

**An Archaeological Watching Brief  
during groundworks at St James, Church, Sutton Cheney,  
Leicestershire (SK 406 005)**

**Patrick Clay**

For the Gibson Hamilton Partnership

University of Leicester Archaeological Services  
Report No. 2004-022

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Main Street, Sutton Cheney, Leicestershire (SK 406 005)**

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## **An Archaeological Watching Brief during groundworks at St James Church, Main Street, Sutton Cheney, Leicestershire (SK 406 005)**

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### **Summary**

*An archaeological watching brief was undertaken by ULAS during groundworks for storm water drainage at St James Church, Main Street, Sutton Cheney, Leicestershire (SK 406 005). No archaeological deposits or finds were located. The archive will be held by Leicestershire County Council, Heritage Services Sites and Monuments Record X.A12.2004.*

### **Introduction**

This report presents the results of an archaeological watching brief carried out during the excavation for a new storm water drain adjacent to the north wall of the Church of St James, Main Street, Sutton Cheney, Leicestershire, a grade II\* listed building (SK 406 005). Archaeological work was required as a condition of the faculty issued for the replacement of guttering roof repairs and new storm water drainage for the building as detailed in the certificate from the Leicester Diocesan Advisory Committee.

The faculty covered the replacement of guttering, roof repairs and new storm water drainage. The church of St James is principally of 13<sup>th</sup> century date but with Perpendicular features and some Victorian restoration work. The church comprises a west tower, nave with south aisle and chancel. The tower has angled buttresses and a plinth of two stages raised in brick and terminating above a moulded cornice with a short conical roof. It is built of limestone construction with some ashlar work and plain tiled roofs with tracery of Late Decorated style with hood moulding (c. 1280) in the aisle windows.

The Ordnance Survey Geological Survey of Great Britain, Sheet 142, indicates that the underlying geology is likely to consist of clays of the Mercia Mudstone Group.

### **Aims and Methods**

The aim of the work was to observe the hand excavation of the drainage trenches, and to record, as appropriate, any archaeological deposits or features encountered. The work followed the Institute of Field Archaeologists (IFA) *Standard and Guidance for Archaeological Watching Briefs*.

The site was visited on the 14th October 2003, during the excavation of foundation trenches. The trenches were examined and the spoil heaps checked for artefacts.

### **Results**

The drainage trenches were 300mm wide and were excavated by hand to a depth of 200mm. The blue brick pavements adjacent to the north wall were removed to reveal a rubble layer 100mm deep overlying a dark brown sandy loam. A layer of cobbles c.

100mm across was located to the south of the trench and may be evidence of an earlier soakaway. No archaeological deposits or finds were located.

### **Conclusion**

No archaeological deposits were located during the archaeological watching brief.

### **Archive**

The archive consists of a watching brief report sheet including sketch plan and colour transparencies. The archive will be held by Leicestershire County Council, Heritage Services (X.A12.2004).

### **Acknowledgements**

The watching brief was undertaken by Richard Buckley. We would like to thank Mr. N. Hamilton of Gibson Hamilton Partnership for his help and co-operation during this work.

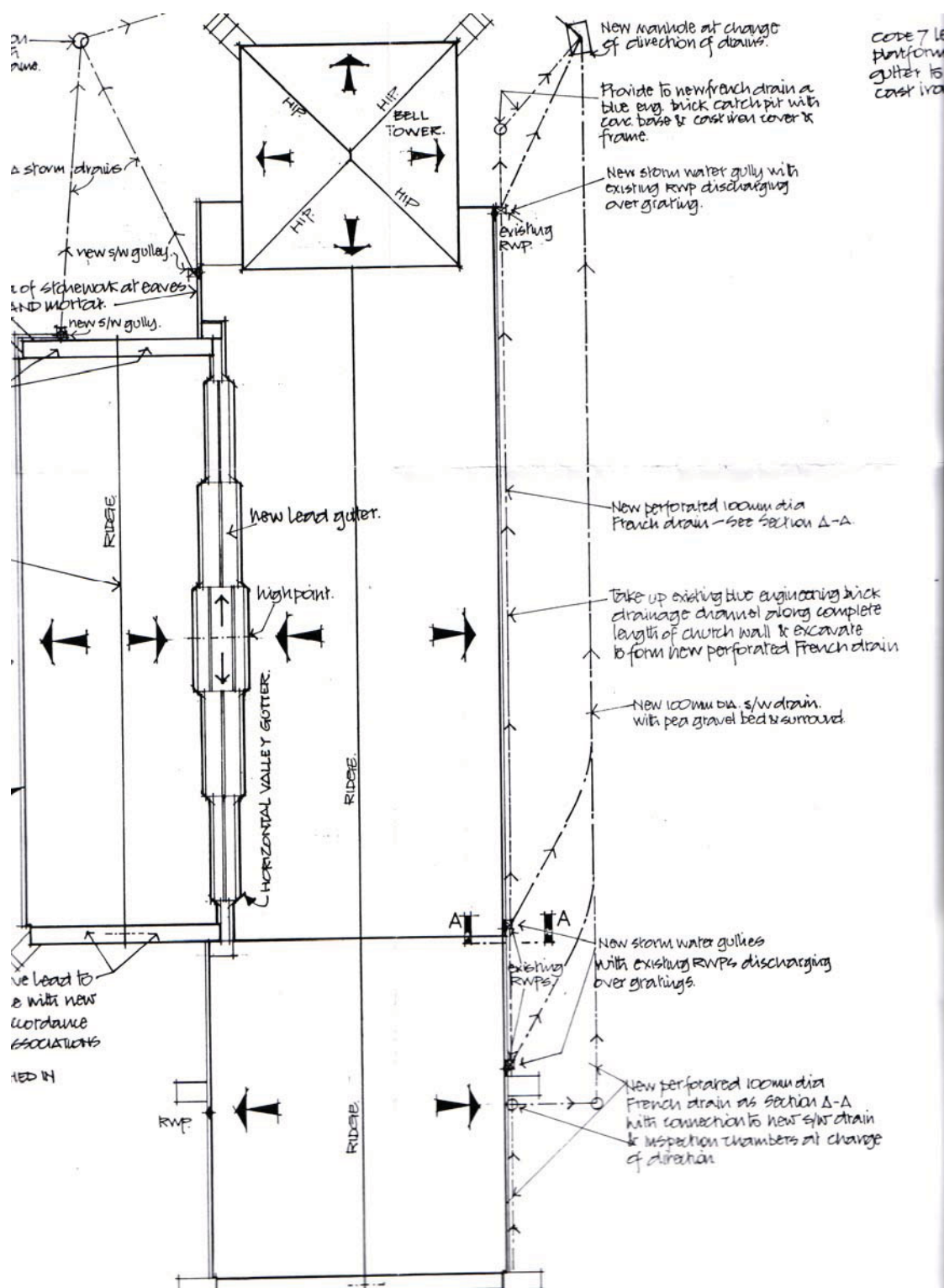
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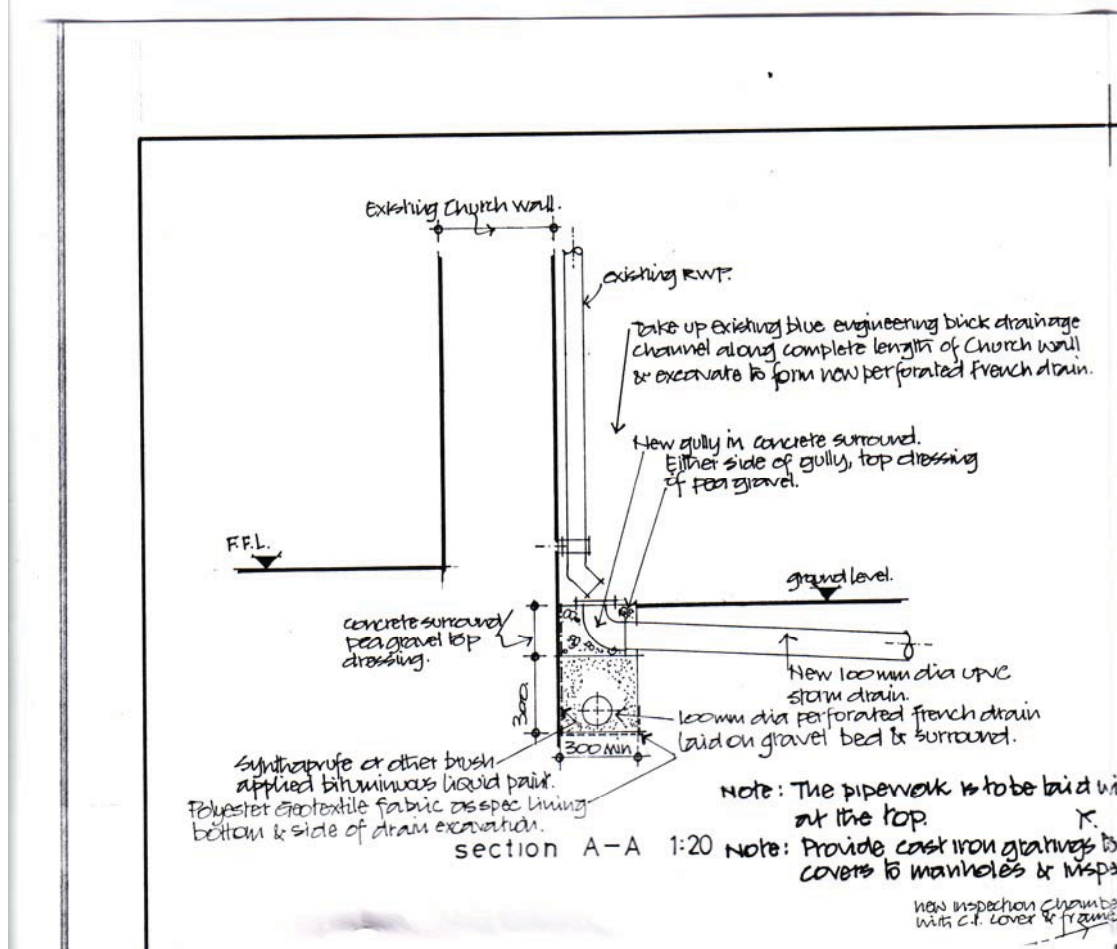
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Illus. 1 Location of St James Church, Main Street, Sutton Cheney (highlighted). Scale 1:1000



Illus 2. Plan showing the location of the storm drain. (Highlighted; from Gibson Hamilton Partnership Drg D 738-04. North to the right)



Illus 3. Section showing the arrangement of the storm drain (from Gibson Hamilton Partnership Drg D 738-04)





Illus. 4 General view of the north wall of St James Church, Sutton Cheney, showing drainage works



Illus. 5 Drainage works along the north wall of St James Church, Sutton Cheney viewed from the west





Illus. 6 Drainage works along the north wall of St James Church, Sutton Cheney viewed from the east



Illus. 7 Drainage works along the north wall of St James Church, Sutton Cheney viewed from the northwest

## Appendix 1

### UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES

#### Design Specification for Archaeological Attendance during Groundworks

**Site:** *St. James Church, Sutton Cheney, Leicestershire: Storm water drainage*

**Client:** *Sutton Cheney PCC*

#### 1. Introduction

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

In accordance with Planning Policy Guidelines 16 (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 upstanding archaeological remains from the development.

- 1.2. The faculty has been issued for the replacement of guttering roof repairs and new storm water drainage for the Grade II\* Listed building of St James Church, Sutton Cheney, Leicestershire. The Certificate from the Leicester Diocesan Advisory Committee recommends notice be given to its archaeological adviser so that a watching brief may be arranged with authority to stop works in the event of archaeological finds.

- 1.3. This document provides a written scheme of investigation for:

- Archaeological attendance during groundworks (a 'watching-brief').

#### 2. Archaeological Objectives

- 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. Methodology

##### 3.1. *General Methodology and Standards*

- 3.1.1. All work will follow the Institute of Field Archaeologists (IFA) Code of Conduct and adhere to their *Standard and Guidance for Archaeological Watching-Briefs*.

- 3.1.2. Staffing, Recording systems, Health and Safety provisions and Insurance details are provided.

- 3.1.3. Internal monitoring procedures will be undertaken including visits to the site by the project manager. These will ensure that project targets are being met and professional standards are being maintained. Provision will be made for external monitoring meetings with representatives of the Leicester Diocesan Advisory Committee.

##### 3.2. *Archaeological attendance:*

- 3.2.1. The watching brief will cover all ground disturbance within 6m of the footprint of the church.

- 3.2.2. The project will involve the presence on site of an experienced archaeologist during the groundworks to observe and record any archaeological remains which may be affected. The archaeologist will cooperate at all times with the contractors on site to ensure the minimum interruption to the work.



- 3.2.3. If any archaeological deposits are seen to be present, the archaeologist will have the power to halt the works briefly in order to define and record areas of archaeological interest
- 3.2.4. In the event that important artefacts or substantial structural remains are discovered during the development, ULAS shall have the power to halt any ground works and shall inform the site agent/project manager, 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 on behalf of the client a contingency scheme for emergency excavation of affected archaeological features.
- 3.2.5. Any archaeological deposits located will be hand-cleaned, planned at 1:20 scale and sample-excavated by hand as appropriate to establish the stratigraphic and chronological sequence. All finds will be retained, except for unstratified material of the 19th century or later. All plans will be tied into the Ordnance Survey National Grid. Section drawings will be made at a scale of 1:10 of any excavated archaeological features. All sections will be levelled and tied to the Ordnance Survey Datum. Spot heights will be taken as appropriate.
- 3.2.6. Any human remains encountered above proposed formation will be removed carefully, with due care and decency, and boxed for reburial in the churchyard by the client. Any burials which are demonstrably of archaeological interest - by association with stratified deposits, or the presence of particular artefacts - will be excavated to archaeological standards. In all cases, the parties referred to in para. 3.2.4 above will be informed.

#### **4. *Health and Safety***

- 4.1. ULAS is covered by and adheres to the University of Leicester Statement of Safety Policy and uses ULAS Health and Safety Manual (2001) 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.
- 4.2. Health and Safety procedures will be agreed between ULAS and the site tenants prior to the commencement of work, and will be subject to review by both parties for the duration of the works.

#### **5. *Insurance***

- 5.1. All employees, consultants and volunteers are covered by the University of Leicester public liability insurance, £20m cover 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 £25m. Expiry dates August 1 2000.

#### **6. *Recording Systems***

- 6.1. The ULAS recording manual, fully compatible with the Leicestershire County Council, Heritage Services archives, will be used as a guide for all recording.
- 6.2. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets. If the complexity of the archaeology warrants it these will be computerised using the ULAS integrated Database system.
- 6.3. A site location plan based on the current Ordnance Survey 1:1250 map (reproduced with the permission of the Controller of HMSO) will be prepared. This will be supplemented by a trench plan at 1:200 (or 1:100), which will show the location of the areas investigated in relationship to the investigation area and OS grid.
- 6.4. Some record of the full extent in plan of all archaeological deposits encountered will be made on drawing film, related to the OS grid and be at a scale of 1:10 or 1:20. Sections including the half-sections of individual layers of features will be drawn as appropriate. The OD height of all principal strata and features will be calculated and indicated on the appropriate plans.



- 6.5. An adequate photographic record of the investigations will be prepared. This will include black and white prints and colour transparencies 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.
- 6.6. This record will be compiled and fully checked during the course of the excavations. A copy of the ULAS recording manual is lodged with Leicestershire County Council, Heritage Services, Arts and records Service.

## **7. *Environmental Sampling***

- 7.1. If significant archaeological features are subject to excavation, the sampling strategy will include the following:
  - i. A range of features to represent all feature types, areas and phases will be selected on a judgmental basis. The criteria for selection will be that deposits are datable, well sealed and with little intrusive or residual material.
  - ii. Any buried soils or well sealed deposits with concentrations of carbonised material present will be intensively sampled taking a known proportion of the deposit.
  - iii. Spot samples will be taken where concentrations of environmental remains are located.
  - iv. Waterlogged remains, if present, will be sampled for pollen, plant macrofossils, insect remains and radiocarbon dating provided that they are uncontaminated and datable. Consultation with the specialist will be undertaken.
- 7.1.1. 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.
- 7.1.2. 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.
- 7.1.3. Flots will be scanned and plant remains from selected contexts will be identified and further sampling, sieving and sorting targeted towards higher potential deposits.

## **8. *Finds and Samples***

- 8.1. The IFA Guidelines for Finds Work will be adhered to.
- 8.2. 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 Leicestershire County Council, Heritage Services for storage in perpetuity.
- 8.3. Before commencing work on the site, a County Council, Heritage Services accession number will be obtained from the Keeper of Archaeology, Leicestershire County Council, Heritage Services.
- 8.4. During the excavations different sampling strategies may be employed according to the perceived importance of the strata under investigation. Close attention will always be given to sampling for date, structure and environment.
  - 8.4.1. 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 Archaeologists. The IFA Guidelines for Finds Work will be adhered to.
  - 8.4.2. 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 metal objects will be x-rayed and then selected for conservation. All materials will be fully labelled, catalogued and stored in appropriate containers.

9. **Monitoring arrangements**

- 9.1. Unlimited access to monitor the project will be available to both the Client and his representatives and the Planning Archaeologist subject to the health and safety requirements of the site.
- 9.2. All monitoring shall be carried out in accordance with the IFA *Standard and Guidance for Archaeological Watching Briefs*.
- 9.3. Internal monitoring will be carried out by the ULAS project manager.

10. **Report and Archive**

- 10.1. **Summary Report** A brief report in letter form, summarising the main results of the evaluation and watching brief will be released, if required, immediately upon completion of the fieldwork.

- 10.2. The full **watching brief report** in A4 format will follow within eight weeks and copies will be dispatched to: Sites and Monuments Record (1), Planning Archaeologist (1), Planning Authority (1), Client (2). The report will include consideration of:-

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

10.3. **Full publication**

If the assessment stage (above) identifies the need for full analysis and publication of the results of the Project, a post-excavation project design will be produced for approval by the Planning Archaeologists, and provision made for implementation in full in compliance with the planning condition. Otherwise a brief note will be submitted for inclusion in *Transactions of the Leicestershire Archaeological and Historical Society*.

10.4. **Archive**

A full copy of the archive as defined in *Management of Archaeological Projects* (2<sup>nd</sup> edition English Heritage – MAP 2), *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.

11. **Copyright**

The copyright in all finished documents shall remain vested in ULAS.

**12. Acknowledgement and publicity**

- 12.1. 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.
- 12.2. 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.

**13. Timetable and Staffing**

- 13.1. Archaeological attendance will be for the duration of groundworks likely to affect buried archaeological remains. It is envisaged that one suitably qualified archaeologist will be in attendance, supplemented by others should emergency excavation be required.

**15. Bibliography**

- MAP 2                The management of archaeological projects 2nd edition English Heritage 1991
- MGC 1992           Standards in the Museum Care of Archaeological Collections 1992 (County Council, Heritage Services and Galleries Commission)
- RFG/FRG 1993    Guidelines for the preparation of site archives (Roman Finds Group and Finds Research Group AD 700-1700 1993)
- SMA 1993           Selection, retention and Dispersal of Archaeological Collections. Guidelines for use in England, Wales and Northern Ireland 1993 (Society of Museum Archaeologists)

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**APPENDIX**

**Draft Project Health and Safety Policy Statement**

**1. Nature of the work**

- 1.1. The work will involve machine excavation by JCB3C or equivalent during daylight hours to reveal underlying archaeological deposits. Overall depth is likely to be c. 0.5 m with possible features to a depth of 1.5m. Where depth is greater than 1.2m the sides of the area in question will be stepped at the sides and ends. Spoil will be stockpiled no less than 1.5 m from the edge of the excavation. Remaining works will involve the examination of the exposed surface with hand tools (shovels, trowels etc) and excavation of archaeological features. Deeper features will be fenced with lamp irons and hazard tape. Two to three staff will be used on the evaluation.
- 1.2. All work will adhere to the University of Leicester Health and Safety Policy and follow the guidance in the Standing Committee of Archaeological Unit Managers manual, as revised in 1997, together with the following relevant Health and Safety guidelines.

HSE Construction Information Sheet CS8 Safety in excavations.

HSE Industry Advisory leaflet IND (G)143 (L): Getting to grips with manual handling.

HSE Industry Advisory leaflet IND (G)145 (L): Watch Your back.

CIRIA R97 Trenching practice.

CIRIA TN95 Proprietary Trench Support Systems.

HSE Guidance Note HS(G) 47 Avoiding danger to underground services. HSE Guidance Note GS7 Accidents to children on construction sites

## 2. **Risks Assessment**

### 2.1. ***Working on an excavation site.***

Precautions. Trenches to be stepped, if necessary, to ensure that the depth does not exceed 1.2m. Spoil will be kept 1.5m away from the edge of the excavated area to prevent falls of loose debris. Loose spoil heaps will not be walked on. Protective footwear will be worn at all times. Hard hats will be worn when working in deeper sections or with plant. A member of staff qualified in First Aid will be present at all times. First aid kit to be kept in site accommodation. Vehicle and mobile phone to be kept on site in case of emergency.

### 2.2. ***Working with plant.***

Precautions. Archaeologists experienced in working with machines will supervise topsoil stripping at all times. Hard hats, protective footwear and hazard jackets will be worn at all times. Machine driver to be suitably qualified and insured. If services or wells are encountered machining will be halted until extent has been established by hand excavation or areas where it is safe to machine have been established.

### 2.3. ***Working within areas prone to waterlogging.***

If waterlogging occurs on site preventing work continuing it is proposed to excavate a sump, suitably fenced and clearly marked to enable the water to drain away. If this is insufficient a pump will be used. The sump will be covered when not in use and backfilled if no longer required. Protective clothing will be worn at all times and precautions taken to prevent contact with stagnant water which may carry Vialls disease or similar.

### 2.4. ***Working with chemicals.***

If chemicals are used to conserve or help lift archaeological material these will only be used by qualified personnel with protective clothing (i.e. a trained conservator) and will be removed from site immediately after use.

### 2.5. ***Other risks***

Precautions. If there is any suspicion of unforeseen hazards being encountered e.g. chemical contaminants, unexploded bombs, hazardous gases, work will cease immediately. The client and relevant public authorities will be informed immediately.

### 2.6. ***Other constraints***

No other constraints are recognised over the nature of the soil, water, type of excavation, proximity of structures, sources of vibration and contamination.



