

**An Archaeological Watching Brief
and Photographic Survey
at Wharf Road, Stamford, Lincs.**

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For: Taylor Woodrow Development Ltd

Checked by Project Manager

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*An Archaeological Watching Brief and
Photographic Survey at Wharf Road,
Stamford, Lincs. (TF 0327 0700)*

By Wayne Jarvis

1. Summary

An archaeological watching brief and photographic survey was undertaken by ULAS at Wharf Road, Stamford, Lincs. (TF 0327 0700), and was on behalf of JWA Architects Ltd. This work was carried out in advance of, and during the groundworks for, a new residential development. A photographic survey of standing buildings was carried out as part of this work. Additionally the watching brief was carried out during site groundworks, however no archaeological deposits were identified. The site archive will be held by Collections Management, City and County Museum, Lincoln, Lincolnshire County Council, accession no. 2003.276, site code WRS03.

2. Introduction

This report presents the results of an archaeological watching brief and photographic survey, which was undertaken at Wharf Road, Stamford (TF 0327 0700). This work was carried out in advance of, and during groundworks for a new residential development. The development is close to archaeological sites of Saxo-Norman and medieval dates, and a previous evaluation had identified Saxo-Norman and later archaeology on this site. The work was originally carried out on behalf of JWA Architects Ltd.

3. Background

The proposed development site lies on the north bank of the River Welland in Stamford, South Kesteven District, Lincolnshire (TF 03270700; see figs. 1 & 2). The site is relatively flat, with a slight slope up to the north towards Wharf Road. The site lies at a height of approximately 22m AOD and the underlying geology consists generally of Lincolnshire Limestone. The site is on the floodplain of the river, therefore the site has some alluvial cover masking the solid geology, and potentially archaeology too. The water table is high on site and it is likely that the area has been prone to flooding in the past, and hence the land has perhaps been of secondary agricultural value. However its location next to the river would be convenient for transport and communication (the Welland was historically navigable as far as Stamford), and any industry that required a water supply.

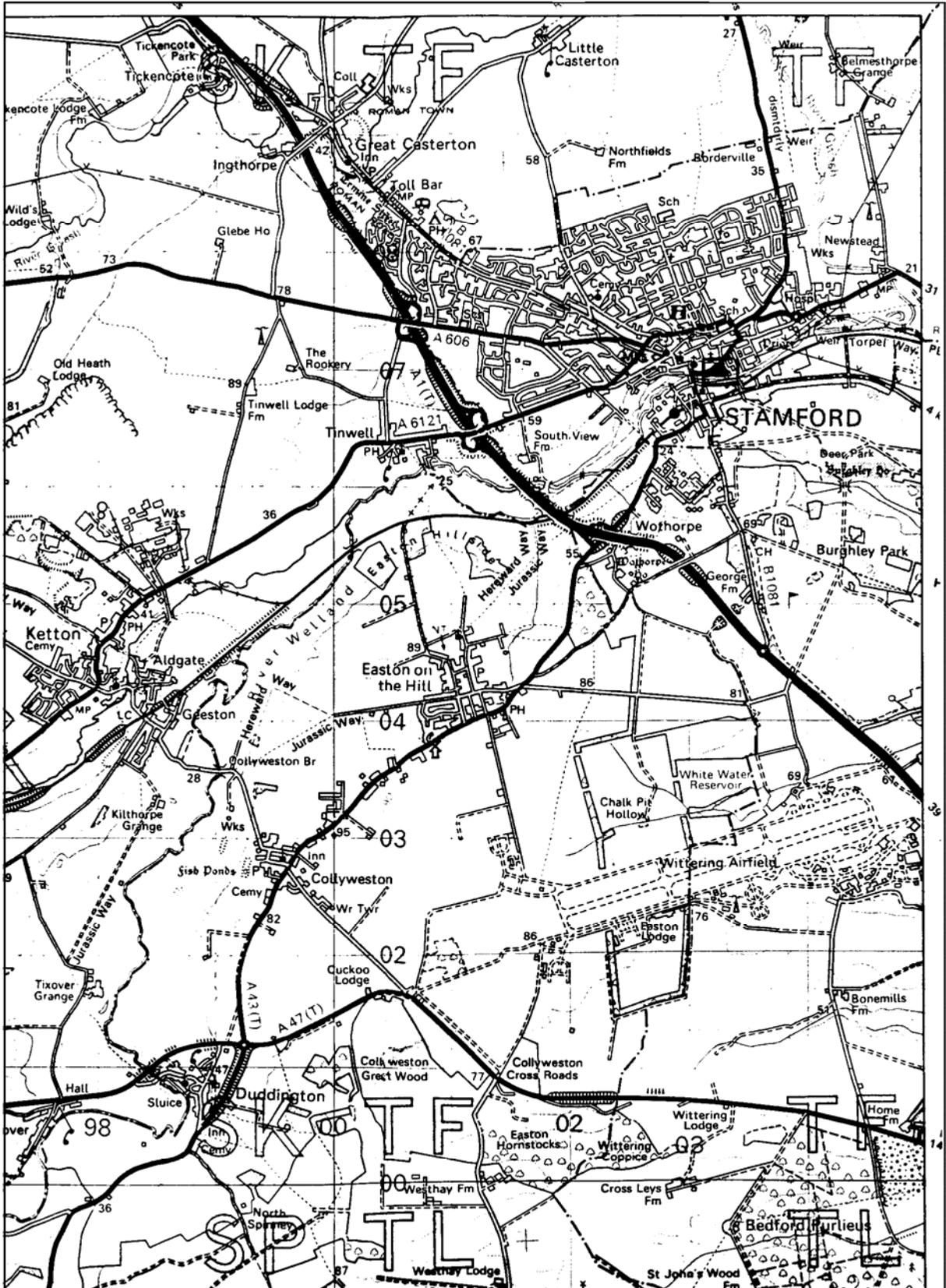


Figure 1 Location of site. Scale 1:50 000

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Stamford has its origins in the 9th and 10th centuries, if not earlier, when an Anglo-Danish settlement was established immediately north of the River Welland (Roffe and Mahany 2000). This is seen in the fact that Stamford became one of the five controlling boroughs of Danelaw, with a settlement to the north of the river, and in response to this a Saxon burgh to the south. After its initial and rapid expansion the town continued to grow in importance during the Middle Ages. This growth was facilitated by its excellent links via the navigable Welland and the Great North Road, and its location at the junction of differing land types (rich agricultural land, heathlands, fenlands) over which Stamford had military, administrative, political, and economic influence. By the 13th century Stamford was one of the ten largest towns in England with a castle, fourteen churches, two monastic institutions and four friaries (Smith 2000). This general expansion was however interspersed with periods of contraction. These fluctuations in fortune became more marked in the Middle Ages and beyond due to economic and political changes in the region. But despite these periods of recession Stamford maintained its status and significance, for example academically - with its attempts at becoming the third university town alongside Oxford and Cambridge, and with its friaries - which enjoyed the patronage of rich and poor alike. Economically, Stamford relied to some extent on the ebb and flow of the unreliable wool trade. Related to this is the former name of the Wharf Road site being 'Tenter Meadows', an open area where textiles were left out to bleach or dry in the sun. The convenience of a water supply in this riverside area led to its being used for tanning in the 18th and 19th centuries.

Conditions for the poor in Stamford were unfavourable with a shortage of land for housing within the town leading to cramped and unhygienic conditions, whilst land outside (both for housing and agricultural purposes) remained at a premium and was largely held by a few wealthy families. These factors are perhaps reflected in the use of the land at Wharf Road for orchards and, later, as the site for the gas and electricity works, which provided much needed lighting for the town and its factories.

Most recently, this industrial basis of Stamford's economy has considerably affected land use at Wharf Road. The site was first developed in 1845 when an iron foundry was erected by the Marquess of Exeter, and fronted with a monumental arch designed by Stamford architect Bryon Browning (Smith 2000). In 1858 the premises were taken over by John Marriott Blashfield who erected several terracotta kilns. This proved to be an important centre for production, both trading in Britain and internationally. Blashfield products went to Buckingham Palace, Windsor, the V&A Museum, and abroad to India and America. A Blashfield terracotta balustrade still exists fronting the river (see plate 2). After liquidation of this company in 1875, several other firms were established here. The most significant of these buildings were demolished in the 1930's as part of the widening of Wharf Road. The original monumental entrance arch from the iron foundry, which is grade II listed (RCHM monument 451), was also moved at this time. The Stamford Electric Light Company was built in 1902 on the site to the west, which provided Stamford's electricity until nationalisation and was retained by the electricity board until recently.

Nearby and to the east of the proposed development is the site of a Saxo-Norman pottery kiln. This was excavated in 1969 and contained a quantity of pottery unique to the kiln. Kilns were often concentrated in one area, close to a water source and it is possible that there may be associated sites connected with the pottery industry of

Stamford in this area. Stamford is significant for its pottery industry, being one of the first production centres for fine wheel-thrown glazed pottery, which was traded widely. This high status pottery was produced from the later 9th century onwards.

The proposed development lies south of the site at Watergate and east of the remains of a possible tower in Wharf Road, both of these forming part of the 13th century walled town defences, which surrounded the northern part of the medieval town. It seems likely that the town wall ran along the line of Wharf Road. To the east is the site of one of Stamford's friaries. The site therefore lies in a suburban location, but with close proximity to both town and river there is the potential for archaeological remains.

Archaeological requirements for the site included a photographic survey of the standing buildings on site. Additionally as part of the archaeological work an on-site evaluation produced evidence for archaeological features of Saxo-Norman, medieval and later date (Priest 2000, Jarvis 2003). A thick and homogeneous garden-soil layer sealed these cut features below. The medieval pottery is approximately contemporary with the founding of the town wall (just to the north, i.e. in the 13th century). Features were concentrated in the north-east of the site, and included structural features (postholes and gullies), and rubbish/cess pits. A considerable amount of iron slag was recovered from the evaluation, and although no in situ evidence for iron working was identified, the occurrence of both smelting and smithing waste suggests metalworking was a significant industry.

Post-dating the garden-soil were stone structures including a ?circular stone feature which most probably relates to the industrial Blashfield works e.g. a kiln base. Two stretches of mortared walling were recorded to the west and south of this part of the site. These were also at a very shallow depth, and probably represent Blashfield factory property boundaries. Part of a Blashfield terracotta floor surface from the factory buildings was also identified. In the south of the site only modern made-up ground was observed, below which was alluvium. This alluvium was seen to continue across the majority of the site where auger surveying was carried out. No evidence for archaeology or environmental material (waterlogged or otherwise) was recovered during the auger survey.



Fig. 2 Site plan. Shaded areas watching brief trenches.

4. Aims and Methods

Follow-up fieldwork required by the planning authority consisted of an archaeological watching brief to monitor any groundworks beyond 0.8m in depth, which had the potential to expose or damage any underlying archaeological deposits.

The purpose of the watching brief was to ascertain whether archaeological deposits were present. If so, the character, extent and date range of any deposits identified would be established, in order to assess their significance (see Appendices, Design Specification). Recording of these deposits would be carried out as appropriate, and an archive and this report produced. The work followed the Institute of Field Archaeologists (IFA) *Standard and Guidance for Archaeological Watching Briefs*, and adhered to the University's Health and Safety policy.

The groundworks were to involve the diversion of current drains, and the digging of new drains. Other groundworks were to involve vibro-compaction and minimal disturbance to the ground (Young 2003).

The photographic survey was undertaken with monochrome negative film and colour slide film rated at 400ASA using 35mm format SLR cameras, and a FUJI S6000 digital camera. The position and orientation of the photographs taken were marked on a plan of the building and site provided by the developers.

5. Results

The watching brief was carried out on 29/08/2003 and 24/09/2003. Groundworks consisted of service trenches in the west and south-east of the site area. The location of the groundworks is shaded in fig. 2. These works only affected modern brick structures and natural undisturbed ground.

The photographic building survey was carried out in June 2003. On the first visit, the recording of the EMEB substation building was carried out, and the archway building to the north-east, where access was available. A follow up visit was made on 3/6/03, when access was available to the rest of the archway building. The photographic catalogue is included below (table 1), to be used with fig.s 3-4, which show the location and orientation of the photographs within the archway building.



Pl. 1 Watching brief, machining of west service trench, looking north

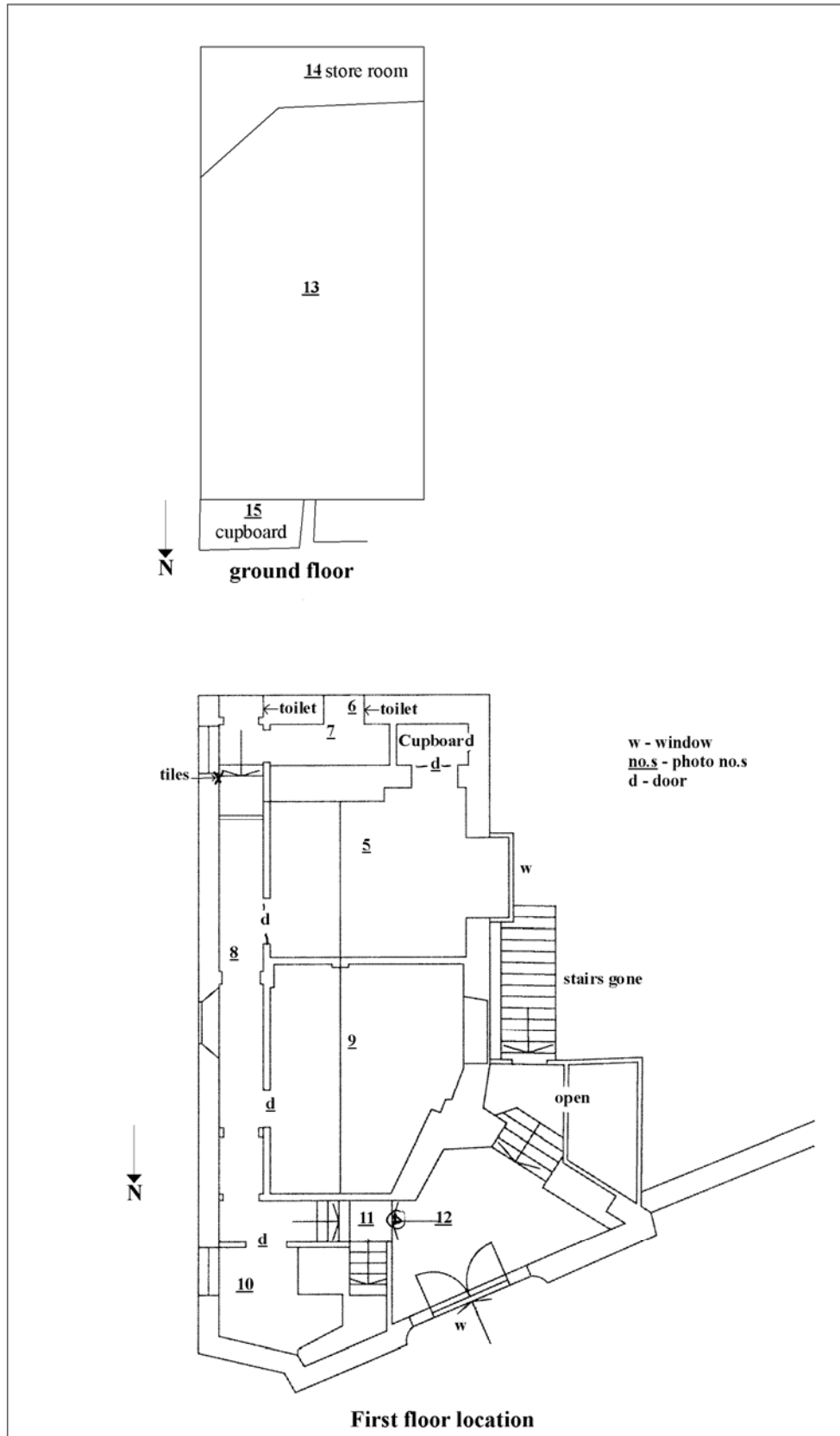


Fig. 3 Photographic survey ground and first floor

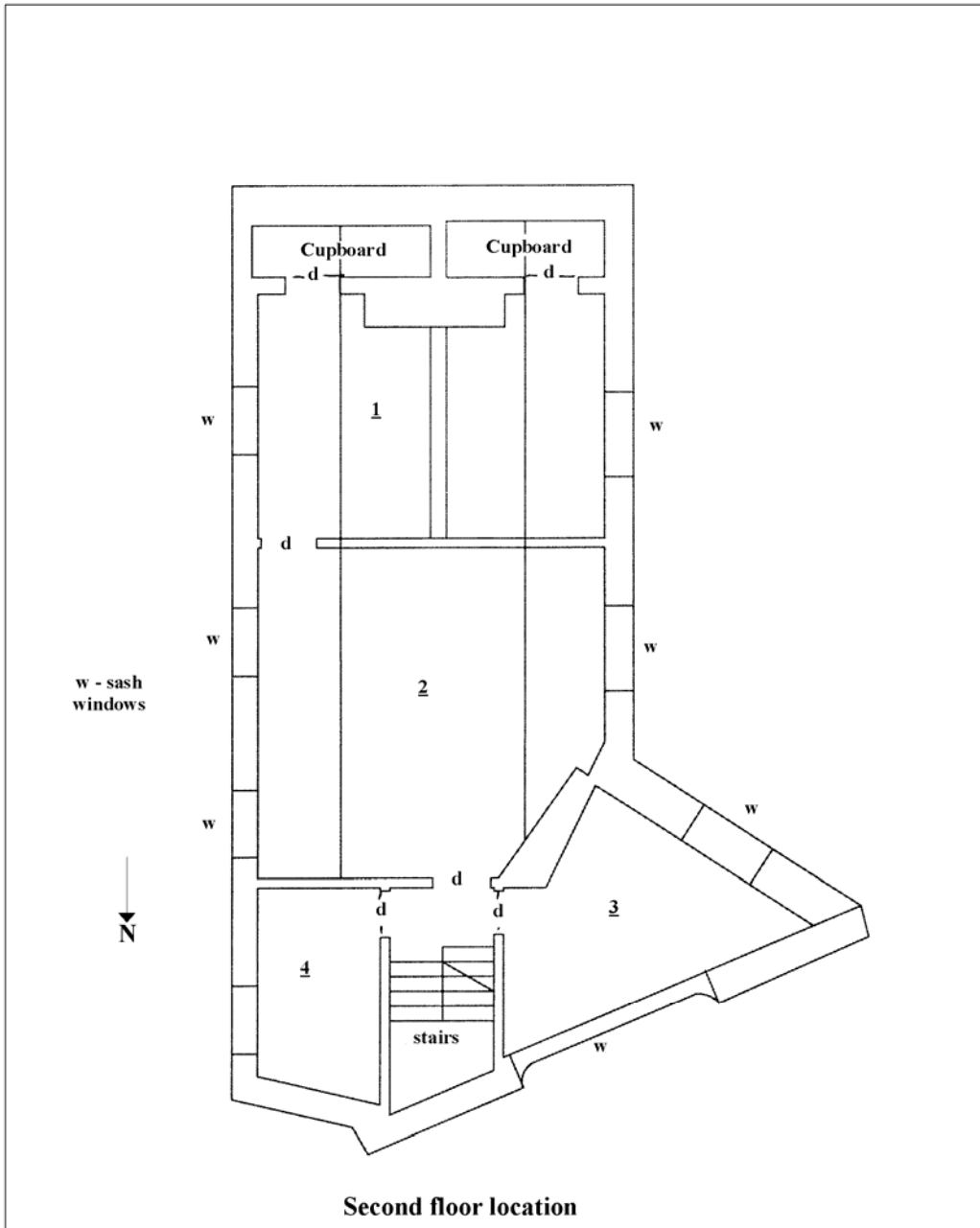


Fig. 4 Photographic survey second floor



Pl. 2 Exterior of 1902 Stamford Electric Light Company building, looking N, also shows Blashfield terracotta balustrade

Pl. 3 Exterior of frontage building, looking NE. The diagonal arch is part of the original 1845 iron foundry, with later additional buildings attached to the right (south)



TABLE 1. Photographic Index n.b. film no.s run sequentially from evaluation photographs			
FILM 5: B&W Photographic Survey index			
Photo No.	Neg No.	Location and description	Looking
1	3	EMEB building	SW
3-4	4-5	EMEB building	SSW
5	6	“ “ + part of warehouse	W
6	7	View of site alongside river	W
7-9	8-10	Terracotta balustrade adjacent to river	S
10-11	11-12	Gable end + ground floor	N
12	13	Gable end + 1st floor	W
13-14	14-15	Gable end	S
15-18	16-19	Rear of building	SE
19-21	20-22	Assorted windows to rear of building	E
22-23	23-24	rear of building	NE
24	25	Shutters to EMEB rear	E
25-27	26-28	General site views	various
28-30	29-31	1st floor shots	various
FILM 6: B&W Photographic Survey index			
Photo No.	Neg No.	Location and description	Looking
1	0	View of brick building + iron framed building	E
2-3	1-2	Stairs to 1st floor of EMEB building	SW
4	3	S room 1st floor	SW
5	4	“ “ “	W
6	5		
7-8	6-7	1st floor baluster handrail	W
9-10	8-9	N room 1st floor	W
11	10	Brick warehouse	NNE
12-13	11-12	Views to rear of building	NNE
14-15	13-14	General views E of site	N/NW
16-17	15-16	Building	E
18-19	17-18	“ - detail	E
20-21	19-20	“ “	N
22-23	21-22	“	N
24	23	General views E of site	various
25-26	24-25	General of demolished brick and iron framed building	W
27-28	26-27	Brick warehouse building	E
29	28	Gable end of building	S
30	29	Arch	SE
31-33	30-32	“	S
34-35	33-34	“	SW
36	35	Albert Rd frontage	SW
37	36	“ “ “	W
38	36A	“ “ “	NW
FILM 7: B&W Photographic Survey index			
Photo No.	Neg. No.	Location and description, no. refers to figs. 3, 4	Looking
1-3	00-1	1	SW
4-6	2-4	2	NW
7-9	5-7	3	“
10-12	8-10	4	E

An Archaeological Watching Brief and Photographic Survey at Wharf Road, Stamford

13-14	11-12	5	E
15-16	13-14	5	W
17-18	15-16	6 - toilet	W
19-20	17-18	7 “	“
21-22	19-20	Passageway 8	N
23-24	21-22	9	E
25-26	23-24	9	W
27	25	10	N
28-30	26-28	11 corridor and stairs	W
31	29	12	E
32	30	14 – general of doorway	NW
33	31	13	N
34	32	13	S
35	33	Exterior – back of building	N
36	34	Exterior – back of building – close up	“
37	35	Exterior – back of building – close up	NE
38	36	Exterior – back of building – close up	“

FILM 8: B&W Watching Brief index

Photo No.	Neg. No.	Location and description	Looking
1	1	W service trench	SW
2	2	“ “ “	N
3	3	“ “ “ - detail	N
4	4	“ “ “	SW
5	5	W area of site	SW
6	6	E area of site	SE
7	7	Central area of site	E

n.b. film no.s run sequentially from evaluation photographs

FILM 5: Col Slide Photographic Survey index

Slide No.	Location and description	Looking
1-3	EMEB building	SW
4-5	“ “ + part of warehouse	W
6	Gable end ground + first floor	NE
7	“	E
8	First floor	W
9-10	Gable end	S
11-12	Rear of building	SE
13-14	Assorted windows to rear	E
15	General view of site	E
16	Stairs up to first floor	W
17	Handrail detail	N
18	Scrolled wrought iron window fasteners first floor	
19	Newel post first floor	NW
20	Balusters top of stairs	E
21-22	Views into S room	W

FILM 6: Col Slide Photographic Survey index

Slide No.	Location and description	Looking
1	View of brick building + iron framed building	E

An Archaeological Watching Brief and Photographic Survey at Wharf Road, Stamford

2-3	N room 1 st floor	W
4-5	View to rear of building	NNE
6-7	E part of site	N/NW
8-9	Detail to rear of building	N
10-12	building	E
13-18	“ various views	various
19-20	Frontage Albert St	NW
21-22	“ “	W
23-24	arch	SW
25-26	“	S
27	“	SE
28	Gable end	S
29	Brick building	E
30	“ “ gable end	N
31	“ “ interior	N
32-34	As above	various

FILM 7: Col Slide Photographic Survey index

Slide No.	Location and description, no. refers to figs. 3, 4	Looking
1-2	1	SW
3-6	2	NW
7-9	4	E
10-12	5	W
13-14	5	E
15	6/7 corridor	SW
16-17	6 - toilet	W
18	7 “	“
19-20	Passageway 8	N
21-22	9	W
23-24	9	E
25	10	N
26-27	11 corridor and stairs	W
28	12	E
29	14	NW
30-31	13	N
32-33	13	S
34	Exterior – back of building	N
35	Exterior – back of building	NE
36	Exterior – back of building – close up	NE
37	Exterior – back of building – close up	N

FILM 8: Col Slide Watching Brief index

Slide No.	Location and description	Looking
1	W service trench - detail	N
2	“ “ “	SW
3	W area of site	SW
4	E area of site	SE
5	Central area of site	E

FILM 1: Digital Photographic Survey index		
Digital No.	Location and description, no. refers to figs. 3, 4	Looking
1	1	SW
2	2	NW
3	3	“
4	4	E
5	5	W
6	5	E
7	6/7 corridor	SW
8	7 - toilet	W
9	6 “	“
10-11	Detail of tiling	
12	9	W
13	9	E
14	10	N
15	12	E
16	14 – general of doorway	NW
17	13	N
18	13	S
19	15 - cupboards	S
20	Exterior – back of building	N
21	“ “ “ “ - detail	“
22	“ “ “ “	NE
23	“ “ “ “	NE
24	General shot of yard	SE
25	“ “ “ “	S
26	EME building	N
27	“ “ + factory	N
28	“ “ “ “	S
29	“ “	SW
30	General from river	NW
31	“ “ “	“
32	“ “ “	NE
33	EME building from river	N
34	“ “ “ “	“
35	Entrance to site 1 pre-demolition + lamppost	S
36	“ “ “ “ “ “	S
37	“ “ “ “ “ “ west end	S
38	EME building west side	S
39	General shot of entrance	SE
40	Interior of warehouse building	
41	“ “ “ “	
42	Archway building from Wharf Road	SE
43	“ “ “ Albert Road	N
44	General shot	

6. Conclusions

No archaeological features were exposed during the watching brief phase at Wharf Road, Stamford. Only modern and natural ground was affected.

7. Archive

The site archive will be held by Collections Management, City and County Museum, Lincoln, Lincolnshire County Council, accession no. 2003.276 site code WRS03. It consists of a watching brief record sheet, photographic location plans and indices, and black and white, colour slide and digital photographs. A brief summary of this report will be published in an appropriate archaeological journal in due course.

8. Acknowledgements

Fieldwork was carried out by Sophie Clarke and Vicki Priest (photographic survey), and by the author (watching brief). Richard Buckley also of ULAS, managed the project. I am also grateful to the client, JWA Architects, for their co-operation during this work.

9. Bibliography

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10. Appendices

Site Diary – Photographic Survey, S. C., V. P.

June 2003 2 days

Site Diary – Watching Brief, both W. J.

29/08/03 1 day

24/09/03 1/2 day

UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES

Design Specification for Archaeological Watching Brief

Site: Wharf Road/Albert Road, Stamford, Lincolnshire

NGR: TF 327 700

Planning Application Ref: S03/0195/69 (previous S00/1072/69)

Agent JWA Architects Ltd.

Planning Authority: South Kesteven District Council

Summary

In view of the potential for affecting archaeological features of Saxo-Norman, medieval and possibly other dates, an archaeological watching brief is to be undertaken during groundworks associated with the new residential development at Wharf Road, Stamford. This specification provides details of the methodologies and standards to be adopted by ULAS on behalf of the client during the course of the work.

1. Introduction

1.1 Definition and scope of the specification

In accordance with Planning Policy Guidance Note (PPG16, Archaeology and Planning), para.30, this specification constitutes a 'written scheme of archaeological investigation' which ULAS intends to implement on behalf of the Client in mitigation of any damage which may be caused to buried or standing archaeological remains from the proposals.

1.2 The definition of archaeological watching brief, taken from the Institute of Field Archaeologists Standards and Guidance: for Archaeological Watching Briefs (IFA S&G: AWB) is a formal programme of observation and investigation conducted during any operation carried out for non-archaeological reasons. This will be within a specified area or site on land, inter-tidal zone or underwater, where there is a possibility that archaeological deposits may be disturbed or destroyed. The programme will result in the preparation of a report and ordered archive.

1.3 The purpose of a watching brief, as laid down in the IFA S&G AWB is:
to allow, within the resources available, the preservation by record of archaeological deposits, the presence and nature of which could not be established (or established with sufficient accuracy) in advance of development or other potentially disruptive works.
to provide an opportunity, if needed, for the watching archaeologist to signal to all interested parties, before the destruction of the material in question, that an archaeological find has been made for which the resources allocated to the watching brief itself are not sufficient to support treatment.

1.4 This document provides a scheme of works for:
Archaeological attendance for inspection and recording during groundworks for the construction of new dwellings with associated services.

2. Archaeological Objectives

The main objectives, within the resources available, 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 excavate and record any archaeological deposits to be affected by the ground works.
- * To produce an archive and report of any results.

3. Background

- 3.1 The proposed development at Wharf Road, Stamford is for residential dwellings. The site lies south of the site at Watergate and east of the remains of a possible tower in Wharf Road, both of these forming part of the 13th century walled town defences, which surrounded the northern part of the medieval town. It seems likely that the town wall ran along the line of Wharf Road. To the east is the site of one of Stamford's friaries.
- 3.2 The site therefore lies in a suburban location, but with close proximity to both the town and the river Welland there is the potential for archaeological remains to survive. Alluvial material associated with the river may seal and preserve archaeological and environmental remains. These have recently been identified at the T.C. Harrison site to the east (Young 2003).
- 3.3 Archaeological fieldwork on the site has included a building survey (Clarke ULAS Report in prep.), and two evaluations (Priest 2000, Jarvis 2003). The most recent fieldwork also involved an auger survey to assess the depth and nature of the alluvium. This was observed towards the riverside at a depth of c.1m below modern overburden, and more than 1.3m thick. Towards the frontage of Wharf Road various archaeological features were identified at a depth of c.0.8m, which produced Saxo-Norman and medieval pottery. These also suggested iron-working was being carried out in the vicinity. Additionally structures associated with the Blashfield terracotta factory (mid 19th century) were identified.
- 3.4 Recommendations for further archaeological work have been made by the Community Archaeologist for South Kesteven (Young 2003). These recommendations are that archaeological monitoring be carried out of any earthmoving groundworks that extend beyond 0.8m below the present ground surface.

4. Methodology

- 4.1 General Methodology and Standards
 - 4.1.1 All work will follow the Institute of Field Archaeologists (IFA) Code of Conduct and adhere to their Standard and Guidance for Archaeological Watching Briefs.
 - 4.1.2 Staffing (as far as is possible), Recording systems, Health and Safety provisions and Insurance details are included below.
 - 4.1.3 Internal monitoring procedures will be undertaken including visits to the site by the project manager. These will ensure that project targets are met and

professional standards are maintained. Provision will be made for external monitoring meetings with the Planning authority and the Client, if required.

4.2 Methodology for a comprehensive watching brief

4.2.1 The archaeologist will be present during all groundworks that have the potential to affect any surviving archaeological deposits within the development area (an 'intensive' watching brief). The commencement of groundworks and subsequent timetable of works must be agreed between the Client, the Client's contractor and ULAS.

4.2.2 The archaeologist will observe the groundworks carried out by the Client's contractors, in order to obtain an adequate record of any archaeological deposits or finds disturbed or exposed by groundworks associated with the ground investigations.

4.2.3 The archaeologist will cooperate at all times with the contractors to ensure that there are no unnecessary delays to the work. However, if any archaeological deposits are seen to be present, the archaeologist will have the power to temporarily halt the works in order to define and record areas of archaeological interest.

4.2.4 Any archaeological deposits encountered will be recorded and excavated using standard ULAS procedures (see section 5 below).

4.2.5 In the event that unforeseen archaeological discoveries are made during the development, ULAS shall have the power to halt any ground works and shall inform the site agent/project manager, the English Heritage Inspector, 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 on behalf of the Client a contingency scheme for emergency excavation of affected archaeological features.

4.3. Environmental Sampling

4.3.1 If significant archaeological features are subject to excavation, the sampling strategy will include the following if practicable, within the scope of the project and with the allocated resources:

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 and datable. Consultation with the specialist will be undertaken.

4.4 Recording Systems

4.4.1 The ULAS recording manual will be used as a guide for all recording.

4.4.2 Individual descriptions of any observed archaeological strata and features exposed by the works will be entered onto pro-forma recording sheets.

4.4.3 A site location plan based on the current Ordnance Survey 1:1250 map (reproduced with the permission of the Controller of HMSO) will be prepared. This will be supplemented by a plan at appropriate scale, which will show the location of the investigation area in relation to the OS or site grid, as appropriate.

- 4.4.4 A record of the full extent in plan of all archaeological deposits encountered will be made. Sections including the half-sections of individual layers of features will be drawn as necessary, typically at a scale of 1:10. Relative levels of archaeological deposits will be recorded across the site area.
- 4.4.5 A photographic record of the investigations will be prepared illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted.
- 4.4.6 As a minimum, the watching archaeologist will record the location and depths of any areas of groundworks, including descriptions and depths of all principal strata disturbed, even if no archaeological features are present.

5. Finds and Samples

- 5.1 The IFA Guidelines for Finds Work will be adhered to.
- 5.2 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 a relevant local museum for storage in perpetuity.
- 5.3 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. The IFA Guidelines for Finds Work will be adhered to.
- 5.4 All finds and samples will be treated in a proper manner. Where appropriate they will be cleaned, marked and receive remedial conservation in accordance with recognised best-practice. This will include the site code number, finds number and context number. Bulk finds will be bagged in clear self sealing plastic bags, again marked with site code, finds and context numbers and boxed by material in standard storage boxes (340mm x 270mm x 195mm). All materials will be fully labelled, catalogued and stored in appropriate containers.

6. Report and Archive

- 6.1 The full report in A4 format will usually follow within four weeks of the completion of the fieldwork and copies will be dispatched to the Client, South Kesteven District Council, the South Kesteven Community Archaeologist and the Lincolnshire Sites and Monuments Record. The report will conform to the relevant standards defined in section 14.6 of the Lincolnshire Archaeological Handbook.
- 6.2 The report will include:-
- * Summary
 - * The aims and methods adopted in the course of the watching brief.
 - * The nature, location, extent, date, significance and quality of any structural, artefactual and environmental material uncovered.
 - * Appropriate illustrative material including maps, plans, sections, drawings and photographs.
 - * The location and size of the archive.

- 6.3 A full copy of the archive as defined in The Guidelines For The Preparation Of Excavation Archives For Long-Term Storage (UKIC 1990), and Standards In The Museum: Care Of Archaeological Collections (MGC 1992) and Guidelines for the Preparation of Site Archives and Assessments for all Finds (other than fired clay objects) (Roman Finds Group and Finds Research Group AD 700-1700 1993) will usually be presented to within six months of the completion of fieldwork. This archive will include all written, drawn and photographic records relating directly to the investigations undertaken. The archive will also conform to the relevant standards within section 16 of the Lincolnshire Archaeological Handbook.

7 Publication and Dissemination of Results

- 7.1 A summary of the work will be submitted to a relevant local journal for publication. A larger report will be submitted for inclusion if the results of the evaluation warrant it.

8. Acknowledgement and Publicity

- 8.1 ULAS shall acknowledge the contribution of the Client in any displays, broadcasts or publications relating to the site or in which the report may be included.
- 8.2 ULAS and the Client shall each ensure that a senior employee shall be responsible for dealing with any enquiries received from press, television and any other broadcasting media and members of the public. All enquiries made to ULAS shall be directed to the Client for comment.

9. Copyright

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

10. Timetable/Staffing

- 10.1 One member of ULAS staff will be present on the site during groundworks. The duration of groundworks that may affect archaeological deposits is not yet known, and a start date for the works remains to be advised.
- 10.2 The report will be completed within 1 month of the last day of fieldwork.

11. Health and Safety

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

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

12. Insurance

- 12.1 All employees, consultants and volunteers are covered by the University of Leicester public liability insurance with Gerling Insurance Service Co. Ltd. and

others (leading policy no. 62/99094/D). Professional indemnity insurance is with Sun Alliance, £10m cover, policy no. 03A/SA 001 05978. Employer's Liability Insurance is with Eagle Star, cover £10m. Copies of the certificates of insurance are provided.

13. Monitoring arrangements

- 13.1 Unlimited access to monitor the project will be available to both the Client and his representatives and Planning Archaeologist subject to the health and safety requirements of the site. Usually at least one weeks notice will be given to the Planning Archaeologist before the commencement of the archaeological works in order that monitoring arrangements can be made.
- 13.2 All monitoring shall be carried out in accordance with the IFA Standard and Guidance for Archaeological Watching Briefs.
- 13.3 Internal monitoring will be carried out by the ULAS project manager.

Wayne Jarvis
ULAS
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