



**University of  
Leicester**

**Archaeological Services**

**A strip, plan and sample excavation  
at St. Edward's Church,  
St. Anne's Lane,  
Castle Donington,  
Leicestershire  
(SK 44702 27328)**

Leon Hunt



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(SK 44702 27328)**

**Leon Hunt**

*for*

B3 Architects

**Planning application No. 14/00039/FUL**

**Checked by Project Manager**

**Signed:**



**Date:** 4<sup>th</sup> June 2014

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## **A strip, plan and sample excavation at St. Edward's Church, St. Anne's Lane, Castle Donington, Leicestershire (SK 44702 27328)**

Leon Hunt

### **Summary**

*An archaeological strip, plan and sample excavation was carried out at St. Edward's Church, Castle Donington, Leicestershire (SK 44702 27328). The work was undertaken during the removal of an existing pathway from the church hall to the south porch of the church and its replacement with a lowered path through the graveyard. There was high potential for the disturbance of articulated human remains as well as the potential for the discovery of an early building that may have occupied the graveyard close to the existing pathway.*

*Initially two test pits were excavated and a stone slab, possibly part of a tomb and an apparently articulated skeleton were revealed.*

*The pathway and associated steps were then demolished and the ground lowered under archaeological supervision. Several disarticulated skeletons were recovered and returned to the church. A disturbed but partially articulated skeleton was recorded and also removed.*

*At the northern end of the pathway the area around the slab was stripped revealing a brick built tomb covered by two slabs. The tomb, which consisted of six courses of bricks, was whitewashed on the inside and contained a disintegrated coffin, with coffin furniture and intact burial.*

*The coffin furniture included a large iron depositum plate with a faint late 19th century date inscribed.*

*The decision was taken to leave the tomb in situ. Part of the upper brickwork would be removed by the contractors and the path built over the tomb.*

*The archive for this work will be deposited with Leicestershire Museums with accession number X.A61.2014.*

### **Introduction**

University of Leicester Archaeological Services (ULAS) were commissioned by B3 Architects to carry out an archaeological inspection (strip, plan and sample) during ground-works at St. Edward's Church, St Anne's Lane, Castle Donington (NGR: SK 44702 27328).

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

The work was required as a condition of the planning consent, issued by North West Leicestershire District Council, for the lowering of an existing pathway across the grave yard to provided better access to the church.

There was a high potential for human remains to be encountered during the excavations and there was the possibility of the ground-works revealing an early building in this location.

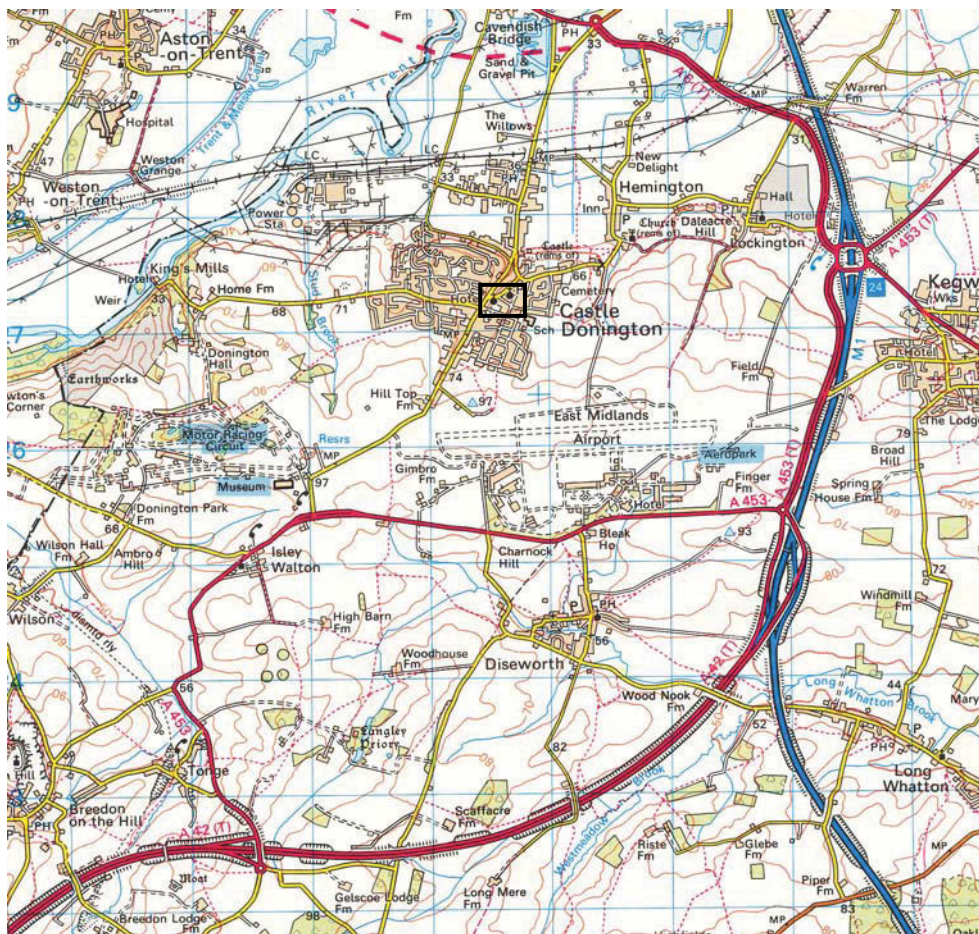


Figure 1: Site Location

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### Site Location, Geology and Topography

Castle Donington lies at the north-western edge of Leicestershire close to the border of Derbyshire and Nottinghamshire. The town lies around 11 miles south-east of Derby and 13 miles south-west of Nottingham (Figure 1).

St. Edward's Church lies in the centre of Castle Donington and can be accessed via several footpaths including one in Clapgun Street and from St. Anne's Lane close to the church hall.

The footpath at the Church Hall led up a set of steps, over the churchyard via a railed tarmac path and down steps to the south porch of the church. It is this path that was lowered, removing the steps so that wheelchairs and pushchairs could proceed to the church from St. Anne's Lane and the church hall.

The church lies at a high point in the town at 67.64m aOD (at the benchmark on the south-west corner of the tower), with the land falling towards the north-west. The church itself lies centrally within the churchyard on a flat site, with the churchyard soil lying around c.1m above the surrounding paths.

The British Geological Survey website indicates that the underlying geology of the site is Bromsgrove Formation Sandstone.

### Archaeological Objectives

The main objective of the archaeological excavation was to determine and understand the nature, function and character of any significant archaeology on the site in its cultural and environmental setting.

The aims of the strip plan and sample excavation are:

- 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 record any archaeological deposits to be affected by the ground-works.
- To produce an archive and report of any results.

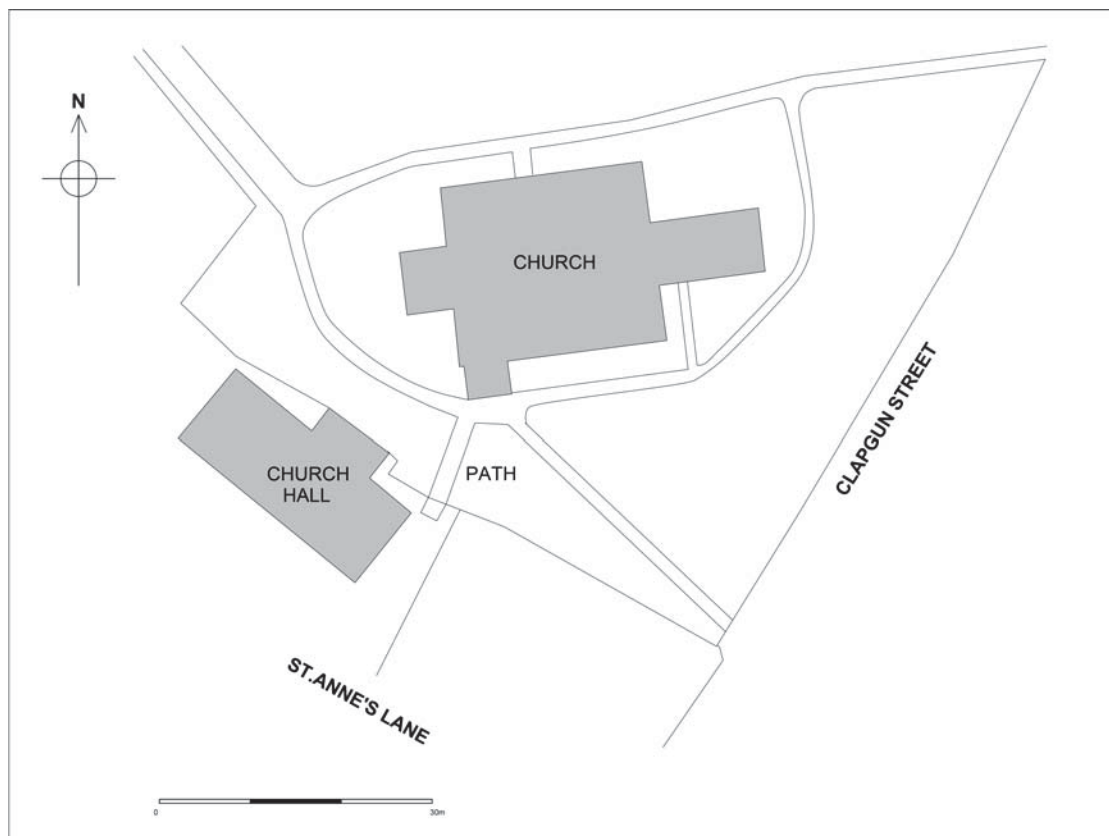


Figure 2: Plan of church grounds and church hall

## Archaeological Background

The Leicestershire & Rutland Historic Environment Record (HER) shows that the site lies in an area of archaeological interest within the churchyard of the Grade II\* listed St Edward King and Martyr's parish Church (NHLE ref: 1361370, HER Ref. MLE11444).

St Edward's is a large regular church of 13th – 14th century date, although the reference to a priest in the Domesday Book suggests the presence of a church from at least the late Saxon Period. The church was restored in 1875 – 7. The churchyard contains a number of 18th and 19th century monuments and gravestones but there is potential for earlier remains in the vicinity of the footpath.

In addition there is a structure published in Nichols' History of Leicestershire shown in the vicinity of the proposed works – this could be the Chantry House, pulled down in 1862.

## Methodology

All work followed the Institute for Archaeologists (IfA) *Code of Conduct* (2012) and adhered to their *Standards and Guidance for Archaeological Watching Briefs* (2008).

*A Written Scheme of Investigation for Archaeological Work* was produced by ULAS prior to the archaeological work being undertaken (Appendix 1).

The project involved the supervision of overburden removal and other ground-works by an experienced professional archaeologist during the works.

The work involved the removal of the existing tarmac path with associated steps at each end and railings along the western edge. The western side contained a partial wall along the steps, which was removed and the path was widened here in advance of the construction of a retaining wall. The opposite side was excavated to create a slope here. The total width of the trench was around 2.5m and the total length of the finished trench was around 12m.

Initially it was decided that two test pits should be dug through the tarmac path in order to assess the potential for buried remains more clearly. The tarmac was broken in two places by a sledgehammer and then a small tracked excavator was used to excavate the two test pits down to the level of ground reduction, or archaeological layers, whichever the higher in the sequence.

After the test pits were excavated, recorded and back-filled, work commenced to remove the concrete steps at the southern end of the path to allow access to the path to start excavating from the northern end. This was carried out by a larger tracked excavator fitted with a toothless ditching bucket.

Any articulated remains or tombs would be excavated and recorded with the remains shrouded from public view throughout.

## Results

### *Test Pits*

Two small test pits were excavated on 30th April 2014 through the path. One was situated at the northern end of the path close to the northern steps and another was excavated around halfway along the path.

Test Pit 1 measured 0.9m by 0.7m and under 0.1m of tarmac and hardcore the sequence consisted of a uniform greyish brown sandy clay with chunks of sandstone and small pieces of brick and some large roots from the nearby cherry trees. Several pieces of disarticulated bone were recovered, including long bones, ribs and parts of a skull and pelvis.

At around 0.85m the machine hit a large slab of sandstone, of which a corner could be defined suggesting a gravestone or tomb slab. Excavation then ceased.

Test Pit 2 measured 0.9m by 0.8m and under the tarmac was the same sandy clay seen in Test Pit 1. There was less disarticulated bone in this pit, but at around 0.7m a skull was revealed, seemingly in situ. The test pit was then excavated by hand down to around 0.9m and part of an articulated skeleton was revealed, including a shoulder and ribs (Skeleton 2).

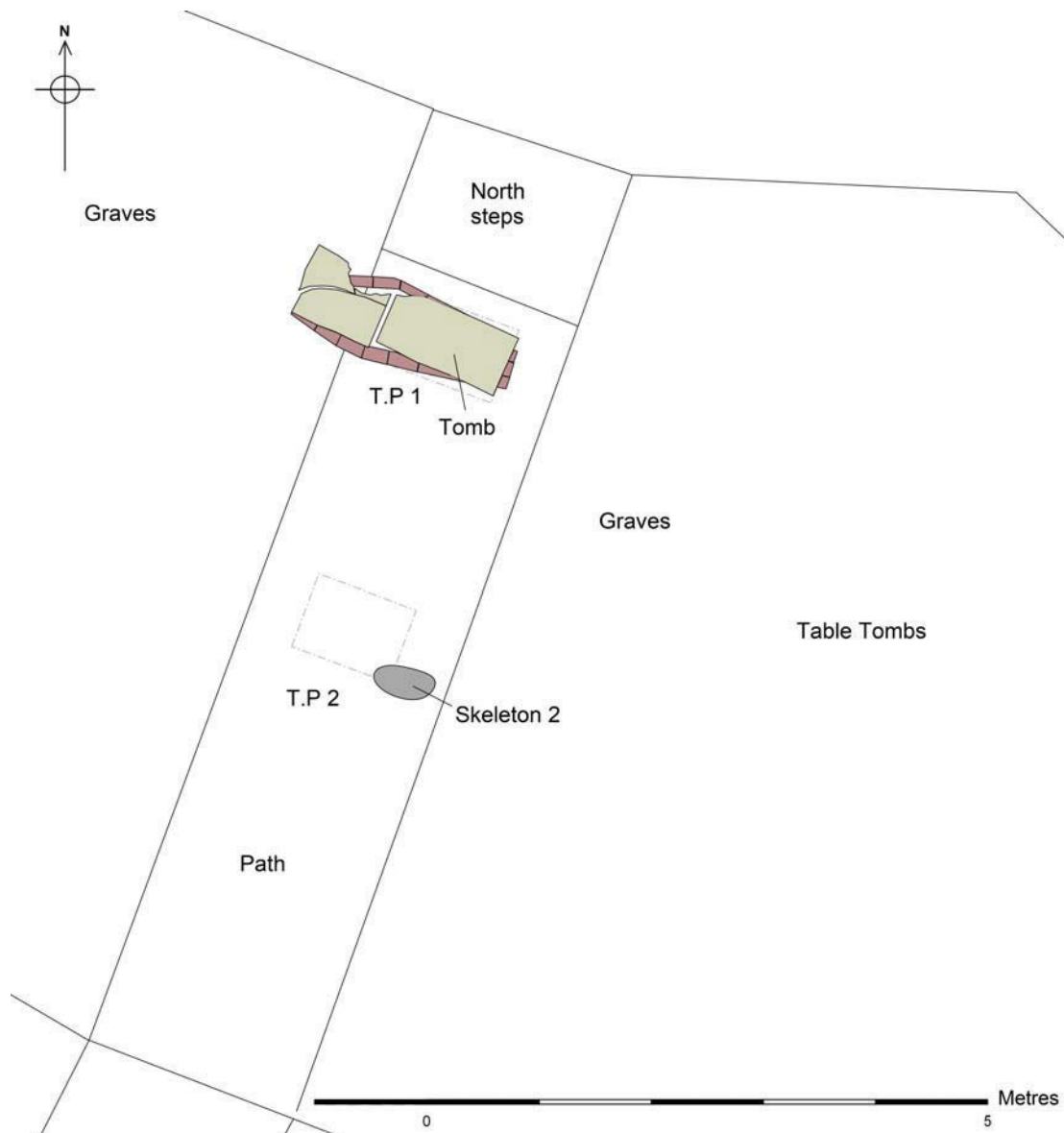


Figure 3: Plan of features identified during archaeological work

No building remains were discovered, but as articulated bone and a possible tomb or gravestone had been revealed the decision was taken to carefully excavate by machine

to around 0.6m (above the apparent horizon for articulated bone) and then an archaeologist would excavate the area by hand to the finished formation levels, recording archaeological remains when appropriate.

### ***Strip, plan and sample***

Between 6th May 2014 and 8th May 2014 the existing path and steps across the graveyard were removed by excavator under archaeological supervision.

The southern steps and part of the metal railings along the western edge of the path were first removed by pneumatic drill and then excavated out. Following this the tarmac and soils were removed by excavator, in shallow spits, from the northern end to the south to a depth of around 0.6m. Throughout this work a large amount of disarticulated bone was recovered from the soil, filling several boxes.

At the northern end of the path the slab, previously discovered at the base of Test Pit 1, was revealed further and was seen to be one of two large sandstone slabs covering a brick built tomb. These had possibly been originally designed to have been gravestones; one was marked 'X66'.

The slabs were removed (the smaller one at the western end of the tomb was broken) to reveal a brick built coffin-shaped tomb, measuring 2.17m by 0.93m wide at the widest point, across the shoulders; 0.59m wide at the top of the tomb and 0.55m at the bottom. There were 5 courses of brick, each brick measuring 0.24m x 0.11m x 0.07m, with the tomb measuring 0.34m deep. The inside of the tomb had been whitewashed and this was largely still extant. The base, where seen, appeared to consist of a stone slab, presumably slate.

Within the tomb was a badly rotted coffin complete with handles on decorated plates; one at each end and two on each side. These were very badly corroded and disintegrated to the touch. On the chest of the coffin was a large metal plate, measuring 0.5m by 0.27m. This was also very badly corroded but a motif and dedication could be identified. The plate contained the words 'The Lord Giveth and He Taketh Away' and showed what appeared to be a draped altar, with a figure to each side. One appeared to be a weeping angel, the other a skeletal form. Further inspection revealed part of a date.

The northern steps were removed, while the tomb was protected with wooden boards to check that no more tombs lay under the steps. A number of bricks similar to that of the tomb were recovered, suggesting that a further tomb may have been disturbed in the past but no extant remains were recovered.

As work progressed down to finished formation levels a few undisturbed skulls were recovered and grave cuts could be seen, particularly around the central and northern parts of the excavation.

The articulated skeleton seen in Test Pit 2 was fully revealed. The body was partially covered by the baulk of the trench excavated, but enough was extant to show that the body had been moved onto the left side and most of the right side of the body had been destroyed. The left arm, left rib cage and part of the pelvis were recovered, the skull having been collected during the Test Pit excavation. The body had probably originally been buried within a shroud as a small shroud pin was found with the remains. No further articulated remains were discovered.

Close to the western baulk a small coffin handle was recovered and a few pieces of handle and nails were recovered during the work. All human remains and artefacts were returned to the church for reburial.

Several modern and late post-medieval pottery sherds were recovered but were discarded.

### **Conclusion**

The upper soils of the graveyard to a depth of around 0.70m were largely disturbed, due to the laying of the previous pathway but also due to the repeated re-excavation of the area over time for more graves. The undisturbed level appeared to be at around 0.9-1m depth, fortunately right at the finished reduced level for the new pathway.

The excavation did reveal a partially articulated skeleton, but this had been disturbed sometime in the past and had been turned northwards and much of the right side of the body had been destroyed. Skulls recovered from the section here may also have been undisturbed, although it was difficult to tell from the lack of working space around the section.

The main discovery of the excavation was the brick-built tomb. The metal depositum plate, which once lay on the chest of the coffin, was heavily corroded but the lettering and decoration of this was partially visible.

A date can just be seen, which reads 187(?)6 would be in keeping with this style of plate (Sarah Tarlow pers. comm.).

The draped urn motif seen on the plate is very common throughout the 18th and 19th century and stamped iron plates like this were cheaply available from the 1730s onwards and became the most popular and commonly found in several urban sites such as St Martin's in the Bull Ring, Birmingham and New Bunhill Fields, London. In the case of New Bunhill Fields 95% of all the plates are stamped iron, and that cemetery dates from 1818-1853 (Sarah Tarlow, pers. comm.). Similar plates have also been found within Leicester, most notably at the Cathedral in 2014 (Higgins, forthcoming) and during the Highcross excavations in 2006 (Tate 2007). The slate base of the tomb is in keeping with stacked tombs of this period, suggesting that there could easily be two or more similar tombs beneath the one identified.

No evidence for any earlier buildings were uncovered during the watching brief at St. Edward's church.

## References

Higgins, T., forthcoming *Excavations during ground-works at St. Martin's Cathedral, Leicester*

IfA 2008 *Standards and Guidance for archaeological watching briefs*.

IfA 2012 *Code of Conduct*

Tate, J., 2007 *Highcross Leicester: Archaeological Investigations at St. Peter's Lane and East Bond Street, Abbey Ward, Leicester* (ULAS Report No. 2007-038)

## Acknowledgements

ULAS would like to thank Keith Hamilton of B3 Architects for the work. Leon Hunt would like to thank David Sleight, David Haynes, Andy Webb and Lee Whitehead (builders), Church Warden Tony Lane, and Vicar Andrew Micklethwaite, along with Gerald Dalby, architect and local historian.

The work was carried out by Leon Hunt assisted by Jamie Patrick and Wayne Jarvis. The project manager for ULAS was Vicki Score.

Thanks are due to Professor Sarah Tarlow of University of Leicester for help with the research on the tomb.

## 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	St.Edward's Church Castle Donington
Project Type	Watching Brief
Project Manager	Vicki Score
Project Supervisor	Leon Hunt
Previous/Future work	No
Current Land Use	Church Yard
Development Type	College extension
Reason for Investigation	NPPF
Position in the Planning Process	Planning condition
Site Co ordinates	SK 44702 27328
Start/end dates of field work	30-04-2014 to 08-05-2014
Archive Recipient	ULAS
Study Area	Approx 12m x 2.5m

## **Archive**

The archive for this project will be deposited with Leicestershire Museums with accession number X.A61.2014 and consists of the following:

- 1 Unbound Copy of this report (ULAS Report No. 2014-091)
- 4 Watching brief recording sheets
- 2 Skeleton Recording Sheets
- 1 CD of digital photographs
- 1 Contact Sheet digital photographs
- 1 Sheet permatrace with primary drawings

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03-06-2014



Plate 1: The church from the north-east looking south-west



Plate 2: The path leading to the south porch, prior to removal



Plate 3: Test Pit 1 post-excavation, with slab at base



Plate 4: Test Pit 2, post excavation, skeleton to top left



Plate 5: Work in progress removing north steps, looking south



Plate 6: Tomb uncovered with slabs still in place, looking south



Plate 7: Work in progress recording tomb, looking north-east



Plate 8: Tomb with slab removed, looking west



Plate 9: Close-up of tomb and occupant, looking west



Plate 10: Close-up of foot end of coffin, showing iron plates and handles



Plate 11: Detail of coffin plate, looking west



Plate 12: Partial skeleton, in situ, looking east

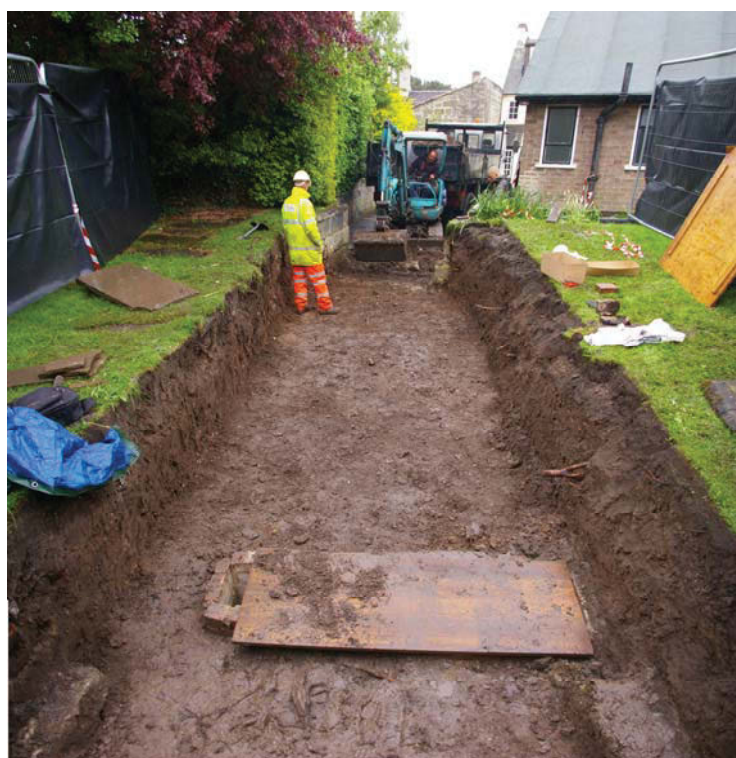


Plate 13: Stripping complete, looking south

**APPENDIX: Written Scheme of Investigation for strip, plan and sample****UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES****Written Scheme of Investigation for strip, plan and sample****St Edward's Church, St Annes Lane, Castle Donington****NGR: SK 4464027328****For: B3 Architects****Planning Authority: North-west Leicestershire****Planning Ref: 14/00039/FUL****Start Date: TBC****1 Introduction*****Definition and scope of the specification***

- 1.1 This document is a Written Scheme of Investigation (WSI) for an archaeological strip/map and sample excavation at the above site in accordance with NPPF (Section 12 Enhancing and Conserving the Historic Environment). This specification provides a written scheme for archaeological work, as required by the Planning Authority, in connection with the lowering of the footpath at St Edward's Church, 2 Church Street, St Annes Lane, Castle Donington (Fig.1; SK 4464027328).
- 1.2 Archaeological test-pits have already been done which revealed the presence of disarticulated bones, graves and a slab. The document provides details of the mitigation strategy to excavate and record the remains that will be uncovered during the groundworks.
- 1.3 The test-pits are the first phase of work and the results of this fieldwork will form the basis for a further mitigation strategy. A separate WSI will be produced for any further mitigation work required.

**2. Background*****Context of the Project***

- 2.1. Planning consent has been granted for the lowering of the existing footpath from the south porch to the church hall and the insertion of low level bollard lights and formation of steps to Garden of Remembrance at St Edward's Church, St Annes Lane, Castle Donington (Figs 1 and 2).
- 2.2 Leicestershire County Council as archaeological advisors to the planning authority requested archaeological test-pitting as an initial phase of evaluation to identify and record any structural or archaeological remains of significance. Following this work a mitigation strategy for strip, plan and sample has been agreed.

***Geology and topography***

- 2.3 The site lies within the town of Castle Donington at a height of approximately 64m OD. The underlying bedrock consists of Bromsgrove Sandstone Formation (British Geological Survey of Britain).

***Archaeological and historical background (taken from the advice letter)***

- 2.3 The Leicestershire & Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest within the churchyard of the Grade II\* listed St Edward King and Martyr's parish Church (NHLE ref: 1361370, HER Ref. MLE11444).
- 2.4 St Edwards's is a large regular church of 13<sup>th</sup> – 154<sup>th</sup> century, although the reference to a priest in the Domesday Book, suggests the presence of a church from at least the late Saxon Period. The church was restored in 1875 – 7. The Churchyard contains a number of 18<sup>th</sup> and 19<sup>th</sup> century monuments and gravestones but there is potential for earlier remains in the vicinity of the footpath.

- 2.5 In addition there is a structure published in Nichols' History of Leicestershire shown in the vicinity of the proposed works – this could be the Chantry House, pulled down in 1862.

### 3. Archaeological Aims and Objectives

- 3.1 The purpose of the archaeological work may be summarised as follows:

- 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 record any archaeological deposits to be affected by the ground works.
- To advance understanding of the heritage assets
- To produce an archive and report of any results.

#### *Research Objectives*

- 3.2 All mitigation work will be considered in light of the East Midlands Research Framework (Cooper ed. 2006) and strategy (Knight *et al.* 2012), along with targeting national research aims. Research aims will be reviewed and updated as the work progresses and new information comes to light. The following research objectives have the potential to be addressed by this project:

- 3.3 The work is likely to encounter human remains associated with the cemetery. It is also possible that earlier features associated with the church could be encountered. Work can help to identify the nature and extent of archaeological features that might be affected by the scheme. The location within the settlement core suggests potential for the presence of deposits relating to the origins and the development of the medieval and post-medieval church. The evaluation has the potential to contribute to Research Agenda topics 7.1.2, 7.1.4, 7.2.1-7.2.4, 7.3.1-7.3.5, 7.5.4, 7.6.1-2, 7.7.1-7.7.5 and Research Objective 7E - *Investigate the morphology of rural settlements*; Research Objective 7F - *Investigate development, structure and landholdings of manorial estate centres*.

### 4. Methodology

#### *General methods*

- 4.1 All work will follow the Institute for Archaeologists (IfA) *Code of Conduct* (2012) and adhere to their *Standard and Guidance for Archaeological Evaluations* (2008).
- 4.2 Staffing, recording systems, health and safety provisions and insurance details are included below.
- 4.3 An accession number has been obtained for the project and will be used to identify all records and artefacts.

#### *Strip, Plan and Sample*

- 4.4 The project will involve the archaeological control and supervision of overburden removal in advance of groundworks by an experienced professional archaeologist to determine the presence/absence of any archaeological remains.
- 4.5 As the path lies within the graveyard it is expected that disarticulated remains will be encountered. However, the test-pits also revealed at least one articulated skeleton and the top of what could be a tomb (Fig. 3).
- 4.6 Excavation will be undertaken by a small mechanical excavator using a toothless bucket for stripping in level spits under archaeological supervision. A toothed bucket may be used for removing tarmac and modern overburden.
- 4.7 Topsoil and overburden across the area of the footpath will be removed carefully in level spits, under continuous archaeological supervision using a mechanical excavator using a toothless bucket. The test-pits suggest that remains are likely to be encountered below 600mm (Fig. 3). Disarticulated bone from these levels will be collected as per 4.15.

- 4.8 Once the area has been reduced to a level where the archaeological deposits/human remains have been revealed there will be a programme of cleaning and recording of the area by the archaeologists.
- 4.9 Archaeological deposits including articulated skeletons will be hand-excavated as appropriate. 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.
- 4.10 Archaeological deposits will be excavated and recorded using standard ULAS procedures. Sufficient proportions of any archaeological features or deposits will be hand excavated in order to provide the stratigraphic and chronological sequence of deposits, recognising and excavating structural evidence and recovering economic, artefactual and environmental evidence.
- 4.11 The location and nature of articulated skeletons will be recorded using photographs, standard ULAS pro-formas for human remains and site plans.
- 4.12 Sections of any excavated archaeological features will be drawn at an appropriate scale. All sections will be levelled and tied to the Ordnance Survey Datum, or a permanent fixed benchmark.
- 4.13 The location of the excavation will be recorded by an appropriate method. These will then be tied in to the Ordnance Survey National Grid.
- 4.14 Spoil will be monitored for artefacts. A representative sample of unstratified finds may be retained.
- 4.15 Following appraisal from a specialist osteologist any human remains encountered within the trenches will be removed with due care and consideration. Articulated remains will be kept together and bagged separately. These will then be handed over to the parish for reburial following the fieldwork. Human remains will not be removed from the site boundary.
- 4.16 Only those bones that will be impacted by the groundworks will be removed unless only a small amount of bones will be left behind in which case sections may be extended to keep the relevant bones together.

#### ***Preservation in situ and Contingency Provisions***

- 4.17 In the event of significant archaeological remains being located during the archaeological investigation there may be the need for contingency time and finance to be provided to ensure adequate recording is undertaken.
- 4.18 On the discovery of potentially significant remains the archaeologist will inform the client, the Archaeological Advisor to the Planning authority and the Diocesan Archaeological Advisor in order for detailed discussion between all relevant parties to take place.

#### ***Recording Systems***

- 4.19 The ULAS recording manual will be used as a guide for all recording.
- 4.20 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto pro-forma recording sheets.
- 4.21 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.
- 4.22 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. The relative height of all principal strata and features will be recorded. The stratigraphy of all trenches shall be recorded even where no archaeological features are identified.
- 4.23 A photographic record of the investigations will be prepared as per the brief, 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 checked during the course of the excavations.

## **5 Finds & samples**

- 5.1 The IfA Guidelines for Finds Work will be adhered to.
- 5.2 An Accession number will be obtained prior to the commencement of any on-site works that will be used to identify all records and finds from the site.
- 5.3 Any finds that may constitute 'treasure' under the Treasure Act, 1996 will be reported to the local Coroner and removed to a safe place.
- 5.4 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 LCC for storage in perpetuity.
- 5.5 All identified finds and artefacts are to be retained, although certain classes of building material will, in some circumstances, be discarded after recording.
- 5.6 Although the environmental potential of the site is uncertain, if significant archaeological features are sample excavated, the following environmental sampling strategy will be adopted, following consultation with the ULAS Environmental Officer.
- 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.
- 5.7 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.
- 5.8 Where there is evidence for industrial activity, macroscopic technological residues (or a sample of them) may be collected. Separate samples (c. 10ml) may be collected for micro-slugs (hammer-scale and spherical droplets). All industrial samples will be undertaken with reference to the Centre for Archaeology Guideline on Archaeometallurgy (English Heritage 2001).
- 5.9 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

## **6. Report and Archive**

- 6.1 Arrangements will be made for the archive, consisting of record sheets, original drawings, drawn plans, photographs, notes, copies of all reports along with an index to the archive to be deposited at Leicestershire Museums in accordance with the relevant procedures.
- 6.3 The archive will be quantified, ordered, indexed and internally consistent and marked with the site accession number.
- 6.4 The archive will be prepared in line with appropriate professional guidelines (e.g. UKIC and ADS guidelines for the preparation of archaeological archives for long term storage and *Archaeological Archives: A Guide to Best Practice in creation, compilation, transfer and curation* (Brown 2007).
- 6.7 The full report in A4 format will usually follow within six weeks of the completion of the fieldwork and copies will be directed to the client, the Planning Authority, the Diocesan Archaeological Advisor and to the Historic Environment Record.
- 6.8 The report will include consideration of:
- A non-technical summary.
  - The aims and methods adopted in the course of the work.
  - The location, date, significance and quality of the building.
  - The nature, location and extent of any structural, artefactual and environmental material uncovered.
  - The anticipated degree of survival of archaeological deposits.
  - The local, regional and national context as appropriate highlighting any research priorities where applicable.
  - Appropriate illustrative material including maps, plans, sections, drawings and photographs.
  - The location and size of the archive.
  - Contents of the archive

## **7 Publication and Dissemination of Results**

- 7.1 A summary of the work will be submitted to the local archaeological journal. A larger report will be submitted for inclusion if the results of the evaluation warrant it.
- 7.2 University of Leicester Archaeological Services supports the Online Access to the Index of Archaeological Investigations (OASIS) project. The online OASIS form at <http://ads.ac.uk/project/oasis> will be completed detailing the results of the project. Once the report has become a public document following its incorporation into the HER it may be placed on the web-site.

## **8. Copyright**

- 8.1 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.

## **9. Timetable and staffing**

- 9.1 The provisional start date for the test-pitting is the 5<sup>th</sup> May 2014. It is expected that 1-2 archaeologists will be present for the test-pitting.

## **10. Health and Safety**

- 10.1 A Risks Assessment form will be completed prior to work commencing on-site, and updated as necessary during the site works (see end of this document).

## **11 Insurance**

- 11.1 All ULAS work is covered by the University of Leicester's Public Liability and Professional Indemnity Insurance. Details are provided in the Health & Safety Method Statement.

## **12. Monitoring arrangements**

- 12.1 Unlimited access to monitor the project will be available to both the Client and his representatives and to the Planning Authority and Diocesan Archaeological Advisor subject to

the health and safety requirements of the site. Notice will be given to the Development Control Archaeologist before the commencement of the archaeological survey in order that monitoring arrangements can be made.

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

### 13. Bibliography

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- Knight D, Blaise, V & Allen C. 2012 *East Midlands Heritage. An updated research agenda and strategy for the Historic Environment of the East Midlands*
- Leicestershire County Council 2013 *Advice letter*
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Fig. 1 Location plan.

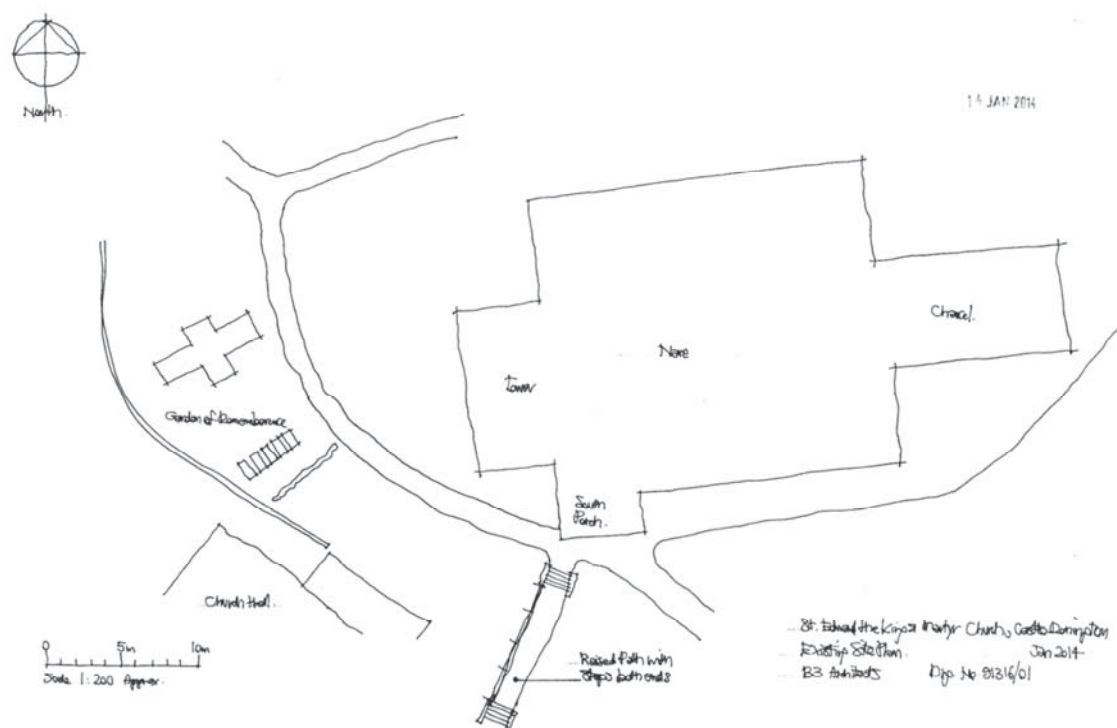


Fig. 2 Proposed site plans (provided by client).

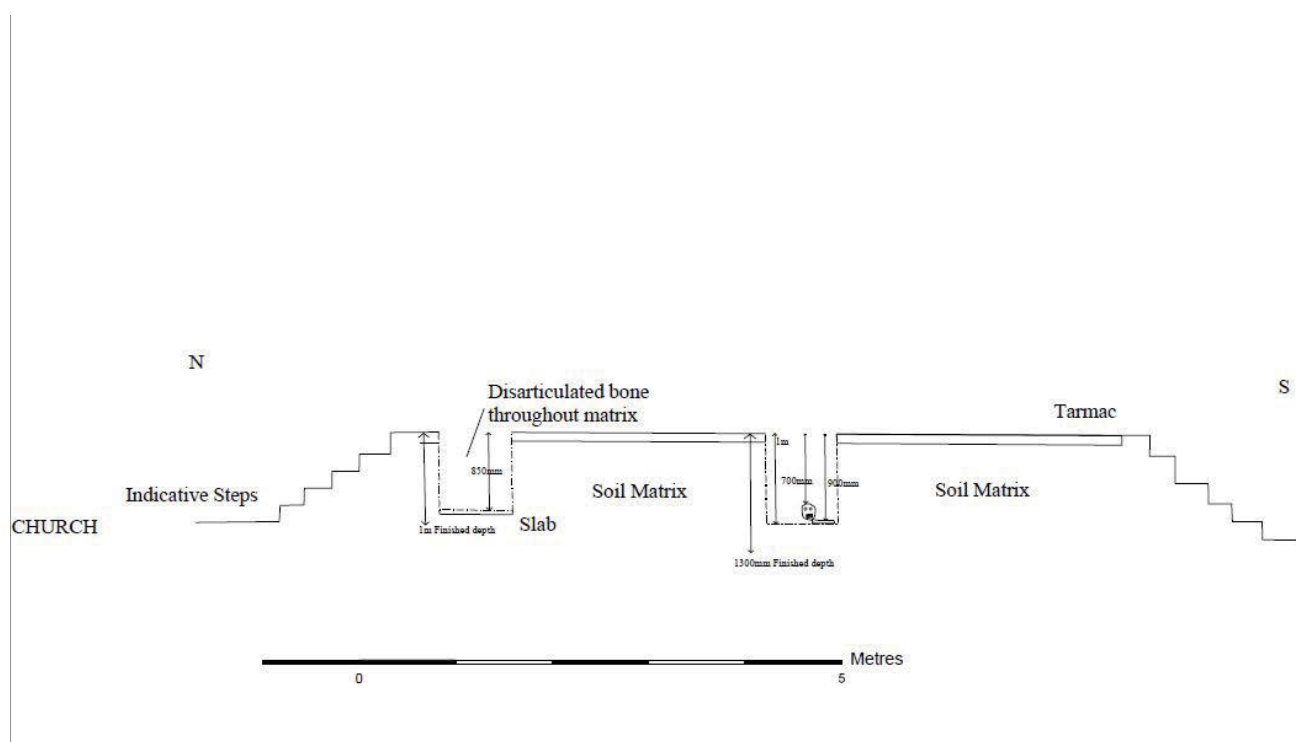


Fig. 3 Section showing the depths of deposits recorded in the test-pits.



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