An Archaeological Evaluation on Land adjacent to Moat Lane, Old Bolingbroke, East Lindsey, Lincolnshire

Prepared by

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on behalf of

Mr T Batten
(Consultant Archaeologist: Neville Hall MIFA)

APPROVED REPORT

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APPENDICES

Abstract

An archaeological evaluation was conducted by PRO Archaeology Services in advance of the proposed construction of a new single residential dwelling with garaging and associated access driveways. One ten metre long trench was positioned over the area of the proposed new build. The trench revealed a series of early post-medieval clay silt deposits which probably infilled a medieval clay extraction pit. A sondage excavated at the north-western end of the trench revealed the deposits reached a total depth of 1.8m (33.83m AOD). The deposits make up the ground level higher compared to Moat Lane and were probably imported materials from a series of differing activities over a long period of time. There were medieval tiles collected throughout the trench, but no pottery sherds, found alongside some evidence of kiln rake out, perhaps from an unknown medieval tile kiln located close to the site. A confidence rating is high that the best possible results were achieved.

1. Introduction

PRO Archaeology Services were commissioned by Mr T Batten to undertake an archaeological evaluation on land adjacent to Moat Lane, Old Bolingbroke, East Lindsay, Lincolnshire in advance of a planning application for redevelopment.

A desk based heritage assessment was prepared by Neville Hall MIFA for the proposed development site (Hall 2012). As a result of the desk based work it was felt necessary to understand more of the archaeological potential by a trial trench evaluation. This would allow the planning department to make a more informed decision regarding any future mitigation at the site.

2. Site Location and Description

The proposed development site is situated both within the centre of the modern settlement and within the historic core of the medieval and post-medieval settlement of Old Bolingbroke. The assessment site currently comprises a small plot of land which is located between the parish churchyard to the north and the northern frontage of Moat Lane to the south. Other residential dwellings are located to the east and west respectively. The assessment site is located on an undulating upland area at the southern edge of the Lincolnshire Wolds, at National Grid Reference TF 3497 6509, and at a height of approximately 35m AOD. The village of Old Bolingbroke is located approximately 9km to the south-east of the town of Horncastle, 18km to the west of the town of Skegness and 27km to the south of the town of Louth, within the modern civil parish of Bolingbroke, administrative district of East Lindsey, county of Lincolnshire (Fig. 1).

The assessment site is located on slowly permeable seasonally waterlogged fine loamy over clayey and fine silty over clayey soils of the Wickham 2 Series.

Land at Moat Lane, Old Bolingbroke, Lincolnshire

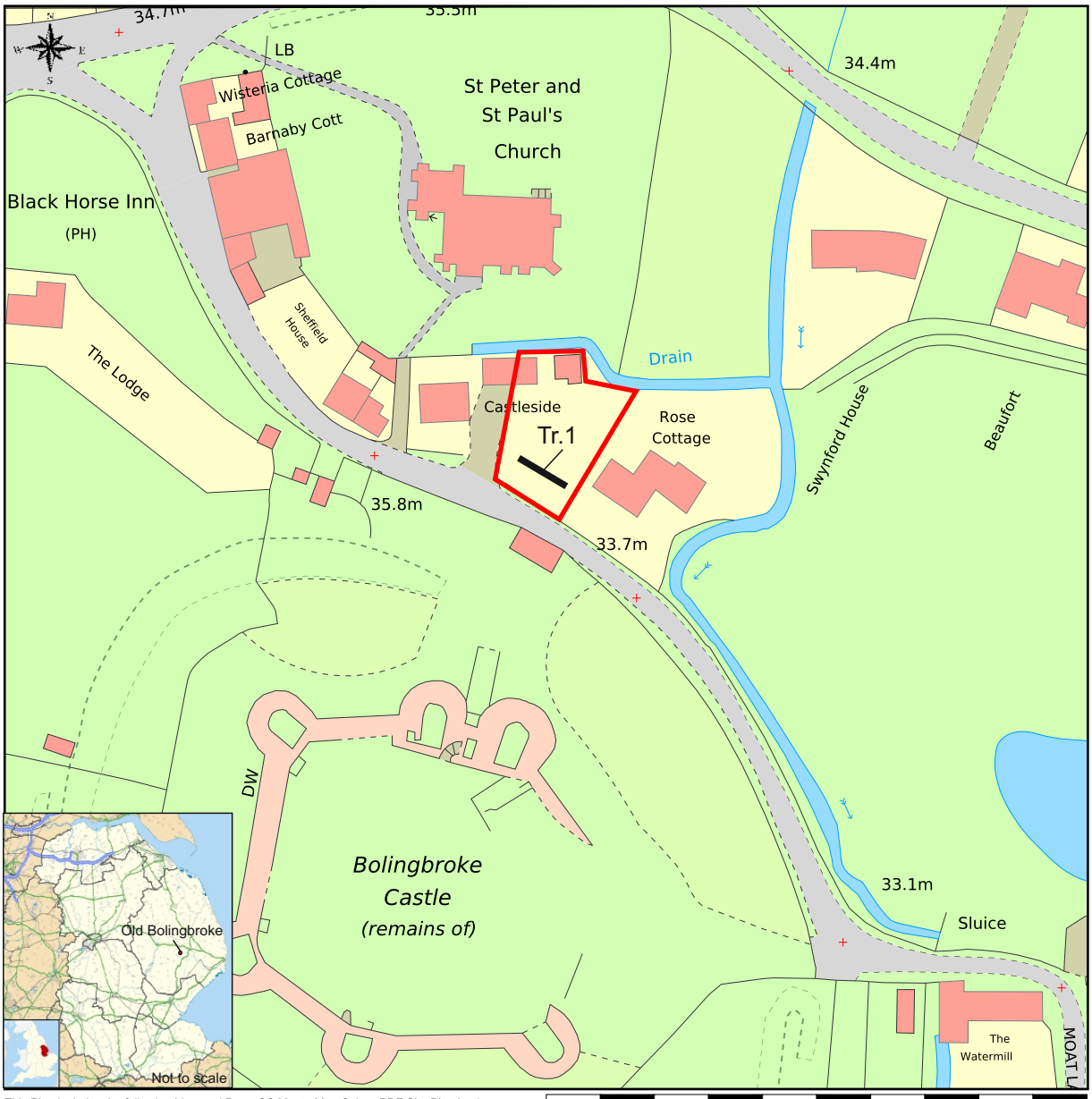

Figure 1

Scale: 1:1250, paper size: A4

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Site Location and Trench Location

Prepared for Neville Hall MIFA on behalf of his clients Andrew Wilding; Architect and Planning Consultant and Mr T. Batten

Prepared by: Paul Riccoboni, 20-12-2012

These in turn overlie Ampthill and Kimmeridge Clays of the Upper Jurassic (Soil Survey of England & Wales, 1983; BGS, 1995).

3. Planning Background

The proposed new development is to comprise the demolition of existing brick outbuildings on the site and the construction of a new single residential dwelling with garaging and associated access driveways. The application will be submitted to East Lindsey District Council, the local planning authority in due course.

A *Written Scheme of Investigation* (PAS 2013) for archaeological evaluation was prepared and approved by Jan Allen the East Lindasy District Council Archaeological Advisor before work commenced. This document detailed the method, resources, reporting and timetable necessary to complete the project in accordance with Institute for Archaeologists *Standard and Guidance* (IFA 2008).

The purpose of the archaeological evaluation was to help inform a heritage statement which lays out the archaeological potential of the site, and which is sufficient to understand the potential impact of the development upon it. This is in keeping with the National Planning Policy Framework (para 128).

4. Aims and Objectives

The objectives of the archaeological investigation are to contribute to heritage knowledge of the area through the recording of the archaeological remains exposed as a result of trench excavations. The general aim of the archaeological evaluation of the site will be to ensure that sufficient information is generated from the results of this work, which will enable a planning determination.

Specific aims were:

- to determine the type, extent, condition, nature, character, quality, function, and date, of any archaeological remains encountered;
- to allow the preservation by record of archaeological deposits;
- to clarify the nature of deposits and assess the potential for all periods;
- to establish whether any remains exist at the site connected to the adjacent Bolingbroke Castle; and
- to clarify the nature of any features or finds associated with the Old Bolingbroke pottery industry.

5. Archaeological and Historical Background

A Desk Based Heritage Assessment of the site was conducted by Neville Hall MIFA which assessed the archaeological potential of the site and concluded the

site had low potential for prehistoric, Roman and Saxon periods and high potential for medieval and post-medieval remains (Hall 2012).

A full archaeological and historical background can be obtained from the Desk Based Heritage Assessment (Hall 2012). The Manor of Bolingbroke was mentioned in the Domesday book and held three mills, a church and market.

A castle at Bolingbroke was first documented in AD1232 and in AD1243 (HER 43574). The castle was probably built in *c.* AD1229-30 by Randulph de Blundevill. The castle consisted of a wet moat and a walled enclosure that was defended by towers at the angles and a double towered gatehouse with internal buildings comprising a courtyard, hall and further buildings. To the south of the moated enclosure are the earthworks of a rout yard that was used to shelter tented armies. There was an extensive rebuilding of the Castle in the 15th century. Subsequently, the Castle became dilapidated and by 1600, four of the Castle towers had become derelict and the main domestic buildings had gone with only the gatehouse and one tower remaining in use. At the Civil War, the Castle became a Royalist stronghold. The Castle was besieged by the Parliamentarians during the English Civil War in 1643. The Castle held out until November of that year. In 1650, a parliamentary surveyor described the Castle as 'derelict'. The Castle was demolished by the parliamentarians to prevent its reuse as a Royalist stronghold. The last visible fragments of the Castle comprised the two southern towers which disappeared in the 19th century. The Castle is both Grade I listed and is also scheduled as an ancient monument (SM No. 1008318) (Taylor, 2002).

There has been much evidence for the local pottery industry, which has been identified during archaeological investigations across the village. A very large assemblage of medieval and post-medieval pottery has been recovered dating from the late 15th century onwards. Most of these finds were products of the local pottery industry, though no associated archaeological features, kiln structures or rake out deposits such as ash have been located (Hall 2012).

6. Methodology

A 5 tonne mechanical excavator fitted with a wide toothless bucket was used to excavate the trench in carefully controlled level spits. The trench was 10m long and 1.6m wide. The fieldwork was directed by Paul Riccoboni MIFA with Neville Hall MIFA using standard recording methods with a context sheet filled out for every deposit encountered and scale plans and sections on draughting film. A full photographic record was kept of the work using a black and white film and digital camera.

The trench was fully cleaned and both sections were troweled down and a base plan was drawn. It was not thought necessary to use any contingency trenching. Due to the depths of the made ground deposits within the trench reaching over

1.2m the excavations could not reach the geological horizon. This was in keeping with Health and Safety Law regarding safe working depths. However, a sondage was excavated at the north-western end of the trench designed to ascertain the depth of the made ground over the natural geology. As a result of the sondage this objective was achieved (see results section)

One bulk sample (30 litres) was taken from a post-medieval deposit at the base of the trench for flotation of charred plant remains, small animal bones and other small artefacts (results; appendix 3).

On completion of recording the trench was backfilled with the arisings.

All recording points were accurately tied into the National Grid and located on the 1:1250 map of the area (Fig. 1). The trench was levelled with respect to OD obtained from a spot height marked on a purchased drawing of Moat Lane, measuring 33.70m AOD.
The site archive will include all project records and will be prepared in accordance with Guidelines for the preparation of excavation archives for long-term storage (UKIC 1990). On completion of the project PRO Archaeology Services will arrange for the archive to be deposited with The Collection, Lincoln under accession: LCNCC: 2013.4 in conjunction with the general standards for archive preparation and in accordance with guidelines outlined in the Lincolnshire *Archaeology Handbook* (LCC, 2012) within a reasonable timeframe (in this case October 2013).

Number of Contexts	10
No. of files/paper record	15
Plan and sections sheets	1
Bulk Samples	1
Photographs	2 b & w and 11 digitals
Bulk finds	4 bags of tile
Registered finds	0
Environmental flots/residue	1

Table 1: Quantification of site archive

7. Results

All deposits and features were assigned individual context numbers. Context numbers in [ ] indicate features i.e. pit cuts; while numbers in ( ) show feature fills or deposits of material. Numbers not shown in any brackets are masonry features i.e. walls.

General stratigraphic sequence (Fig. 2; Section 1)

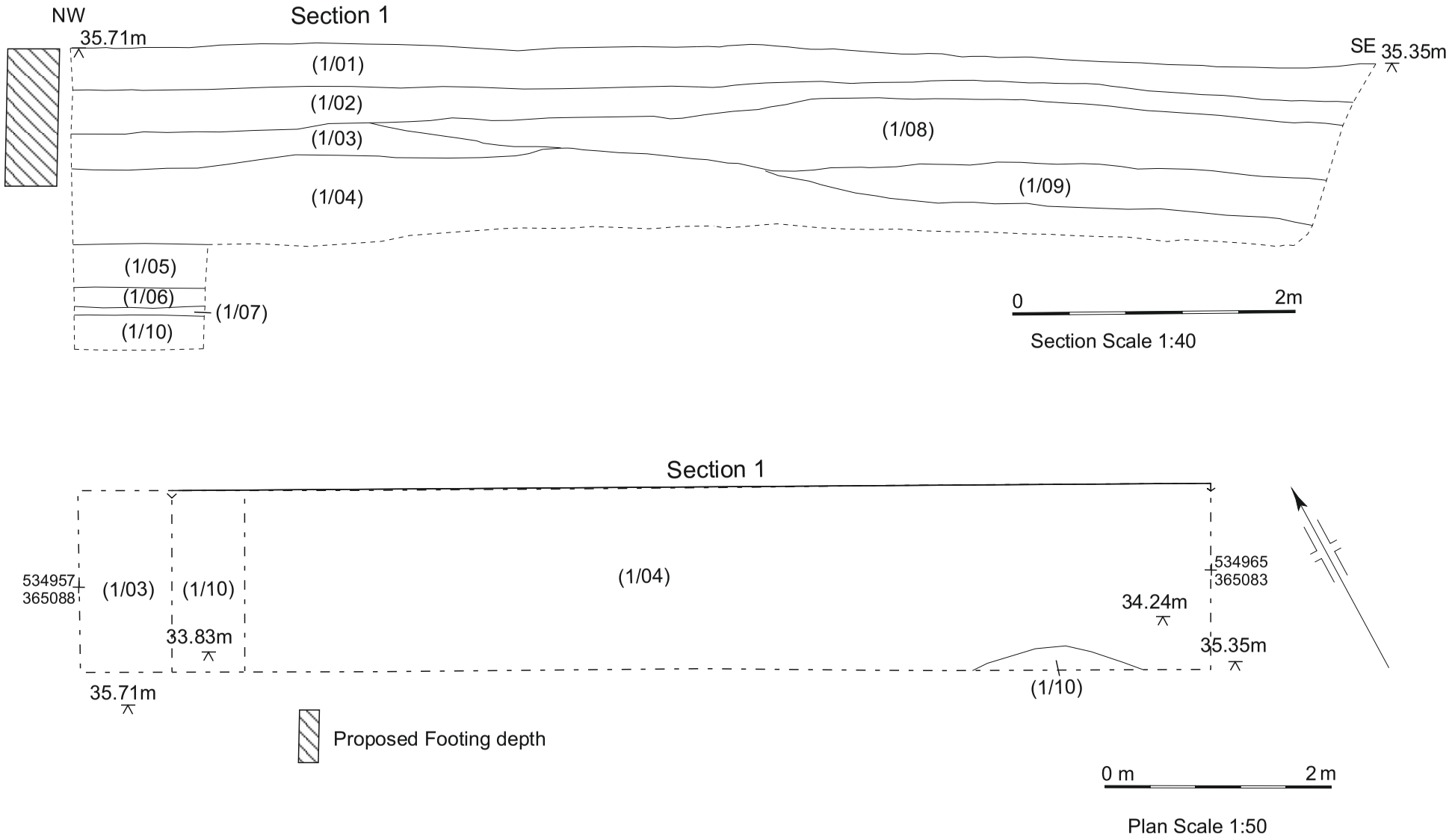

Figure 2: Plan and Section

The earliest deposit revealed within the trench excavation was the natural clay (1/10) seen at the base of the sondage excavated at the north-western end of the trench (33.83m AOD). Directly overlying the natural was a 0.10m thick wet mid grey clay silt (1/07). This deposit was very similar to the overlying deposit of 0.12m thick mid grey clay silt (1/06) with no finds. Overlying (1/06) was 0.30m thick dark greyish brown silty clay (1/05) with occasional charcoal flecks and gravels. Deposit (1/04) was 0.54m thick heterogeneous dark brownish grey silty clay with late medieval/early post-medieval tile, frequent charcoal flecks and burnt clay specks with occasional animal bone fragments (animal bone not retained). The burnt clay and charcoal specks alongside ashy patches were perhaps rake out deposits from a tile kiln.

Overlying (1/04) was 0.30m thick firm mid grey clay silt (1/09) with medieval/early post-medieval tile seen only at the south-eastern end of the trench. Also overlying (1/04) was 0.25m thick light orange brown gravelly silt (1/03), seen only at the north-western end of the trench. Overlying (1/04), (1/09) & (1/03) was 0.40m thick soft light-mid orange grey silty sand with occasional patches of ash and charcoal specks (1/08) alongside tiles dated to the late medieval/early post-medieval period. This deposit was the latest infilling of the clay extraction pit. Overlying (1/08) & (1/03) was friable dark brownish black silty clay subsoil with occasional oyster shells, charcoal flecks and medieval/early post-medieval (1/02). The latest deposit across the trench was 0.30m thick dark greyish black silty clay topsoil with medieval/early post-medieval tile (1/01) (top 35.71-35.35m AOD).

No cut features were encountered within the trench, except perhaps at the south-eastern end of the trench were a suspected spot of natural ground was encountered, which may have also marked the cut/edge of the proposed medieval clay extraction pit.

8. Discussion and Conclusions

The results of the archaeological evaluation were successful in establishing some of the aims and objectives set out at the start of the project in the *Written Scheme of Investigation* (Appendix 4).

There was no evidence for prehistoric, Roman or Saxon occupation at the site in keeping with the outline of low potential suggested in the desk based heritage study (Hall 2012).

The natural geology was reached within the trench, but only at the base of a sondage excavated at the north-eastern end of the trench.

Old Bolingbroke is well known for medieval kilns and the potters would have needed a supply of good clay. The cut/edge of a medieval clay extraction pit may have been observed at the south-eastern end of the trench, but this was and

remains somewhat unclear. The edge was difficult to define in plan, but if it was genuine it would mean the suspected medieval clay extraction pit was perhaps of irregular shape and potentially very large, covering the entire proposed house plot.

The earliest deposits (1/07) & (1/06) were probably the primary fills of the suspected medieval clay extraction pit. With the proximity of Old Bolingbroke castle moat just 10m to the southeast of the trench, perhaps these primary silts can be explained as moat dredging deposits. They were almost waterlogged, high in clay content and of mid grey colour which would seem consistent with what we might expect moat dredging deposits to look like.

It would seem that the clay extraction pit was infilled during the late medieval/early post-medieval period by a series of deposits; (1/05), (1/04), (1/09), (1/03) & (1/08), perhaps brought to the site by cart and levelled in across the area. The infilling of the clay extraction pit may have made the ground level considerably higher than Moat Lane (see Plate 2). There was a 2m difference in height from Moat Lane and the top of the trench which may be alternatively explained if we consider Moat Lane as a medieval 'sunken' or holloway, which would have lowered the road level significantly and upcast clay deposits onto the site.

The tile recovered from the various layers alongside rake out deposits of ash, charcoal and burnt clay flecks would suggest an unknown tile kiln was in the nearby vicinity. Although a high percentage of the tile was medieval in date (appendix 3) most of this would have been residual earlier tile in a later post-medieval context. The tile was mostly roof tile and would have derived from a medieval building somewhere in Old Bolingbroke.

Development proposals
The development will have a limited impact on the present ground levels. The demolition works will involve the removal of any below ground footings from the existing structures. These footings are not expected to be deep. It is anticipated there will topsoil stripping in advance of the new access point and driveway.

The most impact on the ground will be from the new build footing trenches, expected to reach no more than 1m in depth (depending on building control). This would mean the new trenches will be entirely within deposits (1/04), (1/08) & (1/09), which all contained late medieval/early post-medieval pottery. The earliest deposits discovered within the trench will not be disturbed by the new development and will remain preserved *in situ*.

A confidence rating is high that the best possible results were achieved.

9. Acknowledgements

PRO Archaeology Services would like to thank Neville Hall and Mr Terry Batten for commissioning PRO Archaeology Services to undertake the archaeological evaluation. Thanks are also extended to Jan Allen for supporting PRO Archaeology Services throughout its first project within the Lincolnshire.

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Plate 1: General view of trench looking west

Plate 2: showing 'sunken' Moat Lane with site on right

Plate 3: Showing Section 1; post-medieval deposits looking north

APPENDIX 1; Summary of all contexts

Context No	Trench/Area	Type/deposit/ cut/masonry	Description	Depth (m)	Provisional date
1/01	1	Deposit	Topsoil	0.2	Modern
1/02	1	Deposit	Subsoil	0.3	Modern
1/03	1	Deposit	Light orange brown gravelly silt	0.25	-
1/04	1	Deposit	Dark brownish grey silty clay	0.55	Post med/modern
1/05	1	Deposit	Dark brownish grey silty clay	0.30	Post med/modern
1/06	1	Deposit	Mid to dark grey clay silt	0.20	Post med/modern
1/07	1	Deposit	Mid grey clay silt	0.10	Post med/modern
1/08	1	Deposit	Mid orange grey silty clay	0.25	Post med/modern
1/09	1	Deposit	Mid grey clay silt	0.30	Post med/modern
1/10	1	Deposit	Mid yellow clay natural	n/a	Post med/modern

APPENDIX 2; Full photographic register

Digital Image Ref	Description	Black & White Neg.	Black & White Contact	Slide No	Slide Master	Digital Archival Master
1	Moat Lane looking west	no	no	no	no	yes
2	Sondage section looking northwest	no	no	no	no	yes
3	Sondage Section	yes	yes	no	no	yes
4	Trench looking northwest	no	no	no	no	yes
5	Trench looking northwest	no	no	no	no	yes
6	Trench Section	no	no	no	no	yes
7	Trench Section	no	no	no	no	yes
8	Trench Section	no	no	no	no	yes
9	Trench view looking west	yes	yes	no	no	yes
10	Working shot looking east	no	no	no	no	yes
11	Working shot	no	no	no	no	yes

APPENDIX 3; The Finds and Environmental Material

The Medieval and Post-medieval Tile *by Jane Young*

Introduction
Eighteen fragments of tile weighing 2.091 kg. were submitted for examination. The material ranges in date from the medieval to the post-medieval period. The fragments were examined both visually and at x 20 binocular magnification. The resulting archive was then recorded using Lincolnshire codenames in an Access database and complies with the guidelines laid out in Slowikowski, *et al.* (2001) and complies with the Lincolnshire County Council's *Archaeological Handbook* (sections 13.4 and 13.5). Six different fabrics have been identified amongst the material examined and descriptions of these based on x20 binocular magnification are given below.

Condition
The material recovered is in a fairly fresh to slightly abraded condition. Only three fragments have mortar adhering.

The tile
A limited range of ceramic tile was recovered. The types are shown in Table 2.

Table 2: Ceramic Building material codenames and total quantities by fragment count and weight

Codename	Full name	Total fragments	Total weight in grams
NIB	Nibbed tile	5	880
PEG	Peg tile	1	122
PNR	Peg or nib tile	12	1089

Eighteen fragments from fifteen different roof tiles were examined. The tiles were divided into six different fabric types (Table 3) which may suggest different workshops or chronological differences in local production.

Table 3: Ceramic Building material fabrics and total quantities by actual tile count

Context	Site Fabric 1	Site Fabric 2	Site Fabric 3	Site Fabric 4	Site Fabric 5	Site Fabric 6	Totals
1-01	1			1	1		3
1-02		2	1			1	4
1-04	3	1					4
1-08			1				1
1-09			3				3
Totals	4	3	5	1	1	1	15

A range of six different visual fabrics is present and the descriptions given below are based on a x20 binocular microscopic examination. Individual variations within these fabrics are described in the archive.

Fabric 1

The tiles in this fabric are reduced to a dark grey to near-black colour with oxidised orange to red surfaces. This fabric has moderate to common round to subround quartz grains of 0.2 to 0.4mm (sometimes red-tinged), together with occasional larger grains up to 1.5mm, common iron-rich grains, sparse calcareous fragments including fossil shell, sparse to moderate flattened voids and moderate laminated black mudrock or clay pellets. The bedding sand consists of abundant round to subround quartz grains of between 0.2mm and 1.4mm together with moderate iron-rich grains and sparse calcareous grains. The four tiles in this fabric are between 13mm and 15mm thick and include a half-width tile with an applied and folded nib. This half tile appears to have been cut from a full tile with the single suspension nib placed centrally. The manufacture of these tiles and the nib type present suggests a probable 14th to 16th century date.

Fabric 2
The three tiles in this fabric are reduced to a medium to dark grey colour with oxidised dull orange-brown to light orange surfaces. The tiles exhibit sparse to moderate cream-coloured clay streaks. This fabric has common to abundant round to subround quartz grains of 0.2 to 0.4mm (sometimes red-tinged), together with sparse to moderate larger grains up to 1.0mm (often occurring in clusters), moderate to common iron-rich grains and sparse to moderate calcareous fragments including fossil shell. The bedding sand consists of abundant round to subround quartz grains of between 0.2mm and 1.4mm together with moderate iron-rich grains and sparse calcareous grains. The three tiles in this fabric are between 16mm and 19mm thick and include a fragment with salt-surfacing. The method of manufacturing includes partial knife-trimming of the tile edges. One fragment has cracked during firing as the broken edge has re-oxidised. Visually these tiles are similar to examples produced at nearby Toynton All Saints. The manufacture of these tiles suggests a probable 13th to 15th century date.

Fabric 3
The five tiles in this fabric are reduced to a dark grey colour with oxidised orange surfaces with occasional cream-coloured clay streaks. This fabric has moderate round to subround quartz grains of 0.2 to 0.4mm (sometimes red-tinged), together with rare larger grains up to 1.5mm, moderate iron-rich grains, sparse calcareous fragments and moderate to common flattened voids. The bedding sand consists of abundant round to subround quartz grains of between 0.2mm and 1.4mm (some of which are greensand quartz) together with moderate iron-rich grains and sparse calcareous grains. The five tiles in this fabric are between 12mm and 15mm thick and include a measurable width of 205mm. One fragment has a large rectangular peg hole and four fragments from a single tile with a folded suspension nib. The edges of these tiles appear to have been at least partially knife-trimmed. Both the nibbed and peg tiles have large firing cracks and the nib tile has salt-surfacing. The manufacture of these tiles and the nib type present suggests a probable 14th to 16th century date.

Fabric 4
The single tile in this fabric is a very poorly mixed marbled orange and cream colour. This fabric has areas of abundant laminated cream to light orange mudrock or clay pellets interspersed with patches of abundant round to subround quartz grains of 0.2 to 0.4mm (sometimes red-tinged), together with sparse larger rounded grains up to 1.5mm and moderate iron-rich grains up to 3.0mm. The bedding sand consists of abundant round to subround quartz grains of between 0.2mm and 1.4mm together with moderate

iron-rich grains. The recovered tile in this fabric is 15mm thick. The manufacture of this unrefined fabric suggests a probable 15th to 17th century date.

Fabric 5
The recovered fragment in this fabric is fully oxidised to a dull orange-brown colour. This fabric has abundant round to subround quartz grains of 0.2 to 0.4mm (sometimes red-tinged), together with occasional larger grains up to 1.5mm, moderate iron-rich grains, sparse calcareous fragments including fossil shell, and moderate laminated cream to light orange mudrock or clay pellets. The bedding sand consists of abundant round to subround quartz grains of between 0.2mm and 1.4mm together with moderate iron-rich grains and variable calcareous grains that often occur in patches. The single tile in this fabric is 14mm thick. The manufacture of this tile suggests a probable 13th to 16th century date.

Fabric 6
The single tile in this fabric is fully oxidised to an orange colour. This fabric has common to common round to subround quartz grains of 0.2 to 0.8mm (most of which are red-tinged), together with occasional larger grains up to 1.5mm, common fine iron-rich grains and sparse calcareous fragments. The bedding sand consists of abundant round to subround quartz grains of between 0.2mm and 1.4mm together with moderate iron-rich grains and sparse calcareous grains. The tile fragment in this fabric is 12mm thick. The manufacture of this tile suggests a probable 13th to 16th century date.
Summary and Recommendations

Discussion
The ceramic building material recovered probably dates between 13th and 17th centuries and is fairly typical of types found on other sites in the Bolingbroke area. Despite a wide range of visual fabrics occurring within the tile the material was probably all produced locally and in fact three tiles have quite substantial firing cracks suggesting that they may represent production waste. Only three tiles show evidence for use in the form of mortar still adhering to the tile. It is impossible to be sure of a deposition date for this material as buildings could be patched with odd tiles of different types. Little is known about the ceramic building material sequence in this area and therefore all of the material should be retained for future analysis.

Table 4; Tile Archive for Moat Lane, Old Bolingbroke

Context	cname	Full name	Fabric	Subtype	Frags	Weight	Description	Date
101	PNR	Peg; nib or ridge tile	Site Fabric 5		1	38	14mm thick	13th to 16th century
101	PNR	Peg; nib or ridge tile	Site Fabric 4		1	100	15mm thick	15th to 17th century
101	PNR	Peg; nib or ridge tile	Site Fabric 5		1	20	15mm thick;fresh breaks with no joining	13th to 16th century
102	PNR	Peg;	Site		1	12	12mm thick	13th to

Context	cname	Full name	Fabric	Subtype	Frags	Weight	Description	Date
		nib or ridge tile	Fabric 6					16th century
102	PNR	Peg; nib or ridge tile	Site Fabric 2		1	99	16mm thick;cracked during firing;part 13th to 15th knife trimmed sides	13th to 15th century
102	PNR	Peg; nib or ridge tile	Site Fabric 2		1	96	19mm thick	13th to 15th century
102	PNR	Peg; nib or ridge tile	Site Fabric 3		1	324	15mm thick;lower corner;part knife trimmed edges;mortar	13th to 16th century
104	PNR	Peg; nib or ridge tile	Site Fabric 2		1	102	18mm thick thick;salt-surfaced;mortar;shrunken	13th to 15th century
104	PNR	Peg; nib or ridge tile	Site Fabric 1		1	67	115mm thick;fresh breaks with no joining frags	14th to 16th century
104	PNR	Peg; nib or ridge tile	Site Fabric 1		1	110	14mm thick;mortar;fresh breaks with no joining frags	14th to 16th century
104	NIB	Nibbed tile	Site Fabric 1	Applied and folded	1	314	half-width tile;13mm thick;120mm wide;right corner;mortar;single central nib;knife cut down centre	14th to 16th century
108	PNR	Peg; nib or ridge tile	Site Fabric 3		1	76	12mm thick	13th to 16th century
109	PNR	Peg; nib or ridge tile	Site Fabric 3		1	45	14mm thick;fresh breaks with no joining frags	14th to 16th century
109	PNR	Peg; nib or ridge tile	Site Fabric 3	Folded nib	4	566	13mm thick;205mm width;upper left corner & both bottom	14th to 16th century

Context	cname	Full name	Fabric	Subtype	Frags	Weight	Description	Date
							corners;salt-surfaced;part knife timmed sides & underside;large firing crack as re-oxidised;mark from bedding former	
109	PEG	Peg tile	Site Fabric 3	Large rectangular hole	1	122	13mm thick;cracked during firing as re-oxidised;left corner;large tapering oblong hole 17x12mm to 9x7mm;part knife trimmed on underside	14th to 16th century

;

The Environmental Assessment *by Paul Riccoboni*

One bulk sample <1001> was removed from a post-medieval deposit (context (1/04)) in which post-medieval tile was collected. The sample was taken to establish evidence for environmental remains within this context.

The sample was processed using bucket flotation and the residue (heavy fraction) and flot (light fraction) were retained on 500µm and 250µm meshes respectively. The flot and residue were air dried and passed through graded sieves and further sorted into artefact categories (Table 5).

Archaeobotanical remains consist predominantly of small (<4mm) charcoal fragments. Small roots and several modern uncharred seeds were noted suggesting some evidence for modern mixing of the deposit.

The archaeological remains within this sample are consistent with the hand collected finds. Small fragments of burnt clay were noted which may be indicative of kiln rake out.

The limited environmental remains do not provide information regarding the economy of the site or function and the sample does not hold potential for further work.

Table 5: Flot and residue quantification for sample <1001>, Context (1/04)
*(Quantification * = 1-25, ** = 26-50, *** = 51-75)*

Type	Flot	Residue
Charcoal >4mm	*	*

Type	Flot	Residue
Charcoal <4mm	*	*
Charred cereals		
Uncharred seeds	*	*
CBM >4mm	*	*/5

APPENDIX 4; Written Scheme of Investigation

Non Technical Summary

PRO Archaeology Services have been commissioned by clients to undertake a pre-determination archaeological evaluation on land adjacent to Moat Lane, Old Bolingbroke, Lincolnshire. This document sets out the aims, objectives and tasks essential for the completion of the work including details of method, resources, reporting and timetable.

1. Introduction

1.1 An application for a proposed new development to comprise the demolition of existing brick outbuildings on the site and the proposed construction of a new single residential dwelling with garaging and associated access driveways on land at Moat Lane, Old Bolingbroke, Lincolnshire will be submitted to East Lindsey District Council, the local planning authority in due course. This *Written Scheme of Investigation* for archaeological evaluation details the method, resources, reporting and timetable necessary to satisfy the East Lindsay District Council Archaeological Advisor (Ms Jan Allen of the Lincolnshire County Council Historic Environment Team) in accordance with Institute for Archaeologists *Standard and Guidance* (IFA 2008). The archaeological evaluation will help inform a heritage statement which lays out the archaeological potential of the site, and which is sufficient to understand the potential impact of the development upon it. This is in keeping with the National Planning Policy Framework (para 128).

1.2 The proposed development site is situated both within the centre of the modern settlement and within the historic core of the medieval and post-medieval settlements of Old Bolingbroke. The assessment site currently comprises a small plot of land which is located between the parish churchyard to the north and the northern frontage of Moat Lane to the south. Other residential dwellings are located to the east and west respectively. The assessment site is located on an undulating upland area at the southern edge of the Lincolnshire Wolds, at National Grid Reference TF 3497 6509, and at a height of approximately 35m AOD. The village of Old Bolingbroke is located approximately 9km to the south-east of the town of Horncastle, 18km to the west of the town of Skegness and 27km to the south of the town of Louth, within the modern civil parish of

Bolingbroke, administrative district of East Lindsey, county of Lincolnshire (Fig. 1).

1.3 The assessment site is located on slowly permeable seasonally waterlogged fine loamy over clayey and fine silty over clayey soils of the Wickham 2 Series. These in turn overlie Ampthill and Kimmeridge Clays of the Upper Jurassic (Soil Survey of England & Wales, 1983; BGS, 1995).

1.4 The archaeological work will involve the excavation of one trench 10m x 1.6m under the direction of an experienced archaeologist. The trench will be backfilled after inspection and all recording is completed.

1.5 If archaeology is observed within the trench the East Lindsay District Council Archaeological Advisor (Ms Jan Allen of the Lincolnshire County Council Historic Environment Team) should be informed at once. An assessment of the archaeology will be made and if necessary a more detailed archaeological recording strategy will be agreed at a site meeting.

1.6 The study site lies just outside the area of the nationally important Scheduled Ancient Monument of Bolingbroke Castle (HER 43574; National Monument No. 22623) to the immediate south of Moat Lane.

2. The Archaeological Potential

2.1 A Desk Based Heritage Assessment of the site was conducted by Neville Hall MIFA which assessed the archaeological potential of the site and concluded the site had low potential for prehistoric, Roman and Saxon periods and high potential for medieval and post-medieval remains (Hall 2012).

2.2 A full archaeological and historical background can be obtained from the Desk Based Heritage Assessment (Hall 2012). This information is not intended to be repeated here except to say that the Manor of Bolingbroke was mentioned in the Domesday book and held three mills, a church and market.

2.3 A castle at Bolingbroke was first documented in AD1232 and in AD1243 (HER 43574). The castle was probably built in *c.* AD1229-30 by Randulph de Blundevill. The castle consisted of a wet moat and a walled enclosure that was defended by towers at the angles and a double towered gatehouse with internal buildings comprising a courtyard, hall and further buildings. To the south of the moated enclosure are the earthworks of a rout yard that was used to shelter tented armies. There was an extensive rebuilding of the Castle in the 15th century. Subsequently, the Castle became dilapidated and by 1600, four of the Castle towers had become derelict and the main domestic buildings had gone with only the gatehouse and one tower remaining in use. At the Civil War, the Castle became a Royalist stronghold. The Castle was besieged by the Parliamentarians during the English Civil War in 1643. The Castle held out until November of that year. In 1650, a parliamentary surveyor described the Castle as ‘derelict’. The Castle was demolished by the parliamentarians to prevent its reuse as a Royalist stronghold. The last visible fragments of the Castle comprised the two southern towers which disappeared in the 19th century. The

Castle is both Grade I listed and is also scheduled as an ancient monument (SM No. 1008318) (Taylor, 2002).

2.4 There has been much evidence for the local pottery industry, which has been identified during archaeological investigations across the village. A very large assemblage of medieval and post-medieval pottery has been recovered dating from the late 15th century onwards. Most of these finds were products of the local pottery industry, though no associated archaeological features, kiln structures or rake out deposits such as ash have been located (Hall 2012).

3. Objectives

3.1 The objectives of the archaeological investigation are to contribute to heritage knowledge of the area through the recording of the archaeological remains exposed as a result of trench excavations. The general aim of the archaeological evaluation of the site will be to ensure that sufficient information is generated from the results of this work, which will enable a planning determination.

3.2 Specific aims will be:

- to determine the type, extent, condition, nature, character, quality, function, and date, of any archaeological remains encountered;
- to allow the preservation by record of archaeological deposits;
- to clarify the nature of deposits and assess the potential for all periods;
- to establish whether any remains exist at the site connected to the adjacent Bolingbroke Castle; and
- to clarify the nature of any features or finds associated with the Old Bolingbroke pottery industry.

4. Proposed Groundworks

4.1 The groundworks will comprise of initial demolition works, site clearance with probable topsoil stripping, the excavation of foundation trenches for a new build plus any associated access or service works.

4.2 The archaeological trench has been positioned across the general area of the new main new building. This will provide sufficient coverage across the proposed impact.

5. Method

5.1 The proposed position of the trench is shown on Figure 1 but may change slightly due to on site restrictions and limited space. Any modern overburden will be carefully removed by a mechanical excavator fitted with a wide toothless bucket or similar. The mechanical excavator will only be used for the removal of non-archaeologically significant material undertaken in controlled spits of 100mm to reveal the archaeology.

5.2 All fieldwork will be under archaeological supervision and will cease immediately if significant evidence is revealed.

5.3 The machine used will be powerful enough for a clean job of work and mound spoil neatly at a safe distance from the sides of the trench. Trench excavations must be maintained in a safe condition at all times. If necessary, trench sides should be stepped or battered. Care should be taken not to damage the archaeological deposits through excessive use of mechanical excavation.

5.4 Particular care should be taken not to damage any areas containing significant remains, which might merit preservation in-situ. Such evidence would normally include deep or complex stratification, settlement evidence and structures.

5.5 The archaeologist will inspect the surfaces revealed. Any archaeological structures or features revealed will be recorded in plan and section as appropriate according to Section 6 below.

5.6 Further limited excavation may be necessary to clarify the extent and nature of some archaeological deposits. It is proposed that a contingency of 5m may be necessary to clarify any archaeological features or deposits extending out of the trench.

5.7 If significant remains are encountered additional staff may be required to deal effectively with complex archaeological remains. The curator will be informed immediately in the event of unexpected discoveries.

5.8 Any human remains revealed by this evaluation trench will be left in-situ.

5.9 Any human remains will be treated with dignity and respect in accordance with standard MoJ directions.

5.10 The trench will be hand cleaned with suitable tools to ensure features are properly defined and sufficient to produce a base plan.

5.11 Archaeological features should initially only be sampled sufficiently to characterise and date them (see section 6). The intersections of features will be investigated so that their stratigraphic relationships may be recorded and understood.

5.12 Bulk samples, a minimum of 30 litres taken, or whole of context if smaller, from post-medieval, medieval or earlier deposits for flotation of charred plant remains, small animal bones and other small artefacts.

5.13 On completion of recording the trench will be backfilled with arisings (subsoil and then topsoil). Re-instatement will be done in a neat and tidy manner.

6. Recording

6.1 All recording will be undertaken to the standards detailed in the Museum of London Archaeology Service Archaeological Site Manual Third Edition 1994.

6.2 All recording points used should be accurately tied into the National Grid and located on to the 1:1250 map of the area.

6.3 Plans indicating the location of all archaeological features encountered are to be drawn at an appropriate scale, located on the site plan and levelled with respect to OD. An overall trench plan is to be maintained at a scale of 1:50.

6.4 All plans are to be accurately tied in to the site grid. All plans and sections are to be drawn on polyester based drafting film and clearly labelled.

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

6.6 A high priority should be given to dating any remains and so all artefacts and finds are to be retained. Assessments of artefacts will be made by appropriately qualified specialists.

6.7 A full black and white and colour (35mm transparency) photographic record of the work is to be kept. The photographic record is to be regarded as part of the site archive.

7. Reporting

Reporting of evaluations with limited remains

7.1 If the evaluation has resulted in limited or significant archaeological remains, PRO Archaeology Services will complete the necessary post excavation works and produce a 'Evaluation Report' within 4 weeks of the completion of the field work (see sections 7.6 to 7.8 below).

Contents of an 'Evaluation Report'

7.2 PRO Archaeology Services may determine the general style and format of the Evaluation Report but it must be completed in accordance with this specification. The report must provide sufficient information and assessment to enable Ms Jan Allen of the Lincolnshire County Council Historic Environment Team and the Local Planning Authority to stand as a detailed report on the archaeological fieldwork for future research and to inform on any future planning decisions for the site.

7.3 Reports that do not provide sufficient information or that have not been compiled in accordance with the relevant sections of this specification will be returned to PRO Archaeology Services for revision and resubmission.

7.4 Copies of all reports are to be provided by PRO Archaeology Services to:

- the Developer
- Ms Jan Allen of the Lincolnshire County Council Historic Environment Team

- Neville Hall MIFA

7.5 The report is to include as a minimum:

7.6.1 An **Abstract** summarising the scope and results of the archaeological evaluation.

7.6.2 An Introduction including:

- the location of the site including National Grid Reference;
- an account of the planning background and circumstances of the work;
- a description of the development proposals, planning history and planning reference together with the planning condition (where appropriate);
- the scope and date of the fieldwork, the personnel involved and who commissioned it;
- the nature of potential impacts arising from the proposals;

7.6.3 An account of the **Archaeological Background** of the development site including:

- geology, soils and topography;
- any known existing disturbances on the site;
- background archaeological potential of the site. This will include a summary of the known Historic Environment Record entries generally within a 250m radius of the boundaries of the site. The HER entries should be quoted with their full HER identifier.

7.6.4 The **Methodology** employed during the evaluation must be detailed in the report. The aims and objectives specified in this specification will be included as should any further objectives identified during the course of the evaluation. The frequency of monitoring visits and any constraints experienced while carrying out the archaeological evaluation will be detailed.

7.6.5 The report will include a quantification of the archive contents, their state and future location.

7.6.6 A description of the **Results** of the archaeological monitoring. This description must include for each area observed:

- the dimensions of the area observed;
- the nature and depth of overburden soils encountered;
- description of all archaeological features and finds encountered in each area observed, their dimensions, states of preservation and interpretation;
- a description of the geological subsoil encountered across the site;
- heights related to Ordnance Datum will be provided for each feature and deposit; and
- for complex remains a Harris Matrix diagram should be provided.

7.6.7 The **Finds** recovered during the course of the evaluation will be described, quantified and assessed by artefact type within the report. The report should also provide an indication of the potential of each category of artefact for further analysis and research. For each category of artefact the report should describe the method of processing, any sub-sampling, conservation and assessment

undertaken. Where appropriate local reference collections will be referred to for descriptive and analytical consistency. Any implications for future archive, conservation or discard of the artefacts should also be detailed.

7.6.8 The report will include a table showing the contexts, classes and quantity of artefacts recovered, together with their date and interpretation.

7.6.9 The report may include an assessment of the **Environmental** potential of the site if thought necessary. Details should be provided of any environmental sampling undertaken in connection with the fieldwork and the results of any processing and assessment of the samples. The report should describe the method of processing and assessment. Any potential for future analysis of the samples or environmental remains recovered should be described. Implications for future archive, conservation or discard of environmental samples or remains should be detailed.

7.6.10 The report should include, as appropriate, tables summarising environmental samples taken, together with the results of processing and assessment.

7.6.11 Any results from the evaluation involving the application of archaeological scientific techniques e.g. specialist dating will be included in the evaluation report.

7.6.12 An **Interpretation** of the archaeology of the site, including its location, extent, date, condition, significance and importance. This will include, even if no archaeology is identified as present on the site, description of areas of disturbance, non-archaeological deposits and changes in geological subsoil where appropriate.

7.6.13 A **Conclusion** with a summary of the archaeological results and how any archaeology observed relates to the development site. The effects of the development works on the archaeological remains should also be described. The report should highlight any areas of significant archaeological deposits that remain preserved within the development site. Particular note will be made of any variations in the depth of overburden covering any archaeological deposits revealed.

7.6.14 The report will include comments on the effectiveness of the methodology employed and the confidence of the results and interpretation.

7.6.15 Figures / illustrations – The report will include sufficient illustrations to support descriptions and interpretations within the report text. Figures are to be fully cross-referenced within the document text. As a minimum the report should include the following figures:

- a site location plan tied into the Ordnance Survey at 1:1250 or in the case of larger sites at 1:2500. The plan will also include at least two National Grid points and show the site boundary;
- a plan at 1:100 or 1:200 showing the layout of the development groundworks clearly indicating the areas observed. The plan will show significant

archaeological features, coloured by phases or period as related to the development site. Where possible, projection of archaeological features outside of the areas observed will be included on the plan. This plan will also include two National grid points;

- plans of the features revealed in each of the excavation areas at a larger scale e.g. 1:20 or 1:50; such plans are to also illustrate areas of disturbance, change in subsoil and location of sections; The location of significant finds and samples taken should also be indicated;
- relevant section drawings and soil trench profiles as appropriate; and
- illustrations and/or photographs of significant finds should be included where appropriate.

7.6.16 All report illustrations must be fully captioned and scale drawings must include a bar scale. Standard archaeological drawing conventions must be used. Plan and section illustrations must include the numbers of all contexts illustrated. North must be included on all plans and will be consistent. Sections must indicate the orientation of the section and the Ordnance Datum height of the section datum.

7.6.17 Black & White, Colour or digital photographs will be included where appropriate to illustrate the archaeology of the site, the development operations or the range of soil profiles encountered. All photographs will be appropriately captioned.

7.7 The report will be submitted to Ms Jan Allen of the Lincolnshire County Council Historic Environment Team in a bound hard-copy and in digital format. The digital copy will be supplied for preference in Pdf format. The medium should be either on PC CD-ROM (CD-R format only). Whichever software is used the digital files must be supplied in a PC readable format.

7.8 The finished report will be listed on the OASIS database under PRO Archaeology Services ID proarcha1.

8. General

8.1 PRO Archaeology Services is to allow the site records to be inspected and examined at any reasonable time, during or after the evaluation, by Ms Jan Allen of the Lincolnshire County Council Historic Environment Team or any designated representative of the Local Planning Authority.

8.2 In undertaking the work PRO Archaeology Services is to abide by :

- all statutory provisions and by-laws relating to the work in question, especially the Health and Safety at Work etc. Act 1974;
- the Institute of Field Archaeologist's Code of Conduct (IFA 1999)
- the Institute of Field Archaeologist's Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology (IFA 1999a).
- Institute of Field Archaeologists Standard Guidance for Archaeological Evaluation (IFA 1995).

8.3 On completion of the evaluation PRO Archaeology Services will prepare a consideration of the methodology used, including a confidence rating.

8.4 PRO Archaeology Services is to include with their report a completed copy of the OASIS form.

8.5 The treasure act 1996 will be complied with.

8.6 PRO Archaeology Services has full Public Liability Insurance for excavations up to 2m in depth to the value of £2 000 000.

9. Archive

9.1 All artefacts recovered during the excavations on the site are the property of the Landowner, but will be deposited with the The Collection, Lincoln. They are to be suitably bagged, boxed and marked in accordance with the United Kingdom Institute for Conservation, Conservation Guidelines nos. 2 and on completion of the archaeological post-excavation programme. The archive will be undertaken in line with the Collection deposition requirements (LCC 2012, Chapter 17).

9.2 The site archive, to include all project records and cultural material produced by the project, is to be prepared in accordance with guidelines for the preparation of excavation archives for long-term storage (UKIC 1990). On completion of the project PRO Archaeology Services will arrange for the archive to be deposited with The Collection, Lincoln, Lincolnshire under accession: LCNCC: 2013.4 in conjunction with the general standards for archive preparation and in accordance with guidelines outlined in the Lincolnshire *Archaeology Handbook* (LCC, 2012) within a reasonable timeframe **(in this case October 2013**).

9.3 PRO Archaeology Services will archive all transparencies illustrating the archaeology of the site and the operations of the investigation.

10. Health and Safety

10.1 All work will be undertaken within the terms of the Health and Safety at Work etc. Act 1974 and the Health and Safety Management Regulations 1992 and in accordance with the SCAUM (Standing Conference of Archaeological Unit Managers) health and safety manual Health and Safety in Field Archaeology (1997). A risk assessment will be undertaken prior to the commencement of fieldwork. All work will take place in accordance with the health and safety policy of the main contractor on the 1st February 2013.

11 Timetable and personnel

11.1 The evaluation will commence on **Friday 1st February 2013**. Fourteen days notice will be given to enable inspection of the trench by Ms Jan Allen. The fieldwork will be led by Senior Archaeologist Paul Riccoboni BA (Hons) Arch AIFA and will take a minimum of 1 day on site.

11.2 Post-excavation analysis will be undertaken by Paul Riccoboni and is expected to take up to two working days. Neville Hall MIFA will be monitoring the work in a consultant capacity and initial draft reports will be submitted to him for comments and possible editing. Where available specialist analysis will be carried out by:-

Jane Young	Medieval and Post-medieval Ceramics
Ian Rowlandson	Iron Age and Roman Ceramics
James Rackham	Environmental
Carol Allen	Neolithic and Bronze Age Ceramics
Laura Keal	Human & Animal bone specialist
Jane Cowgill	Metallurgy

11.3 Small finds requiring conservation will be conserved by the City and County Museum Laboratory.

11.4 Recognised specialists will be sought in the event that other data are retrieved in the course of the investigations.

12. Copyright and Confidentiality

12.1 PRO Archaeology Services will retain full copyright of any commissioned reports, tender documents or other project documents under the Copyright, Designs and Patents Act 1998 with all rights reserved except in that it will provide an exclusive license to the client in matters directly relating to the project as set out in this Written Scheme of Investigation.

12.2 PRO Archaeology Services undertake to respect all requirements for confidentially about the clients' proposals provided that they are clearly stated.

13 References

British Geological Survey 1995 *Horncastle Solid & Drift, Sheet 115, Scale 1:50,000.*

English Heritage *1991 Management of Archaeological Projects*

Hall, N 2012 *A Desk Based Heritage Assessment of Land at Moat Lane, Old Bolingbroke, Lincolnshire*. Unpub Planning Document.

Institute of Field Archaeologists 2008 *Standard and Guidance for an Archaeological Evaluation*

Institute of Field Archaeologists 1999 *Code of Conduct*

Institute of Field Archaeologists 1999a *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology*

Lincolnshire County Council 2012 *Archaeology Handbook.* Lincolnshire County Council

Taylor, G. 2002 *Building Recording at Bolingbroke Castle, Old Bolingbroke, Lincolnshire.* Archaeological Project Services client report.

United Kingdom Institute of Conservation 1990 *Guidelines for the preparation of Excavation Archives for Long-term Storage*

APPENDIX 5; OASIS form

OASIS ID: proarcha1-144577	
Project details	
Project name	Moat Lane, Old Bolingbroke
Short description of the project	An archaeological evaluation was conducted by PRO Archaeology Services in advance of the construction of new single residential dwelling with garaging and associated access driveways. One ten metre long trench was positioned over the area of the proposed new build. The trench revealed a series of post-medieval clay silt deposits which probably infilled a medieval clay extraction pit. A sondage excavated at the north-western end of the trench revealed the deposits reached a total depth of 1.8m (33.83m AOD). The deposits make up the ground level compared to Moat Lane and were probably imported materials from a series of differing activities over a long period of time. There were post-medieval tiles collected throughout the trench, but surprisingly no pottery sherds, found alongside some evidence of kiln rake out, perhaps from an unknown tile kiln located close to the site. A confidence rating is high that the best possible results were achieved.
Project dates	Start: 02-02-2013 End: 02-02-2013
Previous/future work	No / Not known
Any associated project reference codes	OBML13 - Sitecode
Type of project	Field evaluation
Site status	None
Current Land use	Vacant Land 2 - Vacant land not previously developed
Monument type	DEPOSIT Post Medieval
Significant Finds	TILE Post Medieval
Methods & techniques	"Sample Trenches"

Development type	Rural residential
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	Pre-application
Project location	
Country	England
Site location	LINCOLNSHIRE EAST LINDSEY BOLINGBROKE Land adjacent to Moat Lane, Old Bolingbroke
Study area	10.00 Square metres
Site coordinates	TF 34958 65097 53 0 53 09 55 N 000 01 08 E Point
Height OD / Depth	Min: 34.00m Max: 34.00m
Project creators	
Name of Organisation	PRO Archaeology Services
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	PRO Archaeology Services
Project director/manager	Paul Riccoboni
Project supervisor	Paul Riccoboni
Type of sponsor/funding body	Landowner
Name of sponsor/funding body	Mr T Batten
Project archives	
Physical Contents	"Ceramics"
Digital Contents	"Ceramics"
Paper Archive recipient	The Collection, Lincoln

Paper Archive ID	2013.4
Paper Contents	"Ceramics"
Paper Media available	"Context sheet","Photograph","Plan","Report","Section"
Project bibliography 1	
Publication type	Grey literature (unpublished document/manuscript)
Title	An Archaeological Watching Brief on land adjacent to Moat Lane, Old Bolingbroke, East Lindsey, Lincolnshire
Author(s)/Editor(s)	Riccoboni, P
Other bibliographic details	12/20
Date	2013
Issuer or publisher	PRO Archaeology Services
Place of issue or publication	Bicester
Description	PDF and hard heat bound copy
Entered by	Paul Riccoboni (info@archaeologypro.com)
Entered on	25 February 2013

APPENDIX 6; Standard Terms and Conditions

Clause	Detail
Basis of documentation	All documents produced by PRO Archaeology Services (PRO AS) are legal copyright of PRO AS until payment has been received then copyright automatically passes to the client.
Access to information	Access to information within the reports supplied by PRO Archaeology Services will be made public by submission to the County Archaeology Service, LPA and local amateur archaeological society upon completion of the work. If the client wishes confidentially of the information supplied in the report PRO Archaeology should be informed at the outset of the project. .
Provision of materials or equipment	Any third-party documents supplied by the client or used in the production of the documentation will be a legal copy.

Clause	Detail
Approval of deliverables	Upon completion of the archaeological report it will have to be approved by the client and the County Council Archaeology Service. PRO Archaeology Services will make up to a maximum of two revisions for each document free of charge. Any more revisions after this will be charged at a day rate.
Errors and omissions	• It is the client's responsibility to check the final documentation carefully, because payment of the invoice indicates that the documentation is acceptable. • In general all documents and reports produced by PRO Archaeology Services are based on information supplied and PRO Archaeology Services cannot be held responsible for any errors
Additional charges	Additional charges will have to be made if there needs to be further • Site visits. These will be charged at a half day (for less than three hours on site or a full day for more than three hours on site). Any additional site visits will be cleared with the client first. • Printed copies of the report which exceed 6 copies to relevant parties • Late payment which exceeds 30 days of date of invoice will be charged at 1% each day over the 30 days from date of invoice. • If conditions change as set out in the original Specification then extra charges may apply
Timely disclosure	In the event of unusual circumstances this will be conveyed "as soon as is reasonably practical". For example, if there has been a serious miscalculation with time and/or costs, then you will know as soon as we know things have gone wrong. Conversely, if you (the client) are not happy with the work, then we should be told early, rather than finding out at the end of the project.
Early termination	The procedure for terminating our agreed contract will be 15 working days notice in writing from the date of the letter. .
Confidentiality	All information between the client and PRO Archaeology Services will be portrayed in the strictest confidence.
Copyright	Copyright of the archaeological reports will belong to PRO Archaeology Services until final payment has been received and then copyright will be automatically transferred.
Intellectual property rights	Any discoveries/or finds made by PRO Archaeology Services will be the property of the Land owner. The landowner will have to sign a transferal of ownership agreement before the site is archived with the local museum.
Liquidated damages or late delivery penalties	PRO Archaeology Services will not be responsible for delays caused by: • Changes to the Specification. • Failure on the part of the client to provide information he has requested. • Slowness on the part of the client to review various drafts.
Law	England (UK) will be the country under which the law will operate.
Circumstances	Neither party shall be responsible for factors outside their control.

Clause	Detail
beyond control	Trenches will be scanned with a CAT Scanner and opened with due care. PRO Archaeology Services will not accept responsibility for damage to any un-located services
Re-instatement	All efforts will be made to backfill the trenches neatly but the finishing will **not be** in the same condition as found.