

**An Archaeological Desk-based Assessment  
for land to the side and rear of  
16 Pinfold Lane, Harby, Leicestershire  
(SK 7500 3122)**

**Gavin Speed**

For: Mr Tetley

<b>Checked by Project Manager</b>	
Signed: <i>Richard Bockley</i>	Date:
Name: <i>RICHARD BOCKLEY</i>	

## **Contents**

### **Summary**

#### **1. Introduction**

#### **2. Aims and Objectives**

#### **3. Methodology**

#### **4. Geology and Topography**

#### **5. Summary of the Archaeological, Historical, and Cartographic evidence**

#### **6. Site visit**

#### **7. Appraisal of the Development Impact**

#### **8. Conclusion**

#### **9. References**

#### **10. Sources**

#### **11. Acknowledgements**

#### **12. Illustrations**

Figure 1: Location plan of site. Scale: 1:50 000.

Figure 2: Plan of the development area.

Figure 3: Map of Harby, showing location of relevant SMR entries. Scale 1:10 000.

Figure 4: Close-up of the pre-enclosure map of Harby (Hartley 1987:74).

Figure 5: Close-up of the landscape map of Harby showing surrounding ridge and furrow (Hartley 1987:55).

Figure 6: OS map sheet VII.9, showing application area (1884). Scale 25" to 1 mile.

Figure 7: OS map sheet VII.9, showing application area (1904). Scale 25" to 1 mile.

Figure 8: OS map sheet VII.9, showing application area (1930). Scale 25" to 1 mile.

Figure 9: OS map sheet 7431, showing application area (1972). Scale 1:2500.

Figure 10: Plan of the proposed development (Alan Heafford- Architect).

Figure 11: View of site, looking north.

Figure 12: View of site, looking northwest.

Figure 13: View of site, looking northeast.

#### **Appendix 1 Sites and Monuments Record References**

#### **Appendix 2 Brief for Archaeological Desk-Based Assessment of land to the side and rear of 16 Pinfold Lane, Harby**

## **An Archaeological Desk-based Assessment for land to the side and rear of 16 Pinfold Lane, Harby.**

**Gavin Speed**

University of Leicester Archaeological Services

Report No. 2004/008

### **Summary**

*The desk-based archaeological assessment for a proposed housing development on land to the side and rear of 16 Pinfold Lane, Harby, Leicestershire has concluded that there is a medium-high potential for archaeological remains to be present within the development area. The desk-based assessment has shown that the proposed development area lies within the historic core of the medieval village and that Iron Age, Roman and Anglo-Saxon finds have been discovered close by. The lack of modern development suggests that there is some potential for the survival of archaeological deposits within the application area. However, characterising the nature, extent, and significance of such remains could only be achieved by intrusive investigations.*

### **1. Introduction**

- 1.1 In accordance with Planning Policy Guidelines 16 (PPG16, Archaeology and planning), para.30, this document consists of an archaeological desk-based assessment of the likely impact of the proposed residential development of land to the side and rear of 16 Pinfold Lane, Harby, Leicestershire (SK 7500 3122) (Planning Application Number: 03/00499/OUT).
- 1.2 The desk-based assessment forms part of an archaeological impact assessment following the recommendations of Leicestershire County Council's Senior Archaeologist in her capacity as advisor to the local planning authority, as detailed in the *Brief for Archaeological Desk-Based Assessment of land to the side and rear of 16 Pinfold Lane, Harby* (reproduced here as Appendix 2).
- 1.3 The proposed development site is located on the eastern side of Harby village, on the north side of Pinfold Street (SK 7500 3122). Harby is located some 20km to the southwest of Nottingham, and 11km north of Melton Mowbray in north-east Leicestershire. The site encompasses an area of 0.24 hectares, upon which Mr Tetley proposes to build 2 houses (fig.9.). The Sites and Monuments Record for Leicestershire indicates that there are known archaeological remains located in close proximity to the proposed development site.

### **2. Aims and Objectives**

- 2.1 The aim of the desk-based assessment is to provide information on the extent, character, date, integrity, state of preservation and relative quality of any

archaeological remains located within the development area. This must take into account all known previous land uses. In addition, it must be established what impact the proposed development might have on any archaeological remains. The desk-based assessment should, once the above information has been gathered, contribute towards the formulation of an appropriate planning decision and assist in determining whether further stages of archaeological work are necessary.

- 2.2 All work follows the Institute of Field Archaeologists' Code of Conduct and adheres to their *Standard and Guidance for Archaeological Desk-based Assessments*.

### **3. Methodology**

- 3.1 The following sources have been consulted to assess previous land use and archaeological potential.

- 1) Archaeological records (Leicestershire Museums Sites and Monuments Record).
- 2) Previous Ordnance Survey maps of the area (Leicestershire Records Office).
- 3) Plans of the development scheme (Alan Heafford- Architect).
- 4) Geological maps (Leicester University Geology Dept.- Map Library).
- 5) Historical background material (ULAS Reference Library and Leicester University Library).

- 3.2 A site visit was undertaken on 9th January 2003 to examine the area. Attention was paid to the current land use of all parts of the application area and its likely impact on the condition of any buried archaeological remains.

### **4. Geology and Topography**

- 4.1 The Ordnance Survey Geological Survey of Great Britain, Sheet 142, indicates that that the underlying geology is likely to consist of Boulder Clay. The site lies at a height of c. 54m above O.D.

### **5. Summary of the Archaeological, Historical, and Cartographic evidence**

#### *5.1 Archaeological Background*

- 5.1.1 The Leicestershire and Rutland Sites and Monuments Record lists a number of Roman, Anglo-Saxon and medieval sites in the vicinity of the proposed development area (see appendix and fig.3).
- 5.1.2 Iron Age, Roman, and Anglo-Saxon pottery and metalwork has been found to the east of St. Mary's Church (LE3550, c.70m northwest of development area,

field 98 on 1884 OS map). From this field, 24 sherds of Roman pottery were collected in 1992. This was followed by fieldwalking in 2000 which produced 275 Iron Age and Roman finds. The main concentration of finds were in a 200m x 150m area to the northeast of the church. The SMR also records a further 418 sherds of 4th century Roman pottery were found in this field. In 2001-2 a further collection was made, it included 7 Iron Age (bringing the total to 10), 280 Roman (574), and 4 (6) early Anglo-Saxon finds. The metalwork finds from this field consist of a Roman spearhead, a 4th century Roman coin, a Middle Anglo-Saxon equal armed brooch of Frankish type, dated to the 7th - 8th date (LE6195). The finds evidence suggests potentially extensive settlement activity of Iron Age, Roman and Anglo-Saxon date in the immediate vicinity of the proposed development site.

5.1.3 St. Mary's Church is thought to be of early medieval date (LE3541, c.150m NE)

5.1.4 A cross, known locally as 'Butter Cross' originally stood outside St. Mary's church and is believed to be of medieval date. It was eventually incorporated into a 1914-18 war memorial outside the school. The socket stone and shaft still survive. The location suggests that it may have been a medieval market place (LE3544, c.150m W).

5.1.5 The historic core of the village (LE8748), that has early medieval origins, is shown on the Sites and Monuments Record to extend over the proposed development area (fig.3). No known earthworks exist within the village area; this may be a result of the modern growth of Harby covering any earthworks that may have once been present. Figure 5 is a close-up of Harby showing the extent of surviving medieval ridge and furrow in the mid-twentieth century (Hartley 1987, 55); modern ploughing techniques have now removed any evidence of this.

## 5.2 *Historical Background*

5.2.1 The toponymic ending *-by* is commonplace in the Midlands, and Leicestershire features many examples, with a particular concentration along the valley of the River Eye/Wreake to the south of Harby (e.g. Frisby-on-the-Wreake, Asfordby, Eye Kettleby and Kirby Bellars). This place-name element is of Scandinavian derivation, thought to reflect the Danish influx to the region in the later 9th and early 10th centuries (Wilshire 1986, 2). There is increasing evidence, however, to suggest that many of these settlements had earlier origins, in the Anglo-Saxon period, and were merely re-named by Danish settlers. Evidence of early-middle Anglo-Saxon settlement (c.450-850 AD) has been found at Eye Kettleby, Kirby Bellars and to the west of Frisby-on-the-Wreake, for example. The meaning of 'Harby' from Oxford Reference Online (Mills 1998) is described as 'farmstead of a man called Herrøthr' or 'farmstead with a herd or flock'. *hǰrth + by* is thought to be an Old Scandinavian personal name (a Viking language comprising Old Danish and Old Norse). Therefore the settlement of Harby can be seen to date back to at least the 10th century.

5.2.2 The entries in the Domesday Book as transcribed in Morgan (1979) are:

(In Framland Wapentake) Robert also holds 17 carucates of land in Harby. 14 ploughs. In lordship 3; 8 slaves. 24 Freemen with 7 villagers and 3 smallholders

have 13 ploughs. Meadow 5 furlongs long and 4 furlongs wide. The value was £4; now 100s.

(In Framland Wapentake) Gerard also holds 1 carucates of land in Harby from Hobert. Land for 1 plough. 2 freemen with 3 smallholders have it. Value 5s.

**Carucate:** - A measurement of land for tax purposes, used in Danish counties, the equivalent of c.120 acres.

**Villager:** Member of the peasant class with most land.

**Plough:** In *Domesday* the word implies a plough team with its eight oxen and the plough itself. The measure of a carucate was originally the amount of land which such a team could plough in one day.

5.2.3 From the Domesday Book entries it is difficult to get a clear understanding of the actual size of the village at the time. Only seven villagers are recorded for Harby, and although only the heads of households would have been recorded for the survey, the record of fourteen plough teams would suggest that other people lived in the parish, but being of a lower status they were not recorded. Harby lies in an area that is thought to have had a less nucleated settlement pattern at the time of the Domesday Survey, in contrast to areas in the east of Leicestershire, and it is likely that further outlying dwellings/farms would have existed in the surrounding parish although again were not recorded in the survey. The Domesday Book records Harby as Heredebi.

5.2.4 There are no listed buildings close to, or within, the application area. Number 16 Pinfold Lane is evidently of some age, however.

### 5.3 *Cartographic evidence*

5.3.1 The earliest map available that shows the development area in any detail is the pre-enclosure map (fig.4). This is undated, but must predate 1793, when the village was enclosed. Of note here is a square building towards the centre of the development area, this building is not seen on any later map.

5.2.2 The 1884 Ordnance Survey 25" map sheet VII.9 (fig.6), shows the application area as field 130. The map indicates that at the end of the 19th century the site was being used as an orchard.

5.3.3 The 1904 OS 25" map sheet VII.9 (fig.7), shows that field 130 has been fenced off from the area surrounding the property at 16 Pinfold Lane. The map indicates that there are no trees within this area, which suggests this was now being used as a garden, the remainder of field 130 appears to have still been used as an orchard.

5.3.4 The 1930 OS 25" map sheet VII.9 (fig.8), shows that field 130 has been further fenced off, and six buildings constructed close to the property. The rest of the development area is still indicated as in use as an orchard. The area immediately to the north of the development area is now in use as allotment gardens. The only change in more recent times is the building of a property (the 'Ammbridge') in the southeast corner of field 130 (now 12 Pinfold Lane) as seen in figure 9.

5.3.5 Aerial photographs of the village were consulted, but there was no visible evidence of cropmarks in the surrounding fields.

## 6. Site Visit

6.1 A site visit was undertaken on the 9th January 2004. The weather was clear and dry. All areas of the proposed development site were observed during the walkover survey. The majority of the area was currently in use as a garden (fig.11), which may have had some degree of landscaping (a slight levelling of the ground). Generally the land sloped slightly upwards from the house to the rear of the development area. The north area of the site contained numerous trees (fig.13), probably the remnants of an earlier orchard. The northeast corner was being used as a small allotment (fig.12). No archaeologically significant earthworks were visible during the site visit.

## 7. Appraisal of the Development Impact

7.1 The proposed development scheme will involve the construction of two dwelling houses, in addition to a new private driveway and detached garage to the existing house. The removal of overburden and the excavation of foundation and service trenches is likely to have an adverse impact upon buried archaeological remains if they are present, particularly any deposits that may be close to the surface.

## 8. Conclusion

8.1 The desk-based assessment indicates that the site is located within the medieval core of Harby, close to the church of St. Mary. Therefore, there is potential for finds or deposits of a medieval date within the proposed development area. Archaeological work undertaken in response to village infill development elsewhere in Leicestershire and Rutland, in the last decade, has demonstrated the considerable potential for the survival of archaeological remains on such sites. As a result significant new information on the origins and development of rural medieval settlements has begun to emerge.

8.2 Finds of Iron Age, Roman and Anglo-Saxon date have been made in Harby, within c. 70m of the site and it is possible that remains of similar date may occur within the proposed development area.

8.3 Map evidence indicates that the site has not been built on from the late 19th century onwards, therefore, buried archaeological remains, if present, may be well preserved beneath the present ground surface. In addition, the pre-enclosure map indicates the existence of a small building on the site, towards the centre of the area, in the late 18th century; this had been demolished by 1884. The construction date of this building is not known and a medieval or early post-medieval date cannot be discounted. It is possible that evidence for the date of this building, its method of construction and function may survive below ground.

8.4 In summary, the area has medium to high potential for containing buried archaeological remains of medieval, Iron Age, Roman, and Anglo-Saxon date.

## 9. References

- Hartley, R. F. 1987 *The Medieval Earthworks of northeast Leicestershire*. Leicestershire Museums Publication Art Galleries and Records Service.
- Morgan, P. 1979 *Domesday Book: Leicestershire*. Phillimore, Chichester. (Ed.)
- Mills, A.D. 1998 "Harby" *A Dictionary of English Place-Names*. Oxford University Press, 1998. *Oxford Reference Online*. Oxford University Press. Leicester University. 13 January 2004 <http://www.oxfordreference.com/views/ENTRY.html?subview=Main&entry=t40.e3951>
- Wilshere, J. 1986 *Leicestershire (Including Rutland) Place-Names* 2nd Edn.

## 10. Sources

Leicestershire County Council, Heritage Services Sites and Monuments Records.

LLRRO Record Office for Leicester, Leicestershire and Rutland maps and records.

OS maps:

Sheet VII.9. Scale 25" to 1 mile (1884, 1904, 1930).

SK7431. Scale 1:2500 (1972).

1:50 000 Sheet 129 Nottingham and Loughborough area (1996).

Site plans and proposed development area plan (Alan Heafford- Architect).

Geological Survey of Great Britain Sheet 142.

## 11. Acknowledgements

I would like to thank Mr. Tetley for his help and cooperation with this archaeological desk-based assessment. The project was managed by Mr. Richard Buckley.

**Gavin Speed**  
**University of Leicester Archaeological Services**  
**University Road,**  
**Leicester, LE1 7RH**

gs50@leicester.ac.uk  
Tel:0116 252 2848  
Fax: 0116 252 2614

13.01.2004



## 12. Illustrations

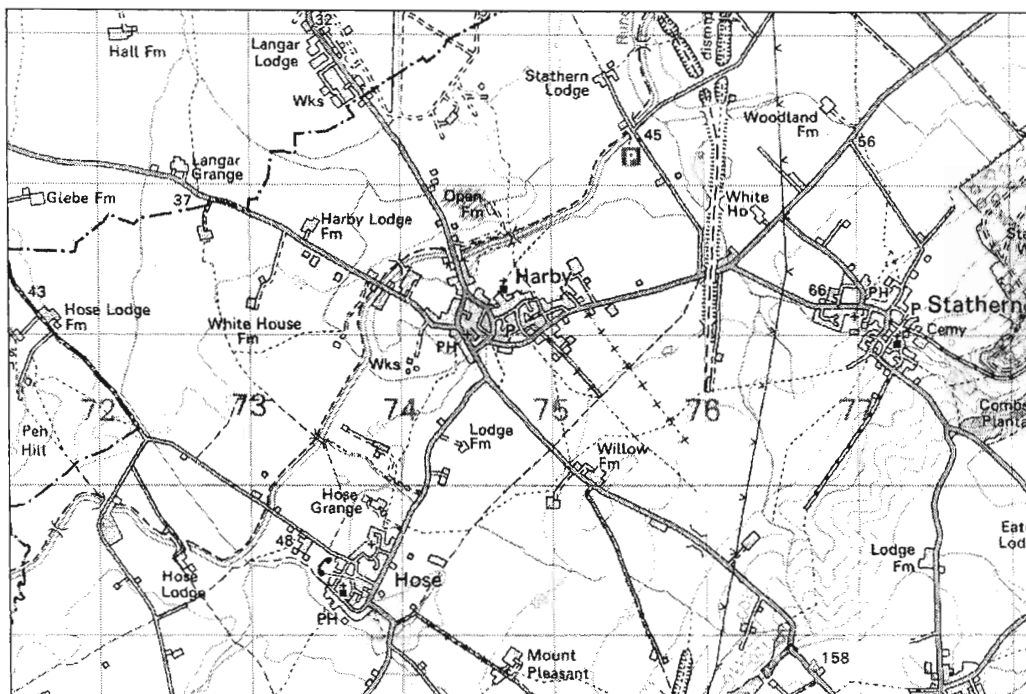


Figure 1: Site location. Reproduced from Landranger® 1:50 000 scale by permission of Ordnance Survey® on behalf of The Controller of Her Majesty's Stationery Office. © Crown copyright. All rights reserved. Licence number AL 100021187.

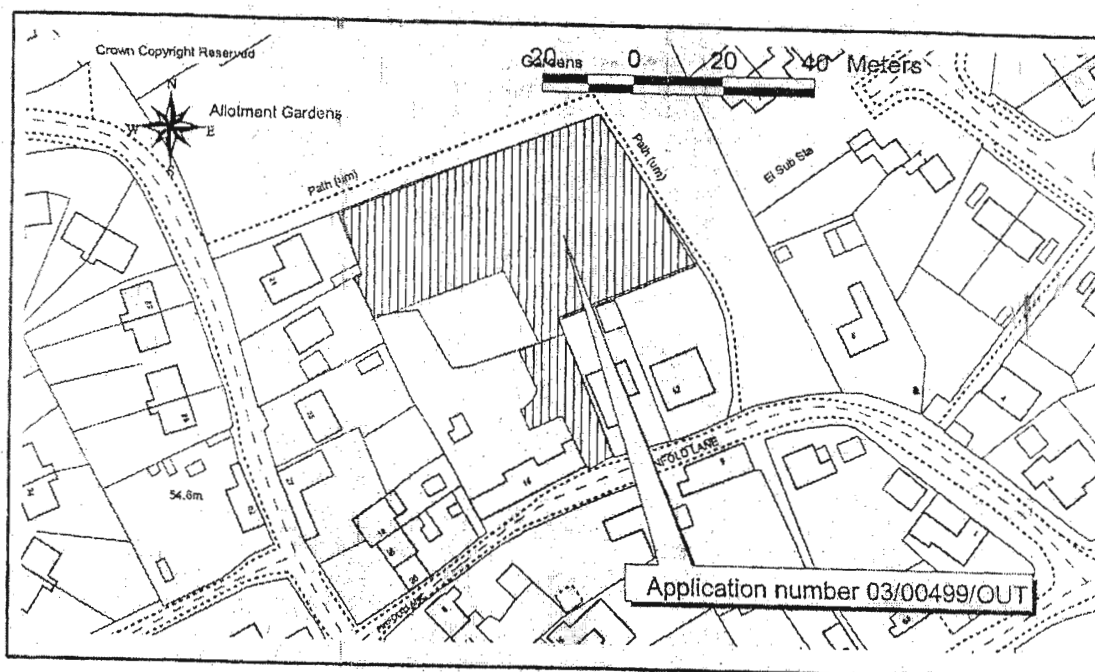


Figure 2: Plan of the development area.

# Harby SMR

LCC Heritage Services

Compiled by Michael Henderson on 7 January 2004

Figure 3

Scale 1:2500



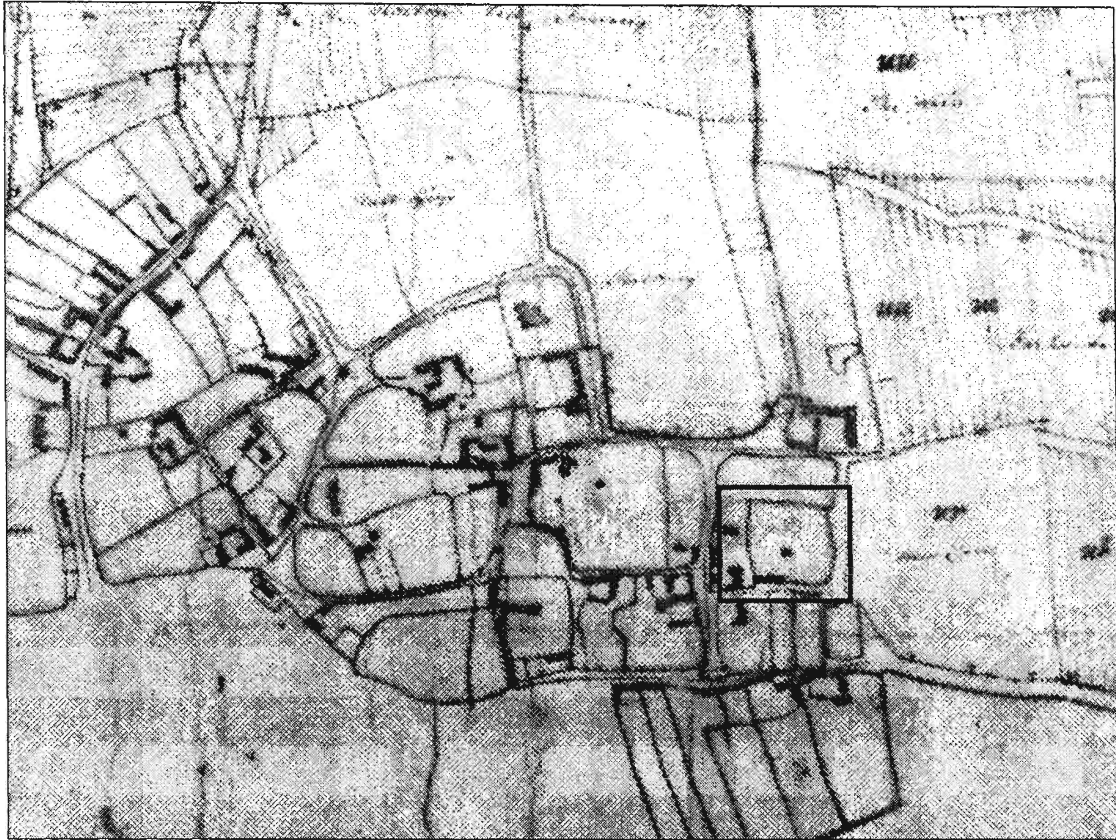


Figure 4: Close-up of the pre-enclosure map of Harby (Hartley 1987:74). A rectangular building is visible in the centre of the development area.



Figure 5: Close-up of the landscape map of Harby showing surrounding ridge and furrow (Hartley 1987:55).

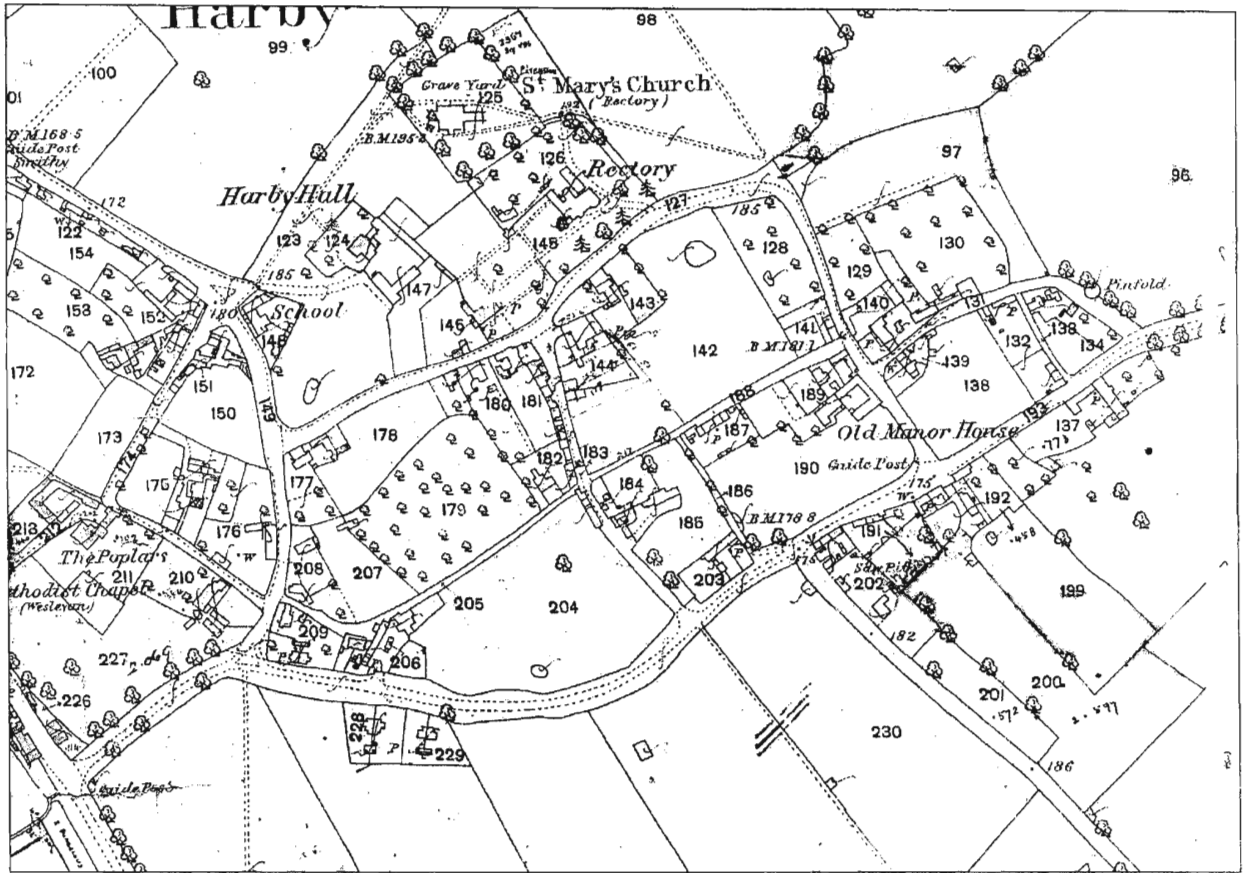


Figure 6: OS map sheet VII.9, showing application area as field 130 (1884). Scale 25" to 1 mile.

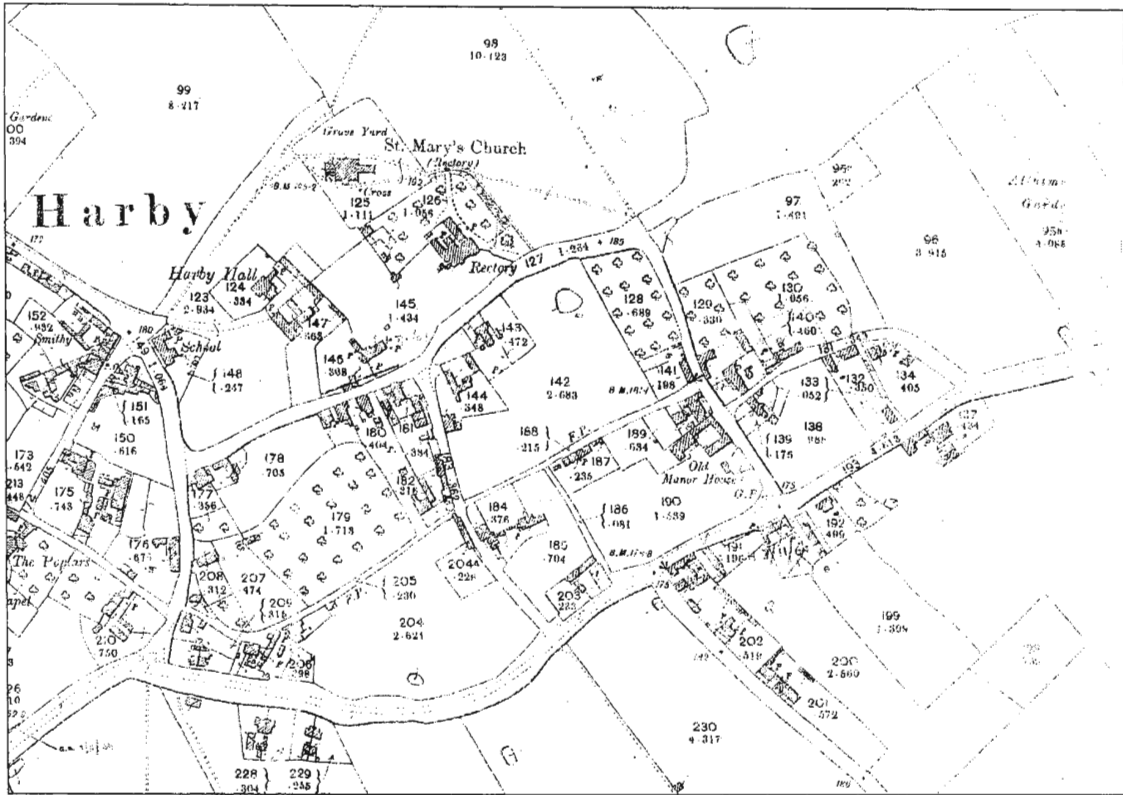


Figure 7: OS map sheet VII.9, showing application area as field 130 (1904). Scale 25" to 1 mile

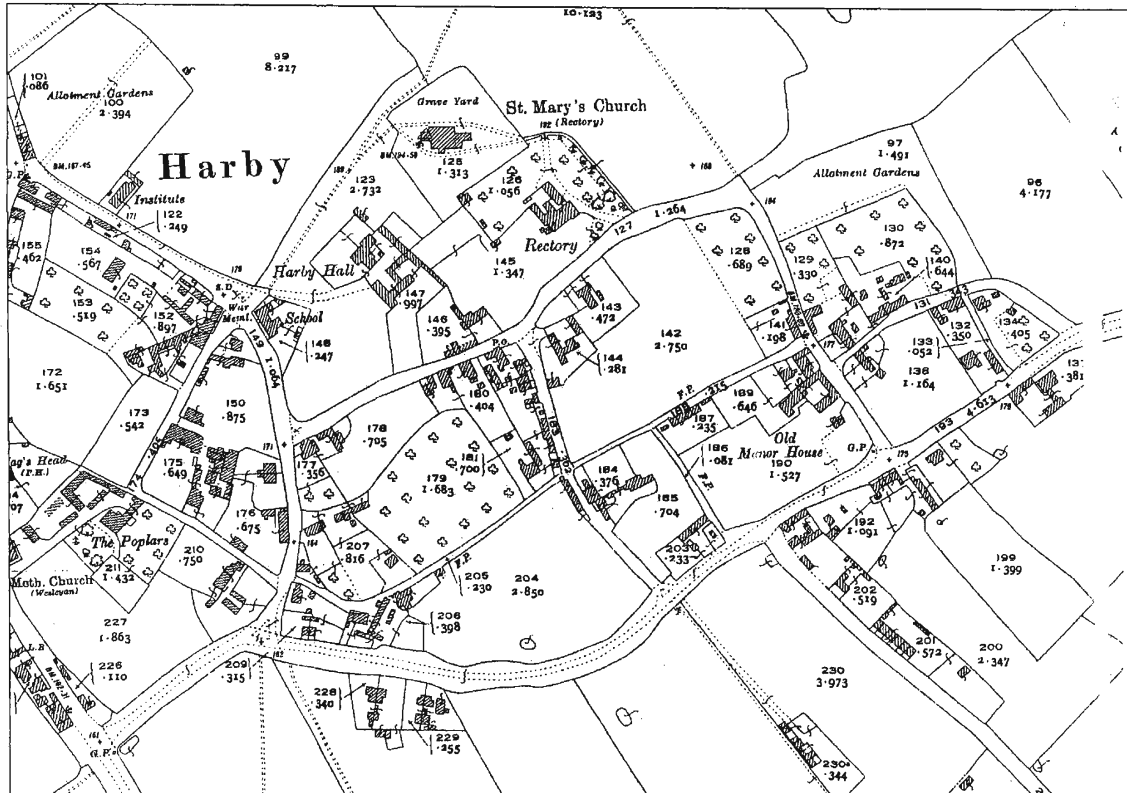


Figure 8: OS map sheet VII.9, showing application area as field 130 (1930). Scale 25" to 1 mile.

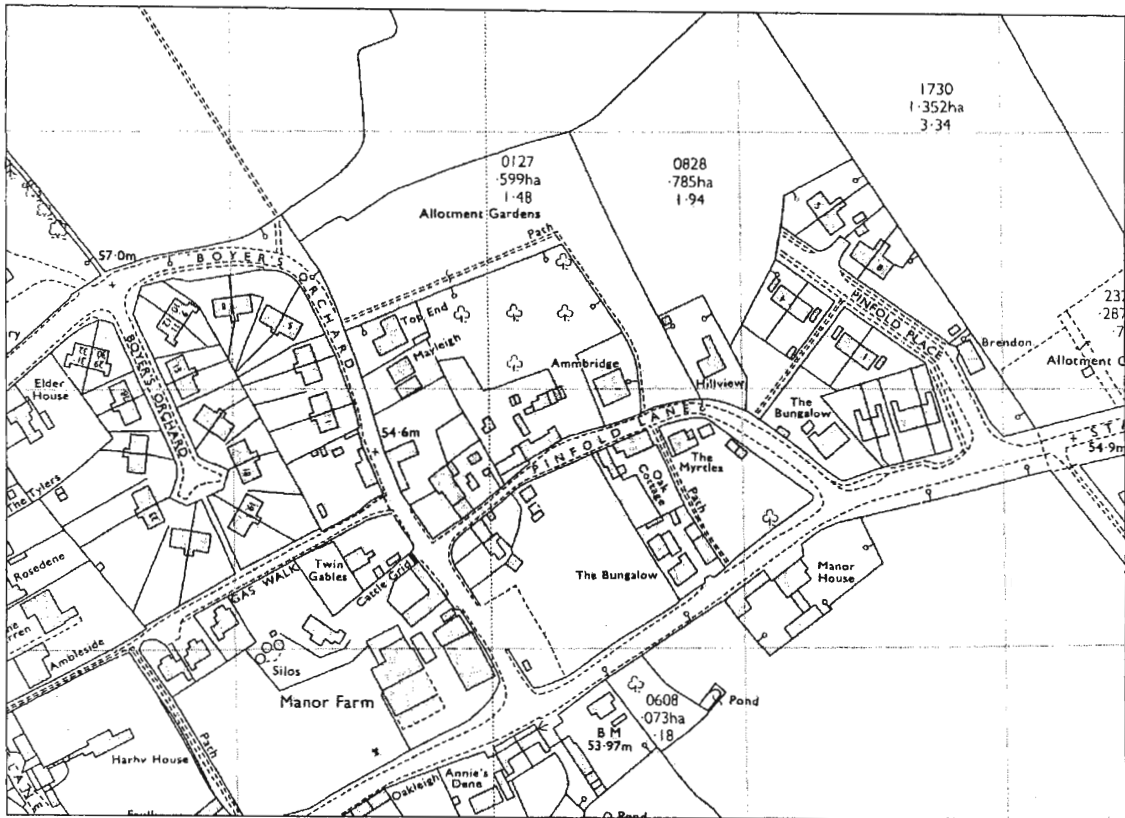
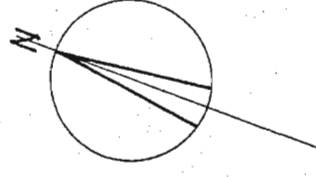
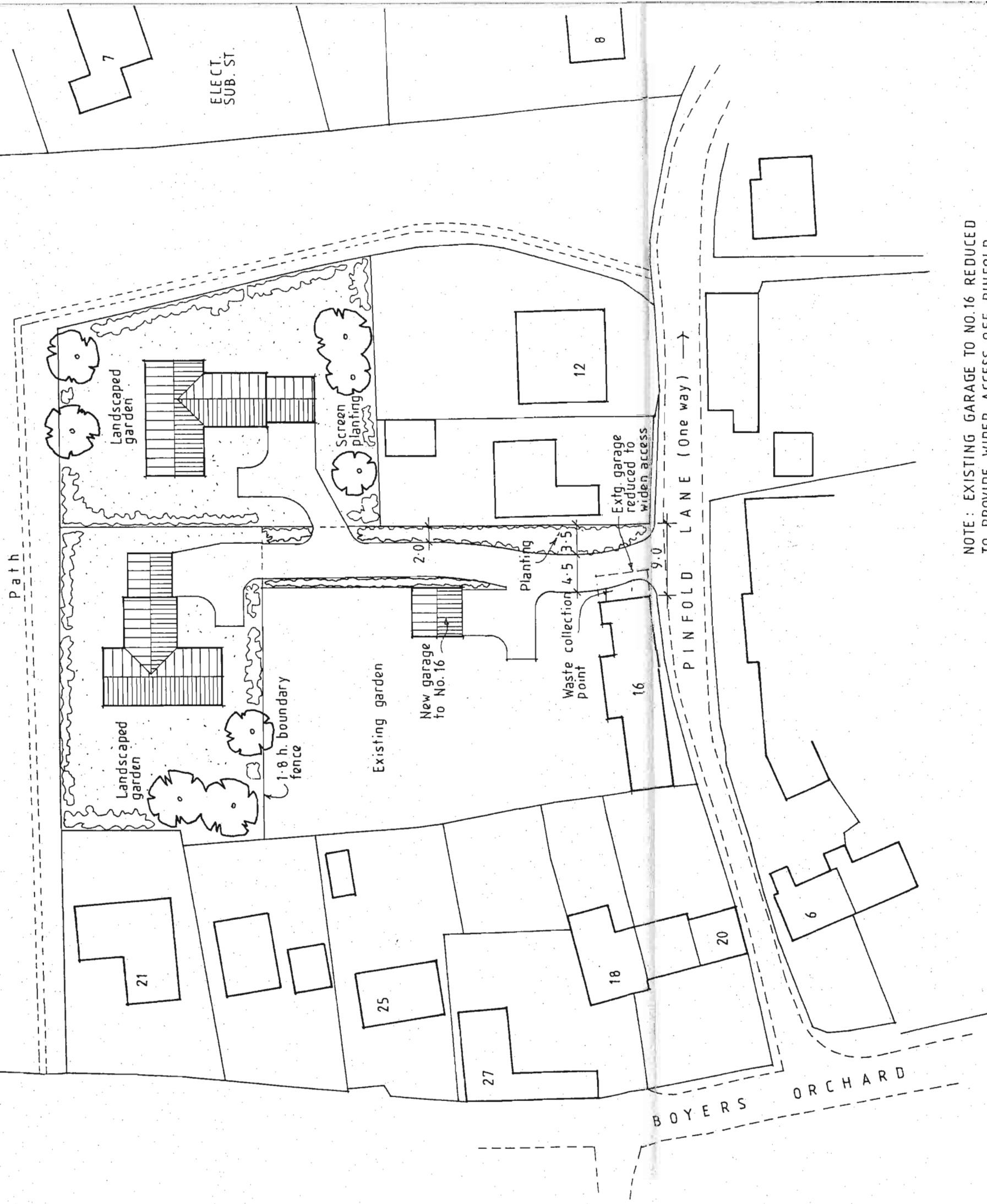


Figure 9: OS map sheet SK7431, showing application area (1972). Scale 1:2500.



ALLOTMENT GARDENS



NOTE: EXISTING GARAGE TO NO.16 REDUCED TO PROVIDE WIDER ACCESS OFF PINFOLD LANE. NEW ACCESS ROAD LOCATED TO PROVIDE MIN. 2.0 M. PLANTING STRIP TO BOUNDARY WITH NEIGHBOURING PROPERTY. VISIBILITY SPLAY 2.4 x 60.0 M. TO SATISFY HIGHWAY REQUIREMENTS.

SITE LAYOUT

**Alan Heafford**

Registered Architect

Thurcroft House Linley Court Bingham Notts NG13 8FA  
Tel: 01949 836846

Notts NG13 8FA  
Fax: 01949 830870

Client MR. & MRS. C. TETLEY

Job PROPOSED RESIDENTIAL DEVELOPMENT  
REAR OF 16, PINFOLD LANE, HARBY

Drawing

SITE LAYOUT

Figure 10

Scale 1 : 500

Date JUNE 03

Drawing No.

CT · 20 · 01

Rev.

A



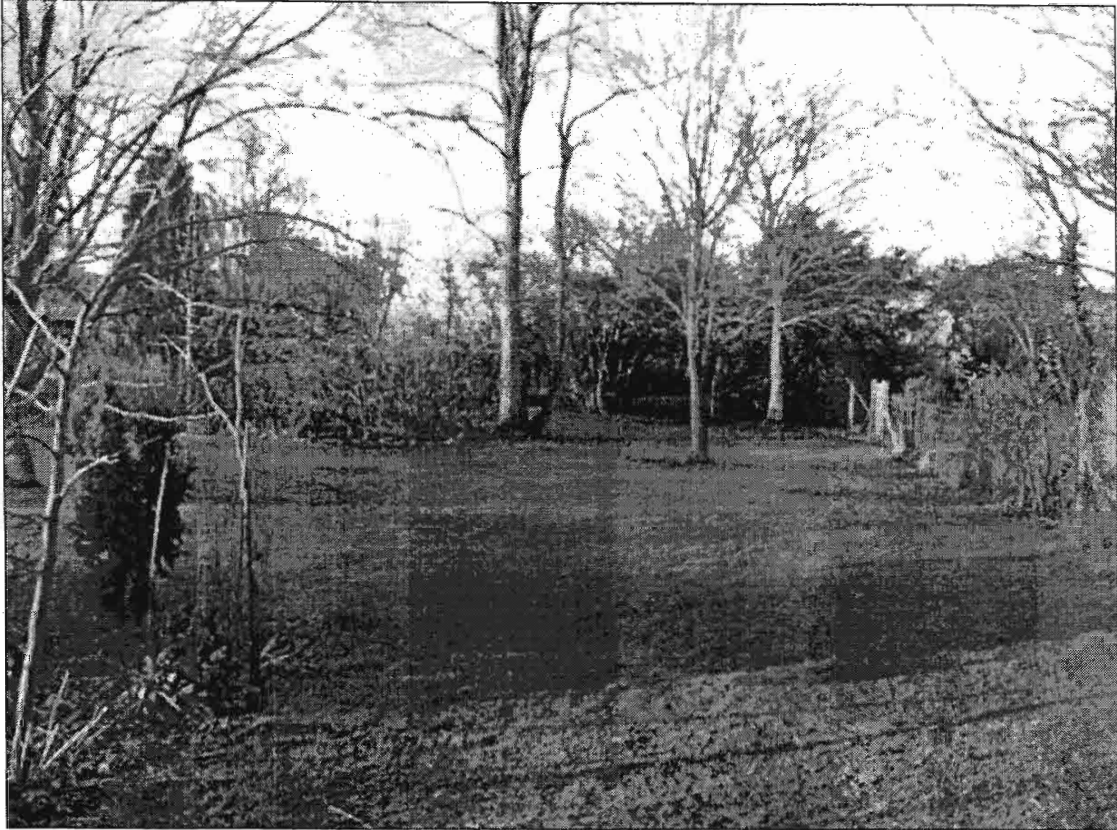


Figure 11: View of site looking north.



Figure 12: View of site looking northwest.



Figure 13: View of site looking northeast.

#### APPENDIX 1

A summary of relevant records from the Sites and Monuments Record (see fig.3).

SMR Ref.	NGR	Description
LE3541	SK747312	St. Mary's Church. Pevsner describes this as an ironstone Church dec (1290-1350) with a 13th century chancel arch.
LE3544	SK745311	A possible market cross, originally located within the churchyard. Now incorporated into a 1914-18 war memorial outside the school.
LE3550	SK748313	A quantity of Roman pottery and metalwork suggests a Roman occupation site.
LE6195	SK748313	A copper alloy Middle Anglo-Saxon brooch was discovered. It is of Frankish type and 7th to 8th century in date.
LE8748	SK747311	The historic core of Harby, a medieval village.

## APPENDIX 2

### Brief for Archaeological Desk-Based Assessment of land to the side and rear of 16 Pinfold Lane, Harby

#### Summary of Brief

Land to the side and rear of 16 Pinfold Lane, Harby has been identified as an area of as yet undefined archaeological potential according to information held in the Leicestershire and Rutland Sites and Monuments Record. The land has not yet been subject to the type of archaeological work now required to identify any archaeological and historical features in order to assess the possible impact of the current development proposal. In consequence Leicestershire County Council Heritage Services, Archaeology Section, has recommended the need for an Archaeological Desk Based Assessment (DBA) of the Site in response to an application submitted to Melton Borough Council.

The DBA will determine as far as is reasonably possible from existing records the nature of the archaeological resource within the proposed areas of development, hereafter, the Site.

#### Appendices for reference as a part of this brief (to be provided by the applicant):

- I. General location plan.
- II. The Site location.
- III. Architect's plans (to show areas affected by groundworks).

#### Site Location and Description

The Site is located on land to the side and rear of 16 Pinfold Lane, Harby in the District of Melton, Leicestershire. The Site is centred at approximately NGR SK 7500/ 3122 and the site area is approximately 0.24 hectares. The proposal is for residential development including new private drive and detached garage to existing house.

#### Geology

The Geological Survey of England and Wales (Sheet 142) shows that the underlying geology is likely to consist of clays.

#### Site Constraints

The Archaeology Section of Leicestershire County Council Heritage Services 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

The Site lies in an area of potential archaeological sensitivity as the Sites and Monuments Record for Leicestershire and Rutland shows the site to lie within the historic core of Harby. In addition evidence for Iron Age, Roman and Anglo-Saxon occupation has been discovered close to the site (SMR 73SE, Q).

## Previous Work and Archaeological Survey

No known previous archaeological work has been carried out within the boundaries of the Site.

## Planning Background and Requirement for Work

In response to a planning application from Mr and Mrs Tetley submitted to Melton Borough Council for residential development (two plots) including new private drive and detached garage to existing house, Leicestershire County Council Archaeology Section advised that there was insufficient information at present to comment on the impact of development on the possible location of archaeological deposits on the Site.

The archaeological potential of the Site has not been investigated by intrusive or non-intrusive methods, in the detail required to assess the possible presence/absence, location, extent, survival, quality, significance and date of any archaeological evidence within the development site.

The requirement for work is in accordance with PPG 16 Archaeology and Planning (paragraphs 21-30). The purpose of the work is to gather sufficient evidence to establish, supplement, improve and make available information about the archaeological resource existing on the Site to a level at which any necessary/appropriate planning recommendations can be made by the Leicestershire County Council Archaeology Section, as to the future treatment of archaeological deposits in relation to development proposals. If further archaeological work is necessary this will require the production of a further Design Brief.

## Scope and Methods

### 1. Desk-Based Assessment

- a) A desk-based assessment must be made of all the known and available sources of information relating to the development site. Consideration must be given to surrounding land in order to place the site in its archaeological/historical context.

Sources consulted will include any:

- data in the Leicestershire Sites and Monument Record.
- relevant published and unpublished documentary sources including maps and any excavation records.
- relevant data in Leicestershire Record Office.
- relevant museum catalogues.
- aerial and other photographic evidence.
- geological and soil surveys; historic and any current site data from the applicant.
- geotechnical/environmental/borehole data; historic and any current site data from the applicant.
- land use surveys; historic and any current site data from the applicant.
- place and field name evidence.

- oral evidence (where available and as appropriate).

## 2. Site Visit

- a) **At least one site visit** must be made by the Archaeological Contractor to carry out surface examination in order to relate research findings to the existing landscape and proposals. This is especially important in the case of this application.
- b) The Contractor must immediately inform the Senior Planning Archaeologist, and communicate in the written report, any reason for not being able to carry out this requirement. For instance, access may have been restricted or denied for safety reasons.

## 3. Report

- a) The report ought to include:

- a concise non-technical summary of the project results.
- a summary of past and present land use.
- DBA methodology.
- a gazetteer consisting all known, presumed archaeological/historical sites and features identified from research within the Site and for those on surrounding land in order to place the site in its archaeological/historical context.
- a paper sequence of all known available historic and recent maps including Pre-Ordnance Survey maps and any plans.
- a list of sources used also identifying any not consulted

- b) The Report ought to assess:

- the archaeological significance of the Site considering results of assessment research and taking into account possible current restriction of fieldwork to substantiate/supplement desk-based work.
- the evidence in its setting, regional context and also aim to highlight any research priorities where applicable.

## Requirements (including responsibilities of Applicant & Contractor)

### Project Design

1. The Applicant must appoint an archaeological Contractor to carry out the work with a team of employed professional staff, fully able to demonstrate experienced work of this character.
2. Contractors will be expected to operate in line with professional guidelines and standards as stated in the Institute of Field Archaeologists (IFA):

- *Code of conduct (1988, as amended 1996)*

- IFA By-Law *Code of Approved Practice for the regulation of Contractual Arrangements in Field Archaeology* (IFA, 1990 as amended 1993)
- *The IFA Standard and Guidance for Archaeological Desk-Based Assessments* (1994)

Details, including name, qualifications and experience of the project director and all other key project personnel (including any specialist staff) will be communicated to the Senior Planning Archaeologist as part of a Project Design (provided by the archaeological Contractor) that conforms to the guidelines contained in the English Heritage's MAP 2 publication (Management of Archaeological Projects, 1991, specifically, Appendix 2).

3. The Contractor must ensure that the ratio of any voluntary assistance, compared to employed experienced staff, must not exceed more than 1:2.
4. The Project Design must:
  - a) be supported by a research design which sets out the site specific objectives of the archaeological works
  - b) detail the proposed works as precisely as is reasonably possible
  - c) provide a timetable for proposed works including any known restrictions such as site access/safety, that may affect timetabling
5. It is particularly important that all the Project Designs submitted to the Applicant are forwarded to the Planning Archaeologists (acting on behalf of the Planning Authority) for approval prior to the appointment of a Contractor.

**It should be noted that any changes the Senior Planning Archaeologist recommends to a preferred Project Design may have financial implications for the costings of the archaeological project. Subsequent to approval and appointment of an archaeological Contractor, changes to the Project Design will be discussed and agreed by the Applicant, Senior Planning Archaeologist, and the archaeological Contractor.**

#### Site Access: Health & Safety

6. Before commencing work the Contractor must secure site access with the Applicant/site owner in order to carry out the required site visit. Before visiting the site the Contractor must also ensure that all potential risks are minimised.
7. The archaeological Contractor will be responsible for ensuring that all work is conducted in accordance with current Health and Safety Policy. Contractors must observe all current safe working practices, whether required by their own policy or those of the Applicant/Principal Development Contractor.

#### Report & Archive Deposition

8. A report ought to be submitted to the Client within an agreed timescale and also two copies forwarded to the Senior Planning Archaeologist who is advisor to the Local Planning Authorities.
9. The full report and archive should be made available to the Leicestershire SMR as soon as is practicable after completion of the works and no later than six months after completion of the project.

10. For purposes of archive deposition: copies of all primary and secondary material (not from the SMR) which may have been obtained and consulted for the DBA, but which may not have necessarily been detailed in its entirety for the purposes of the report, will be deposited in the Leicestershire Sites and Monuments Record.

This is in order to ensure that a more complete background archive of the work is held in the SMR; deposition does not include material relating to enquiry, Contractor/Applicant correspondence or other non-archaeological/historical research documentation.

### Monitoring

1. The work undertaken by the archaeological Contractor, will be monitored under the auspices of the Senior Planning Archaeologist, who is responsible for monitoring all archaeological work in Leicestershire, reviewing the progress of work, archive preparation and final deposition.
2. Before the commencement of the project the Contractor must inform the Senior Planning Archaeologist of the timetable of proposed works.
3. Monitoring of the progress of work will be made at the discretion of the Senior Planning Archaeologist. Unless stated in this written brief, the work proposed as part of this work will not incur monitoring charges.
4. The Senior Planning Archaeologist must be kept regularly informed about developments, both during research and subsequent production of the report. It is the Contractor's responsibility to ensure that any significant results are brought to the attention of the Applicant and Senior Planning Archaeologist as soon as is practically possible.

### Time constraints on the validity of this Brief

11. This written brief is valid for three months (from the date below). After this period the Applicant will seek confirmation of its continued validity to the existing site conditions from the Senior Planning Archaeologist. During this period, and prior to the appointment of an archaeological Contractor, the Senior Planning Archaeologist reserve the right to alter this Written Brief. Any alterations thereafter which may affect the Contractor's agreed Project Design will be made in consultation with the Applicant and archaeological Contractor.

### Key Definitions

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

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

#### ***Applicant***

Person/group/developer commissioning the archaeological work.

#### ***Contractor***

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

#### ***Project Design***

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

CONTACT

Diane Walls  
Acting Senior Planning Archaeologist  
Leicestershire County Council  
Heritage Services  
Archaeology Section  
Suite 4  
Bridge Park Plaza  
Bridge Park Road  
Thurmaston  
LE4 8BL

Direct Line: 0116 264 5813

Diane Walls M.A, A.I.F.A

Dated: 19/11/03