
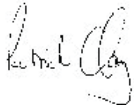


**An Archaeological Strip, Plan and Sample Operation at  
Great Easton Road, Bringham, Leicestershire  
NGR: SP 844 925**

**Andrew Hyam**

**For: Mr R Uppal**

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**ULAS Report Number 2008-038  
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Accession Number X.A.18.2008**

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## **An Archaeological Strip, Plan and Sample Operation at Great Easton Road, Bringham, Leicestershire. NGR: SP 844 925**

Andrew Hyam

### **Summary**

*An archaeological strip, plan and sample operation was undertaken for Mr R Uppal by the University of Leicester Archaeological Services Limited (ULAS) on the 17th of October 2007 during ground preparation work in advance of a stable block and ménage (planning application 06/01556/3, revised 05/01200/FUL). The site, covering approximately 0.29ha, lies between the medieval settlements of Great Easton and Bringham and is adjacent to a known prehistoric settlement. In view of this the site was considered to have significant potential for the presence of undisturbed archaeological features and deposits. The excavation of two trial trenches and a topsoil/subsoil strip of the development area were observed during the archaeological work. No archaeological deposits were present within this area although an unstratified sherd of early to mid Saxon pottery was recovered from the topsoil.*

*Records will be deposited with Leicestershire County Council, under Accession Number X.A.18.2008*

### **1. Introduction**

In accordance with Planning Policy Guidelines 16 (PPG 16, Archaeology and Planning), para 30, this document forms the report for an archaeological strip, plan and sample operation on land at Great Easton Road, Bringham in the Harborough District of Leicestershire (NGR: SP 844 925) (fig. 1). Mr R. Uppal has received planning permission to construct an L-shaped stable block and a ménage measuring 20m x 40m (planning application 06/01556/FUL with a revised scheme of 05/01200/FUL; fig.2).

The development site is located on the southern side of Great Easton Road, immediately to the east of Bringham County Primary School. It is in between the two historic settlement cores of Great Easton and Bringham. The stable and ménage area are set at the northern end of a larger field bounded by open fields (fig. 3). It is at a height of approximately 70m OD at the northern boundary dropping by around 3m to the south. The geology of the site is siltstone and mudstone of the Dyham formation with a peak at the top of the slope of Diamicton till. Until recently the site has been used as pasture which does not appear to have changed in use since the first Ordnance Survey map of 1884. The southern half of the field shows some remnants of shallow ridge and furrow which has probably been ploughed at some time. The area under development does not have any evidence of ridge and furrow.

The proximity to the medieval villages and evidence of prehistoric activity nearby meant that there was a significant potential for surviving archaeological deposits that

would be affected by the development works. In view of this, as a condition of planning permission granted by Harborough District Council, an archaeological strip, plan and sample operation was required during the initial groundworks to ensure that any affected deposits were adequately recorded.

## **2. Background**

Place-name evidence suggests that Brighthurst has probable Saxon origins with Bryni coming from the founder's name and Hurst meaning a ring-shaped settlement. Great Easton was originally a daughter settlement of Brighthurst with similar 6th century roots (British History Online).

The following information is extracted from the Leicestershire County Council *Brief for Archaeological Investigation on Land at Great Easton Road, Brighthurst* (31.01.2007 Appendix 3):

'Immediately to the south of the development site, fieldwalking has recovered a number of worked flints indicating prehistoric settlement (MLE 7193). Among these finds was a Neolithic polished axe. Other prehistoric remains are also known in the surrounding landscape. To the south-west of the development site, at NGR SP 841 916, another assemblage of prehistoric flint tools has been recovered (MLE 1287 & 1288). Of particular interest, is that the finds range from the Mesolithic to the Bronze Age.

Close by, a ring ditch, possibly of Early Bronze Age date, is shown on aerial photographs along with a linear ditch (MLE 10158) which appears to be heading towards a rectangular enclosure (MLE 9659) (although these latter two features are attributed to the Late Iron Age-Roman period).

Past settlement in the area from the prehistoric period into the Roman period and later, is further suggested by the recovery of a quantity of Roman building material from a probable villa site (MLE 1286) close to the application site, and Anglo-Saxon pottery from NGR SP 840 916 (MLE 1288).

With the exception of fieldwalking centred on SP 845 925, which may have extended into the development site, no known previous archaeological work has been carried out within the application area'.

## **3. Archaeological Objectives**

The objectives of the archaeological work were:

To identify the presence/absence of any earlier building phases or archaeological deposits.

To excavate and record a sample of any archaeological deposits found during the watching brief and affected by the groundworks.

To establish the character, extent, date range and significance of any archaeological deposits affected by the proposed ground works.

To produce an archive and report of any results.

#### 4. Methodology

In order to assess the depth of topsoil and subsoil and to determine the presence or absence of any archaeological remains two evaluation trenches were excavated down to the natural substratum. These were located beneath the proposed stable block which will be at the north edge of the development area (fig. 4). A JCB 3X mechanical excavator with a toothless ditching bucket fitted to the rear actor was used throughout the work. The overburden was removed in spits under continuous archaeological supervision and the spoil scanned for finds. The two trenches were then recorded using standard pro-forma trench recording sheets.

Once both trenches had been recorded, and because the developer was ready to continue with more groundworks, the whole of the proposed development area covering the stable block and ménage were then stripped of topsoil and subsoil to expose the natural substratum. The area for the proposed ménage will be built up from this level with additional material to create a flat platform. Again, the work was carried out under archaeological observation and the spoil observed for finds.

All deposits were recorded by notes, sketches and digital colour photographs. The excavation work was observed and the spoil scanned for finds. All work followed the Institute of Field Archaeologists (IFA) Code of Conduct and adhered to their *Standards and Guidance for Archaeological Watching Briefs* and the *Guidelines for Archaeological Work in Leicestershire and Rutland* (LMARS).

#### 5. Results

##### *Trench 1*

Trench 1, measuring 14m x 1.6m, was placed on a north-east to south-west alignment following the northern arm of the stables. A dark brown clay-silt topsoil with a depth varying between 0.2m and 0.29m was removed to reveal a mid brown clay-silt subsoil with a minimum depth of 0.08m and a maximum of 0.13m. The exposed natural substratum consisted of a mid yellow-brown clay with patches of degraded ironstone (fig. 5).

No archaeological features or deposits were observed within this trench.

##### *Trench 2*

Trench 2, measuring 17m x 1.6m, was placed on a north-east to south-west alignment to follow the angle of the southern arm of the stables. Topsoil depths along this trench varied between 0.18m and 0.25m. The subsoil beneath varied in depth a little more than in Trench 1 due to a plough furrow running across the trench on a north-east to south-west alignment (fig. 6).

Apart from the base of the plough furrow no archaeological features or deposits were observed within this trench.

##### *Area Strip*

Removal of the topsoil and subsoil revealed two more plough furrows following a gentle curve from north-east to south-west. No archaeological features or deposits were observed within the stripped area although a single sherd of early to mid Saxon

pottery (SX) (pers comm. D. Sawday) was recovered from the topsoil in the north-west corner of the strip.

## **6. Discussion**

No archaeological deposits or features were discovered during the archaeological work. The presence of ploughed-out ridge and furrow in the upper half of the main field perhaps indicates that this area has undergone a certain amount of disturbance which may have removed any earlier deposits. The unstratified Saxon pottery however had quite sharp edges indicating that it was unlikely to have travelled very far in the plough soil.

From the results of earlier fieldwalking, and because there is undisturbed ridge and furrow in the surrounding fields, the surrounding area may have greater potential for the presence of undisturbed archaeological remains.

## **7. Archive**

The archive consists of:

this report,

2 pro-forma trench recording forms,

1 contact sheet of digital photographs,

1 cd containing this report and the digital photographs,

1 sherd of u/s Saxon pottery (1.1gramme).

It is to be held by Leicestershire County Council under accession code number X.A.18.2008

## **8. Publication**

A summary of the work will be submitted for publication in the *Transactions of the Leicestershire Archaeological and Historical Society* in due course. A record of the project will also be submitted to the OASIS project. Oasis is an online index to archaeological grey literature reports.

## **9. Acknowledgements**

The fieldwork was undertaken by A R Hyam. The project was managed by Dr P Clay.

## **10. Bibliography**

British History Online 'Bringham', *A History of the County of Leicestershire: Volume 5: Gartree Hundred* (1964), pp. 49-61. URL: <http://www.british-history.ac.uk/report.aspx?compid=22041>. Date accessed: 10 March 2008.

Clay, P. 2007. *Design Specification for Archaeological Work at Great Easton Road, Bringham, Leicestershire* (ULAS 08-54).

Historic & Natural Environment Team, Community Services Department,  
Leicestershire County Council. 2007. *Brief for Archaeological Investigation (strip,*

*plan & sample excavation) at Land Part of OS5245, Great Easton Road, Brighthurst, Leicestershire.*

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11.03.2008



## Appendix 1. Figures

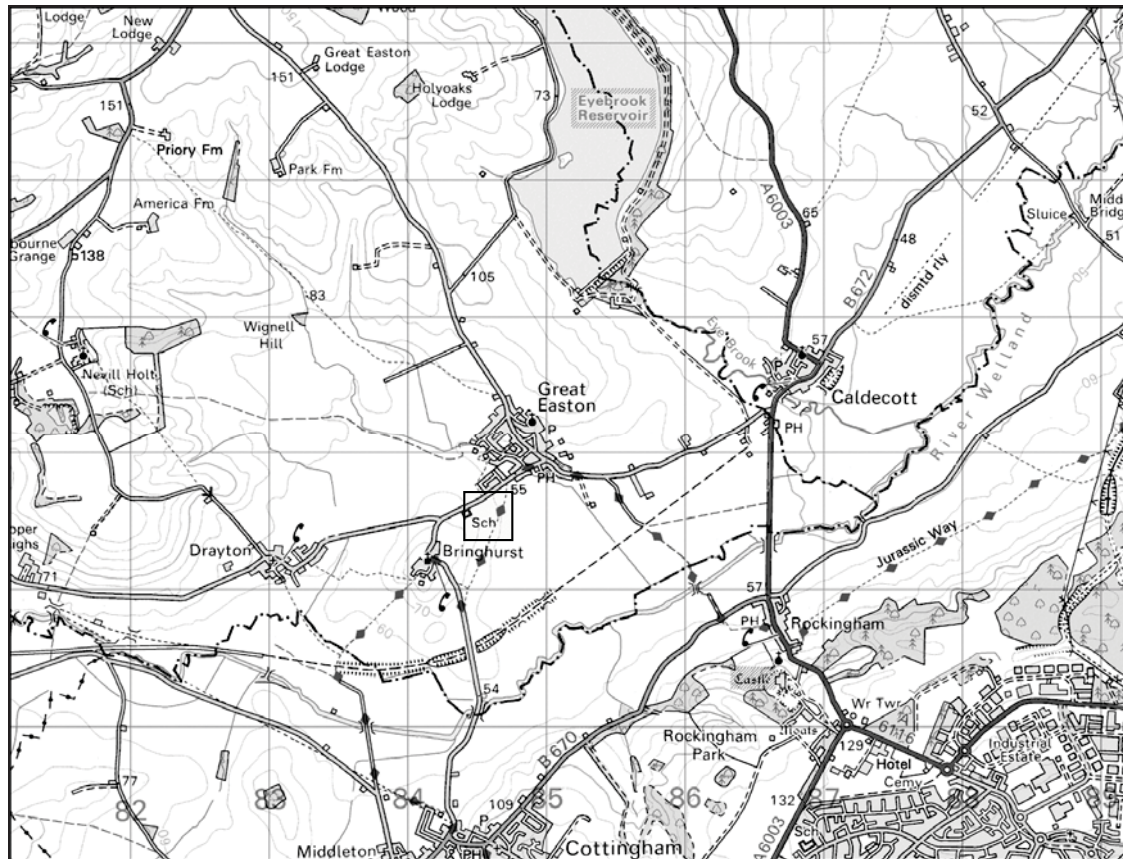


Figure 1. Development site location.

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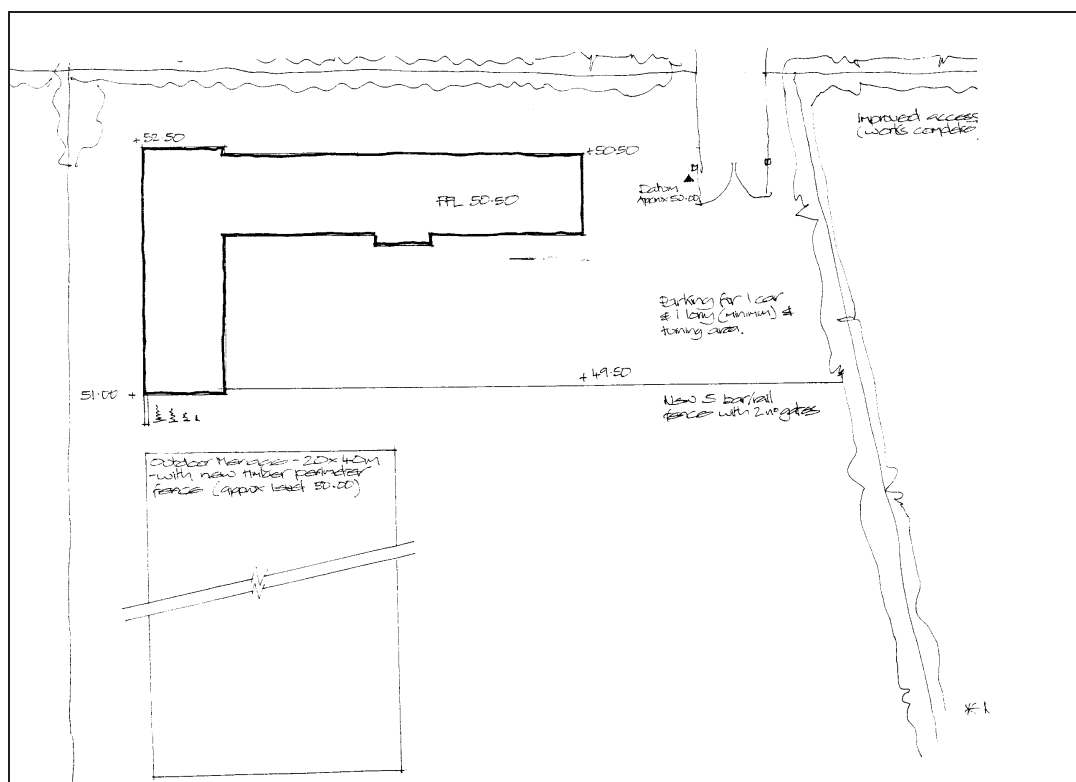


Figure 2. Developer's plans.

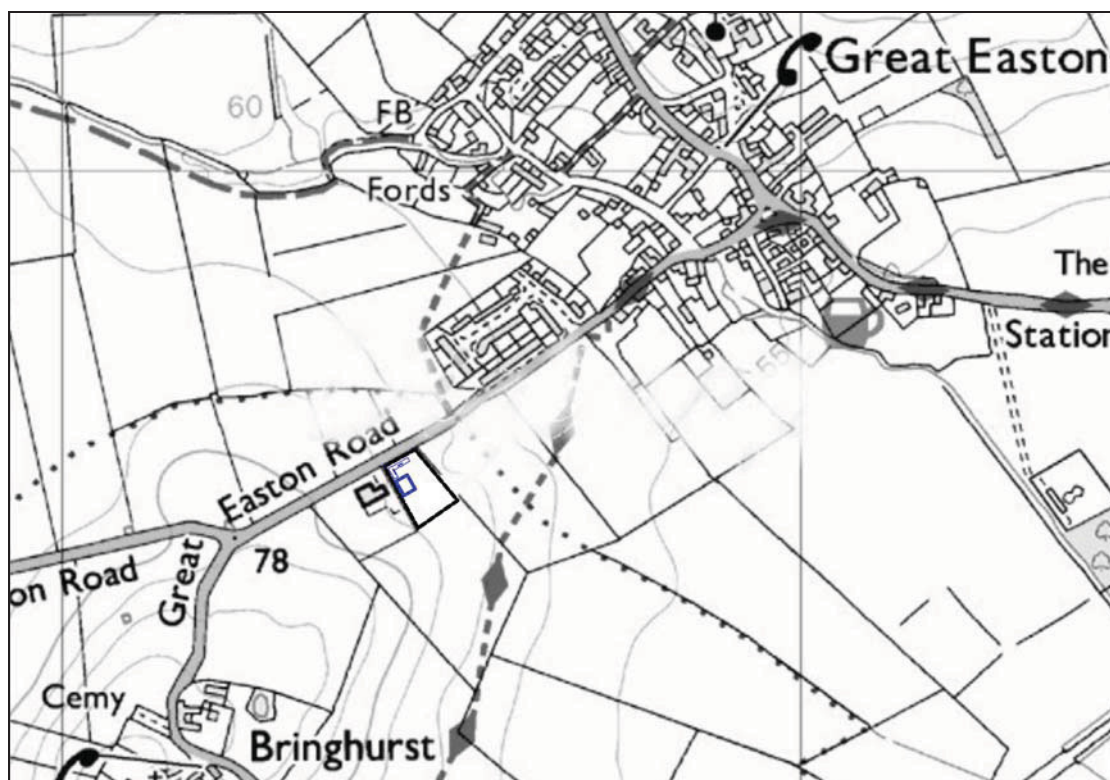


Figure 3. Development site.

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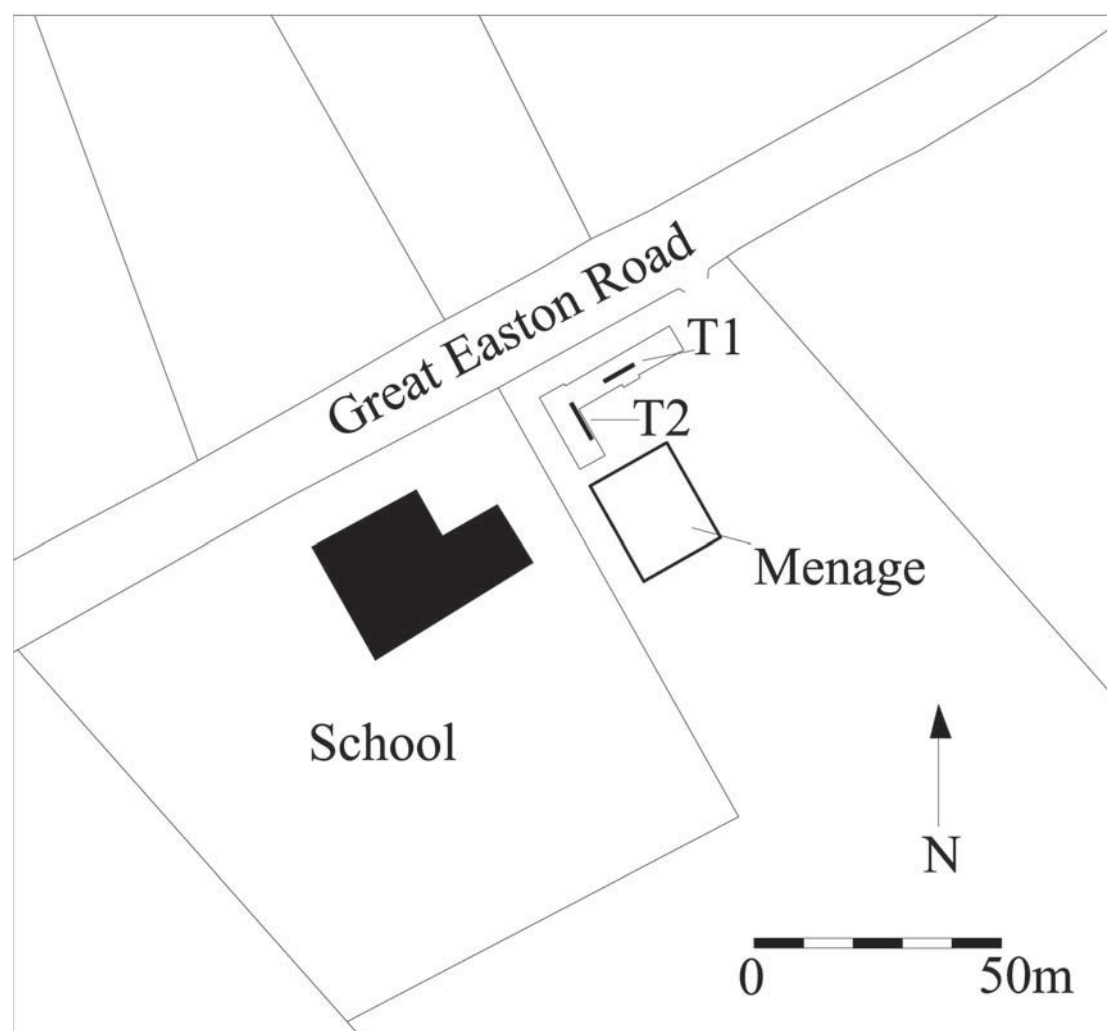


Figure 4. Trench locations.



Figure 5. Trench 1





Figure 6. Trench 2

## **Appendix 2. ULAS Design Specification.**

### **UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES**

#### **Design Specification for archaeological work**

*Great Easton Road, Bringham, Leicestershire (SP 844 925)*

**Planning Application: 06/01556/3**

**Planning Authority: Harborough District Council**

**For: Mr R Uppal**

#### **1 Definition and scope of the specification**

1.1 In accordance with Planning Policy Guidelines 16 (PPG16, Archaeology and planning), para.30, this specification provides a written scheme for archaeological strip plan and record, as required by the Planning Authority, of any ground works on the site which may disturb areas of archaeological potential in connection with a planning application for the erection of a stable block and construction of a menage at Great Easton Road, Bringham, Leicestershire (SP 844 925) Planning Application: 06/01556/3 for Mr R Uppal.

1.2 All archaeological work will adhere to the Institute of Field Archaeologist's (IFA) *Code of Conduct and Standard and Guidance for Archaeological Watching Briefs* and the *Guidelines for Archaeological Work in Leicestershire and Rutland* (LMARS).

#### **2 Background**

##### *2.1 Requirement for archaeological work*

2.1.1 The archaeological work involves a strip plan and record exercise within the development area to identify any deposits of archaeological importance as detailed in the *Brief for Archaeological investigation (Strip, Plan and Sample Excavation) at Land part of OS 5245, Great Easton Road, Bringham, Leicestershire* LCC 31.01.2007.

##### *2.2 Archaeological potential*

The site is located between the medieval and post-medieval settlements of Great Easton and Bringham and adjacent to a prehistoric settlement located as a flint scatter during fieldwalking (MLE 7193).

#### **3 Aims**

3.1 Through archaeological controlled stripping and investigation:

1. To identify the presence/absence of any earlier building phases or archaeological deposits.
2. To establish the character, extent and date range for any archaeological deposits to be affected by the proposed ground works.
3. To record any archaeological deposits to be affected by the ground works.
4. To produce an archive and report of any results.

#### **4 Methods**

4.1 The project will involve the supervision of overburden removal and other groundworks by an experienced professional archaeologist during the works specified above. Initially it is proposed to open some initial trial trenches to assess the depth of topsoil/overburden and determine the presence/absence of any archaeological remains.



4.2 Should significant archaeological remains be identified in an initial trial trench, and found to be 0.15m or less below proposed formation, the site is to be stripped down to the top of the archaeology, followed by a programme of excavation and recording, using additional personnel as necessary.

4.3 In the event that archaeological remains of uncertain significance are located in the initial trench/test pit (e.g. undated post-hole/pit), further trenching may be necessary, at the discretion of the site supervisor, to clarify their nature and significance and determine the need for a full topsoil strip.

4.4 If no archaeological deposits are identified within the trench, or the depth of overburden is greater than 0.15m, there will be no requirement for the site to be stripped to a level below proposed formation and subsequent groundworks will be subject to an intermittent watching brief.

4.5 The archaeologist will co-operate at all times with the contractors on site to ensure the minimum interruption to the work.

4.6 Any archaeological deposits located will be hand cleaned and planned as appropriate. Samples of any archaeological deposits located will be hand excavated. Measured drawings of all archaeological features will be prepared at a scale of 1:20 and tied into an overall site plan of 1:100. All plans will be tied into the National Grid using an Electronic Distance Measurer (EDM) where appropriate.

4.7 Archaeological deposits will be excavated and recorded as appropriate to establishing the stratigraphic and chronological sequence of deposits, recognising and excavating structural evidence and recovering economic, artefactual and environmental evidence. Particular attention will be paid to the potential for buried palaeosols and waterlogged deposits in consultation with ULAS's environmental officer.

4.8 All excavated sections will be recorded and drawn at 1:10 or 1:20 scale, levelled and tied into the Ordnance Survey datum. Spot heights will be taken as appropriate.

4.9 Any human remains encountered will be initially left in situ and only be removed under a Home Office Licence and in compliance with relevant environmental health regulations. The developer and Leicestershire County Council will be informed immediately on their discovery.

4.10 Internal monitoring procedures will be undertaken including visits to the site from the project manager. These will ensure that professional standards are being maintained. Provision will be made for monitoring visits with representatives of the owners and Leicestershire County Council.

4.11 In the event of significant archaeological remains being located during the watching brief there may be the need for contingency time and finance to be provided to ensure adequate recording is undertaken. On the discovery of potentially significant remains the archaeologist will inform the developer, the Planning Archaeologist at Leicestershire County Council, Heritage Services and the planning authority. If the archaeological remains are identified to be of significance additional contingent archaeological works will be required.

## **5 Recording Systems**

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

5.2 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 1:200 (or 1:100), which will show the location of the areas investigated.

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

5.4 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.

5.5 This record will be compiled and fully checked during the course of the watching brief.

5.6 All site records and finds will be kept securely.

## **6 Report and Archive**

6.1 An accession number will be drawn prior to the commencement of the project (Brief 8.1). Following the fieldwork the on-line OASIS form at <http://ads.ahds.ac.uk/project> /oasis will be completed. A report on the investigation will be provided following the groundworks.

6.2 Copies will be provided for the client, Sites and Monuments Record and planning Authority. 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.

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 be presented to Leicestershire County Council, Heritage Services normally within six months of the completion of analysis. This archive will include all written, drawn and photographic records relating directly to the investigations undertaken.

## **7 Publication**

7.1 A summary report will be submitted to a suitable regional or national archaeological journal within one year of completion of fieldwork. A full report will be submitted if the results are of significance.

## **8 Timetable and Staffing**

8.1 The investigation is scheduled to commence at the start of the contractors groundworks. An experienced archaeologist will be present during this work.

## **9 Health and Safety**

9.1 ULAS is covered by and adheres to the University of Leicester Statement of Safety Policy and uses the ULAS Health and Safety Manual (revised 2007) with appropriate risks assessments for all archaeological work. A draft Health and Safety statement for this project is in the Appendix. The relevant Health and Safety Executive guidelines will be adhered to as appropriate.

## **10 Insurance**

10.1 All ULAS work is covered by the University of Leicester's Public Liability and Professional Indemnity Insurance. The Public Liability Insurance is with St Pauls Travellers Policy No. UCPOP3651237 while the Professional Indemnity Insurance is with Lloyds Underwriters (50%) and Brit Insurances (50%) Policy No. FUNK3605.

## **11. Bibliography**

MAP 2, *The management of archaeological projects* 2nd edition English Heritage 1991

MGC 1992, *Standards in the Museum Care of Archaeological Collections* (Museums and Galleries Commission)

RFG/FRG 1993, *Guidelines for the preparation of site archives* (Roman Finds Group and Finds Research Group AD 700-1700)



SMA 1993, *Selection, retention and Dispersal of Archaeological Collections. Guidelines for use in England, Wales and Northern Ireland* (Society of Museum Archaeologists)

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24.09.2007

### **Appendix 3. Leicestershire County Council Brief.**

#### **BRIEF FOR ARCHAEOLOGICAL INVESTIGATION (STRIP, PLAN & SAMPLE EXCAVATION)**

**AT**

#### **LAND PART OF OS 5245, GREAT EASTON ROAD, BRINGHURST, LEICESTERSHIRE**

Planning Reference: 06/01556/FUL

Erection of stable block and construction of a menage (revised  
scheme of 05/01200/FUL)

Historic & Natural Environment Team, Community Services  
Department, Leicestershire County Council

Revised on: 31 January 2007

#### **BRIEF FOR ARCHAEOLOGICAL INVESTIGATION (STRIP, PLAN & SAMPLE EXCAVATION) AT LAND PART OF OS 5245, GREAT EASTON ROAD, BRINGHURST, LEICESTERSHIRE.**

##### **1. Summary of Brief**

1.1 The proposed development site, on land at OS 5245, Great Easton Road, Bringham, Leicestershire has been identified as an area of significant archaeological potential based upon an assessment of information held in the Leicestershire and Rutland Historic Environment Record (HER). The proposed development comprises the construction of an L-shaped stable block towards the northern boundary of the site and a rectangular ménage measuring some 20 x 40 metres to the south of the new stables.

In consequence the Senior Planning Archaeologist (SPA) has recommended the need for a programme of archaeological investigation and recording prior to the start of development. This shall comprise an initial exploratory trial trenching programme, followed by a soil strip under archaeological control and supervision of the development footprint, planning of the exposed surface and sample excavation of features identified. All archaeological work shall be undertaken in accordance with this brief and an approved Specification/Written Scheme of Investigation, as secured by condition on the current full planning application 06/01556/FUL, a revised scheme of 05/01200/FUL.

##### **Appendices for reference as part of this Brief (to be supplied by the developer to the archaeological contractor)**

- 2.1 General location plan;
- 2.2 Site layout plan(s);
- 2.3 Architect's plans to show areas of ground impact;

##### **3. Site location and description**

3.1 The development area is located on the south side of Great Easton Road, immediately east of Bringham County Primary School, at NGR SP 844925. The site is 'L-shaped' and totals some 0.29 ha in area. It is bounded by Great Easton Road to the north, a field boundary to the east and a property boundary to the west.

3.2 At present, the site is pasture and with the exception of the western property boundary, the site does not appear to have altered since the area was mapped c. 1884. Aerial photographs taken around 2000, show that the site may have been part of an open-field system, although any remains of ridge and furrow look to have been ploughed out.

##### **4. Geology & Topography**

4.1 The development site lies upon siltstone and mudstone of the Dyham formation, on the break of a slope surrounding a rise of Whitby Mudstone, the peak of which is overlain by Diamicton till (British Geological Survey of Great Britain, Kettering, Sheet 171).

4.2 The applicant records a significant alteration in ground level across the site, with a variation of up to 3 metres (Applicant's Proposed Plan, Drawing SK1). The site appears to lie on the 225 metre Ordnance Datum contour.

## **5. Site Constraints**

The Senior Planning Archaeologist has not determined the location of any on site underground services. No site geotechnical information was available to inform the writing of this brief.

## **Historical and Archaeological Background**

6.1 The site is located in between the historic settlement cores of Great Easton (HER Ref: MLE 9719) and Brighthelm (MLE 10157), on the main road connecting the two settlements. Immediately to the south of the development site, fieldwalking has recovered a number of worked flints indicating prehistoric settlement (MLE 7193). Among these finds was a Neolithic polished axe.

6.2 Other prehistoric remains are also known in the surrounding landscape. To the south west of the development site, at NGR SP 841 916, another assemblage of prehistoric flint tools has been recovered (MLE 1287 & 1288). Of particular interest, is that the finds range from the Mesolithic to the Bronze Age. Close by, a ring ditch, possibly of Early Bronze Age date, is shown on aerial photographs along with a linear ditch (MLE 10158) which appears to be heading towards a rectangular enclosure (MLE 9659) (although these latter two features are attributed to the Late Iron Age-Roman period).

6.3 Past settlement in the area from the prehistoric period into the Roman period and later, is further suggested by the recovery of a quantity of Roman building material from a probable villa site (MLE 1286) close to the application site, and Anglo-Saxon pottery from NGR SP 840 916 (MLE 1288).

A lack of previous development on the site suggests that, with the exception of any damage caused by ploughing, any archaeological remains present will survive in a relatively good state of preservation. The proposed works, construction of a stable block and ménage and introduction of services leading to Great Easton Road, etc could impact detrimentally upon any archaeological remains encountered during the works.

## **Previous work and archaeological survey**

With the exception of fieldwalking centred on SP 845 925, which may have extended into the development site, no known previous archaeological work has been carried out within the application area.

## **Planning Background and Requirement for Work**

8.1 In response to full planning applications submitted to Harborough District Council (Plan App No.: 06/01556/FUL & 05/01200/FUL) for the Erection of stable block and construction of a ménage etc., the Senior Planning Archaeologist advised that planning permission should be granted subject to an archaeological investigation secured by condition upon any planning approval.

8.2 The archaeological investigation, a 'Strip, Plan and Sample' record forms the "programme of archaeological work" specified in that condition. The requirement for archaeological work is in accordance with PPG 16 "Archaeology and Planning". The purpose of the work is to identify and record archaeological deposits during development.

## **9. Methodology**

9.1 Arrangements for the deposition of the project archive should be made prior to the start of the archaeological project.

9.2 Where deposition with the local museums service or approved archiving repository is proposed, an accession number (or similar) **must** be applied for prior to the start of the project. The accession number covers all components of the project as defined by this brief. (See 22. below for contact details).

9.3 Where demolition of standing buildings/structures or site clearance is required, prior to the start of such works the developer will liaise with the archaeological curator and contractor to determine the need for and level of archaeological attendance.

9.4 The main project will involve the archaeological control of overburden stripping, followed by sample investigation and recording of exposed archaeological deposits. This work shall be undertaken by an experienced professional archaeologist in relation to the permitted development detailed above (8.1). Where mechanical excavation is required all such works will be undertaken using a bladed bucket. Soil will be excavated to the proposed formation level, or to the top of archaeological deposits, whichever is first identified. Where archaeological deposits/features are located, an appropriate plan record and archaeological investigation will be completed prior to further mechanical excavation. The developer will make provision for the necessary archaeological investigation (fieldwork, post-excavation analysis and reporting).

9.5 In order to clarify the archaeological potential of the application area, an initial trial trench or trenches, will be excavated across the area to provide an indication of the location, depth, extent and character of any archaeological deposits present.

9.5 The archaeologist will co-operate at all times with the contractors on site to ensure the minimum interruption to the work

9.6 Any archaeological deposits located will be hand cleaned and recorded as appropriate. Samples of any archaeological deposits located will be hand excavated. Measured drawings of all archaeological features will be prepared at a scale of 1:20 and tied into an overall site plan of 1:100. All plans will be tied into the National Grid using an Electronic Distance Measurer (EDM) where appropriate. All excavated sections will be recorded and drawn at 1:10 or 1:20 scale, levelled and tied into the Ordnance Survey datum. Spot heights will be taken as appropriate.

9.7 Archaeological deposits will be excavated and recorded as appropriate to establish the stratigraphic and chronological sequence of deposits, recognising and excavating structural evidence and recovering economic, artefactual and environmental evidence. Particular attention will be paid to the potential for buried palaeosols and waterlogged deposits in consultation with a specialist environmental officer.

9.8 Any human remains encountered will be initially left in situ and only be removed under a Home Office Licence and in compliance with relevant environmental health regulations. The landowner and/or developer, the Historic & Natural Environment Team, Leicestershire County Council, and the coroner will be informed immediately of their discovery.

9.9 Internal monitoring procedures will be undertaken including visits to the site from the project manager. These will ensure that professional standards are being maintained. Provision will be made for monitoring visits by representatives of the Historic & Natural Environment Team, Leicestershire County Council and Melton Borough Council.

**9.10 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. On the discovery of potentially significant remains the archaeologist will inform the developer, the Senior Archaeologist at Leicestershire County Council and the planning authority.**

## **10. Site Access: Health and Safety**

10.1 The archaeological Contractor will be responsible for ensuring that all works are conducted in accordance with a defined Health and Safety Policy. Contractors must observe all current safe working practices, whether required by their own policy or those of the principal development contractor (see *SCAUM Manual, Health & Safety in Field Archaeology*, 1997).

10.2 Before commencing work the Contractor **must** carry out a Risk Assessment in accordance with the requirements the Management of Health and Safety at Work Regulations 1992. The assessment should as appropriate include liaison with the site owner and the Senior Planning Archaeologist in ensuring that all potential risks are minimised and their implications properly understood. A copy of this must be given to the Senior Planning Archaeologist **before** commencement of Site works.

The developer must provide all information reasonably obtainable on contamination and the location of live services before commencement of Site works.

## **Environmental Sampling**

11.1 Contractors are to adhere to the recommendations in the *'Working Papers of the Association for Environmental Archaeology, Number 2. Environmental archaeology evaluations, September 1995'*.

If appropriate, environmental samples will be taken from features to enable their date, nature, extent and condition to be described and analysed. Samples should be taken from the fills of features where organic materials may be preserved, such as pits, ditches and other deposits, especially if waterlogged.

## **Treatment of finds**

12.1 All finds will be exposed and as appropriate, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the United Kingdom Institute for Conservation (UKIC) *First Aid For Finds*, 1998 (new edition) and the recipient museum's guidelines.

12.2 Finds which may constitute 'treasure' under the Treasure Act, 1997 must be removed to a safe place and reported to the local Coroner. Where removal can not take place on the same working day as discovery, suitable security will be taken to protect the finds from theft. In line with an agreed discard strategy, all identified finds and artefacts will be retained. Certain classes of building material can sometimes be discarded after recording if an appropriate sample is recommended by the recipient museum's archive curator.

## **Post-excavation work**

13.1 According to standard procedure, the archaeological fieldwork will be followed by a period of post-excavation analysis and reporting. This will include the cataloguing and analysis of any finds, samples and the preparation of the archive for the site report and its subsequent deposition.

## **14 Reports**

14.1 A full written report combining all stages of the investigation shall be prepared, at least two copies of which should be sent to the Historic & Natural Environment Team, Leicestershire County Council. If this report is to form part of the planning process, it is in the developer's interest to ensure this report is prepared to an adequate standard (see 'Guidelines and Procedures for Archaeological Work in Leicestershire and Rutland') in order that a judgement of the archaeological value of the site can be made as quickly as possible and the Senior Planning Archaeologist can recommend the archaeological condition is discharged.

14.2 The report/s will:

- i) Include: a) All plans tied into the Ordnance Survey data b) Drawing and plans c) A summary of any artefacts together with their interpretation d) Any specialist reports e) A concise non-technical summary of the project results f) A full listing of the archive contents
- ii) Assess: a) The archaeological significance of the development site and any archaeological deposits encountered during the fieldwork b) The evidence in its local, regional and national context, as appropriate, also aiming to highlight any research priorities where applicable

14.3 The final report/s will be deposited with the Leicestershire and Rutland HER no later than six months after completion of the project. As a minimum this will comprise two full colour paper copies of the report including its relevant accompanying plans.

14.4 Results of the project, even if negative, will be submitted for publication in the appropriate academic journals. Contractors are to provide a summary of findings to the 'Transactions of the Leicestershire Historical and Archaeological Society'.

14.5 If significant results are obtained a copy of the final report/s will be deposited in the National Monuments Record, English Heritage, Swindon.

## **15. Archive**

15.1 The archive consists of all artefacts, written records, drawn and photographic records. It will be quantified, ordered, indexed and internally consistent. It should also contain Site matrix, site summary and brief written observations on the artefactual and environmental data. The site accession number will be appropriately marked on all elements forming part of the site/project archive (See 9.2. above).

Archive will be prepared in line with UKIC Guidelines for the preparation of excavation archives for long term storage (1990) and the current version of Leicestershire Museums Services' document "The Transfer of Archaeological Archives to Leicestershire Museums, Arts and Records Service".

## **Deposition**

16.1 The integrity of the site archive should be maintained. All find and records should be properly curated by a single organisation, and be available for public consultation.

16.2 Subject to the landowner's agreement, arrangements for deposition of the full site archive ought to be made with the appropriate collecting body, (e.g. Leicestershire Museums, Arts and Records Service, County Hall, Glenfield, LE3 8TB). The archive will be presented to the Archive Curator within 9 months of completion of the fieldwork, unless alternative arrangements have been agreed in writing with the Senior Planning Archaeologist and Archive Curator.

It should be noted that the Senior Planning Archaeologist will not recommend the discharge of any planning conditions until he/she has approved the report, has received confirmation that the archive meets current standards by the Archive Curator and has received written confirmation that a summary of the archaeological work has been forwarded to the above mentioned journals.

## **Requirements (including responsibilities of prospective developer and Archaeological Contractor)**

### *17.1 Appointment of Archaeological Contractors*

17.1.1 The professional archaeological Contractors invited to tender for the work must be able to demonstrate within their Specification that they can provide staffing and expertise with the appropriate experience in dealing with technology of the type and nature required in this Brief.

17.1.2 Contractors will operate in line with professional guidelines and standards as stated in the Institute of Field Archaeologists (IFA):

- Standard and Guidance for Archaeological Watching Briefs (1994, revised 1999),
- IFA Code of Conduct (1985, as revised 1997) and,
- IFA By-Law Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology (IFA, 1990 as revised, 1998).

### *17.2 Pre-tender site visit*

17.2.1 The Contractor must visit the site before completing any Specification, as there may be implications for accurately costing the project. This visit must be noted, along with any other relevant site details, within the Specification.

### *17.3 Specification*

17.3.1 The Specification will cater for full post-excavation analysis, reporting and deposition of the site findings.

17.3.2 The Specification must:

- a) be prepared within a defined research context (e.g. *The Archaeology of the East Midlands, An Archaeological Resource Assessment and Research Agenda*, Leicester Archaeology Monograph 13, ed. N Cooper, 2006), and set out the site-specific objectives of the archaeological works,
- b) detail the proposed works as precisely as is reasonably possible, and where appropriate, indicate clearly on plan their location and extent,
- c) include details, including name, qualifications and experience of the Site director and all other key project personnel, including any specialist staff and subcontractors, will be included in the Specification. The ratio of on-site voluntary assistance must not exceed a ratio of more than 1:2 employed experienced staff,
- d) detail archive deposition, publication and presentation,
- e) provide a timetable for proposed works.



#### 17.4 *Approval of the Specification*

17.4.1 The Specification must be forwarded to the Senior Planning Archaeologist for approval prior to the start of the proposed development.

17.4.2 Any changes the Senior Planning Archaeologist recommends to a preferred Specification might have financial implications for the costing of the archaeological Contractor, changes to the Specification will be discussed and agreed in writing by the Senior Planning Archaeologist and the archaeological Contractor, and submitted in writing to the Local Authority.

#### 17.5 *Agreement*

17.5.1 There must be a written archaeological agreement that satisfactorily implements the approved format and provides sufficient financial support for all aspects of the work including fieldwork, finds processing, conservation, specialist analysis, archiving, cataloguing, report work and long-term storage curation. The archaeological Consultant/Contractor must confirm with the Senior Planning Archaeologist that the prospective developer has signed such an agreement before the commencement of works on site.

### 18. **Monitoring**

18.1 The work undertaken by the archaeological Contractor, will be monitored under the auspices of the Leicestershire Senior Planning Archaeologist, or their appropriate representative, who is responsible for monitoring all archaeological work in Leicestershire and Rutland on behalf of the Local Planning Authority. Monitoring includes reviewing site work, the progress of excavation reports, archive preparation and final deposition.

18.2 Before the commencement of the project the Contractor must inform the Senior Planning Archaeologist, in writing, of the timetable of proposed works and ensure that the Senior Planning Archaeologist is kept regularly informed about developments during site and subsequent post-excavation work.

The Senior Planning Archaeologist will be given at least one week's written notice of commencement of archaeological work.

#### **Alterations to this Brief**

19.1 This Brief is valid for three months (from the date below). If not tendered within this period the prospective developer will seek confirmation from the Senior Planning Archaeologist of its continued validity. In addition the following apply:

19.2 Prior to the formal appointment of an archaeological Contractor, the Senior Planning Archaeologist reserves the right to alter this Brief if additional information comes to light that may have a bearing on the scope and methods of work currently required (e.g. site construction constraints, foundation details etc).

19.3 After formal appointment, any alterations recommended by the Senior Planning Archaeologist which may affect the archaeological Contractor's agreed Project Design (whether this be before commencement, or during the project), will be made in consultation with the archaeological Contractor and submitted to the Local Planning Authority.

### **20. Key Definitions**

#### ***Senior Planning Archaeologist***

Responsible for providing an archaeological curatorial planning service to Leicestershire districts. Advises on the nature of the work required and monitors projects from implementation to completion.

#### ***Archive Curator:***

Responsible for the long-term curation of the archive in the recipient Museum.

#### ***Prospective Developer:***

Person/group/developer commissioning the archaeological work.

#### ***Contractor:***

Archaeological Contractor tendering to carry out the archaeological work and as appointed by the prospective developer.

#### ***Specification or Written Scheme of Investigation:***



Written document detailing the proposed work and as provided by a Contractor in line with the Brief provided by the Senior Planning Archaeologist.

**21. Contact details:**

**Senior Planning Archaeologist:**

Historic & Natural Environment Team, Leicestershire County Council, Room 500, County Hall, Leicester Road, Glenfield, Leicestershire, LE3 8TE. Telephone No.: 0116 2658322. Fax: 0116 2657965. Email: riclark@leics.gov.uk.

**Regional Science Advisor (English Heritage):**

English Heritage, 44, Derngate, Northampton, Northamptonshire, NN1 1UH. Telephone No.: 01604 735451. Fax: 01604 735401. Email: Jim.Williams@englishheritage.org.uk.

**Assistant Keeper Archaeology (Leicestershire Archives):**

Collections Resources Centre, Leicestershire Museums Services, c/o County Hall, Leicester Road, Glenfield, Leicestershire, LE3 8RA. Telephone No.: 01509 815514. Fax: 01509 813934. Email: rpollard@leics.gov.uk.

**Curator of Rutland County Museums Service (Rutland Archives):**

Rutland County Museum, Catmose Street, Oakham, LE15 6HW. Telephone No.: 01572 758440. Fax: 01572 758445. Email: sdavies@rutland.gov.uk.

Date: 31 January 2007