

Paul Chaston
Development Control
North Hertfordshire District Council

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Contact Andy Instone
Tel 01992 555241
My ref P01/26/1316-1
Your ref **26/1316/DOC**
historic.environment@hertfordshire.gov.uk

Date: 9 June 2026

Dear Paul,

Re: Details reserved by Condition 16 (Archaeological Written Scheme of Investigation) of planning permission reference 24/02758/FP granted on 10.12.2025 .| Guysfield Residential Home Willian Road Letchworth Garden City Hertfordshire SG6 2AB

ARCHAEOLOGICAL IMPLICATIONS

Thank you for consulting us on the above application.

As per previous correspondence to you, the applicant has submitted an archaeological written scheme of investigation, WSI (*Archaeology South East*).

This WSI deals with archaeological evaluation via trial trenching, however this forms only one part of the archaeological investigations this office recommended be carried out; the other two being historic building recording and historic buildings monitoring and recording.

Notwithstanding this we have the following comments on the WSI for archaeological evaluation which has been submitted. Given the large number of comments this list is not exhaustive, and the document should be properly reviewed:

- a trench should be placed on the west part of the site where new car parking etc is proposed
- there should be contingency to extend/add additional trenching should the results require further characterisation
- all methodologies should be detailed in the WSI rather than referring to a company manual (5.3, 6.3)
- there should be provision for human remains to be excavated/analysed, should this be required to fully understand the significance of the archaeological resource (5.9)
- the latest version of Hertfordshire Archaeological Archive Standards (2025) should have been referred to
- provision should be made for publication of the results, if warranted (7.4)

- the receiving museum should have been contacted and agreed to receive any archive as part of the production of the WSI (7.7)
- brief archaeological c.v.'s should be provided of the **onsite** staff; this may be done after approval of the WSI in which case it should state that fieldwork will not commence until this office has agreed the suitability of the onsite staff (9.1/9.2)
- there should be a section on public outreach, in case the results suggest this would be appropriate

We are therefore currently unable recommend that it is approved, nor that Condition 16 can be partially discharged.

Given the above, we do not yet recommend that the programme of archaeological trial trenching can commence (which in any case forms only one part of the recommended archaeological works).

Finally, to clarify the process of archaeological evaluation we draw your attention to paragraph 1.7 of the WSI which states:

“The results of the archaeological evaluation will inform the requirement for any further work that may be required to mitigate the impact of the proposed development upon the archaeological resource.”

This is because trial trenching is potentially only the first phase of investigations. Depending on the results further phases of archaeological investigation may be required, together with addendums to this WSI to cover them, as well as reporting and if necessary, analysis and publication of the results.

I hope that you will be able to accommodate the above recommendations.

Please do not hesitate to contact me should you require any further information or clarification.

Yours sincerely,

Andy Instone
Senior Historic Environment Advisor, Hertfordshire LEADS
Environmental Sustainability

Hertfordshire LEADS provides Landscape, Ecology, Archaeology, Design and Sustainability support to planning departments in Hertfordshire.