

I have attached a revised WSI, you may need to check with the planning officer as to the process for agreeing a the new methodology

Hester Cooper-Reade
Business Manager
Albion Archaeology
St Mary's Church
St Mary's St
Bedford
MK42 0AS
0300 300 6877

Place and Communities Directorate

Central Bedfordshire Council: Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Central Bedfordshire - A great place to live and work - www.centralbedfordshire.gov.uk

Information security classification* of this email: **UNCLASSIFIED**

*Information security definitions:

OFFICIAL – Loss could cause some damage to the Authority

OFFICIAL – SENSITIVE – Loss could cause severe damage to the Authority

UNCLASSIFIED – Loss would cause little or no damage to the Authority

From: Graham Banks

Sent: 08 July 2026 15:58

To: Graham Banks

Cc: Hester Cooper-Reade

Aidan Crawshaw

Helen Banks

Subject: Re:3 Scarp Close Ashwell.

CAUTION: This email originated outside the Central Bedfordshire Council network. Do NOT click on links, open attachments or respond unless you are sure that the email is legitimate. If you believe this to be a spam email, report it to the Service Desk

at https://centralbedfordshire.samanage.com/catalog_items/1053685-report-received-email/service_requests/new

Dear Hester,

I hope you are well and staying cool in the extreme weather we are experiencing.

Would you please be able to make your changes to the WSI this week?

I look forward to hearing from you at your earliest convenience.

Thank you.

Best Regards

Mr. Graham Banks

On 6 Jul 2026, at 11:45, Graham Banks [REDACTED] wrote:

Dear Hester,

Thank you for your email and suggestions.

For sure if you can amend the WSI that will be much appreciated, as I will present that amendment to our NH planning officer for permission.

As you say, Ideally we will remove the spoil and leave our plant there for our contractor to help dig the trenches for a SMS.

Many thanks for progressing the Hertfordshire archaeologist.

Look forward to your reply,

Best Regards

Mr. Graham Banks

[REDACTED]

[REDACTED]

On 6 Jul 2026, at 10:25, Hester Cooper-Read [REDACTED] wrote:

Hi Graham,

I have tried to contact the Hertfordshire archaeologist and emailed him. I will chase him again during the week. The depth of the spoil heap makes it difficult to do the trenching before the spoil is removed – we would have to excavate a very big area to step or batter the sides of the trenches, especially as the spoil is unlikely very stable. Moving the spoil first and as planned would seem like the most sensible option to deal with any archaeology and cost-effective option. The archaeologist who looks after North Hertfordshire can be notoriously difficult to contact so you might wish to speak to the planning officer as well. I can add an amendment to the WSI if necessary.

In terms of overall programme, it is unlikely to make a great deal of difference. If we were to find archaeology in the trenches then we would more than likely have to come back once the spoil is removed to expose and clear a larger area. If the spoil is removed first and we find nothing or very little, we can deal with it relatively quickly – more than likely whilst the contractors are working elsewhere on the site. You would also save money on plant because we wouldn't need to bring in our own separately. It is likely that they would want us on site to ensure the removal of spoil is to the correct levels so we can check for

archaeology. Ideally the work would be done more like a watching brief (although the phrase most often used is Strip Map and Sample – SMS) with us on hand to check and clear the stripped area.

Best wishes, Hester

Hester Cooper-Reade
Business Manager
Albion Archaeology
St Mary's Church
St Mary's St
Bedford
MK42 0AS
0300 300 6877

Place and Communities Directorate

Central Bedfordshire Council: Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Central Bedfordshire - A great place to live and work -

Information security classification* of this email: **UNCLASSIFIED**

*Information security definitions:

OFFICIAL – Loss could cause some damage to the Authority

OFFICIAL – SENSITIVE – Loss could cause severe damage to the Authority

UNCLASSIFIED – Loss would cause little or no damage to the Authority

From: Graham Banks

Sent: 05 July 2026 12:20

To: Graham Banks

Cc: Hester Cooper-Reade

Helen Banks

Aidan Crawshaw

Subject: Re: Scarp Close Ashwell.

CAUTION: This email originated outside the Central Bedfordshire Council network. Do NOT click on links, open attachments or respond unless you are sure that the email is legitimate. If you believe this to be a spam email, report it to the Service Desk at https://centralbedfordshire.samanage.com/catalog_items/1053685-report-received-email/service_requests/new

Dear Hester,

It was a pleasure to meet Jeremy on site on Thursday.

I take it that the setting out of the trenches will not proceed on the 6th, based upon our discussions with Jeremy ?

Should this not be the case, then please do call me and I will get to the site as arranged at 8.00 am tomorrow.

We look forward to your suggested way forward on our project.

Best Regards

Mr. Graham Banks

[REDACTED]
[REDACTED]

On 30 Jun 2026, at 12:23, Graham Banks [REDACTED] wrote:

Dear Hester,

Thank you for your email below.

I can meet any of your team on the site before you start, when would you like to do this ? I am intending to be on site Monday 6th.

The plot does have some spoil from plot 1 & 2. As far as I am aware we are unable to remove this spoil or anything else on site, until your archaeological works have been completed. My intention is to clear everything once we have discharged all the planning conditions of which the archaeological works is one.

Please feel free to call me if easier.

Look forward to your reply,

Best Regards

Mr. Graham Banks
[REDACTED]
[REDACTED]

On 30 Jun 2026, at 11:59, Hester Cooper-Reade [REDACTED] wrote:

Just to confirm arrangements for the trenching at Scarp Close, Ashwell. We are planning to set the trenches out on Monday 6th and will aim to get the machine booked in for the Tuesday.

Is it OK if one of our team visits the site just to check the ground conditions before we start? Are we able to walk up drive to the site. Not sure whether the neighbours will need to know etc.
I can't help but notice from google earth that their appears to be more recent satellite imagery and the plot you are building on appears to be covered with a large spoil heap from the previous developments to the west. Is this still the case or has it been removed?

Hester Cooper-Reade

Business Manager
Albion Archaeology
St Mary's Church
St Mary's St
Bedford
MK42 0AS
0300 300 6877

Place and Communities Directorate

Central Bedfordshire Council: Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Central Bedfordshire - A great place to live and work - www.centralbedfordshire.gov.uk

Information security classification* of this email: **UNCLASSIFIED**

*Information security definitions:

OFFICIAL – Loss could cause some damage to the Authority

OFFICIAL – SENSITIVE – Loss could cause severe damage to the Authority

UNCLASSIFIED – Loss would cause little or no damage to the Authority

From: Graham Banks

Sent: 23 June 2026 16:18

To: Hester Cooper-Read

Cc: Aidan Crawshaw Helen Banks <H.Banks@LewisBanks.com>

Subject: Re: Scarp Close Ashwell.

CAUTION: This email originated outside the Central Bedfordshire Council network. Do NOT click on links, open attachments or respond unless you are sure that the email is legitimate. If you believe this to be a spam email, report it to the Service Desk at https://centralbedfordshire.samanage.com/catalog_items/1053685-report-received-email/service_requests/new

Dear Hester,

Please find our vehicle routing plan, to site.

As one of our conditions, all HGVs and delivery vehicles associated with the development shall use the approved route shown on Drawing CVRP-01.

Best Regards

Mr. Graham Banks

On 23 Jun 2026, at 16:14, Graham Banks wrote:

Dear Hester,

Thank you for your email.

The 6th July will be perfect thank you.

I shall be on site at 8am, if you need any questions asked please contact myself as my mobile below.

Look forward to meeting your team.

Best Regards

Mr. Graham Banks

[REDACTED]

[REDACTED]

On 23 Jun 2026, at 11:46, Hester Cooper-Reade <[REDACTED]> wrote:

Would the 6th July be suitable? We will need to bring an excavator onto site to open up the trenches. If we need to send someone out to assess access etc, do we need to arrange keys, gates etc or can we just walk on?

Hester Cooper-Reade
Business Manager
Albion Archaeology
St Mary's Church
St Mary's St
Bedford
MK42 0AS
0300 300 6877

[REDACTED]

Place and Communities Directorate

Central Bedfordshire Council: Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Central Bedfordshire - A great place to live and work - www.centralbedfordshire.gov.uk

Information security classification* of this email: **UNCLASSIFIED**

*Information security definitions:

OFFICIAL – Loss could cause some damage to the Authority

OFFICIAL – SENSITIVE – Loss could cause severe damage to the Authority

UNCLASSIFIED – Loss would cause little or no damage to the Authority

From: Graham Banks [REDACTED]

Sent: 20 June 2026 16:10

To: Hester Cooper-Reade [REDACTED]

Cc: Aidan Crawshaw [REDACTED] Helen Banks [REDACTED]

Subject: Re: Scarp Close Ashwell.

CAUTION: This email originated outside the Central Bedfordshire Council network. Do NOT click on links, open attachments or respond unless you are sure that the email is legitimate. If you believe this to be a spam email, report it to the Service Desk

at https://centralbedfordshire.samanage.com/catalog_items/1053685-report-received-email/service_requests/new

Dear Hester,

I hope that you are well.

Following up from the 16th, would you be able to estimate a start date please ?

Have a good weekend.

Best Regards

Mr. Graham Banks

[REDACTED]

[REDACTED]

On 16 Jun 2026, at 17:36, Graham Banks <[REDACTED]> wrote:

Many thanks Hester,

Much appreciated.

Best Regards

Mr. Graham Banks

[REDACTED]

[REDACTED]

On 16 Jun 2026, at 12:51, Hester Cooper-Reade [REDACTED] wrote:

The archaeological works require us to excavate a couple of trenches prior to construction works to check for archaeology. This has to be done before construction can start. We can now organise the trenching. I am heading off for a meeting now but will be in touch once I am free.

Hester Cooper-Reade
Business Manager
Albion Archaeology
St Mary's Church
St Mary's St
Bedford
MK42 0AS
0300 300 6877
[REDACTED]

Place and Communities Directorate

Central Bedfordshire Council: Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Central Bedfordshire - A great place to live and work - www.centralbedfordshire.gov.uk

Information security classification* of this email: **UNCLASSIFIED**

*Information security definitions:

OFFICIAL – Loss could cause some damage to the Authority

OFFICIAL – SENSITIVE – Loss could cause severe damage to the Authority

UNCLASSIFIED – Loss would cause little or no damage to the Authority

From: Aidan Crawshaw [REDACTED]

Sent: 16 June 2026 12:48

To: Hester Cooper-Reade [REDACTED]

Cc: Graham Banks [REDACTED]; Helen Banks [REDACTED]

Subject: Re: Scarp Close Ashwell.

CAUTION: This email originated outside the Central Bedfordshire Council network. Do NOT click on links, open attachments or respond unless you are sure that the email is legitimate. If you believe this to be a spam email, report it to the Service Desk at https://centralbedfordshire.samanage.com/catalog_items/1053685-report-received-email/service_requests/new

Dear Hester,

I have just now left a message on your phone, but thought I would send a follow up email.

We have now achieved a planning permission for the new house at 3 Scarp Close. I am attaching the permission letter here. Could I ask you to have a look at conditions 3 and 4 (also pasted below)

3. The demolition/development shall take place/commence in accordance with the programme of archaeological works set out in the Written Scheme of Investigation, ref: WSI-ALB-3928 AlbionArch v1.0

4. The development shall not be occupied/used until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation ref: WSI-ALB-3928 AlbionArch v1.0 and the provision made for analysis and publication where appropriate.

I myself am not clear whether the previous archaeological investigations, which included in their scope the area of land where the new house is proposed, are sufficient to allow us to move on to the construction phase.

Could I ask you therefore to confirm if there are any further archaeology related actions we need to take before starting construction?

Thanks and best wishes,
Aidan

Aidan Crawshaw M.A. (Cantab) A.A. Arch. dip.

Registered as an architect under the Architects Act 1997
ARB no. 0745661

27 Almeida Street
London N1 1TD

t – 0207 686 4853
[REDACTED]

C R A W S H A W

A R C H I T E C T S

www.crawshawarchitects.co.uk

www.crawshawsculpture.co.uk

www.aidancrawshawpottery.com

<image001.png>

On 27 Feb 2026, at 19:46, Hester Cooper-Read [REDACTED]
wrote:

Please find attached the Written Scheme of Investigation for the works at Ashwell. Not all the Hertfordshire archaeologists will offer comment on the document prior to submission and North Herts is one of those areas where it proves tricky to engage in an informal discussion. The Hertfordshire process for agreeing the WSI is as follows:

The archaeological contractor should produce a Written Scheme of Investigation (WSI), detailing the method and scope of the archaeological works that will be carried out. This should be submitted to the LPA, who will approve the document or request changes. WSIs should reference the up to date Hertfordshire Archaeological Archive Standards. ([Hertfordshire Historic Environment Advisory Service | Hertfordshire County Council](#))

The WSI will need to be submitted for discharge of the Written Scheme element (condition 3). It isn't always easy to predict whether the archaeologist will want to discuss or comment further but the "or request changes" should allow for this as part of the process. We have included a trenching plan Fig. 2. You might want to take a look at this to check you are happy with it. The trench plan isn't totally fixed and can always be altered a little, but they will expect us to cover the building footprint. If you have any initial comments or queries please let us know.

We will start making arrangements for the fieldwork, so we are ready to mobilise once the WSI is approved

Hester Cooper-Reade
Business Manager
Albion Archaeology
St Mary's Church
St Mary's St
Bedford
MK42 0AS
0300 300 6877

Place and Communities Directorate
Central Bedfordshire Council: Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Central Bedfordshire - A great place to live and work - www.centralbedfordshire.gov.uk

Information security classification* of this email: **UNCLASSIFIED**

*Information security definitions:

OFFICIAL – Loss could cause some damage to the Authority

OFFICIAL – SENSITIVE – Loss could cause severe damage to the Authority

UNCLASSIFIED – Loss would cause little or no damage to the Authority

From: Graham Banks [REDACTED]
Sent: 26 February 2026 17:24
To: Hester Cooper-Reade [REDACTED]
Cc: Crawshaw Aidan [REDACTED] Morris Paul [REDACTED] Helen Banks <[REDACTED]> James Hindes [REDACTED]
Subject: Scarp Close Ashwell.

You don't often get email from [REDACTED] [Learn why this is important](#)

CAUTION: This email originated outside the Central Bedfordshire Council network. Do NOT click on links, open attachments or respond unless you are sure that the email is legitimate. If you believe this to be a spam email, report it to the Service Desk at https://centralbedfordshire.samanage.com/catalog_items/1053685-report-received-email/service_requests/new

Dear Hester,

I hope that you are well?

Would you be able to advise us on when the archaeological evaluation work is likely to commence.

We look forward to your reply,

Have a good evening.

Best Regards

Mr. Graham Banks

[REDACTED]

[REDACTED]

This email is confidential and intended exclusively for the use of the intended recipient(s). Any views or opinions presented are solely those of the author and do not necessarily represent those of Central Bedfordshire Council. If you are not the intended recipient(s) please note that any form of distribution, copying or use of this e-mail or the information in it is strictly prohibited and may be unlawful. If you have received this communication in error, please notify the sender and then delete the message and any attachments from your system. This message has been checked before being sent for all known viruses by our antivirus software. However please note that no responsibility for viruses or malicious content is taken and it is your responsibility to scan this message and any attachments to your satisfaction. Central Bedfordshire Council reserve the right to monitor e-mails in accordance with the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000. Please consider the environment before printing this e-mail. Thank you

This email is confidential and intended exclusively for the use of the intended recipient(s). Any views or opinions presented are solely those of the author and do not necessarily represent those of Central Bedfordshire Council. If you are not the intended recipient(s) please note that any form of distribution, copying or use of this e-mail or the information in it is strictly prohibited and may be unlawful. If you have received this communication in error, please notify the sender and then delete the message and any attachments from your system. This message has been checked before being sent for all known viruses by our antivirus software. However please note that no responsibility for viruses or malicious content is taken and it is your responsibility to scan this message and any attachments to your satisfaction. Central Bedfordshire Council reserve the right to monitor e-mails in accordance with the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000. Please consider the environment before printing this e-mail. Thank you

This email is confidential and intended exclusively for the use of the intended recipient(s). Any views or opinions presented are solely those of the author and do not necessarily represent those of Central Bedfordshire Council. If you are not the intended recipient(s) please note that any form of distribution, copying or use of this e-mail or the information in it is strictly prohibited and may be unlawful. If you have received this communication in error, please notify the sender and then delete the message and any attachments from your system. This message has been checked before being sent for all known viruses by our antivirus software. However please note that no responsibility for viruses or malicious content is taken and it is your responsibility to scan this message and any attachments to your satisfaction. Central Bedfordshire Council reserve the right to monitor e-mails in accordance with the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000. Please consider the environment before printing this e-mail. Thank you

This email is confidential and intended exclusively for the use of the intended recipient(s). Any views or opinions presented are solely those of the author and do not necessarily represent those of Central Bedfordshire Council. If you are not the intended recipient(s) please note that any form of distribution,

copying or use of this e-mail or the information in it is strictly prohibited and may be unlawful. If you have received this communication in error, please notify the sender and then delete the message and any attachments from your system. This message has been checked before being sent for all known viruses by our antivirus software. However please note that no responsibility for viruses or malicious content is taken and it is your responsibility to scan this message and any attachments to your satisfaction. Central Bedfordshire Council reserve the right to monitor e-mails in accordance with the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000. Please consider the environment before printing this e-mail. Thank you

This email is confidential and intended exclusively for the use of the intended recipient(s). Any views or opinions presented are solely those of the author and do not necessarily represent those of Central Bedfordshire Council. If you are not the intended recipient(s) please note that any form of distribution, copying or use of this e-mail or the information in it is strictly prohibited and may be unlawful. If you have received this communication in error, please notify the sender and then delete the message and any attachments from your system. This message has been checked before being sent for all known viruses by our antivirus software. However please note that no responsibility for viruses or malicious content is taken and it is your responsibility to scan this message and any attachments to your satisfaction. Central Bedfordshire Council reserve the right to monitor e-mails in accordance with the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000. Please consider the environment before printing this e-mail. Thank you

This email is confidential and intended exclusively for the use of the intended recipient(s). Any views or opinions presented are solely those of the author and do not necessarily represent those of Central Bedfordshire Council. If you are not the intended recipient(s) please note that any form of distribution, copying or use of this e-mail or the information in it is strictly prohibited and may be unlawful. If you have received this communication in error, please notify the sender and then delete the message and any attachments from your system. This message has been checked before being sent for all known viruses by our antivirus software. However please note that no responsibility for viruses or malicious content is taken and it is your responsibility to scan this message and any attachments to your satisfaction. Central Bedfordshire Council reserve the right to monitor e-mails in accordance with the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000. Please consider the environment before printing this e-mail. Thank you