	
Date of Assessment:	07.11.2025	
Assessed By:	Derek Watson PhD	
Site staff to sign:		



Archaeological Fieldwork: General Hazards							
Task	Hazard	Adverse Effect	People at Risk	Likelihood × Consequence = Risk Score			Residual Risk
Travel to and from workplace	Traffic accident	Major	Field staff, visitors, public	2	4	8	- Ensure suitable insurance is in place. - Maintain vehicles in good condition. - Staff to observe traffic regulations. 4
Access/egress workplace	Moving vehicles and plant	Catastrophic	Field staff, visitors	2	5	10	- Observe site speed limits. - Park in designated area. - Transport by vehicle to excavation area if required. 5
Access/egress workplace	Reversing vehicles and plant	Catastrophic	Field staff, visitors	2	5	10	- Observe site speed limits. - Park in designated area. - No reversing without assistance/supervision. 5
General site work	Trips/slips	Minor	Field staff, visitors	3	2	6	- Ensure good housekeeping. - Cease work if site conditions are extremely poor. - Use appropriate footwear. - Be mindful of environment 4
General site work	Manual handling	Moderate	Field staff	3	4	12	- Instruct staff in correct lifting techniques. - Use suitable equipment to transport heavy loads. - Train staff to use equipment. 4
General site work	Adverse weather	Minor	Field staff, visitors	2	2	4	- Wear appropriate clothing. - Provide welfare facilities - Cease work in very adverse weather. 2
General site work	Presence of contaminants, pathogens and other hazardous substances	Major	Field staff	2	4	8	- Review results of available geotechnical assessments. - Conduct COSHH assessment if hazard identified. - Inform staff of identified hazards. - Restrict working areas if necessary. - Provide welfare/hygiene facilities. - Monitor staff health. - Use appropriate PPE. 4



Archaeological Fieldwork: General Hazards								
Task	Hazard	Adverse Effect	People at Risk	Likelihood × Consequence = Risk Score			Actions to minimise risk	Residual Risk
General site work	Environmental pollution	Moderate	Field staff, visitors, public	2	4	8	• Dampen down dry surfaces. • Restrict hours of plant operation as necessary • Seek to minimise landfill.	2
General site work	Fire	Catastrophic	Field staff, visitors, public	2	5	10	• Compile fire risk assessment if required. • Maintain good housekeeping • Provide suitable firefighting equipment	5
Soil stripping	Excavating plant	Catastrophic	Field staff, visitors	3	5	15	• Induct plant operators • Identify designated routes for plant movement. • Clearly signal instructions / intentions to plant operators. • Maintain safe distance from plant. • Use appropriate PPE.	5
Soil stripping	Live services	Catastrophic	Field staff	3	5	15	• Obtain service maps • Use CAT scanner to locate services.	5
Soil stripping	Power lines	Catastrophic	Field staff	3	5	15	• Observe HSE guidelines for plant operation in vicinity of power lines. • Establish goal posts to constrain plant movement.	5
Soil stripping	Undermining structures	Catastrophic	Field staff, visitors, public	3	5	15	• Leave a suitable gap between excavation and adjacent structures (e.g. at least 5m). • Locate trenches outside tree canopy.	5
Soil storage	Subsidence	Catastrophic	Field staff, visitors, public	3	5	15	• Induct plant operators • Identify designated routes for plant movement. • Identify suitable storage areas away from the edges of excavation. • Compact spoil and grade slopes of soil stores.	5
Hand excavation	Human remains	Major	Field staff	2	4	8	• Instruct staff in appropriate protocols and hygiene • Provision of welfare/hygiene facilities. • Use appropriate PPE.	5
Hand excavation	Deep features	Catastrophic	Field staff	4	5	20	• Fence or suitably demarcate areas of deep excavation. • Step or batter edges of	4



Archaeological Fieldwork: General Hazards								
Task	Hazard	Adverse Effect	People at Risk	Likelihood × Consequence = Risk Score			Actions to minimise risk	Residual Risk
							excavated area • Assess stability of strata • Shore all vertical faces deeper than 1.2m • Use secured ladder for access/egress. • Monitor regularly for signs of subsidence. • Cease work if heavy rain causes strata to become unstable. • Consider use of auger to record the depth and sample the base of feature. • Machine excavate if permitted. • Use appropriate PPE.	
Hand excavation	Hand tools	Minor	Field staff	3	2	6	• Train field staff in correct use of tools. • Instruct and closely supervise staff until competent. • Monitor staff compliance. • Use appropriate PPE.	5
Hand excavation	Power tools	Major	Field staff	3	4	12	• Employ suitably qualified contractors if appropriate. • Use correct tools for job. • Train field staff in correct use of tools. • Instruct and supervise staff until competent. • Monitor staff compliance. • Use appropriate PPE.	4
Hand Excavation	Tool/equipment failure	Major	Field staff	3	4	12	• Maintain equipment. • Replace worn or broken equipment.	4
Recording Excavation	Working at height (photography)	Catastrophic	Field staff	3	5	15	• Use drone	4