University of Leicester

Archaeological Services

An Archaeological Watching-brief at Manor Farm House, 3 Church Lane, Plungar, Leicestershire

NGR: SK 7700 3407

Mathew Morris

ULAS Report No. 2011-106

An Archaeological Watching-brief at Manor Farm House, 3 Church Lane, Plungar, Leicestershire

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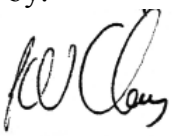
For: Dr V. Kemp

Planning application no. 08/00338/FUL

Approved by:

Signed:  **Date**: …06.07.2011..

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An Archaeological Watching-brief at Manor Farm House, 3 Church Lane, Plungar, Leicestershire (SK 7700 3407)

Mathew Morris

Summary

An archaeological watching-brief was carried out at Manor Farm House, 3 Church Lane, Plungar, Leicestershire (SK 7700 3407) by University of Leicester Archaeological Services (ULAS) between the 21st and 23rd of June 2011. The work was carried out on behalf of Dr V Kemp in advance of construction of a new outbuilding to the south of the farmhouse. The work involved supervision and inspection of overburden removal, ground reduction and machine excavated foundations for any indication of archaeological activity. A previous evaluation by ULAS in February 2011 uncovered a revetted earth bank which produced late medieval and early-post-medieval pottery and the remains of a pond. Both features were thought to be associated with a medieval manorial complex. During the watching-brief more of the earth bank was reduced during groundwork but no further sign of the stone revetment was found. A small area of burnt material was seen in section in the area's south-east corner and a possible gully or ditch was recorded on the southern edge of the development. Six sherds of late medieval and post-medieval pottery were recovered from the subsoil along with a small quantity of animal bone. The site archive will be held by Leicestershire County Council Museum Services under the accession number X.A18.2011.

Introduction

This document constitutes the final report for archaeological work carried out at Manor Farm House, 3 Church Lane, Plungar, Leicestershire (SK 7700 3407). The work was carried out on behalf of Dr V Kemp by University of Leicester Archaeological Services (ULAS) between the 21st and 32rd of June 2011.

The proposed construction of a new outbuilding (Planning Application No. 08/00338/FUL) was located *c.*8m to the south-east of the present Manor Farm House over the site of a former garage, vacant land and garden. The development impacted an area of approximately 203 square meters in the centre of Plungar, situated approximately 35km north-east of Leicester (Figure 1 and Figure 2).

The work was requested by Leicestershire County Council's Historic and Natural Environment Team in their capacity as archaeological advisors to Melton Borough Council, in accordance with Planning Policy Statement 5: Planning for the Historic Environment, Policy HE12.3 (DCLG 2010). The work followed the approved *Design Scheme of Investigation for Archaeological Work* (see Appendix One).

Geology and Topography

The British Geological Survey of Great Britain, Sheet 142 (Melton Mowbray), indicates that the underlying geology is likely to consist of bedrock deposits of Jurassic limestone belonging to the Stubton Limestone Beds with nodular phosphorite of the Beckingham Member outcropping to the south (BGS 2003). The site lies on the edge of an area of raised ground which drops from *c.*55.6m above Ordnance Datum (aOD) in the east to *c.*54.4m aOD in the west.

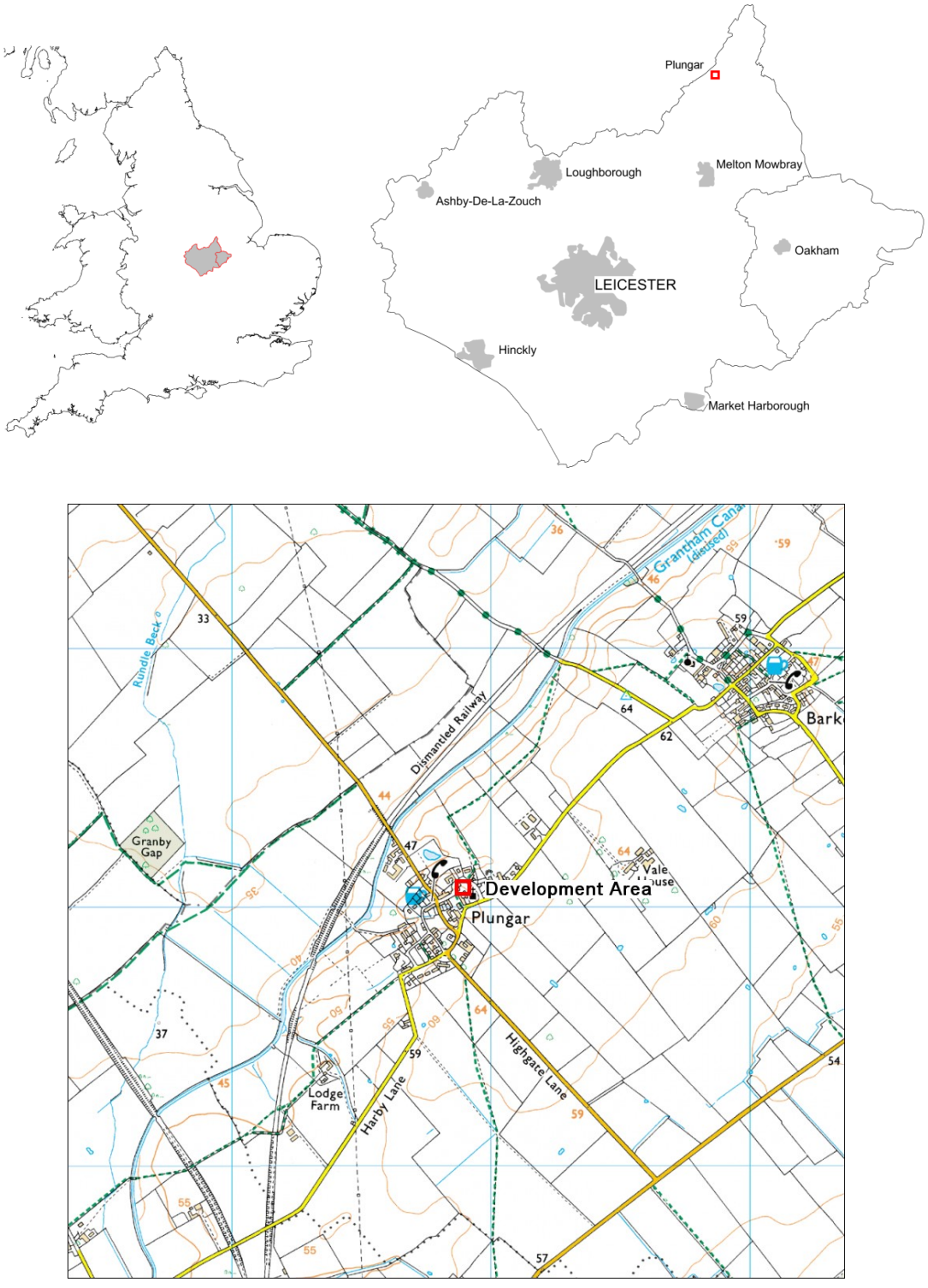

Figure 1: Location maps with development area highlighted

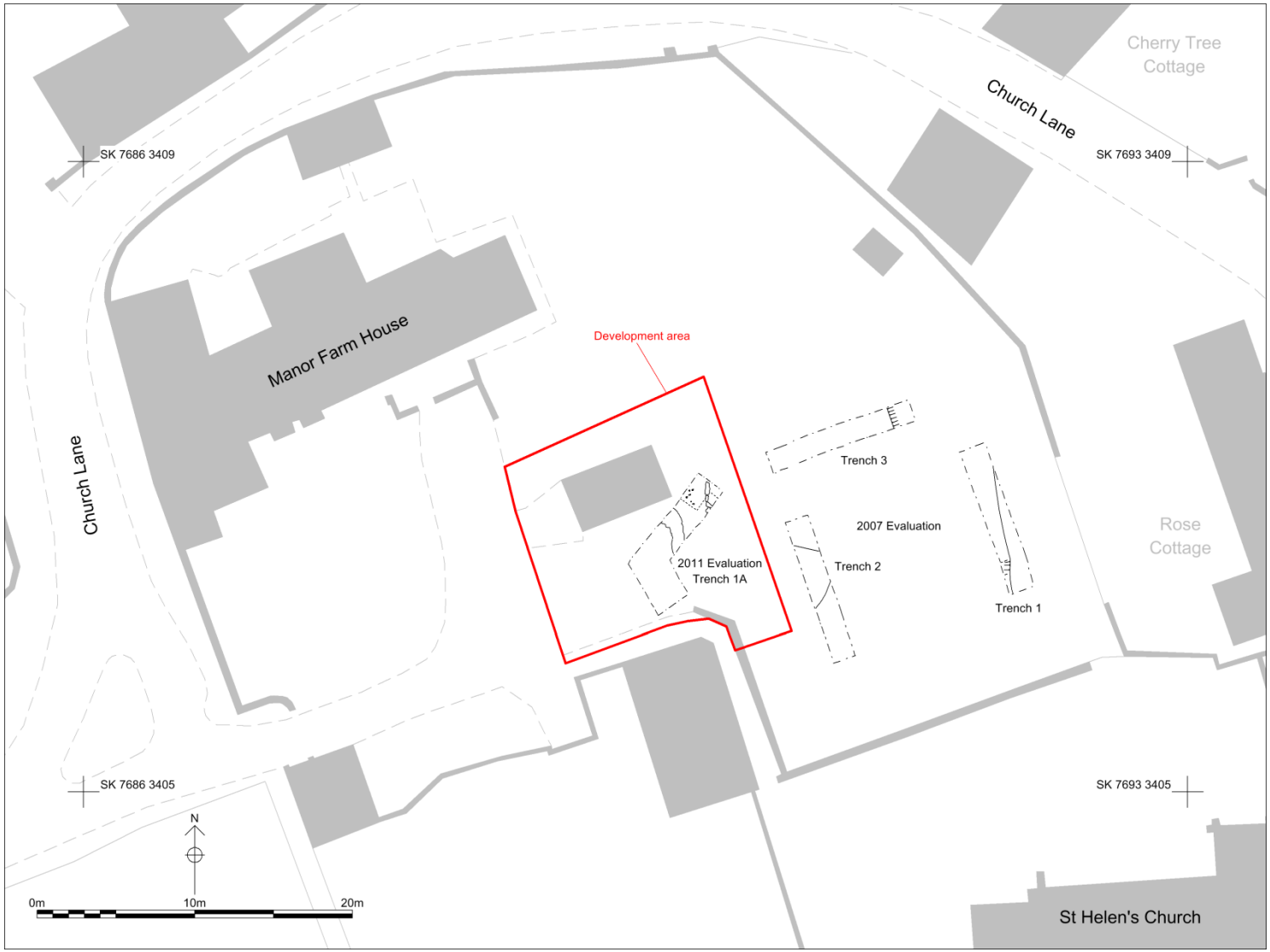

Figure 2: Plan of the development area showing the location of the work and previous archaeological evaluations

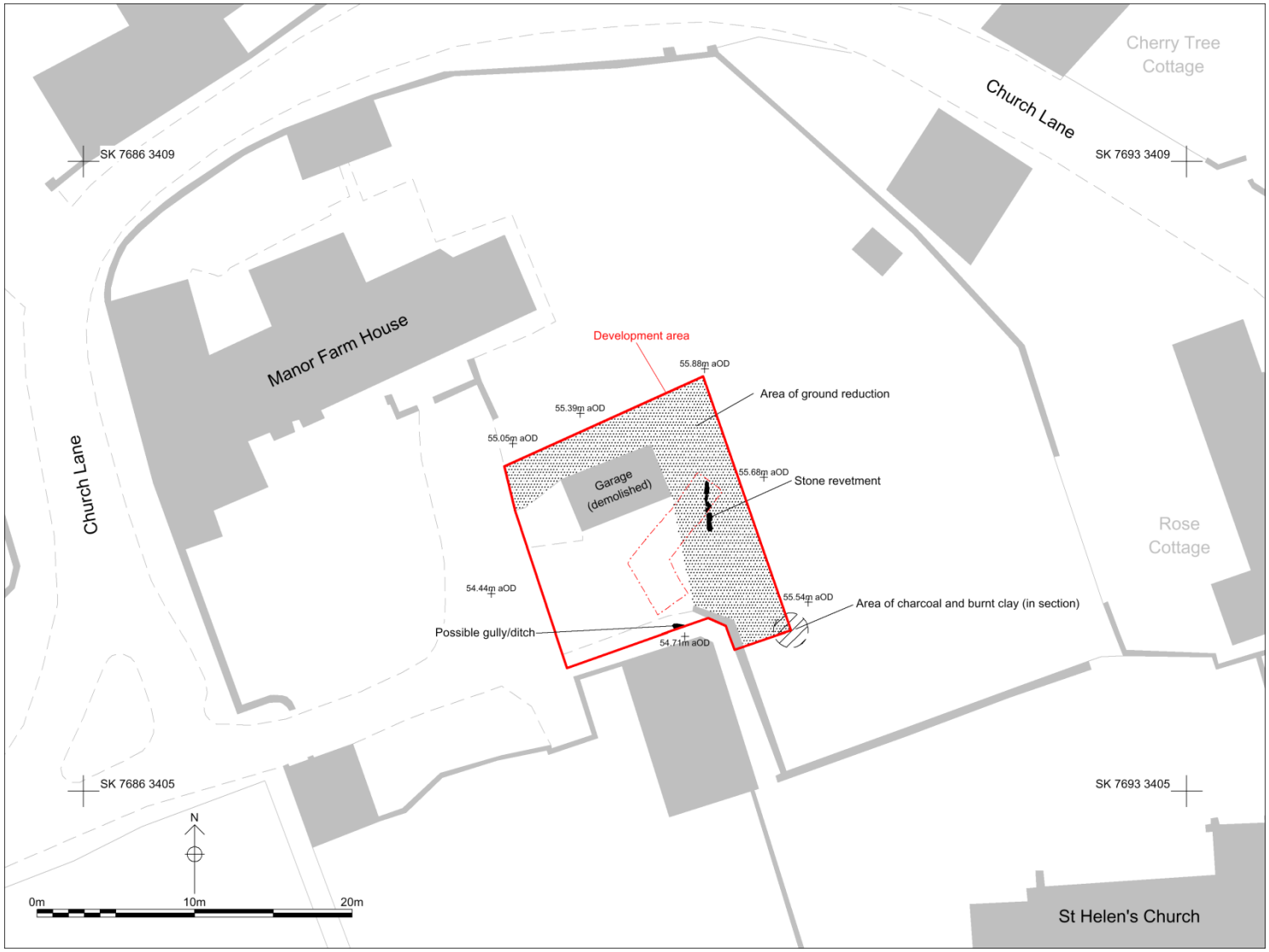

Figure 3: Plan of the development area showing the results of the watching-brief

Historical and Archaeological Background

The Leicestershire and Rutland Historic Environment Record (HER) shows that the site lies in an area of archaeological interest within the medieval and post-medieval historic settlement core of the village (HER ref. MLE8419). Manor Farm House forms part of a distinct block of land which also incorporated the parish Church of St Helen's to the south. These are contained within an area of raised ground bound by a curved boundary along Church Lane. This curvilinear boundary has been interpreted as representing a late Saxon or early medieval manorial centre. Excavations in the south-west corner of the churchyard in 1984, by local resident Mr Jenkins, found a limestone rubble foundation of unknown date or function which was orientated north-west to south-east (Tann 2006).

More recently, an archaeological evaluation in 2007 for an earlier application at Manor Farm House, immediately to the east of the development area, recorded medieval features including pits, a gully, a ditch and a shallow feature which may have been a pond. Pottery dating from the Saxon period through to modern times was recovered and it was suggested that the site may have been a yard from the 13th/14th century onwards (MLE16659; McDaid and Field 2007). An archaeological evaluation in February 2011 of the current development area recorded a revetted earth bank which produced late medieval and early-post-medieval pottery and the remains of a pond. Both features were thought to be associated with a medieval manorial complex (Higgins 2011). See Figure 2.

Archaeological Objectives

The principal objectives of the archaeological work were:

- To identify the presence or absence of any archaeological deposits.
- To establish the character, extent and date of any archaeological deposits to be effected by the proposed ground works.
- To excavate and record any archaeological deposits to be effected by the proposed ground works.
- To produce a report and archive of any results.

Methodology

The project required a professional archaeologist to supervise all groundwork likely to impact upon any archaeological remains.

The work involved the supervision and inspection of machine removed overburden, ground reduction and machine dug foundation trenches in order to identify any archaeological deposits or the natural substratum. This was carried out using a JCB 3CX Site Master using a 1m and 0.6m toothed bucket. All exposed areas, sections and existing spoil heaps were visually inspected for features and finds. Archaeological deposits were hand cleaned, planned, photographed and sample excavated as appropriate to addressing the objectives of the watching-brief. Field notes were recorded on a pro-forma ULAS watching-brief recording form whilst any stratigraphic units would be given a unique context number and recorded on pro-forma ULAS context sheets if deemed appropriate.

All work followed the *Institute for Archaeologists' (IFA) Code of Conduct* and adhered to their *Standard and Guidance for Archaeological Watching-briefs* and the

Guidelines for Archaeological Work in Leicestershire and Rutland (LMARS).

A note on the recording

This watching-brief was follow-up work to an evaluation carried out by ULAS in February 2011 (ULAS Report 2011-026). As such, the same accession code (X.A18.2011) was used for both archives and this watching-brief carries on the recording sequence of contexts and photographs used during the evaluation.

Results

The development site was situated on the edge of an area of raised ground to the east. This was *c.*1.2m higher than the ground to the west. Initial work involved the reduction of this ground by *c.*1.3m to the required formation level for the development. This occurred before the footings were dug. The footings were *c.*0.6m wide and *c.*1-1.1m deep. Ground reduction occurred across a *c.*99 square meter area along the eastern and northern sides of the development (Figure 3). Within the northern half of the development a *c.*22 square meter area had formerly been occupied by a garage (demolished immediately prior to the watching-brief.

Initial machining removed *c.*0.23m of turf and loose, dark brownish-grey topsoil (**6**), this equates to context (**1**) recorded during the evaluation. The topsoil contained dispersed 19th and early 20th century domestic waste (including broken china, other ceramics, glass bottles, plant pots, clay pipes) and building rubble (broken roof tiles, bricks and occasional large angular stone fragments). None of these finds were kept because they were only present in the topsoil and therefore not stratigraphically secure.

Beneath the topsoil was a thick layer of firm, orangeish-grey silty-clay (**7**) which contained occasional small angular stones, scattered charcoal flecks, pot, animal bone and oyster shell (Figure 4). In section it could be seen sloping down from the north-east to the south-west, decreasing in thickness from *c.*0.7m to *c.*0.4m. This equates to context (**2**) recorded during the evaluation when it was described as being a layer of made ground, possibly an earthwork bank. At the base of layer (**2**) was a line of large, roughly hewn limestone blocks running in a north to south direction. These were thought to be some form of revetment inserted into the bank during its construction to prevent slippage. The stones were again observed during the watching-brief, but only continued a further *c.*0.5m to the south of the evaluation trench and were not observed to the north of it (Figure 3).

Seen in section in layer (**7**), in the south-west corner of the development area, was a *c.*0.1m thick lens of charcoal rich silt and burnt clay (Figure 5). This was present *c.*0.66m below ground level and could be traced for *c.*1.1m north from the corner and *c.*1.2m west from it.

Pottery sherds recovered from layer (**7**) dated from the 13th to the mid 16th century (see The Pottery). An assemblage of animal bones was also recovered from the layer (see The Animal Bones).

Layer (**7**) covered a *c.*0.28m thick layer of compact, mottled greyish-orange and orangeish-grey silty-clay (**8**) which contained frequent small to large angular limestone and ironstone fragments. This may equate to layer (**4**) recorded during the

evaluation. Layer (**8**) was thought to be natural in origin. Beneath it was *c.*0.16m of compact orangeish-blue clay (**9**) and *c.*0.12m of compact greyish-orange clay (**10**). Both contained frequent small sub-angular fragments of limestone and appeared to be natural in origin. Layer (**10**) rested directly on the limestone bedrock which was exposed across the north-eastern half of the site once the ground reduction was completed.

The only area where the footings for the new outbuilding were not dug directly into the limestone bedrock was on the southern side of the development area. Here initial machining removed *c.*0.5m of modern overburden (loose, brick contaminated brownish-grey silt) which rested directly on top of the limestone bedrock. Beneath the overburden, dug directly into the limestone, was a possible gully or ditch [**13**] (Figure 7). This appeared to be orientated south-east to north-west and terminated in the footing at its north-western end. It was *c.*0.6m wide and had near vertical sides. At its base was *c.*0.4m of firm, mottled dark bluish-grey and orangeish-grey silty-clay (**12**) which was sealed beneath *c.*0.2m of loose, mottled greyish-orange and orangeish-grey silty-clay (**11**). This feature was only seen in section on the southern edge of the development area and unfortunatelyly no further investigation could be carried out because of the waterlogged conditions at the base of the trench. It may be connected with the possible pond recorded during the evaluation.

The Pottery *Deborah Sawday*

The pottery, six sherds, weighing 66 grams, with an average sherd weight of 11.0 grams, was catalogued with reference to the guidelines set out by the Medieval Pottery Research group, (MPRG, 2001), the ULAS fabric series (Davies and Sawday 1999), and given the proximity to the city, the medieval pottery was also catalogued with reference to the Nottingham fabric series (Nailor and Young 2001). The results are shown below, (Table 1).

Four of the sherds, weighing 24 grams, dated from the 13th to the 15th or mid 16th centuries. Post medieval and modern pottery was found in the same context, the subsoil layer, context (7).

The site lies within the core of the medieval village and the pottery is evidence of activity in the vicinity during this period. At least two of the medieval sherds originate from Nottingham, which lies to the north, but the sources of the later medieval Midland Purple ware are not certain.

Table 1: The medieval and later pottery by fabric, sherd numbers and weight (grams) by context

Context	Fabric/Ware	Nos	Grams	Comments
7 subsoil	NO2 (NOTGE) – Nottingham Pink Bodied	1	1	Traces of thin green glaze internally, c.1230-1280
7	NO3 (NOTGR) – Nottingham Reduced Green Glazed ware	1	15	Heavily reduced internally, later 13th – 14th C.
7	MP (MP) – Midland Purple	2	8	Later medieval, c.1375-1550.
7	EA2 – Earthenware 2	1	29	Post medieval/modern
7	EA - Earthenware	1	13	Modern flower-pot

The Animal Bone *Jen Browning*

A small assemblage of animal bones (n=16) was recovered during a watching brief at Church Street, Plungar which followed trial trenching at the site (Higgins 2011). The bones were retrieved from subsoil or made-up ground (context 7) in an area believed to be part of a medieval manorial complex. Pottery in the layer dates from the 13th through to the mid-16th century.

All the bones recovered are from domestic mammals. The remains of two cattle pelves (left and right) and two proximal femora are likely to have been articulated. Since the bones that constitute the cattle pelvis fuse between 7-10 months (Silver 1969, 286, table A), the animal died before it reached this age. An un-fused lumbar vertebra may also have belonged to the same animal. Context 7 is believed to equate to evaluation context 2, from which several animal bones, including domestic fowl and cattle–size fragments were recovered. Differences in the colour and degree of weathering observed were observed among the evaluation bones. The majority of the watching brief material was in an evenly well-preserved state, with the exception of three long-bone fragments, which are markedly less so.

Table 2: Catalogue of bones from the site

Number	Species	Bone	Comments
1	Large mammal	Lumbar vertebra	Epiphyses unfused
1	horse	pelvis	ischium
1	cattle	pelvis	R: ilium and ischium (unfused)
1	cattle	pelvis	L: ischium and pubis
1	cattle	Femur (and loose epiphysis)	R proximal (3 fragments)
1	cattle	mandible	condyle
1	cattle	femur	Unfused proximal epiphysis
1	Large mammal	humerus	Distal fragment, Probably cattle
1	cattle	femur	Part of distal epiphysis (2 fragments)
7	Large mammal	Shaft fragments	Some joining. Mixed preservation.
16	**Total**		

Other Finds

Table 3: Catalogue of other finds from the site

Context	Material	Nos	Grams	Comments
7	Shell	1		Oyster shell
7	Vitrified clay	1		With adhering ash residue, may be a crucible or twyer

XA18 2011 (7): tall form crucible with top and most of the base missing. The fabric is a fine dark grey to black reduce fired clay. The outside is covered with an amorphous black material with some white areas. The inside is covered with a thick layer of calcareous amorphous friable grey material. There is no obvious sign of traditional vitreous slagging anywhere on the crucible, and no obvious coloured corrosions deposits apart from the white, which might possibly be tin, lead or zinc. Possibly late medieval (G. Morgan 2011 *pers. comm.*).

Discussion

Evidence from the archaeological watching-brief provides further corroboration of the results of the previous archaeological evaluation on the site (Higgins 2011).

Occupation of the site dating back as far as the 13th century, at least, was evident in the small scatter of finds recovered from the subsoil or made ground along the eastern edge of the site. However, there was little tangible evidence of occupation in the immediate vicinity and the distribution of the finds was more indicative of general dispersal of domestic waste over a prolonged period of time.

The stone revetment recorded in Trench 1A failed to continue significantly beyond the limits of the evaluation trench and must, therefore, be considered an isolated feature rather than a wider landscape element. This does not rule out its possible connection with the medieval manorial complex believed to occupy the site.

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Archive

The site archive consists of:
- 3 A4 watching-brief record forms
- 8 A5 context sheets
- 12 digital photographs
- 1 A4 pottery report
- 1 A4 animal bone report
- 1 bag containing 6 pieces of pottery
- 1 bag containing 16 pieces of bone
- 1 bag containing 1 piece of oyster shell
- 1 bag containing 1 piece of crucible

The archive will be held by Leicestershire County Council Museum Services under the accession number X.A18.2011

Publication

Since 2004 ULAS has reported the results of all archaeological work through the *Online Access to the Index of Archaeological Investigations* (OASIS) database held by the Archaeological Data Service at the University of York (Appendix 2).

A summary of the work will also be submitted for publication in the local archaeological journal, the *Transactions of the Leicestershire Archaeological and Historical Society*, in due course

Acknowledgements

Thanks are extended to the client, Dr V Kemp, and the contractors, Carlin Building Contractors and Developers, for their co-operation and assistance on site. Fieldwork was undertaken, and the report written by Mathew Morris. The pottery was identified by Deborah Sawday and the animal bone was identified by Jen Browning. The project was managed for ULAS by Dr Patrick Clay.

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5/7/2011

Figure 4: The typical stratigraphic sequence observed during the watching-brief, looking east

Figure 5: The lens of charcoal rich silt and burnt clay observed within layer (**7**) in the south-east corner, looking south-east

Figure 6: The development area once ground reduction was completed, looking south-east

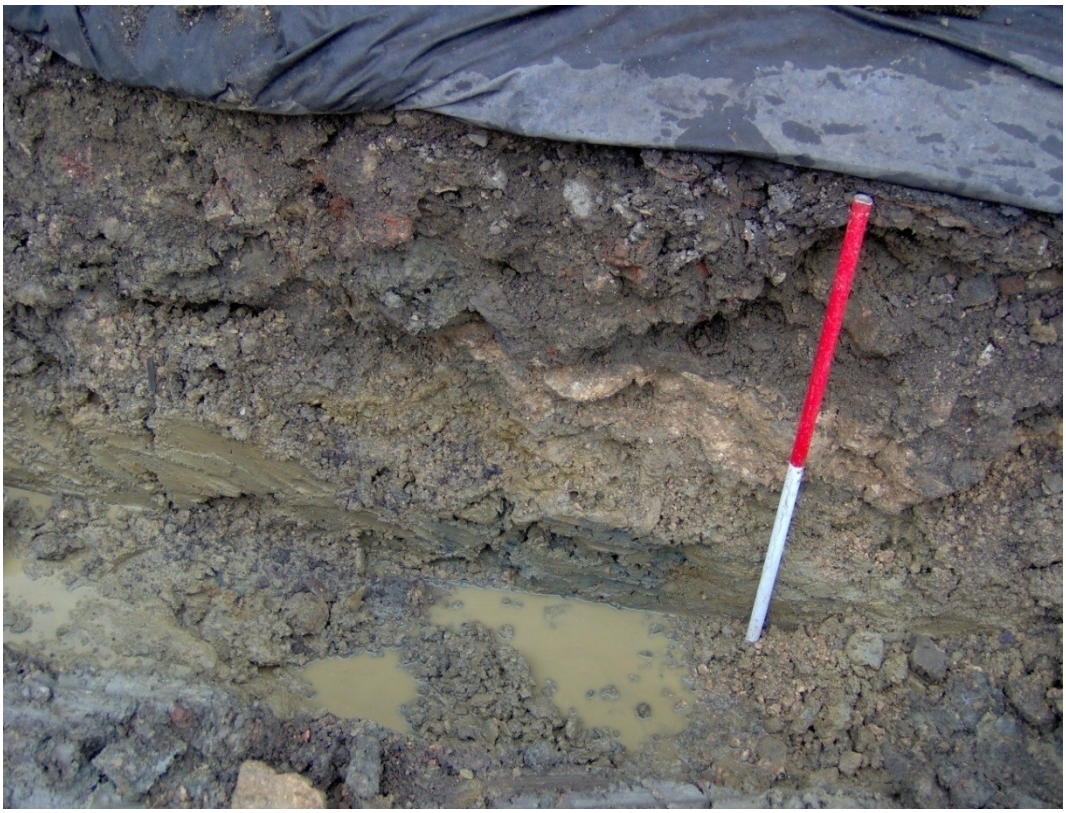

Figure 7: Possible gully or ditch [**13**] seen in the footing on the southern side of the development area, looking south

Appendix 1: Written Scheme of Investigation for Archaeological Work

UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES

Design Specification for archaeological work: Watching Brief

Job title: 3, Church Lane, Plungar, Leicestershire

NGR: SK 7700 3407

Client: Dr V. Kemp

Planning Authority: Melton Borough Council

Planning application No. P.A.08/00338/6:

1 Introduction

1.1 ***Definition and scope of the specification***

This document is a design specification for an archaeological watching brief at the above site, in accordance with Planning Policy Statement 5: Planning for the Historic Environment, Policy HE12.3 (DCLG 2010). This specification provides a written scheme of investigation (WSI) for a phase of archaeological attendance for inspection and recording. The fieldwork specified below is intended to provide information on the character and extent of any buried archaeological remains which may exist on the site.

1.2 The definition of archaeological excavation, taken from the Institute for Archaeologists Standards and Guidance: for Archaeological excavations (IFA S&G) is a controlled programme of intrusive fieldwork with defined research objectives which examines, records and interprets archaeological deposits, features, structures, and as appropriate, retrieves artefacts or ecofacts within a specified area or site on land, inter-tidal zone or underwater. The records made and objects gathered during fieldwork are studied and the results of that study published in detail appropriate to the project design.

2. Background

Context of the Project

2.1 Plungar lies in the Borough of Melton, Leicestershire. The proposed development covers an area of *c*. 0.01ha currently covered with vegetation and rough pasture (Fig. 1).

2.2 An application has been made for the construction of an outbuilding (Fig.2).

2.3 Leicestershire County Council, Historic and Natural Environment Team (LCCHNET) as archaeological advisors to the planning authority will require that an evaluation is undertaken (LCC HNET advice letter of 08.05.2008 and telephone conversation with client of 08.02.2011).

Archaeological and Historical Background

2.4 The site lies at a height of around 56 m OD. The Ordnance Survey Geological Survey of Great Britain Sheet 156 indicates that the site lies on a small area of pelo-stagnogley soil of Denchworth Association surrounded by calcareous pelosols of Evesham 2 association (Tann 2006, 3).

2.5 A desk-based assessment has been prepared by Lindsey Archaeological Services (Tann 2006). The site lies in the historic core of the village of Plungar (MLE12725). An archaeological evaluation for an earlier application at Manor Farm house, 3, Church Lane, immediately to the east of the proposed outbuilding located to Saxon, medieval, post-medieval and modern

deposits (MLE16659; McDaid and Field 2007). An archaeological evaluation of the area for the proposed building located a possible bank and pond feature (Higgins 2011).

3. Archaeological Objectives

3.1 The main objectives of the archaeological work will be:

- To identify the presence/absence of any earlier building phases or archaeological deposits.
- To establish the character, extent and date range for any archaeological deposits to be affected by the proposed ground works.
- To record any archaeological deposits to be affected by the ground works.
- To produce an archive and report of any results.

4. Methodology

4.1 ***General Methodology and Standards***

4.1.1 All work will follow the Institute of Field Archaeologists (IFA) Code of Conduct and adhere to their *Standard and Guidance for Archaeological excavations* (2001).

4.1.2 Staffing, recording systems, health and safety provisions and insurance details are included below.

4.1.3 Internal monitoring procedures will be undertaken including visits to the site by the project manager. These will ensure that project targets are met and professional standards are maintained. Provision will be made for external monitoring meetings with the Senior Planning Archaeologist, the Planning authority and the Client.

4.2 Watching Brief

4.2.1 The watching brief will involve the supervision of overburden removal and other groundworks by an experienced professional archaeologist.

4.2.2 Should significant archaeological remains be identified during the watching brief a programme of excavation and recording may be necessary, using additional personnel as necessary.

4.2.3 The archaeologist will co-operate at all times with the contractors on site during the watching brief to ensure the minimum interruption to the work.

4.3 Archaeological on-site recording

4.3.2 The archaeological features exposed by the machine stripping or foundation excavation will be planned and sample excavated to provide an adequate sample to address the objectives (3.1).

4.3.3 Measured drawings of all archaeological features will be prepared at a scale of 1:20 and tied into an overall site plan of 1:100. All plans will be tied into the National Grid using a Total Station Electronic Distance Measurer (EDM). All excavated sections will be recorded and drawn at 1:10 or 1:20 scale, levelled and tied into the Ordnance Survey datum. Spot heights will be taken as appropriate.

4.3.4 The location of the excavation will be surveyed using a GPS or Total Station Electronic Distance Measurer (EDM) linked to a hand held computer.

4.3.5 Archaeological deposits will be excavated and recorded as appropriate to establishing the stratigraphic and chronological sequence of deposits, recognising and excavating structural evidence and recovering economic, artefactual and environmental evidence. Particular attention will be paid to the potential for buried palaeosols and waterlogged deposits in consultation with ULAS's environmental officer.

4.3.6 Any human remains encountered will be initially left in situ, where appropriate the police and coroner shall be informed. Human remains will only be removed following appropriate liaison with the Ministry of Justice and in compliance with their requirements and in accordance with appropriate professional standards and guidance, as well as other relevant environmental health regulations. In all circumstances the developer and Leicestershire County Council, will be informed immediately upon the discovery of significant human remains.

4.3.7 Any material recovered which would be regarded as treasure following the Treasure Act 1996 will be reported to the coroner.

4.3.8 Internal monitoring procedures will be undertaken including visits to the site from the project manager. These will ensure that professional standards are being maintained. Provision will be made for monitoring visits with representatives of the developer (Leicestershire County Council Highways), Leicestershire County Council's Historic & Natural Environment Team and the planning authority.

4.3.9 In the event of significant archaeological remains being located during the fieldwork programme there may be the need for contingency time and finance to be provided to ensure adequate recording is undertaken. On the discovery of potentially significant remains the archaeologist will inform the developer, the Planning Archaeologist at Leicestershire County Council, HNET and the planning authority. If the archaeological remains are identified to be of significance additional contingent archaeological works will be required.

4.4 ***Recording Systems***

4.4.1 The ULAS recording manual will be used as a guide for all recording.
4.4.2 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto pro-forma recording sheets.
4.4.3 A site location plan based on the current Ordnance Survey 1:1250 map (reproduced with the permission of the Controller of HMSO) will be prepared. This will be supplemented by a trench plan at appropriate scale, which will show the location of the areas investigated in relationship to the investigation area and OS grid.
4.4.4 A record of the full extent in plan of all archaeological deposits encountered will be made. Sections including the half-sections of individual layers of features will be drawn as necessary, typically at a scale of 1:10. The OD height of all principal strata and features will be recorded.
4.4.5 A photographic record of the investigations will be prepared illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted.
4.4.6 This record will be compiled and checked during the course of the excavations.

5. Finds and Samples

5.1 The IFA *Guidelines for Finds Work* will be adhered to.
5.2 Before commencing work on the site, a Site code/Accession number will be agreed with the Planning Archaeologist that will be used to identify all records and finds from the site.

5.3 During the fieldwork, different sampling strategies may be employed according to the perceived importance of the strata under investigation. Close attention will always be given to sampling for date, structure and environment. If significant archaeological features are sample excavated, the environmental sampling strategy is likely to include the following:

i. A range of features to represent all feature types, areas and phases will be selected on a judgmental basis. The criteria for selection will be that deposits are datable, well sealed and with little intrusive or residual material.

ii. Any buried soils or well sealed deposits with concentrations of carbonised material present will be intensively sampled taking a known proportion of the deposit.

iii. Spot samples will be taken where concentrations of environmental remains are located.

iv. Waterlogged remains, if present, will be sampled for pollen, plant macrofossils, insect remains and radiocarbon dating provided that they are uncontaminated and datable. Consultation with the specialist will be undertaken.

5.4 All identified finds and artefacts are to be retained, although certain classes of building material will, in some circumstances, be discarded after recording with the approval of the Senior Planning Archaeologist. The IFA *Guidelines for Finds Work* will be adhered to.

5.5 All finds and samples will be treated in a proper manner. Where appropriate they will be cleaned, marked and receive remedial conservation in accordance with recognised best-practice. This will include the site code number, finds number and context number. Bulk finds will be bagged in clear self sealing plastic bags, again marked with site code, finds and context numbers and boxed by material in standard storage boxes (340mm x 270mm x 195mm). All materials will be fully labelled, catalogued and stored in appropriate containers.

6. Report and Archive

6.1 Following an Assessment in accordance with English Heritage MORPHE 2006 will be prepared. This will indicate what further analysis, if any, is required. The assessment report will include:

6.2 Interim Report

6.2.1 This will include the aims and methods used, the nature, location, extent, date, significance and quality of data recovered with appropriate illustrative material. It will include an assessment of the effectiveness of the methodologies employed.

6.3 Factual Data

6.3.1. The quantity of material and data including provenance, provisional dating, evidence for contamination and residuality and means of data collection used.

6.3.2. The range and variety of material including any possible biases resulting from collection or sampling methods.

6.3.3. An assessment of the condition of the material including preservation bias and potential for long term storage.

6.3.4 The existence of primary sources or relevant data which may enhance the study of site data.

6.4 Site Assessment

6.4.1 On completion of the fieldwork the site archive will be prepared to ensure accessibility and an interim report prepared. All records will be updated during the assessment stage and all plans sections and photographs indexed.

6.4.2 On completion of the archive an assessment report of the site's potential for further analysis will be prepared incorporating the information from the finds and environmental assessments. Contact will be maintained between the specialists during the assessment stage.

6.5 Finds Assessment

6.5.1 Any pottery recovered will be sorted by form, fabric and decoration following ULAS type series. Sequences will be established where possible in conjunction with the site information. Spot dating will be provided if diagnostic elements are present.

6.5.2 Finds assessment reports will be prepared for each category of find encountered. Consultants will be contacted where necessary.

6.5.3 An assessment of the conservation requirements for material recovered will be undertaken in consultation with the Conservator at the University of Leicester School of Archaeology and Ancient History.

6.6 Environmental Assessment

6.6.1 Sieving and sorting of the coarse residues of sediment will be completed and recorded immediately following the fieldwork phase. The fine residues (0.5-4mm) will be prioritised for sorting and the flots packed and labelled. Any additional samples will have been recorded and stored.

6.6.2 During the assessment phase the following work will be carried out:

i) The prioritised fine residues (0.5-4mm) will be sorted.

ii) The flots will be scanned and prioritised. Selected flots will have plant remains identified to assess the range, quantity, preservation and potential of the remains. Flots with potential for further analysis will be selected for sorting during the analysis stage.

iii) Any additional environmental materials will be assessed and considered for analysis.

iv) Samples of charcoal and cereal grains will be selected for possible C14 dating if from appropriate deposits.

v) Any additional samples will be assessed for further sieving.

vi) Sediment samples will be selected for phosphate analysis, magnetic susceptibility or sediment analysis as appropriate to assist with the interpretation of the site.

6.7 Potential

6.7.1 The data and material will be critically examined in the light of their potential to answer the research aims resulting from the fieldwork including local, regional and national priorities.

6.7.2 In addition each material category report will summarise any site specific questions posed in the project design which

6.7.3 The data and material will be critically examined in the light of their potential to answer the research aims resulting from the fieldwork including local, regional and national priorities.

7. Report and Archive

7.1 A report on the fieldwork will be provided following analysis of the records and materials.

7.2. The copyright of all original finished documents shall remain vested in ULAS and ULAS will be entitled as of right to publish any material in any form produced as a result of its investigations.

7.3 A full copy of the archive as defined in the 'Guidelines for the preparation of excavation archives for long-term storage' (UKIC 1990), and Standards in the Museum care of archaeological collections (MGC 1992) and 'Guidelines for the preparation of site archives and assessments for all finds (other than fired clay objects) (RFG/FRG 1993) will be presented to an appropriate registered museum within six months of the completion of analysis. This archive will include all written, disk-based, drawn and photographic records relating directly to the investigations undertaken.

7.4 On the completion of fieldwork the originating organisation should complete the on-line OASIS form at http://oasis.ac.uk on completion of the fieldwork.

8. Acknowledgement and Publicity

8.1 ULAS shall acknowledge the contribution of the Client in any displays, broadcasts or publications relating to the site or in which the report may be included.

8.2 ULAS and the Client shall each ensure that a senior employee shall be responsible for dealing with any enquiries received from press, television and any other broadcasting media and members of the public. All enquiries made to ULAS shall be directed to the Client for comment.

9. Copyright

9.1 The copyright of all original finished documents shall remain vested in ULAS and ULAS will be entitled as of right to publish any material in any form produced as a result of its investigations.

10. Timetable

10.1 The watching brief is scheduled to start on 21.03.2011 with one member of staff.

10.2 Following the fieldwork the on-site director/supervisor will carry out the post-excavation work, with time allocated within the costing of the project for analysis of any artefacts found on the site by the relevant in-house specialists at ULAS.

11. Health and Safety

11.1 ULAS is covered by and adheres to the University of Leicester Archaeological Services Health and Safety Policy and Health and Safety manual with appropriate risks assessments for all archaeological work. A draft Health and Safety statement for this project is attached as Appendix 1. The relevant Health and Safety Executive guidelines will be adhered to as appropriate. The HSE has determined that archaeological investigations are exempt from CDM regulations.

11.2 A Risks assessment will be completed prior to work commencing on-site, and updated as necessary during the site works.

12. Insurance

12.1 All ULAS work is covered by the University of Leicester's Public Liability and Professional Indemnity Insurance. The Public Liability Insurance is with St Pauls Travellers Policy No. UCPOP3651237 while the Professional Indemnity Insurance is with Lloyds Underwriters (50%) and Brit Insurances (50%) Policy No. FUNK3605.

13. Monitoring arrangements

13.1 Unlimited access to monitor the project will be available to both the Client and his representatives and Planning Archaeologist subject to the health and safety requirements of the site. At least one weeks notice will be given to the LCC HNET Senior Planning Archaeologist before the commencement of the archaeological fieldwork in order that monitoring arrangements can be made.

13.2 All monitoring shall be carried out in accordance with the IFA *Standard and Guidance for Archaeological Field Evaluations, excavations* or *watching briefs* as appropriate.

13.3 Internal monitoring will be carried out by the ULAS project manager.

14. Contingencies and unforeseen circumstances

14.1 In the event that unforeseen archaeological discoveries are made during the project, ULAS shall inform the site agent/project manager, Client and the Planning Archaeologist and Planning Authority and prepare a short written statement with plan detailing the archaeological evidence. Following assessment of the archaeological remains by the Planning Archaeologist, ULAS shall, if required, implement an amended scheme of investigation on behalf of the client as appropriate.

15. Bibliography

Brown, D., 2008	*Standard and guidance for the preparation of Archaeological Archives* (Institute for Archaeologists)
	http://www.heritagegateway.org.uk/gateway/chr/default.aspx
IfA, 2010	*Standards and Guidelines for Archaeological Watching Briefs.*
IfA, 2010	*Code of Conduct*

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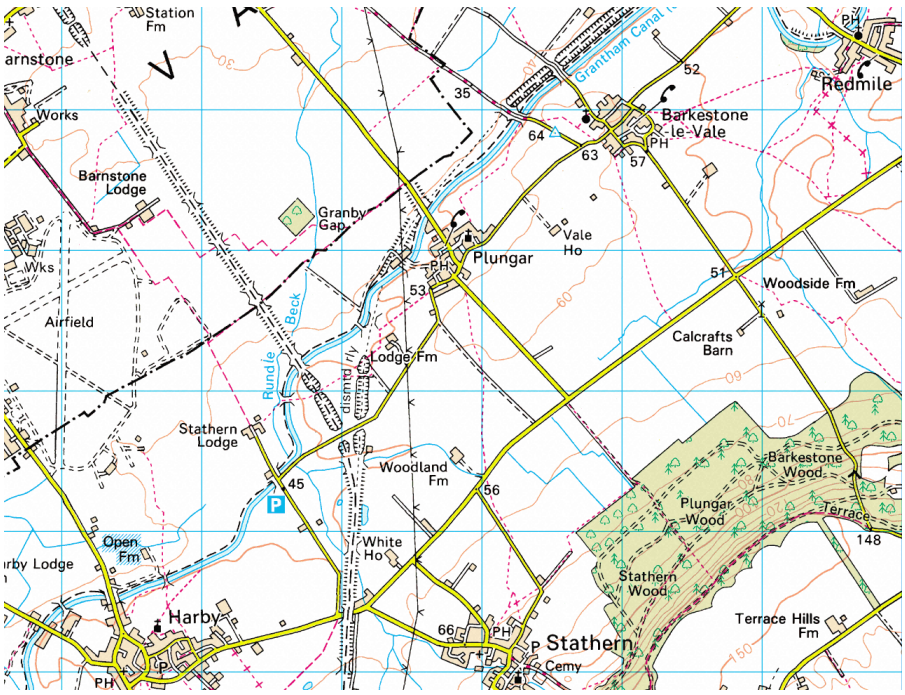

Figure 1 Location of Plungar

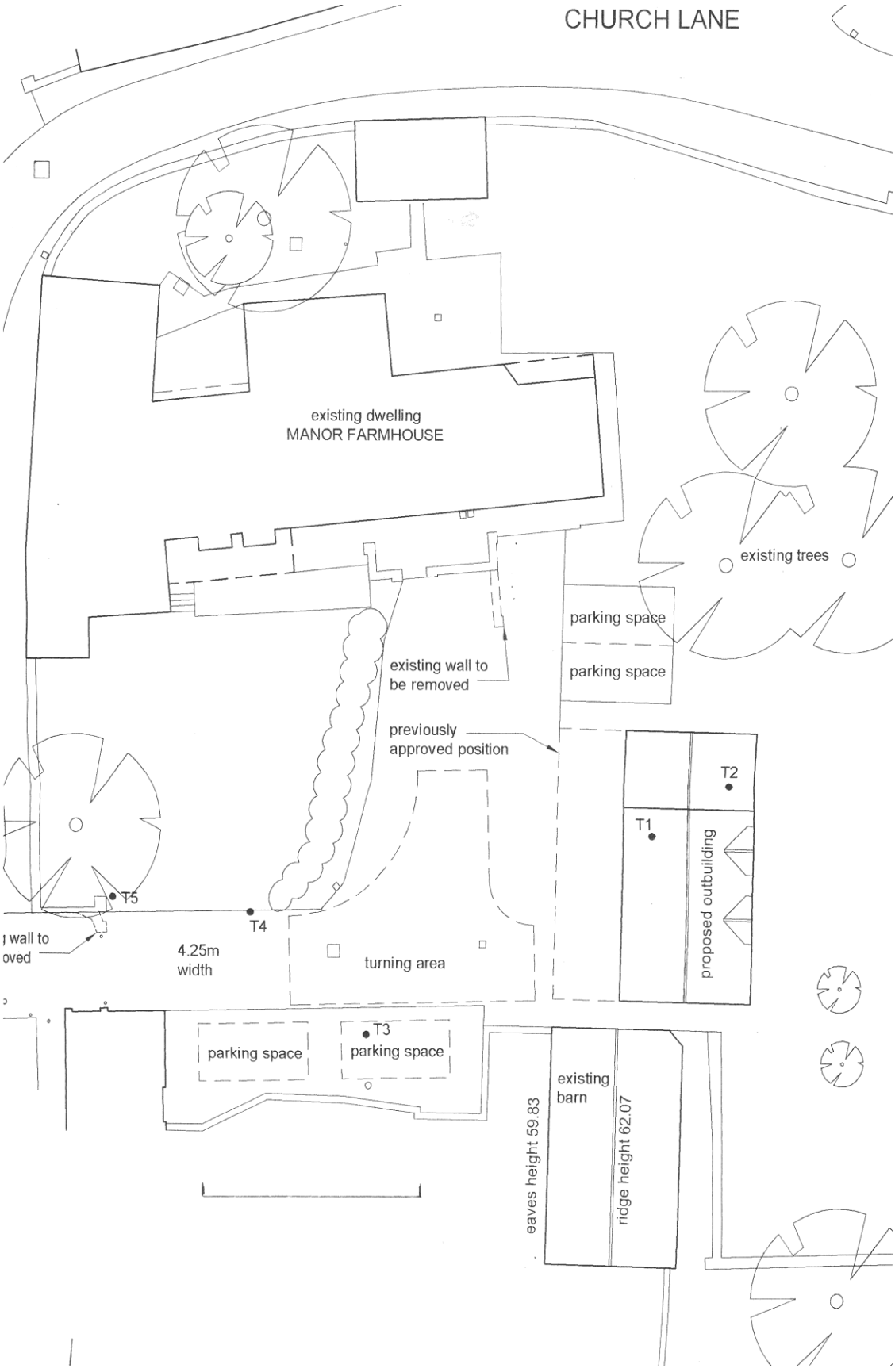

Figure 2 Location of Proposed building to be subject to archaeological attendance

Appendix 2: OASIS Database entry

OASIS no.	universi1-104875
Project Name	Manor Farm House, 3 Church Lane, Plungar, Leics.
Project Type	Watching-brief
Project Manager	Dr Patrick Clay
Project Supervisor	Mathew Morris
Previous/Future work	universi1-94489
Current Land Use	Site of former garage
Development Type	Residential
Reason for Investigation	PPS 5
Position in the Planning Process	As a condition
Site Co ordinates	SK 7700 3407
Start/end dates of field work	21/6/2011 – 23/6/2011
Archive Recipient	Leicestershire County Council Museum Services
Study Area	*c.*203 square meters

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