

Lodge Farm, Burton Joyce

Results of an Archaeological Watching Brief



Produced for: Caroline Panto

Prepared by: Eleri Davies and Tom Keyworth

Report Number: 141/2019

TPA Project Code: LBJ

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Summary

- Trent & Peak Archaeology (TPA) was commissioned by Caroline Panto to undertake an archaeological watching brief at Lodge Farm, Burton Joyce, Nottinghamshire. The mitigation works were undertaken in August 2018 and August 2019 and comprised archaeological monitoring on below-ground works for an extension to an existing farm outbuilding and an associated service trench.
- Lodge Farm is a Grade II listed building (List entry Number: 1235816). The farm buildings are considered curtilage buildings to the listed building.
- To the immediate north-east of the site are the remains of an iron-age univallate hill fort. This is currently a non-designated heritage asset.
- Three areas which underwent minimal intrusive ground works were monitored.
- Excavation revealed no archaeological finds, features or deposits.

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1 Introduction

- 1.1 Trent & Peak Archaeology (TPA) was commissioned by the Caroline Panto to undertake an archaeological watching brief during groundworks at Lodge Farm, Lambley Lane, Burton Joyce (centered on SK 63378 44588). The mitigation works were undertaken in August 2018 and August 2019 and comprised archaeological monitoring during excavations related to the conversion of a barn outbuilding into a dwelling.
- 1.2 There were 3 areas of excavation. A trench for the construction of the building extension and a service cut were excavated and recorded 20-29th August 2018 and ground clearance of an additional area north of the outbuildings was monitored on the 15th August 2019. This area contained a horseshoe-shaped earthwork which had the potential to be of Iron Age date.
- 1.3 The watching brief described herein was conducted in line with the methodology described in the written scheme of investigation (Appendix 5).

2 Site Background

2.1 Location, Geology and Topography

- 2.1.1 The site is located approximately 1.6km north west of Burton Joyce, Nottinghamshire (NGR SK 63378 4458) at approximately 85m OD. The site location is shown in Figure 1.
- 2.1.2 The British Geological Survey shows the underlying geology of the site to be of the Gunthorpe Member which comprises a mix of siltstones and mudstones. There are no superficial deposits recorded at the site (British Geological Survey 2019).

2.2 Archaeological and Historical Background

- 2.2.1 To the north and east of the site are the upstanding earthwork remains of a single univallate bank and ditch. The site was originally believed to be a moat, as is depicted as such on early OS mapping, continuing well into the 20th century. It is described as a homestead moat in the Victoria County History of Nottinghamshire (Page 1906: 309). Limited excavation was undertaken in 1950 to the north-east with the site being interpreted prior to excavation as the enclosure of a moated medieval building (Mein 1950: 26). Medieval pottery from the mid-13th-mid 15th centuries was found within the interior of the enclosed area (*Ibid*: 27). Trenches excavated across the upstanding bank and ditch revealing a single stratified sherd of Iron Age pottery in the lowest fill of the recorded ditch (Mein and Revill 1951: 47). 0.60m higher up the sequence, Roman Samian fragments were found. Within the interior of the enclosure, several fragments of Iron Age pottery were found 0.30-0.35m below the ground surface level. The site has since been interpreted as an Iron Age hillfort or enclosure with a single bank and ditch (Simmons 1963: 18-20). In the absence of modern excavation or absolute dating to refine the chronology, the dating and wider function of the site remains open to speculation in the absence of greater evidence. The upstanding earthwork remains within the site boundary and the adjacent property to the north-east are currently a non-designated heritage asset. Historical mapping, in the form of a 1st edition OS (1892-1914) shows the northern bank of the ditch surviving, whilst the southern bank does not. The 1950 excavation report provides a plan of the site, which also shows the same portion of the northern bank surviving, which is dated to 1940s (Mein and Revill 1950: 29).

- 2.2.2 The site is also the location of a suspected *burh-tūn*, a small-scale installation or enclosure functioning as an outpost or guardpost, located in elevated positions on the frontiers and communication routes of Mercia (Blair 2018: 199). This assertion is mainly based on the etymology for the place name 'Burton Joyce', specifically the *bertune* derived from *burh-tūn*. Archaeological evidence to support this is currently lacking.
- 2.2.3 The Lodge Farm farmhouse is a 17th century, Grade II listed building (List entry Number: 1235816). The farm buildings are considered curtilage buildings to the listed building. The List entry for the main farmhouse at Lodge Farm describes the building as:

'Farmhouse and adjoining stables. c.1675. Brick, rendered, with steep pitched slate and plain tile roofs. First floor band. Shouldered coped gables. Single gable and cruciform ridge stack. 2 storeys plus garrets, 5 bays. L-plan. Windows are mainly C19 plain sashes. South front has to left, blocked window. To its right, 2 sashes and door with overlight. To right again, a sash. Above, to left, 3 sashes. To their right, blocked opening and a sash. East gable has a casement. To right, C20 lean-to single storey addition. Above, blocked garret casement. 2 storey stable range west side has to left, late C20 lean-to cowshed. To its right, blocked door flanked by single casements. House west gable has 2 casements and C20 door. Above, to left, 5 pitch holes, 2 of them blocked, and a casement. To right, another casement. Above again, 2 blocked garret casements.'

3 Aims and Objectives

- 3.1 The overall aim of the watching brief was to:
- Establish the presence/absence of archaeological remains at the site
 - To characterise the date, state of preservation and function of any archaeological remains
 - To investigate features predating the construction of the building
 - To produce a written report detailing the results of the watching brief
 - To ensure that any remains present were preserved by record according to their significance, in accordance with the National Planning Policy Framework (Ministry of Housing, Communities & Local Government 2019).
- 3.2 The general aims and objectives of the fieldwork can be stated as:
- To monitor groundworks and make a record of the deposits
 - To establish the presence/absence of archaeological remains at the site
 - To characterise the date, state of preservation and function of any archaeological remains
 - To record and recover dating evidence from any archaeological features observed
 - To ensure that any remains present were preserved by record according to their significance, in accordance with the National Planning Policy

Framework (Ministry of Housing, Communities & Local Government 2019, 56).

4 Regional Research Framework

- 4.1 The watching brief had the potential to address the following research objectives set out in the East Midlands Historical Research Framework (Knight *et al* 2012). The results of the watching brief are therefore considered with these research questions in mind.

Late Bronze Age and Iron Age (c1150 cal BC – AD 43)
<i>4D – Assess the regional resource of hillforts and analogous sites</i>
Romano British Period (43 - 410 AD)
<i>5H – Investigate the landscape context of rural settlements.</i>

5 Methodology

5.1 General Methodology

- 5.1.1 The excavation works associated with the construction of a building extension and services installation were subject to constant archaeological monitoring and recording (archaeological watching brief). The fieldwork was conducted in accordance with the ClfA *Code of Conduct* (ClfA 2014a) and *Standard and Guidance for an Archaeological Watching Brief* (ClfA 2014b).
- 5.1.2 During the excavation of a service utility trench and foundations relating to a building extension, continuous archaeological monitoring was undertaken.
- 5.1.3 Contexts (the smallest usefully-definable unit of stratification) were cleaned by hand within the confines of site safety and recorded.
- 5.1.4 Archaeological features where present would have been hand excavated and recorded, however no archaeological features or deposits were present.

5.2 Methodology of Recording

- 5.2.1 All recording was conducted within the guidelines produced by the Chartered Institute for Archaeologists (ClfA 2014c).
- 5.2.2 Contexts were recorded together in representative sections, these were drawn on drafting film in pencil at a scale of 1:20 or 1:50, showing at a minimum context number, all colour and textural changes and levelling information in the form of a datum line with O.D./arbitrary value.
- 5.2.3 Written records were compiled according to the TPA recording manual, as accepted by all regional county archaeologists.

- 5.2.4 Photographs of each context were taken together as part of representative sections. Working shots and general views were taken to illustrate the principle features of the excavation. Photographs were taken as monochrome prints and digital images.

6 Results

Service Trench Excavation (2018)

- 6.1.1 A service trench (Figure 2) was excavated to link mains power to the new development. This was located to the north-east of the existing Barn Building 1 close to the southern bank of the earthwork enclosure (Plates 3 and 4). A 30.00m x 0.30m trench was excavated to a maximum depth of 0.50m BGL (Plate 5). The base of the trench contained weathered red brown mudstone (0003) which was overlain by 0.25-0.30m of mixed garden soils comprising mid grey brown silt clay (0002). This deposit contained modern ceramics which were not retained. Sealing this was 0.20m of topsoil (0001).
- 6.1.2 No pre-modern archaeological features, finds or deposits were observed.

Extension Foundation Excavation (2018)

- 6.1.3 Foundation trenches for an extension building were excavated to the south-west of the existing Outbuilding 1 (Figure 2; Plate 1). The trenches were excavated to a maximum depth of 1.00m (Plate 2). Orange/red brown mudstone bedrock (0008) was encountered at approximately 0.90m in the deepest areas of excavation, around 0.10m in thickness from the base of the trench. This was overlain by weathered light grey weathered mudstone (0007) 0.20m in thickness. Overlying this was a stiff orange brown clay (0006) 0.40m in thickness. The northwest / south-east aligned western wall (0009) of Outbuilding 1 cut the stiff orange brown clay (0006), some 0.10m off of the top of the weathered mudstone (0007).
- 6.1.4 The above sequence was overlain by levelling / drainage material (0005) 0.10m in thickness, comprising artificial gravels relating to the garden drainage. This was sealed by mixed garden soils (0004) 0.20m in thickness containing artificial gravels and modern ceramics and CBM material.

Horseshoe-shaped Earthwork (2019)

- 6.1.5 Final monitoring was undertaken of the removal of the horseshoe-shaped mound north of the outbuildings the existing Barn Building 1 (Figure 2; Plates 6-8). The mound was located to the north-west of the upstanding external earthwork bank. The mound was 2.15m high at its greatest extent. No trace of the ditch or southern internal bank is visible in this area. The mound material (0010) was revealed to be a mixed of redeposited topsoil and subsoil. The mound material (0010) contained modern ceramics, CBM, rubber tyres, clinker, and fragments of concrete.
- 6.1.6 The surviving northern bank in this area was heavily truncated by the historical installation of concrete slabs, which were located immediately to the northwest of Barn Building 1. These slabs continued into the area enclosed on three sides by the outer banks of the mound.
- 6.1.7 The northern bank was not modified in any way by the most recent development during the removal of the mound material. The contours of the bank were maintained and, following

the removal of the concrete slabs and the mound material, the ground was built up and graded to match the slope of the extant bank to the north-east.

7 Discussion and Conclusion

- 7.1 No archaeological features, finds or deposits were observed following continuous archaeological monitoring of excavations at Lodge Farm. Further monitoring of the removal of the historical horseshoe-shaped mound also revealed no archaeological features or deposits. No further information has been cleaned with regards to the regional resource of hillforts in the Late Bronze Age and Iron Age and nothing more can be stated with regards to the landscape context of this site during the Roman Period.
- 7.2 The watching brief established an absence of archaeological features in the vicinity of the buildings. Any archaeological features originally present near the buildings may have been truncated by later activity. This was specifically the case with the historical installation of concrete slabs located immediately to the northwest of Barn Building 1, which truncated a small area of the upstanding northernmost bank relating to the suspected Iron Age enclosure. From the historical mapping evidence (see 2.2.1) it can be stated that the construction of the mound and installation of the concrete slabs occurred at some point after 1950/1951, but the exact date remains unknown.
- 7.3 No groundwork intrusions or excavations were located in the suspected areas of the earthwork ditch.

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Appendix 1: Excavation Log

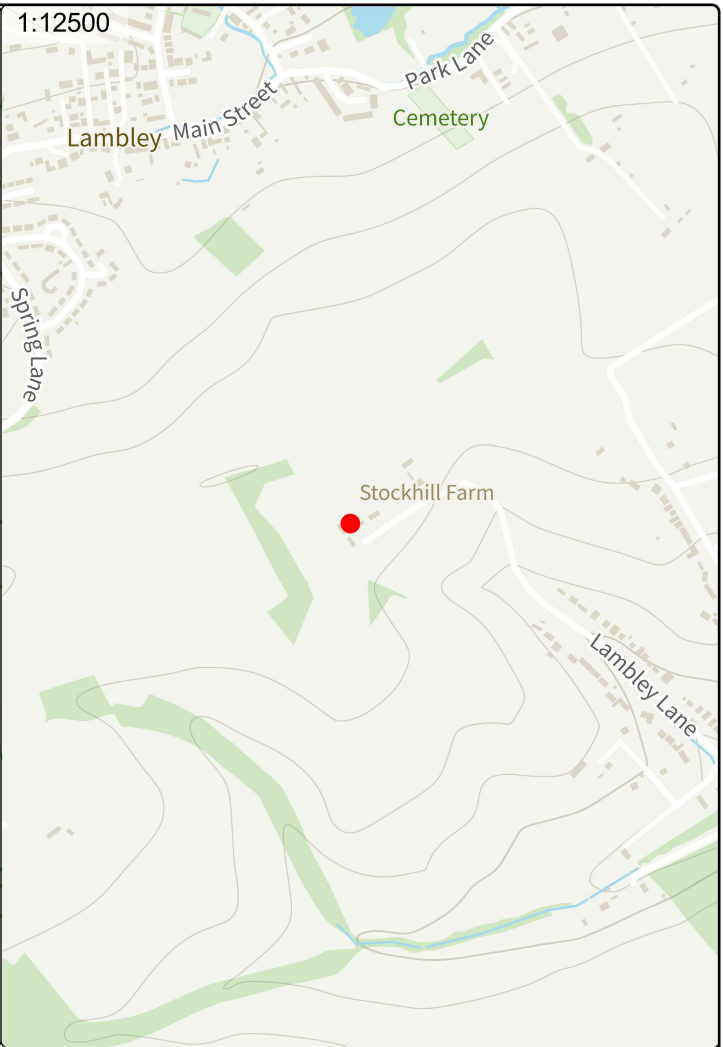
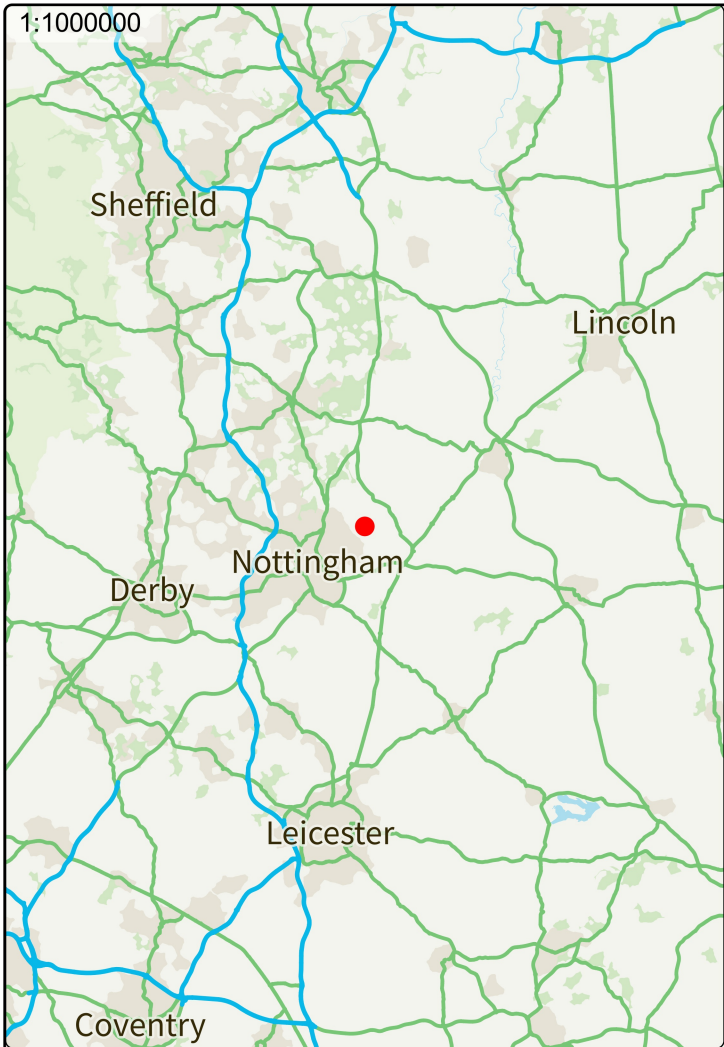
Building extension trench

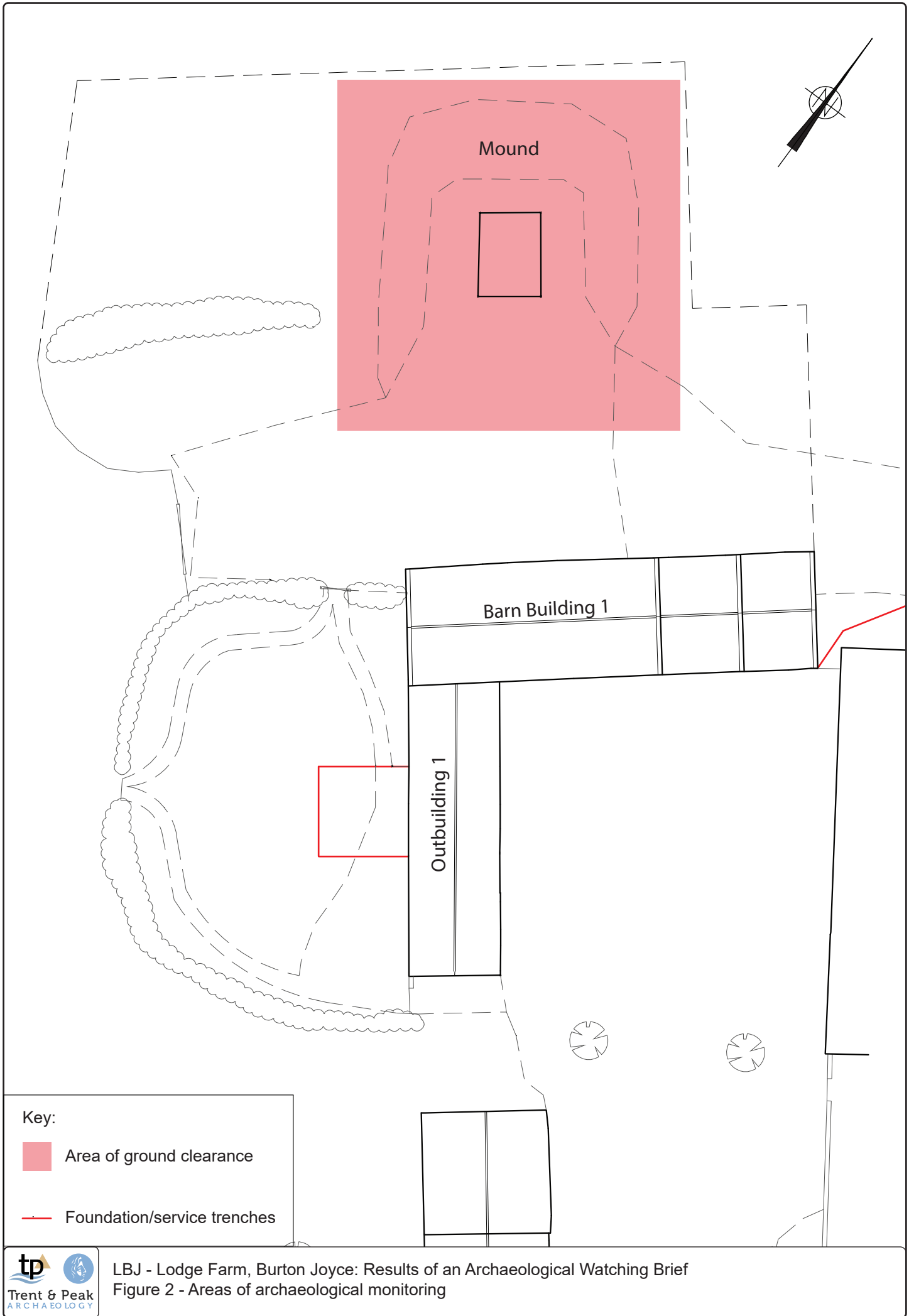
Trench Dimensions (LxW)		Trench Alignment	n/a	Trench Depth	0.90m		
Context	Type	Description			Thickness (m)	Depth (m BGL)	Height (m OD)
0004	Layer	Mid brown grey silt clay garden soils			0.20	0.20	85.66
0005	Layer	Artificial levelling / drainage gravels			0.10	0.10	85.46
0006	Layer	Stiff orange brown clay			0.40	0.40	85.36
0007	Layer	Light grey weathered mudstone			0.70	0.20	84.96
0008	Layer	Orange/red brown mudstone			n/a	0.10	84.76
0009	Structure	Existing Outbuilding 1			n/a	n/a	n/a

Service Trench

Trench Dimensions (LxW)		Trench Alignment	n/a	Trench Depth	0.50m		
Context	Type	Description			Thickness (m)	Depth (m BGL)	Height (m OD)
0001	Layer	Mid brown grey silt clay garden soils			0.20	0.00	85.71
0002	Layer	Mid grey brown silt clay subsoil			0.25-30	0.20	85.51
0003	Layer	Weathered red brown mudstone bedrock			n/a	0.30	85.21

Appendix 2: Figures





Appendix 3: Plates



Plate 1: Area overview of the extension foundation excavation, looking north. No scale.



Plate 2 (left): Northeast facing section of the foundation excavations. 1.00m and 0.50m scale. Facing southwest.



Plate 3 (right): Overview shot of service trench, looking east/north east. No Scale.



Plate 4: Overview shot showing earthwork and service trench, looking north east. No Scale.



Plate 5 : Service trench north east facing section, looking south west, 0.2m scale.



Plate 6: Cross section of the bank material during clearance, facing north.



Plate 7: View of cleared bank material, facing south.



Plate 8: View of cleared bank material, facing south.

Appendix 4: OASIS Data Collection Form

OASIS DATA COLLECTION FORM: England

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OASIS ID: trentpea1-368407

Project details

Project name	Lodge Farm, Burton Joyce
Short description of the project	Watching Brief during the excavations of foundations for an extension, the installation of services, and the clearance of mound. No archaeological observations were made.
Project dates	Start: 20-08-2010 End: 15-08-2019
Previous/future work	No / Not known
Type of project	Recording project
Site status	Listed Building
Current Land use	Residential 1 - General Residential use
Monument type	UNIVALLATE HILLFORT Iron Age
Monument type	FARM BUILDING Post Medieval
Significant Finds	CERAMICS Iron Age
Investigation type	"Watching Brief"
Prompt	Planning condition

Project location

Country	England
Site location	NOTTINGHAMSHIRE GEDLING BURTON JOYCE Burton Lodge
Postcode	NG14 5BP
Study area	0 Square metres
Site coordinates	SK 6337 4458 52.994484834633 -1.055752184858 52 59 40 N 001 03 20 W Point
Lat/Long Datum	Unknown

Project creators

Name of Organisation	Trent and Peak Archaeology
Project brief originator	Local Planning Authority (with/without advice from County/District Archaeologist)
Project design originator	Dr Michael Lobb
Project director/manager	Dr Michael Lobb

Project supervisor Tom Keyworth

Project archives

Physical Archive recipient Nottinghamshire Museums Services

Physical Contents "other"

Digital Archive recipient Nottinghamshire HER

Digital Contents "other"

Paper Archive recipient Nottinghamshire HER

Paper Contents "other"

Paper Media available "Survey "

Entered by Tom Keyworth (tkeyworth@yorkat.co.uk)

Entered on 30 September 2019

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Appendix 5: Written Scheme of Investigation

Lodge Farm, Burton Joyce

Historic Building Recording & Archaeological Watching Brief

Written Scheme of Investigation

Produced for Caroline Panto

Prepared by M. Lobb

Report Number: 092/2018

TPA Project Code: LBJ

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Prepared by Date	Michael Lobb, Project Manager 22 nd May 2018
Checked by Date	Kristina Krawiec, Project Manager 25 th May 2018
Approved by Date	Lee Elliot, Senior Project Manager 25 th May 2018
Status	Awaiting approval by Local Authority

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1. Introduction

- 1.1. This Written Scheme of Investigation for Historic Building Recording has been prepared by Trent & Peak Archaeology (TPA) for Caroline Panto in advance of proposed alterations to Lodge Farm, Lambley Lane, Burton Joyce (See Fig. 1).
- 1.2. The proposed development affects farm buildings associated with Lodge Farm, a Grade II listed building (List entry Number: 1235816). The farm buildings are considered curtilage buildings to the listed building.
- 1.3. To the immediate north-east of the site are the remains of an iron-age univallate hill fort. This is currently a non-designated heritage asset.
- 1.4. The current proposals are for the change in use of the structure from an agricultural building to a residential building (Planning Application No. 2017/1475).
- 1.5. Gedling Borough Council has requested that a Written Scheme of Investigation for a programme of Historic Building Recording on the farm buildings and an Archaeological Watching Brief on accompanying groundworks.
- 1.6. The following Written Scheme of Investigation proposes a programme of historic building recording equivalent to a Level 2 building survey as a means of ensuring 'preservation by record' ahead of redevelopment of the building.
- 1.7. The WSI also proposes an Archaeological Watching Brief on the below-ground works inside and around the buildings.

2. Site Description

- 2.1. The site is located approximately 1.6km northwest of Burton Joyce (NGR SK 63378 4458) (Fig. 1).
- 2.2. The British Geological Survey shows the underlying geology of the site to be the Gunthorpe Member which comprises a mix of siltstones and mudstones. There are no superficial deposits recorded at the site.
- 2.3. The List entry for the main farmhouse at Lodge Farm describes the building as:

'Farmhouse and adjoining stables. c.1675. Brick, rendered, with steep pitched slate and plain tile roofs. First floor band. Shouldered coped gables. Single gable and cruciform ridge stack. 2 storeys plus garrets, 5 bays. L-plan. Windows are mainly C19 plain sashes. South front has to left, blocked window. To its right, 2 sashes and door with overlight. To right again, a sash. Above, to left, 3 sashes. To their right, blocked opening and a sash. East gable has a casement. To right, C20 lean-to single storey addition. Above, blocked garret casement. 2 storey stable range west side has to left, late C20 lean-to cowshed. To its right, blocked door flanked by single casements. House west gable has 2 casements and C20 door. Above, to left, 5 pitch holes, 2 of them blocked, and a casement. To right, another casement. Above again, 2 blocked garret casements.'
- 2.4. The buildings affected by the proposed development are considered as curtilage to the listed building.

- 2.5. Surrounding the site to the north and east is an earthwork originally referred to in the Victoria County History as a 'homestead moat', but after archaeological excavations in 1950-1 reinterpreted as a univallate Iron Age hillfort with some evidence for Roman occupation. The earthwork is currently a non-designated heritage asset.

3. Planning conditions/context

- 3.1. This Written Scheme of Investigation details a proposed scheme of archaeological monitoring for compliance with condition 13 of the planning permission issued by Gedling Borough Council:
- 3.2. *'The development shall not commence until a Written Scheme of Investigation for archaeological work has been submitted to and approved by the Local Planning Authority in writing, and until all pre-start elements of the approved scheme have been completed to the written satisfaction of the Local Planning Authority.'*
- 3.3. Reason: *'In order to ensure that the archaeological interest of the site is protected, in accordance with Policy 11 of the Aligned Core Strategy Plan 2014'*
- 3.4. The National Planning Policy Framework (2012), published by the Department for Communities and Local Government (Section 12, Paragraph 128), states that in regard to planning applications:
- 3.5. *'Local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.'*
- 3.6. *'Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and where necessary a field evaluation.'*

4. Aims and Objectives

- 4.1. The aim of the Historic Building Recording is to produce a descriptive record of the building in its current state prior to its alteration.
- 4.2. The Historic Building Recording will also help to inform the wider research aims as defined by the East Midlands Historic Environment Research Framework. In particular, the following research objectives for the Modern Period (1750 to present):
 - 9G - Assess the landscape impact of the early industrialisation of agriculture
 - 9H - Characterising the rural environment: identify and record historic buildings and landscape features
- 4.3. The main objectives of the Historic Building Recording are to produce a record of the building commensurate with a Historic England Level 2 standard.
- 4.4. The main aims of the archaeological watching brief are as follows:
 - To establish the presence/absence of archaeological remains at the site
 - To characterise the date, state of preservation and function of any archaeological remains
 - To investigate features predating the construction of the building
- 4.5. The main objectives of the archaeological watching brief are as follows:
 - To monitor groundworks and make a record of the deposits

- To record and recover dating evidence from any archaeological features observed
 - To produce a written report detailing the results of the watching brief
- 4.6. The watching brief also has the potential to address research objectives set out in the East Midlands Historic Environment Research Framework. In particular for the Late Bronze Age and Iron Age (c.1150 cal BC-AD 43):
- 4D – Assess the regional resource of hillforts and analogous sites and for the Romano-British Period:
 - 5H – Investigate the landscape context of rural settlements.

5. Historic Building Recording Methodology

5.1. General Standards

The condition listed by Gedling Borough Council is for a programme of Historic Building Recording equivalent to a Level 2 building survey as outlined in *Understanding Historic Buildings* (Historic England 2016). The principal aim is to produce a drawn and photographic record of the building with a descriptive record of the exterior and interior of the building. A brief analysis of the building's development and use will be made.

5.2. Written record

- A written description of the building will be made on site to aid in the understanding and interpretation of the building's history.
- This will be informed by a systematic examination the building's exterior along with each principal room or space within the building.
- The notes taken on site will be compiled to provide a narrative description of the building and added to the final report.

5.3. Drawings

- The survey will include location plans at scales of 1:25,000, and a larger scale plan showing the buildings and relevant adjacent structures and other ground features at a scale of at least 1:2,500.
- The drawings used as a basis for the report, including the photographic viewpoints, will be based upon existing plans supplied by the client at a scale of at least 1:100.
- Plans and elevations (also provided by the client) will show (with annotations, where required) the historic construction of the barns, the form and position of structural features of significance (former openings, straight masonry joints etc), and where former parts of the structure can be inferred to have been.
- All drawings will include metric scales, north signs or details of orientation. There will be clear labelling to signify the subject, the date of survey and the name/ initials of the surveyor.

5.4. Photography

Photographs of the building will include:

- General views of the building in its wider setting

- The buildings external appearance comprising a series of oblique views showing all external elevations and views at right angles to the plane of the elevation where appropriate
- The overall appearance of the principal rooms and circulation areas
- External and internal decorative detail relevant to the building's design, development or use
- Any machinery or plant relating to the building's former function
- Any dates, inscriptions or graffiti which contribute to an understanding of the building or its fixtures or fittings
- Any building contents or ephemera which has a significant bearing on the buildings history
- Photographs will include graduated scales and, where appropriate, north-signs. Where required, the camera will be tripod-mounted for stability, and artificial lighting may be used where necessary.
- The recording will involve the use of 35mm SLR black and white film to provide archival negatives, contacts and prints. Digital photography, using a DSLR of at least 18 megapixel resolution, will be used for the purpose of illustrating the report. Processing of photographic materials will be carried out at a specialist concern which carries out work for archival services. Film and prints will be mounted in appropriate archive stable sleeves.

6. Archaeological Watching Brief Methodology

6.1. General Standards

All recording on site will be in line with the guidelines produced by the Chartered Institute for Archaeologists (CIfA 2014c).

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 on the basis of the context from which they are recovered.

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

Written records will be maintained on site according to the TPA recording manual.

6.2. Additional Resources

Should substantial structural remains or artefacts of similar archaeological significance be encountered, the immediate advice will be sought of the client and the **Conservation and Heritage Officer for Gedling Borough Council**.

In the event that archaeological remains are uncovered which would require additional resourcing, the site-representative of the client and the **Conservation and Heritage Officer for Gedling Borough Council**, or other appointed representative of the Local Planning Authority, will be informed immediately, with a proposal for the most effective measures for dealing with the remains.

If such remains cannot be preserved *in situ*, their excavation may require contingency resources and additional time, the **Conservation and Heritage Officer for Gedling Borough Council** will be informed of such events and their input requested.

Should ground works expose complex or extensive remains of either archaeological or palaeoenvironmental significance then, following negotiation with the client and the Conservation and Heritage Officer for Gedling Borough Council, there may be a requirement for additional resources beyond that of a single person watching brief.

Additional resourcing/time would be agreed sufficient to achieve an appropriate level of excavation, sampling and recording in compliance with the planning condition and the principal of preservation by record. This would include, but not be limited to, additional staffing, specialist site attendance and funding of specialist assessment during post-excavation reporting.

6.3. Human Remains

Should human remains be uncovered they will initially be left in situ and provided with appropriate protection. The Conservation and Heritage Officer for Gedling Borough Council and the Coroner will be informed immediately and a Ministry of Justice burial license obtained to permit removal where necessary.

6.4. Recording

Plans

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 as a minimum:

- context numbers
- all colour and textural changes
- principal slopes represented as hachures
- levels expressed as Ordnance Datum (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 OS 1:2500 map

Sections

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.

Photography

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).

6.5. Sampling (Palaeoenvironmental & Industrial residues)

Appropriate sampling of deposits of palaeoenvironmental potential and residues and debris from industrial processes will be conducted in accordance with Table 1 (see below), with appropriate amendments following subsequent specialist advice.

Specialist palaeoenvironmental advice will be provided by Kristina Krawiec, Geoarchaeology Project Manager for Trent & Peak Archaeology.

Samples (both palaeoenvironmental and industrial) will be assessed, followed by full analysis and reporting where appropriate following receipt of specialist advice from the Historic England Senior Science Advisor and liaison with the Conservation and Heritage Officer for Gedling Borough Council.

Table 1 – Preliminary Site Sampling Strategy*

Feature	Sediment condition	Overall scope of sampling	MM	C14	Pollen/Diatoms	Ch	BP/BS	Bo	Waterlogged wood
				A4x1cm (seal)	column in gutter /tin+ Clingfilm	40L	20L	40L	In bag with water
Man-made feature or buried soil	Waterlogged organic (looks 'peaty')	each occurrence series of samples if thick (20L every 10cm)			X	X	X	X	X
	Dry visible charred wood with final growth rings/bark visible	each occurrence (C14 selected: best is twigs then layer)		X		X		X	
	Dry visible charred material	each occurrence, at thickest point, series of samples if thick (>150mm)	X	X	X	X		X	
Any	Wood structure	retain all, keep damp, bag each timber		X					X
Industrial residues / debris etc.		All process stages to be represented					X		
*Adjustments to be made following specialist advice and liaison with NCC Principal Archaeologist where appropriate.									

Abbreviations MM Micromorphology C14 Radiocarbon Ch Charred material BP Waterlogged Beetles/Plant remains Bo small bone

7. Post excavation Processing

- 7.1. 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 Trent & Peak Archaeology on completion of the final report.
- 7.2. Artefacts will be submitted for analysis to:
 - 7.2..1. **Prehistoric pottery** for assessment to Dr. D. Knight (TPA)
 - 7.2..2. **Romano-British pottery** to R. Leary or A. Beeby (Independent)
 - 7.2..3. **Anglo-Saxon/Medieval pottery/tile** to L. Elliott & Dr. H. Jones (TPA)
 - 7.2..4. **Flint** to J. Brown (Associate of TPA) or P. Webb (University of Southampton)
 - 7.2..5. **Human remains** to K. Smart (TPA)
 - 7.2..6. **Palaeoenvironmental remains** to T.Roushannifas (TPA), Dr Wendy Smith (Independent)
 - 7.2..7. **Zooarchaeological remains** to Dr. K. Poole (TPA)
 - 7.2..8. **Wood artefacts/Conservation** to I. Panter / Steve Allen (YAT-York)
 - 7.2..9. **Early Medieval to Modern metalwork** to Dr. H Jones, L. Elliott, Dr. S. Malone(TPA)
 - 7.2..10. **Coins** to R. Gurney (Independent)

8. Reporting

- 8.1. A verbal report and, where appropriate, textual summary will be provided to the client and the Conservation and Heritage Officer for Gedling Borough Council, on the completion of fieldwork.
- 8.2. A full report on the results of the Archaeological Watching Brief will be compiled within 4 to 6 weeks of the completion of fieldwork.
- 8.3. Final discharge of the Planning Condition is contingent upon reporting and completion/deposition of the archive being undertaken to the satisfaction of the Conservation and Heritage Officer for Gedling Borough Council, or other appointed representative of the Local Planning Authority.
- 8.4. Subject to the this analysis and reporting, in order to comply with planning conditions and NPPF (Paragraph 141), and upon completion of specialist reports, a final archival report on results of the Watching brief will be completed within 8 to 12 weeks, unless human remains are uncovered, wherein a revised timetable will be discussed with the Conservation and Heritage Officer for Gedling Borough Council. Copies will be provided to:
 - The client.
 - The Conservation and Heritage Officer for Gedling Borough Council for accession to the HER/UAD. This will include a copy of the report in PDF/A format on CD along with indexed copies of all digital on-site photography.
- 8.5. In summary, the report on the Historic Building Recording will include:
 - The date of the record, the name(s) of the recorder(s) and the location of the archive.
 - Ordnance Survey location map(s) showing exact position of building at relevant scales and including Ordnance Survey licensing number, if required.
 - the building's precise location, as a National Grid Reference and in address form.
 - a summary of the archaeological context of the project including the purpose of the recording and any relevant background information
 - an expanded summary of the building's type or purpose, historically and at present, its materials and possible date(s), in so far as these are apparent from a visual

inspection. The names of architects, builders, patrons and owners will be given if known.

- a note of any statutory or non-statutory designations.
- annotated floor plans, elevations and cross-sections based on the architectural drawings created by Trevor Muir Architect Ltd.
- plates illustrating the nature of the building and pertinent points in text
- plans showing viewpoints of plates
- a description of the results including drawings and photographs to illustrate the text
- a concise non-technical summary
- Full references of any maps and documents used will also be included. references and acknowledgements

8.6. The report on the archaeological watching brief will include:

- Non-technical summary
- Introductory statement
- Aims and purpose of the project
- Methodology
- An objective summary statement of results
- Conclusion
- Illustrations at appropriate scales, all to include levels tied to Ordnance Datum.
- Illustrative site photography, including key features and working shots
- Supporting data, tabulated or in appendices, including as a minimum a basic quantification of all artefacts, ecofacts and structural data including recommendations for retention/discard and proposals for conservation.
- Index to archive and details of archive location; confirmation of archive transfer arrangements including a provisional timetable for deposition.
- References
- A copy of the OASIS form

9. Dissemination

- 9.1. A bound copy of the report, along with a digital copy in PDF/A format, will be provided for inclusion within the Nottinghamshire Historic Environment Record.
- 9.2. In addition a digital copy in PDF/A format will be provided to the Conservation and Heritage Officer for Gedling Borough Council.
- 9.3. The results will be submitted for publication within the annual summary, if applicable, in the *Transactions of the Thorton Society of Nottinghamshire*. 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.

10. Archiving

10.1. The archive will be fully catalogued and prepared to recognised standards (Brown 2007) and contain where relevant:

- copies of correspondence relating to fieldwork
- site notebooks/diaries
- original photographic records
- site drawings (plans, sections, elevations)
- computer discs and printouts

- 10.2. The paper archive generated will remain the property of TPA until deposited with the appropriate depository. Where necessary the documentary archive will be sent to the NMR for copying.
- 10.3. The Conservation and Heritage Officer for Gedling Borough Council will be notified in writing on completion of fieldwork, with a proposed timetable for deposition of the archive. This will be confirmed in the project report.
- 10.4. Following completion of the fieldwork and permission from the client an OASIS online record will be initiated (<http://ads.ahds.ac.uk/project/oasis/>). A copy of this document will be included in that report.
- 10.5. Finds will remain the property of the client with deposition at the appointed depository, subject to their approval.
- 10.6. All finds and archive will be deposited with the appointed depository, with arrangements and accession number to be agreed. Written notification of completion of fieldwork will be given to the museum curator and the Conservation and Heritage Officer for Gedling Borough Council or other appointed representative for Nottingham City Council.
- 10.7. Depositional arrangements will then proceed in line with *Procedures for the transfer of Archaeological Archives* (as supported by reference to specialist opinion, regional and national research agendas) whereby a *Transfer of Title* form will be completed and the archive accessioned. Written notification of final deposition of archive will be given to the Conservation and Heritage Officer for Gedling Borough Council or other appointed representative for Gedling Borough Council.

11. General Conditions

11.1. Standards and Guidance

Historic Building Recording will be carried out by suitably qualified personnel and be conducted in accordance with the standards laid out in *Understanding Historic Buildings* (Historic England 2016) and *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (CIfA 2014a).

All work will be carried out in accordance with CIfA's *Code of Conduct* (CIfA 2014b).

All works will be undertaken in accordance with this WSI as approved by the Conservation and Heritage Officer for Gedling Borough Council, or other appointed representative of the Local Planning Authority, and to standards defined by CIfA guidelines for recording of archaeological sites (2014). The work will comprise the continuous archaeological monitoring of intrusive groundworks (ground reduction etc.) with the potential to impact on features and layers of archaeological significance.

Where groundworks expose complex and/or extensive archaeological remains (and or deposits of palaeoenvironmental significance) there may be a requirement for additional resources beyond that of a watching brief. Additional personnel may be required and time must be allowed within the construction programme to permit excavation and recording to proceed unhindered sufficient to allow appropriate characterisation and to achieve preservation by record – as per the requirements of the Conservation and Heritage Officer

for Gedling Borough Council, or other appointed representative of the Local Planning Authority.

All recording will result in 'the preparation of a report and ordered archive, in line with the guidelines of the CIfA Institute for Archaeologists (Standard and Guidance: for an archaeological watching brief published October 1994, revised September 2001, October 2008 and 2014).

11.2. Staffing

The work will be undertaken by suitably qualified members of TPA; CVs will be supplied on request.

The project manager for the work is Michael Lobb (mlobb@yorkat.co.uk, 07950 719744).

11.3. Health and Safety

TPA will adhere to all relevant health and safety regulations. TPA will complete a task-specific risk assessment and safe working method statement before the commencement of the fieldwork, and copies of this will be approved by the client/other contractors. This will be in compliance with the industry guidelines laid out in the Federation of Archaeological Managers and Employers (FAME) Manual *Health & Safety in Field Archaeology* (2006). TPA staff will wear appropriate personal protective equipment at all times.

All relevant health and safety regulations must be followed including, but not exclusively:

- The Health and Safety at Work Act (1974)
- Management of Health and Safety at Work Regulations (1999)
- Manual Handling Operations Regulations 1992 (as amended in 2002)
- The Construction (Design and Management) Regulations (CDM) (2015)
- The Reporting of Injuries, Diseases and Dangerous occurrences Regulations (1995)

TPA will adhere to all relevant health and safety regulations (copies of YAT/TPA Health and Safety policies are available on request).

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 staff will wear appropriate personal protective equipment at all times.

11.4. Welfare, Access and Insurance

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

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

11.5. Monitoring

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

The Conservation and Heritage Officer for Gedling Borough Council will be given a minimum of one week's notice of the commencement of fieldwork. TPA will also continue to liaise closely with the Conservation and Heritage Officer throughout the period of the works. The client and the Conservation and Heritage Officer will be free to visit the site to monitor fieldwork subject to access conditions and adherence to relevant health and safety guidance.

TPA will keep the client informed of all material facts of the archaeological investigations. Changes to the approved methodology or programme of works will be agreed in advance with both the client and the Conservation and Heritage Officer for Gedling Borough Council.

11.6. Timetable

- Subject to the approval of this WSI, the works are due to commence in June 2018 and continue to the completion of works.
- A minimum of one week's prior notice of the commencement of the development is to be given to the archaeological contractor and the Conservation and Heritage Officer for Gedling Borough Council or other appointed representative for Gedling Borough Council. The name and contact telephone number of the attending archaeologist(s) will be provided at this time, with a CV available on request.
- A provisional timetable has yet to be agreed for commencement of groundworks. Once confirmation of approval of this WSI has been received, the client will be informed of this fact, and the Conservation and Heritage Officer for Gedling Borough Council, or other appointed representative of the Local Planning Authority, will be informed of project commencement.

11.7. 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 an exclusive licence to the client and Gedling Borough Council for the use of such documents by the client and Gedling Borough Council in all matters directly relating to the project, with no limitation on the number of times that the client and Gedling Borough Council may reproduce any report. The client's contribution will be acknowledged in any future use of the work by TPA.

12. References

BGS Geology Viewer <http://maps.bgs.uk/geologyviewer>

Brown, D.H. 2007. *Archaeological Archives – A guide to best practice in creation, compilation, transfer and curation*. (IFA/AAF).

Chartered Institute for Archaeologists (Cifa) 2014a. *Standard and guidance for the archaeological investigation and recording of standing buildings or structures*. Reading: Chartered Institute for Archaeologists.

Chartered Institute for Archaeologists (Cifa) 2014b. *Code of Conduct*. Reading: Chartered Institute for Archaeologists.

Chartered Institute for Archaeologists (Cifa) 2014c *Standard and Guidance: for archaeological watching brief*. Reading: Chartered Institute for Archaeologists.

Historic England 2016 *Understanding Historic Buildings: A Guide to Good Recording Practice*

13. Figures



Figure 1 - Site Location (marked in red)