

Kirkby-cum-Osgodby Settling Tanks

Report on a scheme of Archaeological Monitoring and Recording for Anglian Water

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Overview of excavated area looking north

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QUALITY ASSURANCE

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Report Number	68/2014
Status	Version 1.2

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SUMMARY

- Trent & Peak Archaeology was commissioned by Anglian Water, to carry out archaeological monitoring and recording on the works taking place to install new balance tanks to an existing water balancing plant on the outskirts of Kirby cum Osgodby.
- The archaeological monitoring took place for three days on the 12th - 16th of June 2014, in accordance with a Written Scheme of Investigation, approved by Lincolnshire County Council.
- The area of excavation for the balance tank was approximately 81 m² and 1 m deep.
- Very little archaeological investigation has been undertaken within the villages of Kirkby and Osgodby; however various artefacts have been recovered close to the proposed area of the balance tank, dating from the Roman period onwards (Davies 2013).
- The area monitored for the installation of a balance tank at Kirkby cum Osgodby contained a thick deposit of made ground (imported topsoil) overlying a buried topsoil which was devoid of archaeological finds. Machine removal of these deposits revealed no archaeological features or buried stratigraphic horizons of interest.

Report on the archaeological watching brief for the Anglian Water Kirkby-Cum-Osgodby STW Compliance Scheme

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1. INTRODUCTION

- 1.1 Trent & Peak Archaeology was commissioned by Anglian Water, to carry out a scheme of archaeological monitoring and recording brief on the works taking place to install new balance tanks to an existing at a water balancing plant on the outskirts of Kirby-cum-Osgodby.
- 1.2 The archaeological monitoring was conducted as part of construction works in order to record any surviving archaeological deposits and to establish a better knowledge of the formation of the surrounding villages.

2. PROJECT BACKGROUND

- 2.1 Anglian Water proposed an upgrade of the water processing scheme (comprising the construction of new balance tanks), on the outskirts of Kirkby-Cum-Osgodby.
- 2.2 Anglian Water appointed Trent & Peak Archaeology to undertake the Scheme of Monitoring and Recording to the requirements set-out in a brief issued by Lincolnshire County Council and dated 28/01/2014.
- 2.3 Prior to the commencement of the works, a Written Scheme of Investigation (WSI) relating to the archaeological monitoring of the ground works was prepared by Trent & Peak Archaeology (Davies 2013).

3. ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

- 3.1 **Topography:** The area designated for the balance tank was a generally flat area, freshly stripped to compacted made ground.
- 3.2 **Geology:** The bedrock in the area is Amptill Clay Formation-Mudstone). This was formed around 156 to 161 million years ago in the Jurassic period and denotes that a previous shallow sea was over the area (<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>).
- 3.3 **Archaeology:**
- 3.3.1 **Prehistoric:** A number of prehistoric finds have been recovered within the parish boundaries of Osgodby, namely a flint leaf-shaped arrowhead as well as two flint daggers. Furthermore a Bronze Age axe was recovered to the east of the Osgodby Road and two flint scrapers to the west of the road. (Cope-Faulkner, 2003). These finds indicate some prehistoric activity of an uncertain nature within the area.
- 3.3.2 **Roman:** The site lies to the south of a suspected Roman road running from Owmbly Cliff to High Street, just to the east of Claxby (Margary, 1973); to the west is the proposed line of Ermine Street. Excavation work at Kingerby Hall, to the west of the site, have recovered the possible remains of Roman villa estate or a rural settlement. (Wragg, 1995). These finds indicate that the site is within the hinterland of concentrated foci of Roman period human activity.
- 3.3.3 **Medieval:** Limited evidence for activity during the medieval period exists in the immediate vicinity of the site. However, further away are the early 13th century parish church in the village of Kirkby (NHLE ID 1166092), an associated limestone medieval cross (NHLE ID 1018284) as well as earthworks and a sunken lane within the limits of the village (Foster and Longley, 1976). More evidence for medieval activity was observed during a watching brief, in Osgodby, which uncovered several shards of late 6th-7th century Anglo Saxon pottery (Field, 1992), suggesting a possible Anglo-Saxon settlement in this area. The excavation works at Kingerby Hall suggested that settlement activity continued up to the 12th century at this location. Finally documentary records indicate the location of Kirkby Old Hall to the north of the site; while the buildings are no longer extant; records suggested a date between 1066 and 1540 and the possible presence of surrounding parkland (Pastscape ref. 892447).
- 3.3.4 **Post-medieval:** The only evidence for post-medieval activity in the wider environs is a 17th century house within the village of Kirkby, dated by a fireplace beam inscribed "1684". While originally dating from the 17th century, the building was extensively altered in the 19th century. (Pastscape ref. 892447)
- 3.3.5 **Undated:** Works carried out by Lincolnshire Archaeotech between 2008 and 2012 in Kirkby and Osgodby identified a number of undated linear features, pits and stratified deposits. No dating evidence was recovered from these deposits, suggesting that these were peripheral field boundary features (HER ref. 54237).

4. METHODOLOGY

4.1 General methodology:

- 4.1.1 All archaeological monitoring was carried out in accordance with the Written Schemes of Investigation (Davies 2013) and current industry best practice and guidance (IFA 2008a and 2008b).
- 4.1.2 *Staffing.* The work was undertaken by suitably qualified members of TPA according to accepted archaeological practice and the 'Standard & Guidance' produced by the Institute for Archaeologists.
- 4.1.3 *Notice.* Clients were requested to give at least one week notice of the commencement of works to both TPA and the Planning Archaeologist for LCC. For this project the intended start date was 16th June 2014.
- 4.1.4 *Services.* The client was responsible for carrying out service checks prior to groundworks, and provided plans of all services within the development area.
- 4.1.5 *Base maps.* The client was requested to supply copies (preferably digital) of base maps for TPA to use in the report.
- 4.1.6 *Report.* A record of the results, whether positive or not, was made and presented in an appropriate report format to the client and Planning Archaeologist for LCC within 8 weeks of the completion of the fieldwork (this document).

4.2 Fieldwork

- 4.2.1 TPA monitored the machine excavation of all groundworks, with the prior agreement of the Planning Archaeologist for Lincolnshire County Council (Louise Jennings) and Anglian Water.
- 4.2.2 *Main Sewer Mains.* Initial excavation of all topsoil/overburden was carried out under archaeological supervision, and the contractor was made aware of the archaeological constraint on their operations.
- 4.2.3 Wherever possible a toothless ditching bucket was used so that a clean surface was exposed and the archaeologist could inspect the deposits revealed. There was no trafficking by vehicles on exposed surfaces until the archaeologist had agreed that there were no archaeological deposits of significance or until any deposits were appropriately recorded.
- 4.2.4 *Spoil-heaps.* Where practical and safe to do so, all spoil heaps were regularly examined for archaeological material, this included the use of a metal-detector.

5. RESULTS

5.1 Introduction

- 5.1.1 An outline narrative of the results of the archaeological monitoring during the ground works is presented below.

5.2 Balance Tank pit

- 5.2.1 Underneath a 0.2m mid brown sandy loam topsoil (0001), the entire area (81m²) was covered by a deposit of imported topsoil (made ground) comprising firm grey clay with rubble inclusions to a depth of 0.5m BGL (Plate 4,5). Below this was a mid-dark reddish brown clay silt, which is interpreted as buried topsoil, extending to a depth of 0.7m BGL. Machine excavation of these deposits to a combined depth of 0.7m BGL, across the entirety of the western half of the development area, revealed friable orange white sand, interpreted as the natural substrate (0004). No subsoil was identified.
- 5.2.2 With the exception of a 19th century land drain (0005), aligned east-west, which truncated the natural substrate (0004), no archaeological features or finds were observed.

6. DISCUSSION

- 6.1 The area monitored for the installation of a balance tank at Kirkby-cum-Osgodby contained a thick deposit of made ground (imported topsoil) overlying a topsoil which was devoid of archaeological finds. Machine removal of these deposits revealed no archaeological features or buried stratigraphic horizons of interest.

7. BIBLIOGRAPHY

BGS 1:50,000 scale geological map: Kirkby cum Osgodby (online reference <http://mapapps.bgs.ac.uk/geologyofbritain/home.html>).

Cope-Fulkner, P. 2003: *Archaeological watching brief at Hedgerows farm, Mill Lane, Osgodby, Lincolnshire*. Archaeological Project Services.

Davis, G. 2013 : *Anglian Water Kirkby Cum Osgodby STW Compliance Scheme Lincolnshire. Project Specification and Written Scheme of Investigation for a Scheme of Monitoring and recording*. TPA Report no 52/2013

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Foster, C.W. and Longley, T. 1976: *The Lincolnshire Domesday and the Lindsey Survey*, The Lincoln Record Society 19

Margary, I.D. 1973: *Roman Roads in Britain* (3rd edition)

Pevsner, N, Harris, J & Antram, N (eds) .1989: *Lincolnshire, The Buildings of England*. Penguin Books, London

Wragg, K .1995: *Kingerby Hall, Kingerby, Lincolnshire, CLAU Archaeological Report 154*. City of Lincoln Archaeology Unit, Lincoln

Wragg, K. 1997 : *Main street, Kirkby cum Osgodby,, Lincolnshire, CLAU Archaeological Report 314*. City of Lincoln Archaeology Unit, Lincoln

APPENDIX 1 Index of Archive and Arrangements for Deposition

<i>Field Records</i>	<i>Description</i>	<i>Number</i>
Watching brief record sheets	Record of visit and work carried out	3
Photographs:-		
Digital	All views	19
<i>Documents</i>	<i>Description</i>	<i>Number</i>
Written scheme of investigation	Statement of the aims, objectives and methodology for the project.	1
Health & Safety	Safe working statement & risk assessment	1
Report to client	Report of findings of the watching brief.	1

The archive is currently held in the offices of Trent & Peak Archaeology, Unit 1, Holly Lane, Chilwell, Nottingham, NG9 4AB. It will be deposited at an appropriate museum by the completion of the Newark Sewer Mains Replacement Scheme .

APPENDIX 2 Plates



PLATE 1: Pre excavation shot of balance tank area looking north



PLATE 2: Pre excavation shot of balance tank area



PLATE 3: Overview of excavated area looking north



PLATE 4: South facing section of excavated area



PLATE 5: North facing section of excavated area



PLATE 6: 19th century land drain (0005)

APPENDIX 3 Written Scheme of Investigation

1. BACKGROUND

Site Name: Kirkby Cum Osgodby STW Compliance Scheme.

NGR: TF0618 9296

Client: Anglian Water

Proposed Development: Construction of balance tanks

Geology: Amphill Clay Formation - Mudstone. Sedimentary Bedrock.

Superficial: Naturally wet very acid sandy and loamy soils

Land Use: Partially metalled compound in green field area north of built-up historic village core.

Previous Archaeological Work: N/A

1.1

Anglian Water has proposed an upgrade of the water processing scheme (comprising the construction of new balance tanks), on the outskirts of Kirkby Cum Osgodby. As this scheme is in an area of archaeological interest, archaeological monitoring and recording of these works has been recommended By Lincolnshire County Council, Historic Environment Team to preserve any archaeology that may be disturbed by record.

The area where the balancing tank is due to be places lies on the outskirts of the village of Kirby and numerous archaeological objects dating from the Roman period onwards have been recovered very close from this site. As the archaeology of villages such as Kirkby remains largely unexplored, any buried archaeological remains identified beneath the proposed redevelopment area would offer an opportunity to address research priorities highlighted in the recent East Midlands Updated Research Agenda and Strategy (Knight, Vyner and Allen 2012). For example, 6.7, 7.2.1' How can we elucidate further the development of nucleated villages...'

Anglian Water has appointed Trent & Peak Archaeology to undertake the Scheme of Monitoring and Recording to the requirements set-out in a brief issued by Lincolnshire County Council and dated 28/01/2014). This document is the required detailed specification (Written Scheme of Investigation) addressing that brief and is prepared in accordance with the Lincolnshire Archaeological Handbook's section 'Standard Briefs for Archaeological Projects in Lincolnshire (2012)'.

All excavations potentially can provide an opportunity to recover palaeoenvironmental samples which contribute to an understanding of the nature of the landscape and the uses to which it was put. If appropriate archaeology is identified then a representative proportion of excavated features will be sampled in line with the methodology set out in Appendix 1. The results of processing and analysis will be assessed in the light of the research objectives set out above.

1.2

1.3 2. OBJECTIVES

2.1. The objective of the archaeological watching brief can be stated as:

To identify the presence of any archaeological remains to be affected by any intrusive aspects of the development (Figure 1) and to achieve an appropriate level of *preservation by record*. Where practical (within the constraints of the watching brief and development), this will include an assessment of the overall extent, date and state of preservation of archaeological remains. Any features of geoarchaeological significance will also be recorded and where there is the potential for palaeoenvironmental data, an appropriate level of sampling will be undertaken.

2.2. The proposed archaeological work comprises:

Continuous archaeological monitoring of intrusive ground works with the potential to impact on features and layers of archaeological significance. Monitoring may be intermittent in areas where it can be demonstrated that a specific element of the ground works has reduced/no significant archaeological potential, with the prior agreement of the Planning Archaeologist for Lincolnshire County Council (Louise Jennings).

All recording will result in 'the preparation of a report and ordered archive', in line with the guidelines of the IfA Institute for Archaeologists (*Standard and Guidance: for an archaeological watching brief*, 2008).

To ensure the required standards are met, the work will be undertaken in close consultation with the requirement of the local planning authority (Lincolnshire County Council) and to standards set out within the Lincolnshire Archaeological Handbook's section 'Standard Briefs for Archaeological Projects in Lincolnshire (2012)'.

3. METHODOLOGY

3.1 General conditions

Staffing. The work will be undertaken by suitably qualified members of TPA according to accepted archaeological practice and the 'Standard & Guidance' produced by the Institute for Archaeologists.

Notice. Clients are requested to give at least one week notice of the commencement of works to both TPA and the Planning Archaeologist for LCC. For this project the intended start date is **16th June 2014**.

Services. The client will be responsible for carrying out service checks prior to groundworks, and will provide plans of all services within the development area.

Base maps. The client is requested to supply copies (preferably digital) of base maps for TPA to use in the report.

Contingency. If an unusually high volume of artefacts, or deposits worthy of palaeoenvironmental investigation are recovered, these may be subject to a request for contingency funding covering additional staffing and/or specialist attendance and post-excavation analysis. No requests for contingency funding would be made without the approval of the client and the recommendation of the Planning Archaeologist for LCC. Should archaeological remains be encountered that cannot be treated to a satisfactory and proper standard within the resources allocated to the watching brief the Planning Archaeologist will immediately be informed. This may entail ceasing site work until recourses are in place to either ensure preservation *in situ* or adequate treatment of the archaeological remains.

Report. A record of the results, whether positive or not, will be made and presented in an appropriate report format to the client and Planning Archaeologist for LCC within 8 weeks of the completion of the fieldwork. For further details of the report structure see below (Detailed Specification of Archaeological Recording).

Fencing. The client will be responsible for securing the site from unauthorised public access.

3.2 Fieldwork

Where appropriate, the archaeological contractor will implement the following requirements:

Trial Holes

TPA will monitor the hand excavation of all trial holes at appropriate intervals, unless it can be demonstrated that a specific trial hole/s has reduced/no significant archaeological potential, with the prior agreement of the Planning Archaeologist for Lincolnshire County Council (Louise Jennings).

Main Sewer Mains

Initial excavation of all topsoil/overburden in all other areas will be carried out under archaeological supervision, **and the client must ensure that the contractor has been made aware of the archaeological constraint on their operations.**

Wherever possible the contractor must ensure the use of a toothless ditching bucket on any excavator/machine so that a clean surface can be exposed and the archaeologist can inspect the deposits revealed. Foundation/service trenches should also be excavated with a toothless bucket where possible. Any exceptions to this must only occur following agreement with the archaeologist on site. There should be no trafficking by vehicles on exposed surfaces until the archaeologist has agreed that there are no archaeological deposits of significance or until any deposits are appropriately recorded.

Within Health & Safety constraints, the contractor will ensure access to service trenches to permit examination/cleaning and where necessary recording of sections. **It is important that time is allowed for such work, before any form of backfilling occurs.** Where excavation can be quickly demonstrated not to have revealed significant archaeological deposits, delay will be minimal.

Spoil-heaps

Where practical and safe to do so, all spoil heaps will be regularly examined for archaeological material, this will include the use of a metal-detector.

3.3 Recording – general

Recording will as a minimum include the location and extent of the monitored areas of excavation, their depth, and the deposits exposed, both by scale drawing (section and/or plan where applicable) and photograph (monochrome prints/digital). For further details of the recording methodology see Section 4 below.

Project staff

The watching brief will be managed by Gareth Davies, the attending archaeologist will be named nearer to the project start date.

Reporting and Liaison

A report on the results, whether positive or not, will be prepared in the appropriate format and presented to the client and the curator within 6 weeks of the completion of the fieldwork. A summary of the findings will also be submitted for inclusion in the next edition of Lincolnshire History and Archaeology Journal. Should the results of the watching brief warrant it then a detailed report will also be submitted for publication in the Lincolnshire History and Archaeology Journal. and an appropriate specialist publication covering the period from which the remains have been dated. For further details of the contents of the report see below (Detailed Specification of Archaeological Recording by Watching Brief).

The Planning Archaeologist for Lincolnshire Co. Council will be given a minimum of one weeks notice of the commencement of the watching brief, and TPA will continue to liaise closely throughout the period of the works. The curator will be free to visit the site to monitor fieldwork subject to access

conditions imposed by the client and/or landowner, and adherence to relevant health and safety guidance.

3.4 Welfare, Access and Insurance

The client will ensure safe access to the ground-works and if possible make toilet and hand-washing facilities available to archaeological staff.

Services Checks

The client will make available all information relating to buried services prior to the commencement of intrusive groundworks.

Insurance/compensation

As part of York Archaeological Trust, TPA carries the appropriate public, third party and employee insurances, copies of which are available for inspection if required.

Any compensation claims for disruption to the land should be directly between the client and landowner.

3.5 Health and Safety

TPA will adhere to all relevant health and safety regulations. No archaeological staff will be allowed to enter the site until they have undergone a health and safety induction organised by TPA and/or the principal contractor. TPA will complete a task specific risk assessment safe working method statement before the commencement of the watching-brief, and copies of this will be made available to the client. This will be in compliance with the industry guidelines laid out in FAME Manual, *Health & Safety in Field Archaeology*. TPA staff will wear appropriate personal protective equipment at all times.

4 DETAILED SPECIFICATION OF ARCHAEOLOGICAL RECORDING

The investigation will be carried out in accordance with the code of conduct of The Institute for Archaeologists.

Within the confines of site safety, contexts (the smallest usefully-definable unit of stratification) will be cleaned by hand and recorded.

All finds will be assigned an individual finds code. *In-situ* finds will be recorded three dimensionally, while finds from spoil will be noted in relation to their location within the trench/stripped area.

Excavation will be sufficient to securely establish the character and where possible date, and stratigraphic relationship of features.

In the event that important archaeological remains are uncovered, the client's site representative will be informed immediately, with a proposal for the most effective measures for dealing with the remains. If they cannot be preserved *in situ*, their excavation may require contingency resources and additional time: the Planning Archaeologist for LCC will be informed of such events and their input requested.

Human Remains

Should human remains be uncovered they will initially be left in situ and provided with appropriate protection. The Planning Archaeologist for LCC and the Coroner will be informed immediately and a Ministry of Justice burial license obtained to permit removal where necessary.

Recording

Plans of all contexts including features will be drawn on drafting film in pencil at a scale of 1:20 or 1:50, and will show at least:

- context numbers,
- all colour and textural changes,
- principal slopes represented as hachures,
- levels expressed as O.D. values, or levelled to permanent features if benchmark absent,
- sufficient details to locate the subject on a 1:500 plot of the area of ground-works and o.s 1:2500 map (i.e the national grid).

Sections will show the same information, but levelling information will be given in the form of a datum line with O.D/arbitrary value; the locations of all sections will be shown on the plan.

Photographs of each context will be taken as monochrome prints and digital images (as per Brown 2007), together with general views illustrating the principal features of the excavations.

Written records will be maintained as laid down in TPA recording manual (as accepted by all regional county archaeologists).

Sampling (Palaeoenvironmental)

Where appropriate features are identified, soil samples will be retrieved in order to undertake palaeo-environmental sampling. The sampling of features will follow procedures set out within the English Heritage Centre of Archaeology Guidelines, *Environmental Archaeology 2011*. Samples will generally be 30litres if possible will be processed within the TPA Environmental Lab, under the supervision of TPA Environmental Officer Alison Wilson.

Depending on the type of deposits identified, soil samples may also be retained for the purposes of retrieving industrial residues or for the provision of scientific dating (e.g. C14 dating). The range of techniques applicable to differing preservation and depositional environments is set out in Table 1.

Where it is deemed necessary to take samples for palaeo-environmental analysis, scientific dating, or to identify and interpret industrial processes, the LCC archaeologist will be consulted and a contingency cost may need to be enacted with the client.

Samples will be processed within the TPA Environmental Lab, under the supervision of TPA Environmental Officer Alison Wilson.

Table 1 – Preliminary Site Sampling Strategy*

feature type	Sediment condition	Overall scope of sampling	MM	C14	Po/Dm	Ch	BP/BS	Bo	Wd
Sampling method:				A4x1cm (seal)	Film caps or column in gutter + Clingfilm	Min.30L+ Tubs (specialists to advise as to appropriate level of sub sampling of deposit)			wrap each bit sep.
Man-made feature		each occurrence series of samples if thick (>150mm)			*	*	*	*	*
buried soil	Waterlogged organic (looks 'peaty')								
	Dry visible charred material	each occurrence (C14 selected: best is twigs then layer then flecks)		*		*		*	
	Waterlogged organic	each occurrence, at thickest point	*	*	*	*	*	*	*
	Dry visible charred material	each occurrence, at thickest point, series of samples if thick (>150mm)	*	*	*	*		*	
Any	Wood structure	retain all, keep damp, bag each timber		*					*
Industrial residues / debris etc.		All process stages to be represented					*		
Abbreviations MM Micromorphology C14 Radiocarbon Po/Dm Pollen/diatoms Ch Charred material BP Waterlogged Beetles/Plant remains Bo small bone Wd wood. BS – Bulk Sample (industrial waste/residues/processing debris)									

*Adjustments to be made following specialist advice and liaison with LCC DCA where appropriate.

4.1 Post–excavation Processing

All finds will be stored as recommended in "First aid for finds" (by the Archaeology section of the United Kingdom Institute for Conservation), and marked with the site and find codes, and relevant accession numbers. These will be deposited with the appropriate Museum on completion of the report, subject to the provisions of the brief and the agreement of the client.

Depending on availability any Prehistoric pottery will be submitted for assessment to Dr.D.Knight (TPA), Romano-British pottery to (I.M.Rowlandson), Anglo-Saxon/Medieval pottery/tile to (L. Elliot (TPA) or appointed specialist), Industrial Residues (Gerry McDonnell). Other specialists to be decided in liaison with Louise Jennings if required.

4.2 Archive

The archive will be fully indexed and contain where relevant:

- copies of correspondence relating to fieldwork
- site notebooks/diaries
- original photographic records
- site drawings (plans, sections, elevations)
- original context records, matrix diagrams showing stratigraphic sequence of all contexts.
- artefacts
- original finds records
- original sample records
- original skeleton records
- computer discs and printout

4.3 Archive and Finds Deposition

Initial contact with The Collection Museum, Lincoln has been made before the commencement of fieldwork, using the appropriate notification form. Final deposition will be made using the appropriate notification form and adhering to all relevant Conditions for the Acceptance of Project Archives (Chapter 17 in the Lincolnshire Archaeological Handbook).

The paper and digital archive generated by TPA will remain the property of TPA until deposited within the appropriate public archive/museum:

Accession no LCNCC : 2014.102 The Collection, Lincoln

The Planning Archaeologist and museum curator will be notified in writing on completion of fieldwork, with a proposed timetable for deposition of the archive. This should be confirmed in the project report.

The Planning Archaeologist must be informed in writing on final deposition of archive.

The intended archive deposition date is October 2014.

Where necessary the documentary archive will be sent to the NMR for copying.

Finds will remain the property of the client with deposition to the relevant regional museum subject to their approval. The paper and digital archive generated by TPA will remain the property of the Unit until deposited within the appropriate public archive

4.4 Report

A verbal report and where appropriate textual summary will be provided to the client on completion of fieldwork. Within 8 weeks of the end of the fieldwork, a final report on results will be completed and copies provided to:

The client
Lincolnshire County Council Planning Archaeologist for accession to the HER. This will include a copy of the report in PDF format on CD along with indexed copies of all digital on site photography.

As specified in the Lincolnshire Archaeological Handbook's section 15.6.1, the final report will include:

- a) cover page;
- b) list of contents, figures, tables, etc;
- c) non-technical summary;
- d) introduction;
- e) planning background;
- f) archaeological and historical background;
- g) methodology;
- h) results;
- i) discussion;
- j) conclusion;
- k) OASIS cover sheet.

The cover page of the final report will contain the following information:

- a) the full site address (name if applicable);
- b) the site code and the museum accession number;
- c) an OS National Grid Reference for the site;
- d) the name of the author of the report and/or its originating body;
- e) date of the report (month and year);
- f) planning application number(s) if relevant.

Dissemination

If appropriate, the results will be submitted for publication within an appropriate local archaeological journal. If significant results are discovered then an individual report of an appropriate level of detail, will also be submitted for publication to a suitable academic journal.

Copyright

Trent & Peak Archaeology shall retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved excepting that it hereby provides exclusive licence to the client for the use of such documents by the client in all matters directly relating to the project, with no limitation on the number of times that the client may reproduce any report. The client's contribution will be acknowledged in any future use of the work by TPA.

4.5 OASIS

Prior to commencement of the fieldwork an OASIS online record will be initiated (<http://ads.ahds.ac.uk/project/oasis/>). A copy of this document will be included in the report.

4.6 Monitoring

A minimum of 1 week prior notice of the commencement of the development is to be given to the archaeological contractor and Lincolnshire County Council Development Control Archaeologist.

All phases of the investigation will be undertaken in line with the relevant '*Standard and Guidance*' documents prepared by the IfA (Institute for Archaeologists).

TPA will keep the client and Planning Archaeologist for LCC informed of all material facts of the archaeological investigations. This will include agreeing any changes to the approved methodology or programme of works, and invitations to inspect any uncovered remains at appropriate stages in the fieldwork programme. The Planning Archaeologist will be free to visit the site at any stage of the fieldwork

6 PROVISIONAL TIMETABLE

A start-date of the 16th of June 2014 has been confirmed for the commencement of the main ground works, TPA will inform the Planning Archaeologist for LCC of the exact date as soon as this is known.

References

BGS. British Geological survey 2012, *Geology of Britain Viewer*,
<http://www.bgs.ac.uk/discoveringGeology>

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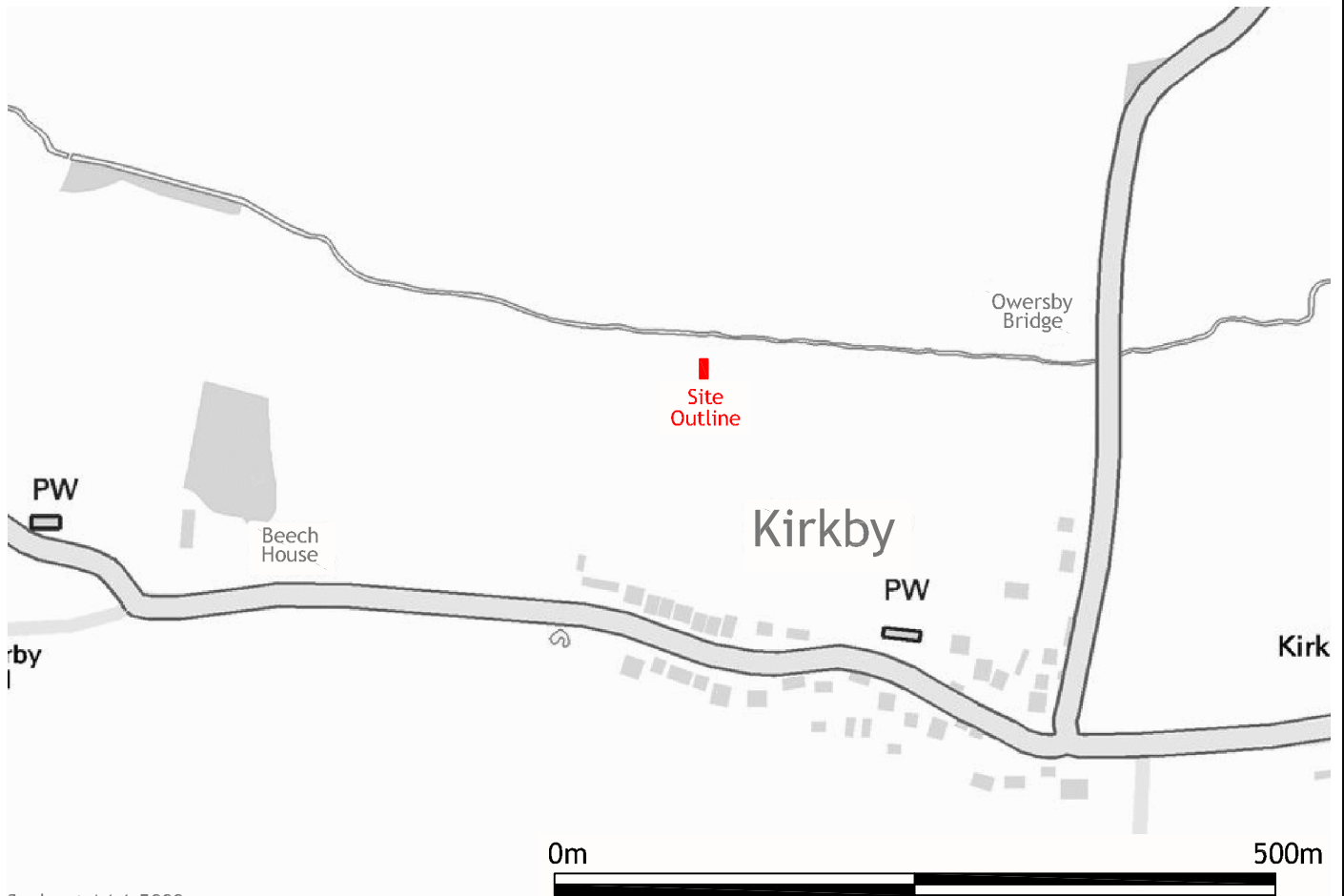
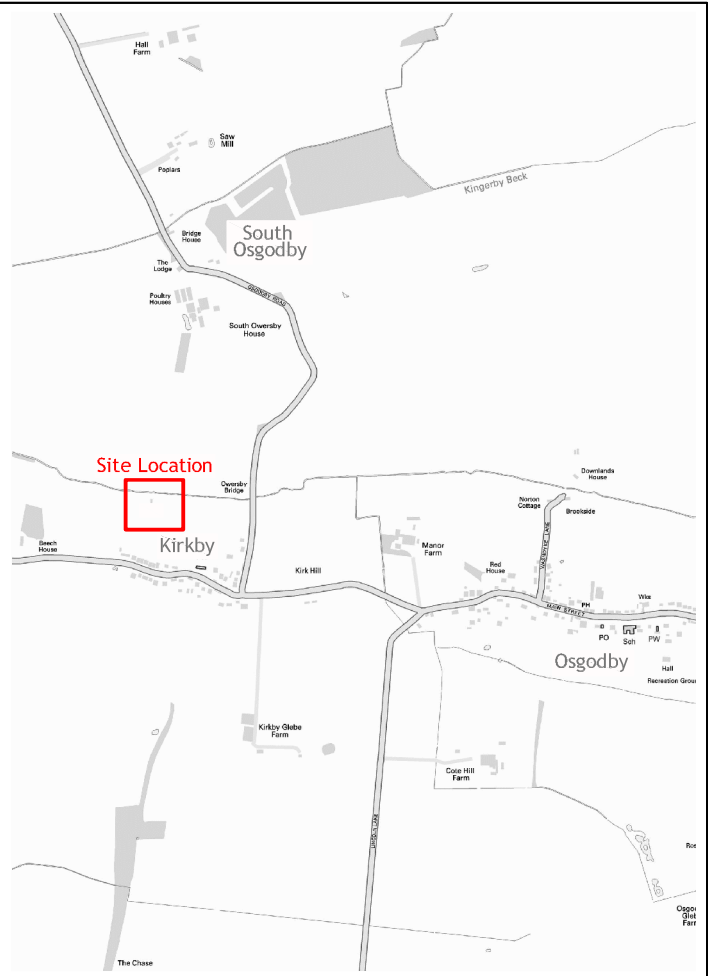
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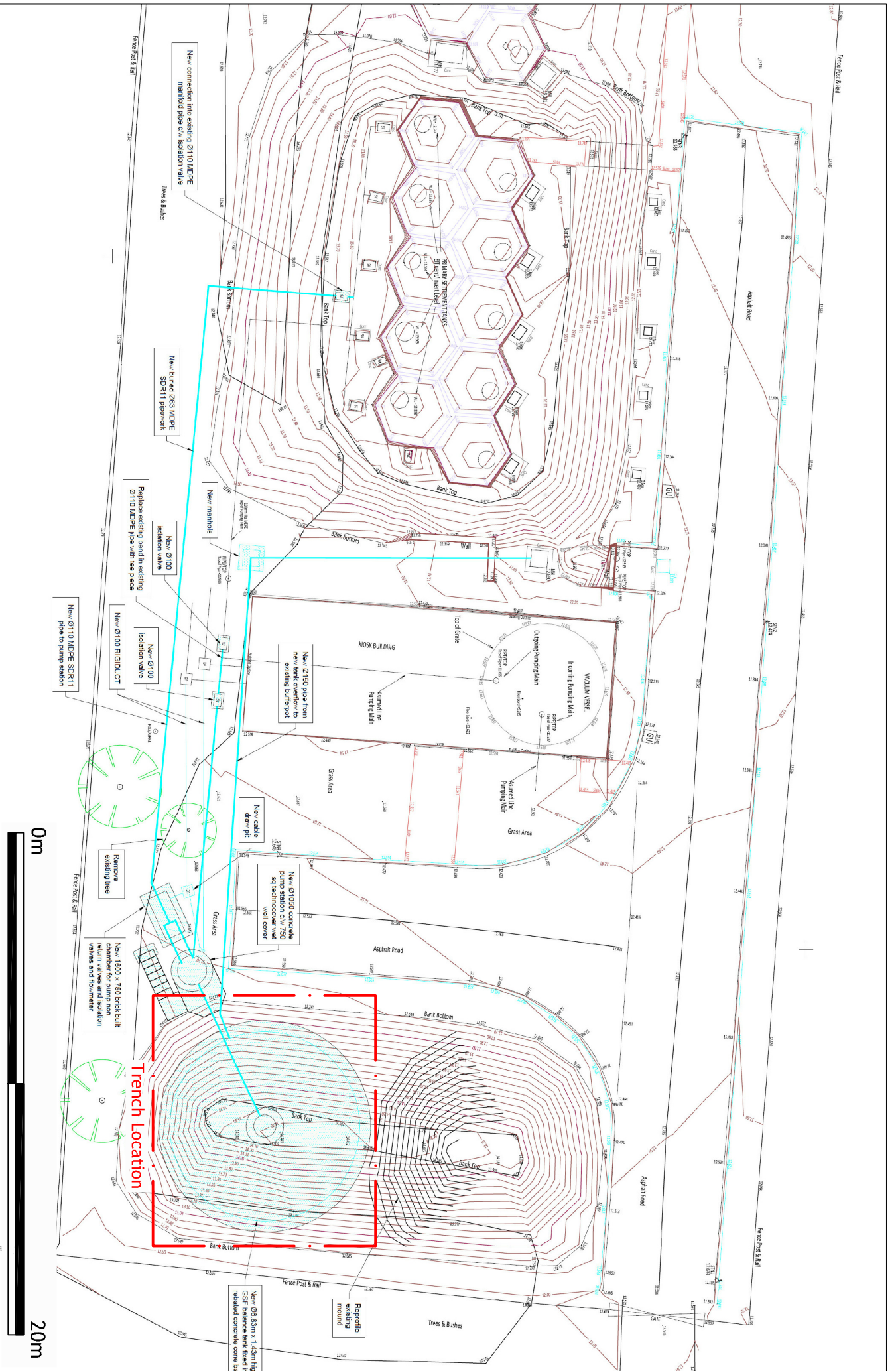
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APPENDIX 4 Figures



Scale at A4 1:5000

Figure 2: Trench Location within site



0m

20m

Trench Location