



University of Leicester

Archaeological Services

An archaeological field
evaluation at
Springfield House,
2, Chapel Lane,
Hose, Leicestershire
(SK 7374 2949)

Leon Hunt



ULAS Report No 2013-080
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**An archaeological field evaluation at
Springfield House,
2, Chapel Lane,
Hose,
Leicestershire
(SK 7374 2949)**

Leon Hunt

for

Mr. R. Sherwood and Ms. L. Parker
Planning Application Number 12/00579/FUL

Checked by Project Manager

Signed:



Date: 13/05/2013

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An archaeological field evaluation at Springfield House, 2, Chapel Lane, Hose, Leicestershire (SK 7374 2949)

Leon Hunt

Summary

An archaeological field evaluation was carried out by University of Leicester Archaeological Services (ULAS) at Springfield House, 2, Chapel Lane, Hose, Leicestershire (SK 7374 2949).

The work was commissioned by Mr. R Sherwood and Ms. Lisa Parker in advance of the erection of a new dwelling on the site, which is currently part of a garden associated with Springfield House.

The site lies within the historic core of the village of Hose and close to the findspots of large quantities of Roman and medieval pottery.

Two trenches measuring 10m x 1.8m and 7m x 1.8m were excavated across the footprint of the proposed building. The soil sequence consisted of around 0.40m-0.50m of dark garden soil lying over dark yellowish grey clay.

No archaeological features or artefacts associated with archaeological features were discovered during the evaluation.

Introduction

University of Leicester Archaeological Services (ULAS) were commissioned by Mr. R Sherwood and Ms. Lisa Parker to carry out an archaeological field evaluation at Springfield House, 2, Chapel Lane, Hose, Leicestershire (NGR: SK 7374 2949) in advance of the erection of a new dwelling on the site, currently part of the garden associated with the existing Springfield House.

This archaeological work is in accordance with NPPF Section 12: Enhancing and Conserving the Historic Environment.

The evaluation is required as a condition of the planning consent for the erection of a new dwelling and new access at the above address (Planning App. No. P.A. 12/00579/FUL).

The application site lies in an area of archaeological interest. Chapel Lane is situated within the historic medieval and post-medieval settlement core of Hose and close to a site at which over 2000 sherds of medieval pottery and 27 sherds of Roman pottery have been recovered.

Location and Geology

The village of Hose is located approximately 20 miles to the north-east of Leicester and 5 miles north of Melton Mowbray (Figure 1). The site lies within the gardens of the existing dwelling and is located on the south-east side of Chapel Lane, Hose (Figure 2).

The area consists of approximately 0.14 hectares, and lies at a height of around 52m aOD at the northern end of the site falling slightly to around 54m aOD at the southern end. The land where the house is to be constructed is basically flat and is covered in

small vegetable plots, surrounded by areas of grass and yew hedges, some of which had recently been removed.

The Ordnance Survey Geological Survey indicates that underlying bedrock comprises Foston Member mudstone and limestone and Fenton Limestone (British Geological Survey of Britain).

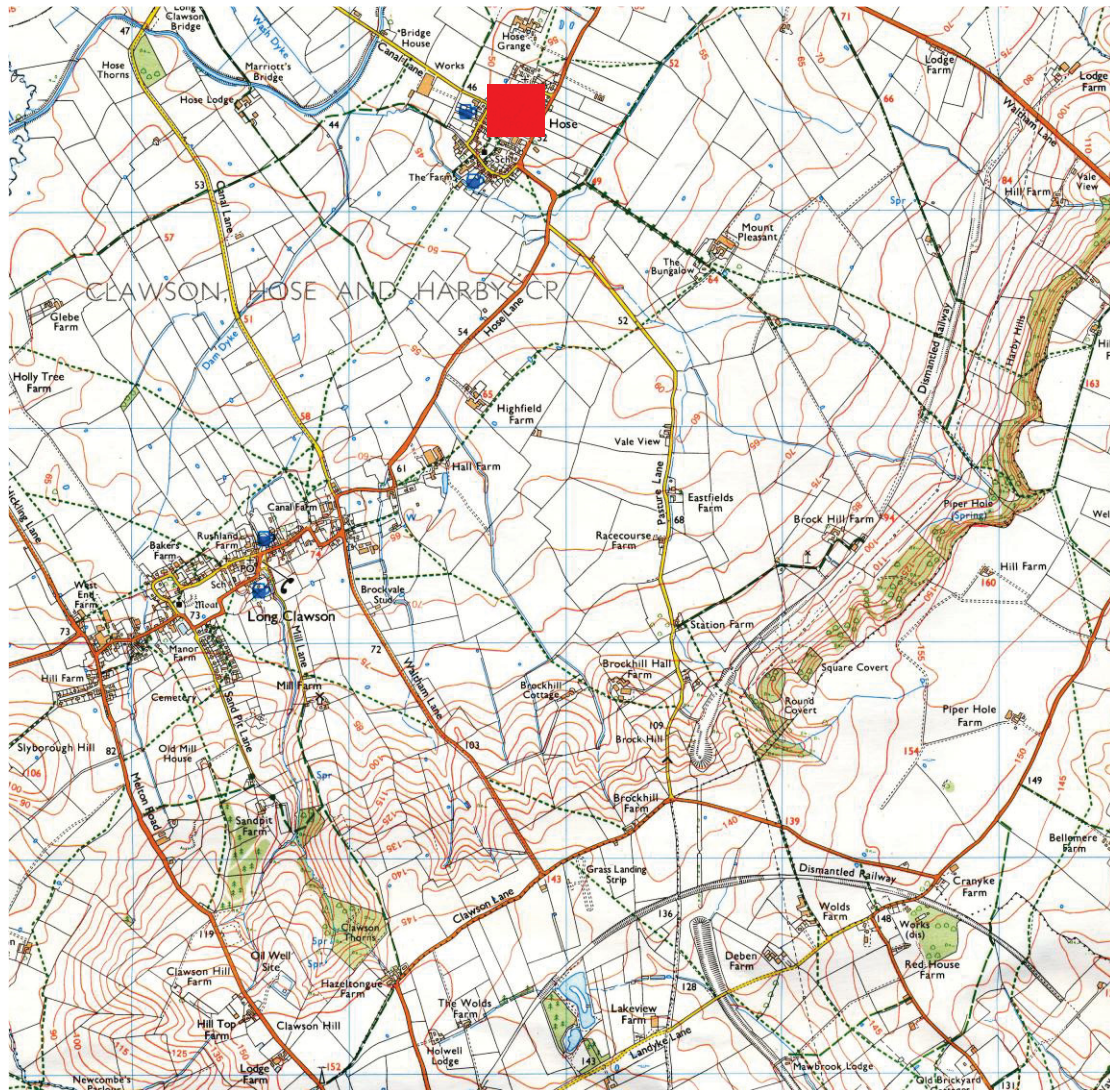


Figure 1: Site location

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Historical and Archaeological Background

The Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest. Chapel Lane is situated within the historic medieval and post-medieval settlement core of Hose (HER ref. **MLE8747**), close to a site at which over 2000 sherds of medieval pottery and 27 sherds of Roman pottery have been recovered. It has been proposed that this may have been the site of the early medieval manor house (**MLE3523**; **MLE7967**). Consequently, there is likelihood that buried archaeological remains will be affected by the development.

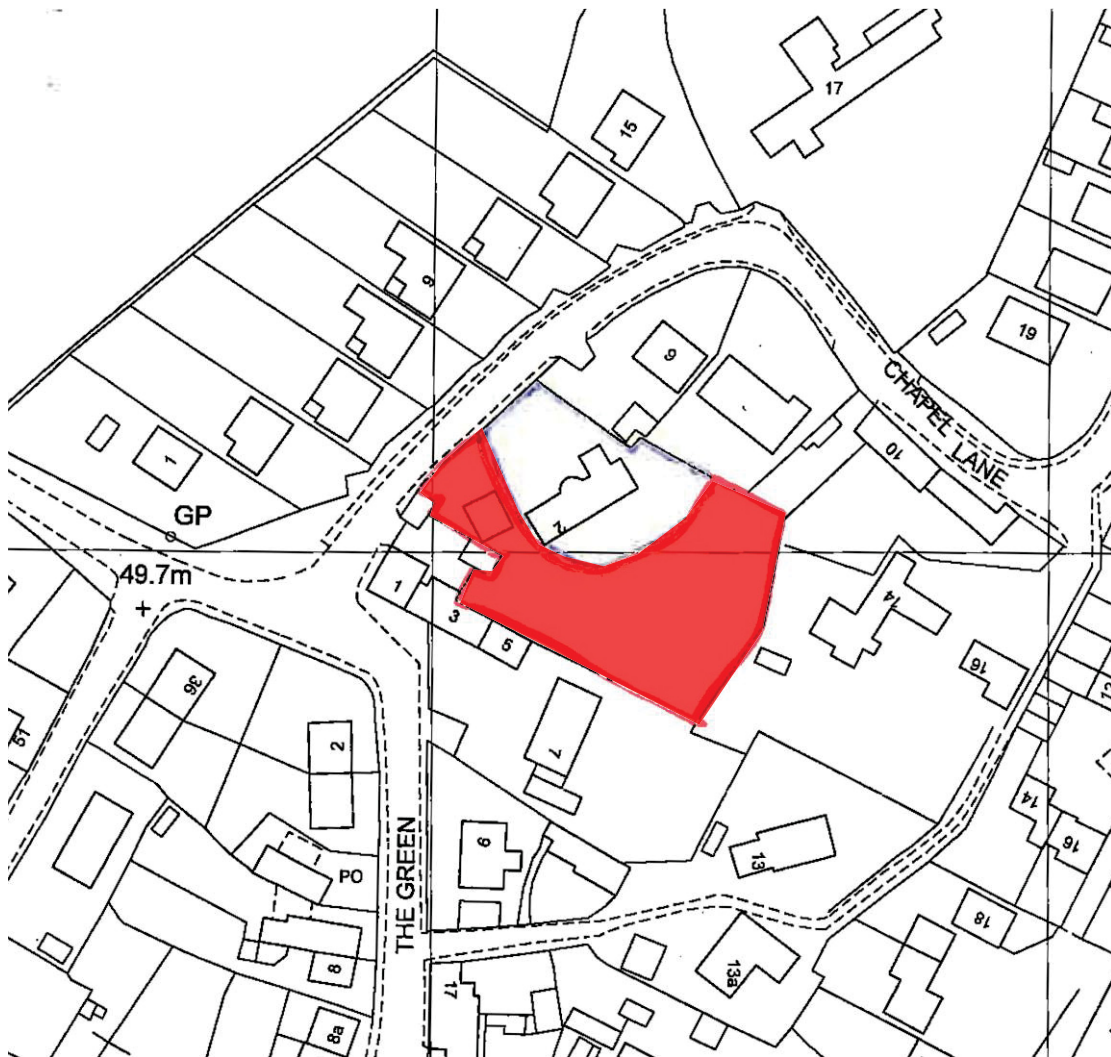


Figure 2: Plan of development area. Scale 1: 1250. Provided by developer

Archaeological Objectives

The main objectives of the evaluation were:

- 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.

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.

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

Methodology

All work followed the Institute for Archaeologists (IfA) *Code of Conduct* (2010) in accordance with their *Standard and Guidance for Archaeological Field Evaluation* (2010). The archaeological work followed the *Written Scheme of Investigation (WSI) for archaeological work* (WSI) prepared by ULAS (Appendix).

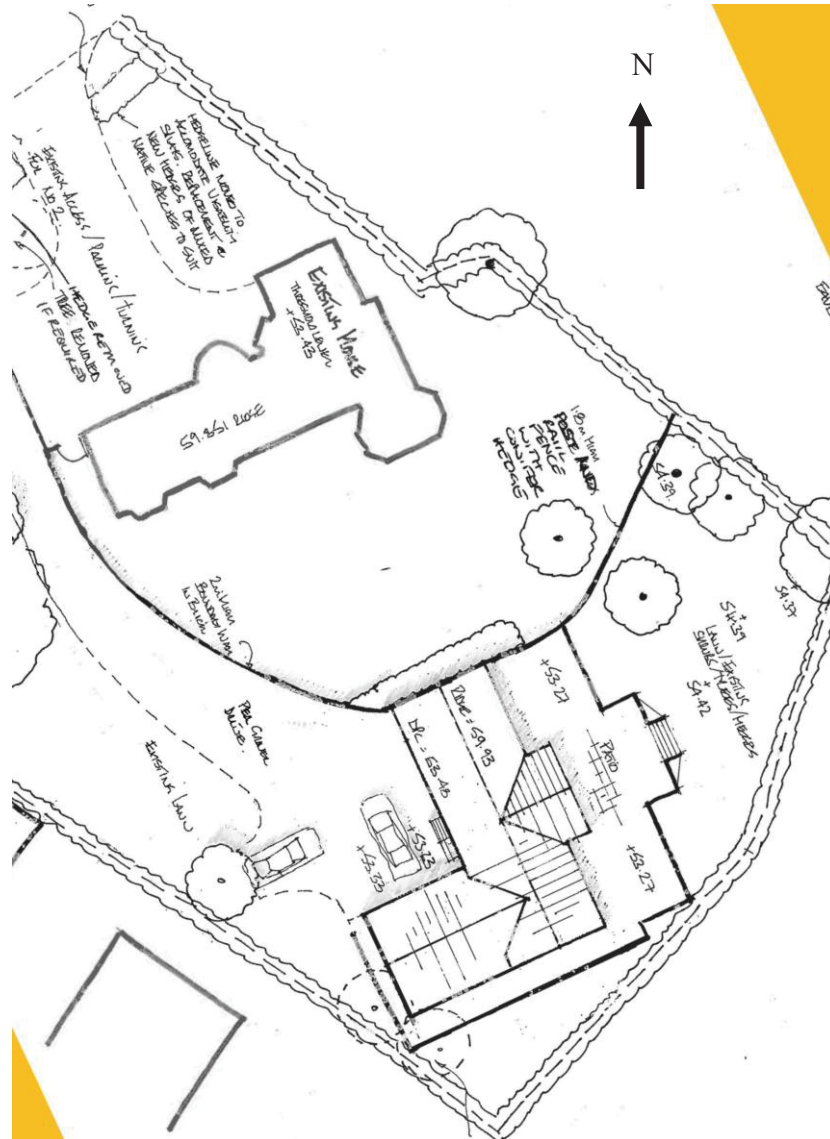


Figure 3: Plan of proposed development. Scale Unknown. Provided by developer

The WSI proposed a 5% sample of the area by trial trenching, which would equate to one 20m x 1.6m trench or c. 30 square metres.

The proposed development site contained two sections of yew hedges that had been removed, but the root boles of the trees still remained, making it difficult to excavate the area properly. Therefore, two trenches were placed across the grassed areas around and between the existing yew hedges and vegetable plots, still within the footprint of the proposed new dwelling (Figure 4).

Trench 01 was 10m x 1.8m and Trench 02 was 7m x 1.8m, which also equates to c.30m.

The trenches were excavated with a small 1 tonne tracked excavator fitted with a 700mm wide ditching bucket.

Results

The topsoil throughout the site was a thick dark humic garden soil, consisting of very dark yellowish grey slightly sandy silty clay with very occasional pieces of limestone. The soil contained large amounts of small and large roots from the surrounding yew hedges.



Plate 1: The site prior to ground-works, looking west

There was no visible subsoil. The topsoil overlay the natural sub-stratum of dark yellowish grey clay.

Trench 01

Orientation: NW-SE

Length: 10m

Width: 1.8m

Interval	SE 0m	2m	4m	6m	8m	10m NW
Topsoil Depth	0.47m	0.50m	0.40m	0.38m	0.50m	0.48m
Subsoil	-	-	-	-	-	-
Top of natural	0.47m	0.50m	0.50m	0.38m	0.50m	0.48m
Base of trench	0.59m	0.60m	0.58m	0.43m	0.51m	0.52m

No archaeological features or artefacts were discovered within this trench (Plate 2).



Plate 2: Post-excitation view of Trench 01, looking north-west

Trench 02

Orientation: NE-SW

Length: 7m

Width: 1.8m

Interval	NE 0m	2m	4m	6m	7m SW
Topsoil Depth	0.46m	0.40m	0.40m	0.38m	0.48m
Subsoil	-	-	-	-	-
Top of natural	0.46m	0.40m	0.40m	0.38m	0.48m
Base of trench	0.51m	0.47m	0.45m	0.42m	0.49m

No archaeological features or artefacts were discovered within this trench.



Plate 3: Work in progress on Trench 02, looking south-west

Conclusion

The evaluation on the land at Springfield House, Hose had some archaeological potential due to its position within the medieval core of the village and its proximity to large amount of Roman and medieval finds.

However, the two evaluation trenches excavated along the footprint of the proposed new dwelling were negative for archaeological features and no artefacts were located within the trenches or spoil heaps. This may reflect the location of the proposed development being away from the medieval street frontage.

Acknowledgements

ULAS would like to thank Bob Sherwood and Lisa Parker for their help and co-operation with this project. The project was managed by Patrick Clay and the work carried out by the author.

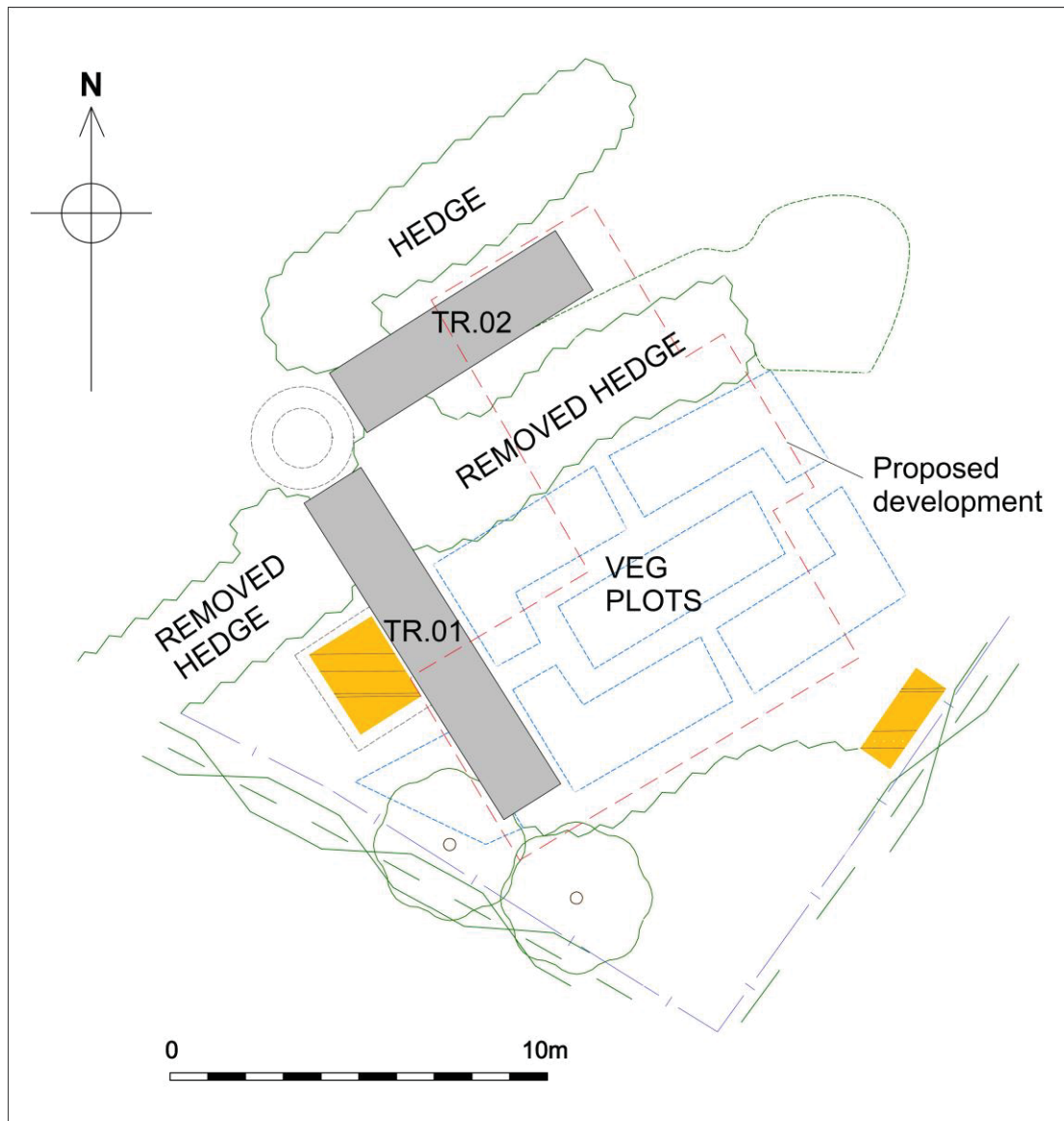


Figure 4: Plan of site with trenches

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.

A summary of the work will also be submitted for publication in a suitable regional archaeological journal in due course.

OASIS data entry

Project Name	Springfield House, 2 Chapel Lane, Hose
Project Type	Evaluation
Project Manager	Patrick Clay
Project Supervisor	Leon Hunt
Previous/Future work	None
Current Land Use	Garden

Development Type	New dwelling and access road
Reason for Investigation	NPPF
Position in the Planning Process	Planning condition
Site Co ordinates	SK 7374 2949
Start/end dates of field work	09-05-2013
Archive Recipient	Leicestershire Museums
Study Area	0.14ha

Archive

The archive for this project will be deposited with Leicestershire Museums. An accession number will be allocated forthwith.

The archive consists of the following:

- 1 Unbound copy of this report
- 2 Trench recording sheets
- 1 Contact sheet of digital photographs
- 1 CD digital photographs
- 1 Set B&W contact sheets
- 1 Set B&W negatives

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10-05-2013

APPENDIX: Written scheme of investigation for archaeological work
UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES

Written scheme of investigation for archaeological work

*Erection of a detached dwelling:
2, Chapel Lane, Hose, Leicestershire*

NGR: SK 7374 2949

Client: Mr. R Sherwood and Ms L Parker

Planning Authority: Melton Borough Council

P.A. 12/00579/FUL

Scheduled Start date: tbc

1 Introduction

1.1 Definition and scope of the specification

This document is a design specification for an initial phase of archaeological field evaluation (AFE) at the above site, in accordance with National Planning Policy Framework (NPPF): Section 12 Conserving and Enhancing the Historic Environment. The survey and fieldwork specified below is intended to provide preliminary indications of character and extent of any heritage assets 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 for 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

- 2.1 The village of Hose is located approximately 20 miles to the north-east of Leicester and 5 miles north of Melton Mowbray. The site lies within the gardens of the existing dwelling and is located on the south-east side of Chapel Lane. The area consists of approximately 0.14 hectares, within which the new house and access will be constructed.
- 2.2 The Ordnance Survey Geological Survey indicates that underlying bedrock comprises Foston Member mudstone and limestone and Fenton Limestone (British Geological Survey of Britain). The site lies at a height of approximately 106m OD.
- 2.3 The application is for residential development, comprising a detached house, garage and access (Figure 2).

- 2.4 Leicestershire County Council, Historic and Natural Environment Team (LCCHNET) as archaeological advisors to the planning authority require that an evaluation by trial trenching is undertaken prior to development to assess the location, extent, significance and character of any buried archaeological remains.

Archaeological and Historical Background

- 2.1 The Leicestershire and Rutland Historic Environment Record (HER) also shows that the application site lies in an area of archaeological interest. Chapel Lane is situated within the historic medieval and post-medieval settlement core of Hose (HER ref. MLE8747), close to a site at which over 2000 sherds of medieval pottery and 27 sherds of Roman pottery have been recovered. It has been proposed that this may have been the site of the early medieval manor house (MLE3523; MLE7967). Consequently, there is likelihood that buried archaeological remains will be affected by the development.

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.
- 3.3 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.
- 3.4 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 (2010) and adhere to their *Standard and Guidance for Archaeological Field Evaluation* (2008). The LCC *Guidelines and Procedures for Archaeological work Leicestershire and Rutland* (1997) will be adhered to.
- 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.
- 4.4 Unlimited access to monitor the project will be available to the Client and his representatives, the planning authority, the Senior Planning Archaeologist of the Heritage and Resources Team, Leicestershire County Council subject to the health and safety requirements of the site. At least one week's notice will be given prior to commencement of the recording work in order that monitoring arrangements can be made. All monitoring shall be carried out in accordance with the IfA *Standard and Guidance for Archaeological Field Evaluation* (2008).

Trial Trenching Methodology

- 4.5 Prior to any machining of trial trenches general photographs of the site areas will be taken.
- 4.6 A 5% sample by trial trenching of the area is proposed of the area which will comprise c. 30 sq metres, the equivalent of one 20m by 1.6m trench. The provisional trench plan attached (Fig. 2) shows the proposed location of the trench, although the size and position of the trench

indicated on the provisional trench plan may vary due to unforeseen site constraints or the presence of archaeological deposits.

- 4.7 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. All excavation by machine and hand will be undertaken with a view to avoid damage to archaeological deposits or features which appear worthy of preservation in situ or more detailed investigation than for the purposes of evaluation. Where structures, features or finds appear to merit preservation in situ, they will be adequately protected from deterioration
- 4.13 The trench 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.
- 4.14 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.
- 4.15 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.
- 4.16 Trench locations will be recorded by an appropriate method. These will then be tied in to the Ordnance Survey National Grid.
- 4.17 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.
- 4.18 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.
- 4.19 The trenches will be backfilled and levelled at the end of the evaluation.

Recording Systems

- 4.20 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.
- 4.21. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets.
- 4.22 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.
- 4.23 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.
- 4.24 This record will be compiled and fully checked during the course of the project.

5. Finds

- 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 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.
- 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 Planning Archaeologist.
- 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.
- 5.6 Finds which may constitute 'treasure' under the Treasure Act, 1996 must be removed to a safe place and reported to the local Coroner. Where removal cannot take place on the same working day as discovery, suitable security will be taken to protect the finds from theft.
- 6. Environmental Sampling**
- 6.1. 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.
- 6.2 All collected samples will be labelled with context and sequential sample numbers.
- 6.3 Appropriate contexts (i.e datable) will be bulk sampled (50 litres or the whole context depending on size) for the recovery of carbonised plant remains and insects.
- 6.4 Recovery of small animal bones, bird bone and large molluscs will normally be achieved through processing other bulk samples or 50 litre samples may be taken specifically to sample particularly rich deposits.
- 6.5 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.
- 6.6 Where evidence of industrial processes are present (eg indicated by the presence of slag or hearth bases), samples will be taken for the analysis of industrial residues (e.g hammer scale).
- 7 Report and Archive**
- 7.1 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.

7.2 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.
- a summary of artefacts, specialist reports and a consideration of the evidence within its local, regional, national context.
- 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).

7.3 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 and will follow the LCC guidelines detailed in *The Transfer of Archaeological Archives to Leicestershire Museums, Arts and Records Service* (LMARS).

7.4 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.

8 Publication and Dissemination of Results

8.1 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.

8.2 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.

9 Acknowledgement and Publicity

9.1 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.

9.2 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.

10 Copyright

10.1 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.

11 Monitoring arrangements

- 11.1 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.
- 11.2 All monitoring shall be carried out in accordance with the IfA *Standard and Guidance for Archaeological Field Evaluations* (2008)
- 11.3 Internal monitoring will be carried out by the ULAS project manager.

12 Timetable and Staffing

- 12.1 The start date is to be confirmed. The work is likely to take 1-2 days to complete and carried out by two experienced archaeologists.
- 12.2 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.

13 Health and Safety

- 13.1 ULAS is covered by and adheres to the University of Leicester Statement of Safety Policy and uses the ULAS Health and Safety Manual (revised 2010) 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.

14. Insurance

- 14.1 All ULAS work is covered by the University of Leicester's Public Liability and Professional Indemnity Insurance. Public Liability Insurance and Employers Liability Insurance: Allianz Insurance plc Policy No. SZ/21696148. Professional Indemnity Insurance – Novae Underwriting Ltd. Policy No. 702610MMA120

15. Contingencies and unforeseen circumstances

- 15.1 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.

16. 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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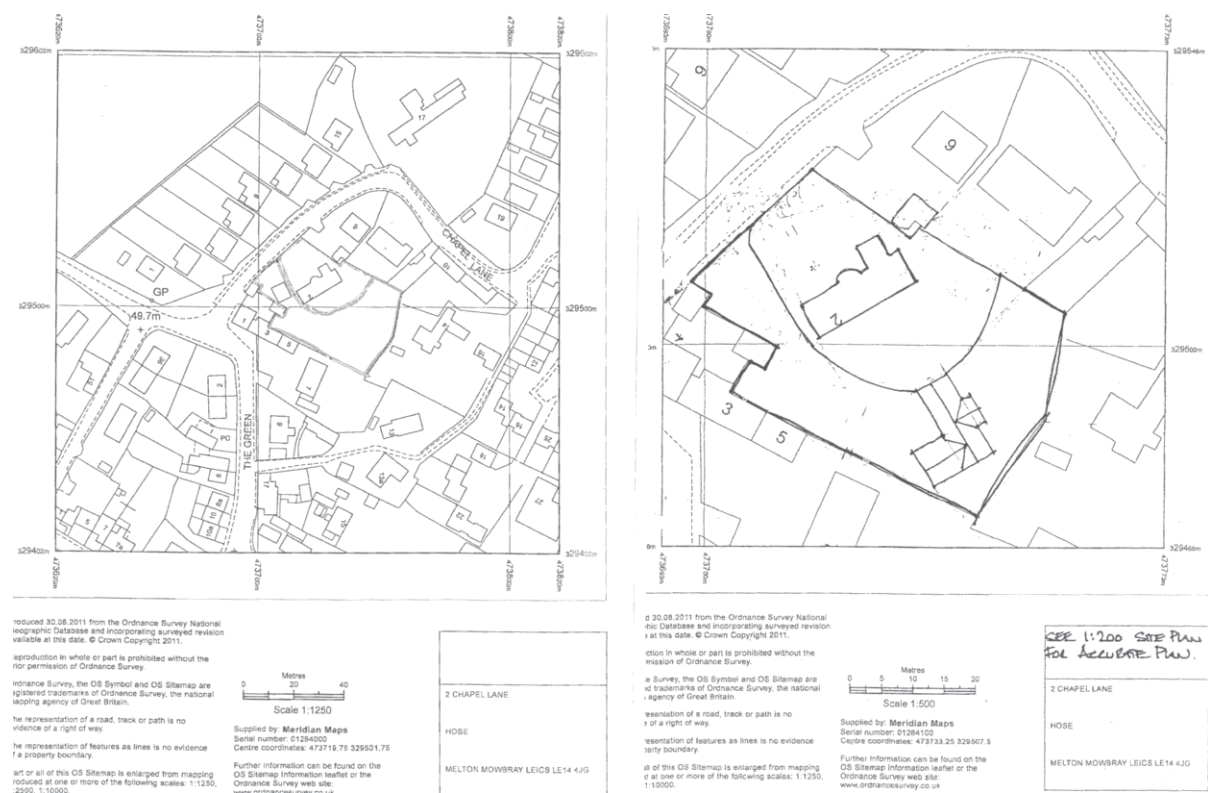


Figure 1: Site location with location of proposed new dwelling on right hand side map (supplied by client)

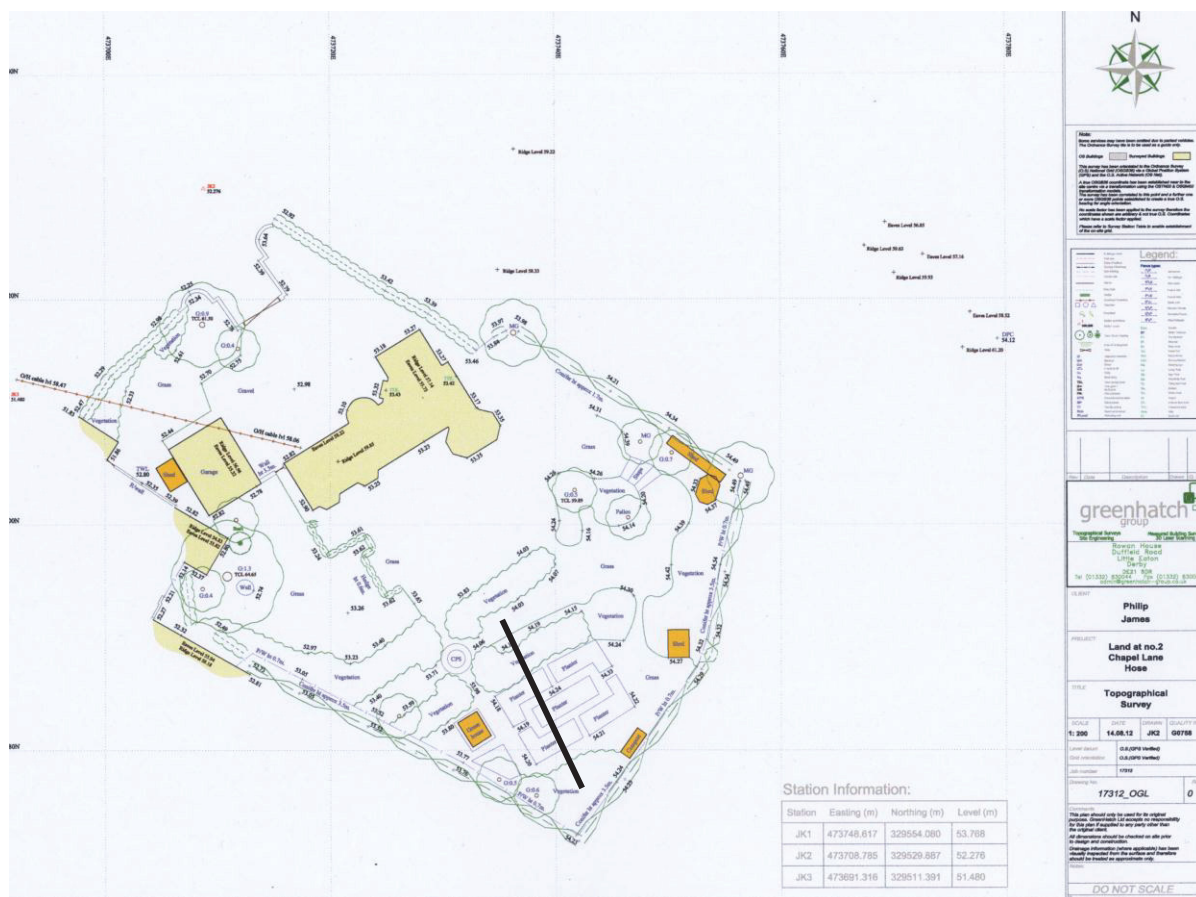


Figure 2. Topographical survey showing proposed trench location

ARCHAEOLOGICAL TRIAL TRENCHING METHOD STATEMENT & RISK ASSESSMENT

Site Name		Job No	PM	Contact
2 Chapel Lane, Hose, Leicestershire		13/578	Patrick Clay	0116 252 2848 07796940240
Site Director	Site Contacts		Team (Nos)	
TBA	TBA		2	

SITE WORKS & METHOD STATEMENT

Evaluation trenches are to be machine excavated as detailed in the specification to look at archaeological deposits

Excavation Method Statement

- Access and parking will be gained via authorised routes to be arranged with the land owner/tenant.
- All staff will be inducted by the site director prior to starting work on site (Appendix 3).
- **Services:** A CAT Scanner may be used in both POWER and RADIO mode to scan trench lines for services prior to excavation. [The CAT must be in calibration and used by a competent person and used in both POWER and RADIO mode.
 - Trenches will not be excavated within 15m of known water mains or sewers or in the vicinity of other underground services or electrical cables without a separate SSOW. Any known services will be marked on the ground and avoided. All machine excavation will be carefully monitored.
 - No work will be undertaken beneath overhead cables. If a tracked machine is required to pass below an overhead cable a separate SSOW will be followed.
- **Excavation:** Trenching we conducted as per the *Trial Trenching Methodology* in the specification. Machining will be conducted using ULAS SSOW1. Excavation of trenches will be undertaken according to ULAS SSOW3 (Appendix 1). All trenches will be inspected each day by an appointed person and noted on the trench sheet (Appendix 4).
- Any lone working on site will be undertaken according to ULAS SSOW2 (Appendix 1).

- A first aid kit and a site phone will be available on site at all times. At least one member of staff will have first aid training.

Equipment

A mechanical excavator will be used for trench excavation. The site director will ensure that the appropriate certification is carried.

ULAS vehicles or personal cars will be used (all appropriately insured and maintained).

Besides the plant, equipment will include a variety of hand tools (e.g. shovels, mattocks, trowels), recording materials (e.g. photographic equipment, computers, levels etc.), survey equipment (e.g. EDM, DGPS) CAT scanners and metal detectors may be used.

Personnel

The site director will be responsible for the day to day running of the site. Specialists and visitors may be invited to visit the site during fieldwork. It is expected to hire plant and operators from a reputable local company.

All personnel are experienced in working with plant and in the excavation of trenches. All site staff hold CSCS cards and many also hold a SPA quarry passport. All site staff have some first aid training.

Normal working hours are 7 hours a day between 8am and 6pm Monday to Friday.

Monitoring and communications

ULAS management and site staff details are as above.

Work will be monitored internally by the ULAS Project Manager and/or Health & Safety Co-ordinators.

ULAS method statements are prepared following standard guidelines and after consultation with the University Safety Services Department. Communication of the contents of the method statement to site staff is the responsibility of the Site Director. The risk assessment will be updated weekly or when conditions change.

Accident Reporting

All accidents will be logged using ULAS accident forms and report to the ULAS Main Office (0116 252 2848) and if necessary

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