



University of
Leicester

Archaeological Services

**An Archaeological Evaluation of
land adjacent to Hall Close,
Cottesmore, Rutland
(NGR SK 9048 1375)**

Dr. Roger Kipling



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**An Archaeological Evaluation of
Land adjacent to Hall Close,
Cottesmore, Rutland
[NGR SK 9048 1375]**

Dr. Roger Kipling

For: Hazleton Homes

Approved by

Signed:



Date: 28/2/2011

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An Archaeological Evaluation of Land Adjacent to Hall Close, Cottesmore, Rutland [NGR SK 9048 1375]

Dr. Roger Kipling

Summary

A programme of archaeological investigation by trial trenching was undertaken by staff of University of Leicester Archaeological Services on behalf of Hazleton Homes on land adjacent to Hall Close, Cottesmore, Rutland, between 15th and 17th February 2011. The work proceeded from an earlier archaeological evaluation undertaken by ULAS in 2003 targeting the eastern end of the development area, which revealed probable 17th-century architectural fragments probably associated with the demolition of Cottesmore Hall and attendant gardens in the 20th century.

The northern area of the 2011 evaluation revealed a number of stone- and brick-built structures of uncertain date which are likely to have formed part of a demolished range associated with the possibly 15th- or 16th-century standing building flanking the north side of the present farmyard. This arrangement of buildings may have been associated with the hall which lay a short distance to the north, possibly as stable. This area of archaeological survival appeared reasonably discrete, however, with heavy disturbance evident across the central farmyard area and in the open area in the north-east corner of the evaluation area. The eastern area proved to be devoid of archaeological features or finds.

The site archive will be deposited with Rutland County Museum under the accession number OAKRM: 2011.4.

Introduction

An archaeological field evaluation by trial trenching was conducted by staff of University of Leicester Archaeological Services (ULAS) on behalf of Hazleton Homes on land adjacent to Hall Close, Cottesmore, Rutland, between 15th and 17th February 2011.

This work was in accordance with DOE Planning Policy Statement 5 (PPS5: Planning and the Historic Environment) and was intended to provide preliminary indications of the character and extent of any archaeological remains that may have been present on the site, so that the Planning Authority could assess the potential impact of the proposed development on such remains. Leicestershire County Council Historic and Natural Environment Team, as archaeological advisors to the planning authority had requested a field evaluation to identify and locate any archaeological remains of significance and proposed suitable treatment to avoid or minimise damage by the development.

The approved Written scheme of Investigation addressed the impact of proposed conversion of existing agricultural buildings to residential accommodation in tandem with the construction of further new housing, and provided details of a programme of

work comprising excavation and sampling of archaeological deposits which were to be affected by the proposals.

The Ordnance Survey Geological Survey of Great Britain Sheet 157 indicates that the underlying geology is likely to consist of Northamptonshire Sand and Ironstone. The land lies at a height of c. 130m OD on level ground, sloping gently to the east.



Figure 1: Site Location. Scale 1: 50 000

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Aims and Methods

The archaeological field evaluation followed a written scheme of investigation (Appendix 2: *Written Scheme of Investigation (WSI) for archaeological Work, Land Adjacent to Hall Close, Cottesmore, Rutland SK 9048 1375*), intended to provide preliminary indications of the nature, extent, date, depth, significance and state of preservation of archaeological deposits in order that the potential impact of the development on such remains may be assessed by the Planning Authority. All work was undertaken in accordance with the Institute for Archaeologists' (IfA) Code of Conduct and adhering to their *Standards and Guidance for Archaeological Field Evaluation*.

The aims of the archaeological evaluation were to:

1. Identify the presence/absence of any earlier building phases or archaeological deposits.
2. Establish the character, extent and date range for any archaeological deposits to be affected by proposed ground-works.
3. Record any archaeological deposits to affected by the ground-works.
4. Produce an archive and report of any results.

The programme of archaeological evaluation consisted of the excavation of three trial trenches, positioned in order to provide a representative sample of the site and so as to target the footprints of certain of the proposed buildings, as agreed with the Planning Archaeologist prior to the commencement of the evaluation. Information relating to services was also taken into account.

Excavation was undertaken using a JCB mechanical excavator fitted with a 1.6m wide toothless ditching bucket prior to hand cleaning, limited excavation and recording of the resultant trenches (Figure 2).

Trench 1, measuring 30m in length and 1.6m wide, was positioned in order to assess the open scrubland in the north-east part of the site. The L-shaped Trench 2, measuring 44.5m north-south and 18.3m east-west wide and 1.6m wide, targeted the area flanking the eastern, open side of the farmyard. The shortest trench (3), measuring 16.5m x 1.6m, was located on the western side of the farmyard, with the intention of determining the degree of survival of archaeology within the yard area (Figure 3, Figure 4).

The presence of substantial foundations to a recently-demolished building on the site and the presence of a thick concrete raft across much of the yard area dictated slight modifications to the location of Trenches 2 and 3 respectively, and the consequent shortening of the latter and the lengthening of the former.

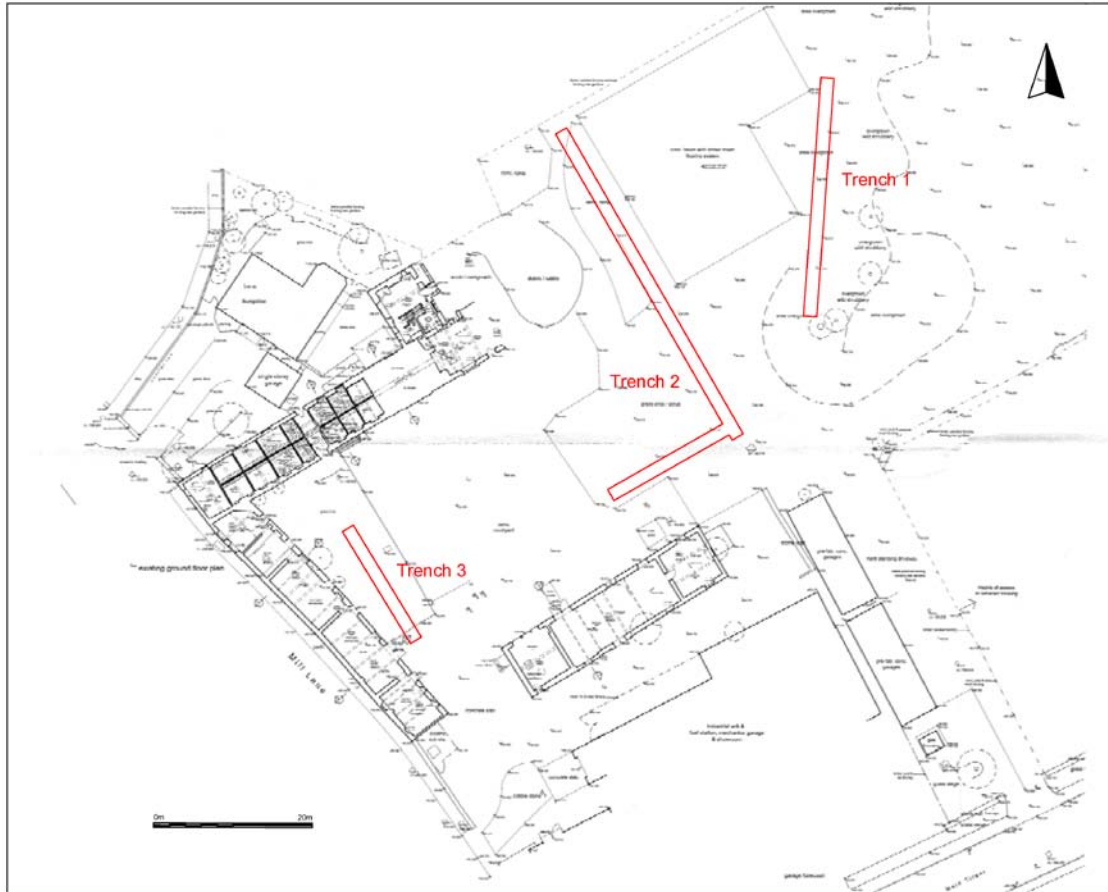


Figure 2: Site location plan indicating location of evaluation trenches



Figure 3: General view south-west across the farmyard from Trench 2



Figure 4: View east across farmyard towards Trench 2

Archaeological and Historical Background

The proposed application area was the subject of a desk-based archaeological assessment in 2002 (Northamptonshire Archaeology). The report established that the site lies within the historic core of Cottesmore village, on the north-eastern margin, close to the site of the now-demolished Cottesmore Hall, which may have had a Tudor origin, although photographs depict a building with an 18th century, Georgian-style façade. The medieval church of St. Nicholas is located *c.*0.25km to the south-west, and archaeological excavations by ULAS on land adjacent to the Post Office, revealed traces of late prehistoric, Roman, late Anglo-Saxon and early medieval activity 0.3km to the south-west of the site (Thomas 1998). Archaeological evidence for late Anglo-Saxon/early medieval iron smelting evidence was traced at Lilac Farm, 0.32km to the north-west of the application area (Clarke 2002).

An L-shaped earthwork bank located immediately to the north-east of the development area (SK 91 SW BJ) was interpreted by the desk-based assessment as the headland of a medieval ridge and furrow field system, although local residents identify this as the remains of the driveway to Cottesmore Hall.

Results

Trench 1 (30m x 1.6m and between 1.4m and 1.6m in depth) was aligned north-south and located in an area of scrub in the north-east corner of the assessment area (Figure 5). A 0.3m-0.7m accumulation of mixed garden/cultivation topsoil containing modern brick and limestone rubble overlay a 0.4m-0.8m-thick pale yellow-brown silty clay subsoil. Removal of this material revealed a pale brown natural clay silt,

which changed at the northern end of the trench to a limestone and yellow-brown silty clay mix. The trench produced no archaeological evidence.



Figure 5: Trench 1: view south-east; 2m scales

Located directly east of the farmyard, **Trench 2** constituted the largest and most significant of the three trenches, forming an L-shape aligned north-west to south-east and measuring 44.5m north-south, 18.3m east-west and 1.6m wide. Removal of a modern concrete hardstanding and 0.1m-0.6m of underlying mixed modern roadstone and topsoil midway along the trench, opposite and west of the standing Listed Building, revealed a series of brick- and limestone-built walls set into spreads of modern ceramic building material and limestone rubble.

Several walls formed an arrangement of three adjacent small cells or structures broadly aligned north-south, the northernmost of which was defined by 19th- or 20th-century brick walls ([07] forming a C-shape measuring 1.6m x 0.8m internally (Figure 11). The structure was flanked to the north by a wall [05] of limestone and light yellow silty clay mortar build (Figure 10) measuring 0.8m wide and 2.7m+ in length. The wall abutted at right angles a second [06], of comparable width but of slightly paler, sandier mortar bond. The noticeably higher standard of construction of these two walls in comparison to the other to the south suggests that they may earlier, possibly post-medieval, in date. The recovery of a single sherd of tin-glazed earthenware pottery of probable early/mid 17th century date (Sawday, this volume), may lend support to this notion.

The structure was flanked to the north by a second small room or structure represented by walls [03 & 04] (Figure 12). The former measured 0.5m wide, 4m long north-south and was represented by a possible robber trench filled with pale yellow sandy mortar. The second wall, [04], aligned east-west, of faced limestone block construction in a pale yellow sandy mortar matrix, measured 0.6m wide, the two serving to define an area of *c.*2.65m x 0.90m+. The interior was floored in a rough cobbled surface [08 & 09]. Wall [02], an unbonded limestone block construction, butted against [03], forming an extension *c.*3.5m further south prior to a possible right angled turn to the west (Figure 13 & Figure 14).

The remaining southern area of the trench was occupied by a rough modern yard surface [13] (Figure 15) consisting of loosely laid limestone rubble and brick fragments in a clay loam matrix, possibly deriving from demolition of the aforementioned building(s). A sondage at the south end of Trench Two established that the rubble was *c.*0.5m in depth and overlying over 1m of diesel-contaminated clay loam, beneath which dull orange natural clay was observed.

In view of constraints on machining presented by the considerable drying-shed foundations encountered in the north-east area of the site, the decision was taken to extend Trench Two *c.*17m at right angles west towards the eastern edge of the concrete farmyard surface apron, as a result of which two undated walls were identified (Figure 16), both of shaped, faced limestone build with buff mortar bonding material and broadly aligned south-west to north-east. The first, [14], measured *c.*0.5m wide and a minimum of 2m in length, its western end seemingly truncated (Figure 17, Figure 18). The second wall [15] lay directly to the west and appeared to represent the southern end of a small square or rectangular building or structure measuring 6m long or wide and extending north beyond the confines of the trench (Figure 19). Machine-cut slender rectangular limestone blocks defined the southern external wall face, with roughly placed and shaped blocks filling the interior (Figure 20). A concrete floor abutted the internal wall face. No dating evidence was forthcoming, but the machine-cut block construction and the concrete floor suggest that [15] represents part of a modern structure.

The final trench to be opened, **Trench 3**, was positioned at the western edge of the farmyard, running parallel to the farm building fronting Mill Lane. The removal of 0.2m-0.6m of a modern crushed limestone surface from the 16.5m x 1.6m trench revealed a 0.5m-wide stone-capped drain [16] (Figure 21 & Figure 22) running east-west across the trench. The construction cut, [16], accommodated a limestone and modern brick lining, [18], whilst further roughly shaped limestone slabs formed a capping. No other archaeological evidence was forthcoming from the trench.



Figure 6: Trench 2: general plan of central section



Figure 7: Trench 2; recording in progress; view north-west



Figure 8: Trench 2: general view north-west (2m scales)



Figure 9: Trench 2: general view north-east (1m & 2m scales)



Figure 10: Trench 2: Walls [05, 06 & 07]; view east (1m scales)



Figure 11: Trench 2: Brick structure [7], feature [11] & wall [05] (right); 1m scale



Figure 12: Trench 2: Walls [03 & 04] & structure [07]; view south-west; 1m scale



Figure 13: Trench 2: Junction of walls [02 & 03]; view south; 1m scale



Figure 14: Trench 2: corner angle of wall [02]; view south-east; 1m scale



Figure 15: Trench 2: yard surface [13]; view south-west; 2m scales

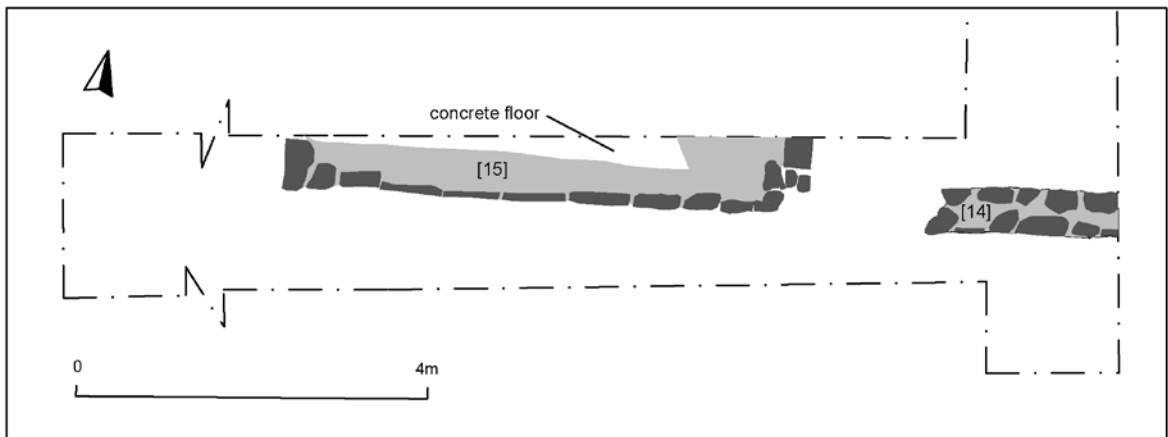


Figure 16: Trench 2: plan of southern section



Figure 17: Trench 2 (southern section); view north-east showing walls [14 & 15] (2m scales)



Figure 18: Trench 2: walls 14 (foreground) & [15]; view south-west; 2m scales



Figure 19: Trench 2; walls [14] & [15] (foreground), view north-east; 2m scales



Figure 20: Trench 2; wall [15] (detail); view north; 2m scale



Figure 21: Trench 3: general view north (2m scales)



Figure 22: Trench 1: drain [16], view south; 1m scale

Discussion

Excavation served to demonstrate that, across much of the development area, archaeological evidence was entirely absent and/or is likely to have been obliterated by construction of agricultural buildings and associated structures during the course of the 19th and 20th centuries. However, trenching within the area east of the north range and the farmyard revealed the foundations of a number of brick- and stone-built buildings. Whilst the small area opened prevented proper interpretation of form or function, the overlaying of a plan of the walls encountered over the first edition Ordnance Survey map of 1885 strongly suggests that these represent part of a lost eastern building range associated with the post-medieval or later farm complex (Figure 23). It is further possible that this range may, as is suggested for the northern range, have its origins in stable blocks and other buildings ancillary to Cottesmore Hall, which is known to have been situated a short distance to the north.



Figure 23: Trench location plan overlaid on first edition Ordnance Survey map

Concluding Remarks

The archaeological evaluation at Mill Lane, Cottesmore, revealed stone- and brick-built structures of uncertain date but possibly forming part of a demolished range associated with the possibly 15th- or 16th-century standing building flanking the north side of the present farmyard. This arrangement of buildings was likely associated with the hall which lay a short distance to the north, possibly as stable. This area of archaeological survival appeared reasonably discrete, with heavy disturbance evident across the central farmyard area and in the open area in the north-east corner of the evaluation area. The eastern area proved void of archaeological features or finds.

The site archive (OAKRM: 2011.4), consisting of a single pottery sherd and paper and photographic records and site drawings, will be housed with Rutland County Museum, Oakham.

The archive (including the evaluation stage) consists of:

- Pottery sherd (1)
- Record sheets
- A3 drawing sheets
- Digital photographs
- Monochrome (film) photographs
- A risk assessment form

Publication

A version of the excavation summary (see above) will appear in due course in the *Transactions of the Leicestershire Archaeological and Historical Society*.

Acknowledgements

Dr. Roger Kipling and Steven Baker of ULAS undertook the archaeological evaluation on behalf of Hazleton Homes. The project was managed by Richard Buckley.

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Oasis Information

Project Name	An Archaeological Evaluation of Land Adjacent to Hall Close, Cottesmore, Rutland (SK 9048 1375)
Project Type	Evaluation
Project Manager	Richard Buckley
Project Supervisor	Roger Kipling
Previous/Future work	Possible excavation
Current Land Use	Redundant farm buildings
Development Type	Residential housing
Reason for Investigation	PPG16
Position in the Planning Process	Preliminary work prior to planning determination
Site Co ordinates	SK 9048 1375
Start/end dates of field work	15 th - 17 th February 2011
Archive Recipient	Oakham County Museum
Study Area	5000m ²

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Appendix One: The Post-Medieval Pottery Deborah Sawday

The pottery, one sherd, weighing 43 grams, was catalogued with reference to the guidelines set out by the Medieval Pottery Research group, (MPRG, 2001) and the ULAS fabric series, (Woodland 1981), (Sawday forthcoming). The results are shown below (Table 1).

So-called Anglo Netherlandish Tin Glazed earthenware was made in the Netherlands from the late 15th century. In the late 16th century, two of the potters moved to England and set up a factory in Norwich and then in London. It is difficult to distinguish between the Dutch and English wares, especially in the early period in the manufacture of this pottery, which continued to be made here until the late 18th century. This was the first painted and glazed white ware made in England, and drug jars such as this were made throughout the 17th and 18th centuries and are commonly associated with apothecary's shops. They may have been used domestically for ointments and other medicines and as general purpose containers.

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

Context	Fabric/Ware	Nos	Grams	Comments
U/S	DE2 – Anglo Netherlandish Tin Glazed Earthenware	1	43	Splayed base of a drug jar or albarello, diameter c.140mm, pale brown (10YR 8/4) fine sandy body with mixed inclusions, body, pinkish white glaze, traces white glaze under base (abraded surfaces). Horizontal lines of blue painted decoration under glaze on exterior. This ware is dated generally to the 17th and 18th centuries. The fabric of this pot suggests a date possibly in the early/mid 17th century.

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- Sawday, D., forthcoming *The Medieval and later pottery from the Shires Excavations: St Peters and Little Lane, Leicester*
- Woodland, R.R., 1981 'The pottery' in J.E. Mellor and T. Pearce, 81-129.

Appendix Two: Written Scheme of Investigation (WSI) for archaeological work on Land adjacent to Hall Close, Cottesmore, Rutland SK 9048 1375

For: Hazleton Homes

Planning Authority: Leicestershire County Council

1 Introduction

1.1 Definition and scope of the specification

This document is a Written Scheme of Investigation for an initial phase of archaeological field evaluation (AFE) at the above site, in accordance with PPS 5: Planning for the Historic Environment. The fieldwork specified below is intended to provide preliminary indications of character and extent of any buried archaeological remains in order that the potential impact of the development on such remains may be assessed by the Planning Authority.

1.2 The definition of archaeological field evaluation, taken from the Institute of Field Archaeologists Standards and Guidance: for Archaeological Field Evaluation (2008) is a limited programme of non-intrusive and/ or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site on land, inter-tidal zone or underwater. If such archaeological remains are present field evaluation defines their character, extent, quality and preservation, and enables an assessment of their worth in a local, regional, national or international context as appropriate.

2. Background

Context of the Project

1.1 A planning application has been submitted for conversion of existing agricultural buildings to residential accommodation at Hall Close, Cottesmore, Rutland (NGR: SK 9048 1375).

1.2 The proposed development area is within an area rich in archaeological data included in the Historic Environment Record (HER). The proposed development site is located within the historic core of Cottesmore, within close proximity to the site of Cottesmore Hall, a former Georgian Manor house, of probable Tudor origin and 0.25km to the northeast of the medieval church (SMR 91SW, Y).

1.3 In view of the high archaeological potential of the site, the Senior Planning Archaeologist, Leicestershire County Council, has recommended trial trenching of the site prior to determination of the planning application in order that the potential impact of the proposals on buried archaeological remains may be assessed.

2. Geology and Topography

2.1 The Ordnance Survey Geological Survey of Great Britain Sheet 157 indicates that the underlying geology of the site is likely to consist of Northamptonshire Sand and Ironstone. The site lies at c.130m above Ordnance Datum, on level ground, sloping gently down to the east.

3. Archaeological Objectives

3.1 The main objectives of the evaluation will be:

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

3.2 Within the stated project objectives, the principal aim of the evaluation is to establish the nature, extent, date, depth, significance and state of preservation of archaeological deposits on the site in order to determine the potential impact upon them from the proposed development.

3.3 Trial trenching is an intrusive form of evaluation that will demonstrate the existence of earth-fast archaeological features that may exist within the area.

4. Methodology

General Methodology and Standards

4.1 All work will follow the Institute for Archaeologists (IfA) Code of Conduct (2008) and adhere to their Standard and Guidance for Archaeological Field Evaluation (2008).

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

4.3 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 Planning Authority and the Client, if required.

Trial Trenching Methodology

4.4 Prior to any machining of trial trenches general photographs of the site areas may be taken.

4.5 The eastern third of the site was previously the subject of archaeological evaluation in 2003. Consequently the present investigation will centre on the western and central areas of the development. A total of four trenches, each measuring 30m x 1.6m, will be excavated, targeting the open areas between the standing buildings. The size and position of the trenches indicated on the provisional trench plan may vary due to unforeseen site constraints or archaeology.

4.6 Topsoil and overburden will be removed carefully in level spits, under continuous archaeological supervision using a mechanical excavator using a toothless bucket. Trenches will be excavated down to the top of archaeological deposits or natural undisturbed ground, whichever is reached first.

4.7 Trenches will be examined by hand cleaning and any archaeological deposits located will be planned at an appropriate scale. Archaeological deposits will be sample-excavated by hand as appropriate to establish the stratigraphic and chronological sequence, 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.

4.8 Measured drawings of all archaeological features will be prepared at a scale of 1:20 and tied into an overall site plan. All plans will be tied into the Ordnance Survey National Grid. Relative spot heights will be taken as appropriate.

4.9 Sections of any excavated archaeological features will be drawn at an appropriate scale. At least one longitudinal face of each trench will be recorded. All sections will be levelled and tied to the Ordnance Survey Datum, or a permanent fixed benchmark.

4.10 Trench locations will be recorded by an appropriate method. These will then be tied in to the Ordnance Survey National Grid.

4.11 Any human remains encountered will initially be left in situ and will only be removed if necessary for their protection, under Ministry of Justice guidelines and in compliance with relevant environmental health regulations.

4.12 In the event that unforeseen archaeological discoveries are made during the project a contingency may be required to clarify the character or extent of additional features. The contingency will only be initiated after consultation with the Client and the Planning Archaeologist and Planning Authority. 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.

4.13 The trenches will be backfilled and levelled at the end of the evaluation.

Recording Systems

4.14 Any archaeological deposits encountered will be recorded and excavated using standard procedures as outlined in the ULAS recording manual. Sufficient of any archaeological features or deposits will be hand excavated in order to provide the information required.

4.15 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets.

4.16 A record of the full extent in plan of all archaeological deposits encountered will be made on drawing film, related to the OS grid and at a scale of 1:10 or 1:20. Elevations and sections of individual layers of features should be drawn where possible. The OD height of all principal strata and features will be calculated and indicated on the appropriate plans.

4.17 An adequate 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.

4.18 This record will be compiled and fully checked during the course of the project.

6. Finds

6.1 The IfA *Guidelines for Finds Work* will be adhered to.

6.2 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.

6.3 All antiquities, valuables, objects or remains of archaeological interest, other than articles declared by Coroner's Inquest to be subject to the Treasure Act, discovered in or under the Site during the carrying out of the project by ULAS or during works carried out on the Site by the Client shall be deemed to be the property of ULAS provided that ULAS after due examination of the said Archaeological Discoveries shall transfer ownership of all Archaeological Discoveries unconditionally to the appropriate authority for storage in perpetuity.

6.4 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 Planning Archaeologist.

6.5 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. All materials will be fully labelled, catalogued and stored in appropriate containers.

7. Environmental Sampling

7.1. If features are appropriate for environmental sampling a strategy and methodology will be developed on site following advice from ULAS's Environmental Specialist. Preparation, taking, processing and assessment of environmental samples will be in accordance with current best practice. The sampling strategy is likely to include the following:

- 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.
- Any buried soils or well-sealed deposits with concentrations of carbonised material present will be intensively sampled taking a known proportion of the deposit.
- Spot samples will be taken where concentrations of environmental remains are located.
- Waterlogged remains, if present, will be sampled for pollen, plant macrofossils, insect remains and radiocarbon dating provided that they are uncontaminated.

7.2 All collected samples will be labelled with context and sequential sample numbers.

7.3 Appropriate contexts will be bulk sampled (15 litre or the whole context depending on size) for the recovery of carbonised plant remains and insects.

7.4 Recovery of small animal bones, bird bone and large molluscs will normally be achieved through processing other bulk samples or 30 litre samples may be taken specifically to sample particularly rich deposits.

7.5 Wet sieving with flotation will be carried out using a York Archaeological Trust sieving tank with a 0.5mm mesh and a 0.3mm flotation sieve. The small size mesh will be used initially as flotation of plant remains may be incomplete and some may remain in the residue. The residue > 0.5mm from the tank will be separated into coarse fractions of over 4mm and fine fractions of > 0.5-4mm. The coarse fractions

will be sorted for finds. The fine fractions and flots will be evaluated and prioritised; only those with remains apparent will be sorted. The prioritised flots will not be sorted until the analysis stage when phasing information is available. Flots will be scanned and plant remains from selected contexts will be identified and further sampling, sieving and sorting targeted towards higher potential deposits.

8 Report and Archive

8.1 A draft version of the report will normally be presented within four weeks of completion of site works. The full report in A4 format will usually follow within eight weeks. Copies will be provided for the client and the Local Planning Authority and deposited with the Historic Environment Record.

8.2 The report will include consideration of:

- The aims and methods adopted in the course of the evaluation.
- The nature, location and extent of any structural, artefactual and environmental material uncovered.
- The anticipated degree of survival of archaeological deposits.
- The anticipated archaeological impact of the current proposals.
- Appropriate illustrative material including maps, plans, sections, drawings and photographs.
- Summary.
- The location and size of the archive.
- A quantitative and qualitative assessment of the potential of the archive for further analysis leading to full publication, following guidelines laid down in *Management of Archaeological Projects* (English Heritage).

8.3 A full copy of the archive as defined in the IfA Standard and Guidance for archaeological archives (Brown 2008) will normally be presented to Leicestershire County Council within six months of the completion of fieldwork. This archive will include all written, drawn and photographic records relating directly to the investigations undertaken.

8.4 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.

9 Publication and Dissemination of Results

9.1 A summary report will be submitted to a suitable regional archaeological journal following completion of the fieldwork. A full report will be submitted to a national or period journal if the results are of significance.

9.2 University of Leicester Archaeological Services supports the Online Access to the Index of Archaeological Investigations (OASIS) project. The online OASIS form at <http://www.oasis.ac.uk> will be completed detailing the results of the project. ULAS will contact the HER prior to completion of the form. Once a report has become a public document following its incorporation into the HER it may be placed on the web-site.

10 Acknowledgement and Publicity

10.1 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.

10.2 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.

11 Copyright

11.1 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.

12 Monitoring arrangements

12.1 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.

12.2 All monitoring shall be carried out in accordance with the IfA Standard and Guidance for Archaeological Field Evaluations (2008)

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

13 Timetable and Staffing

13.1 A start date during week-commencing 15th February 2011 is proposed. The work is likely to take up to four days to complete and two experienced archaeologists are likely to be present during the work.

13.2 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.

14 Health and Safety

14.1 ULAS is covered by and adheres to the University of Leicester Statement of Safety Policy and uses the FAME Health and Safety Manual (revised 2005) with appropriate risks assessments for all archaeological work. A draft Health and Safety statement for this project is in the Appendix. The relevant Health and Safety Executive guidelines will be adhered to as appropriate.

15. Insurance

15.1 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.

16. Contingencies and unforeseen circumstances

16.1 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.

17. Bibliography

Brown, D., 2008 *Standard and guidance for the preparation of Archaeological Archives* (Institute for Archaeologists)

IfA, 2008 *Codes of Conduct and Standards and Guidance for Archaeological Field Evaluation*.

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07-02-2011

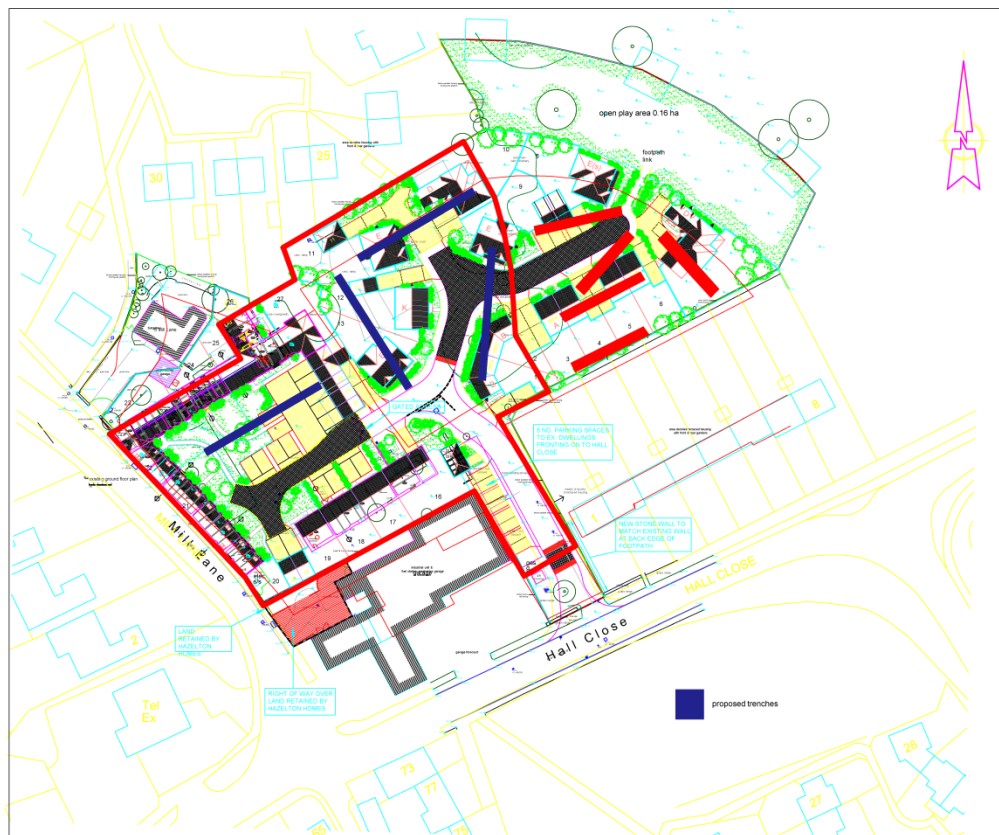


Figure 1 Proposed trench locations

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