


**An Archaeological Evaluation by  
Trial Trench at Saddlers Cottage, Medbourne,  
Leicestershire (SP 798 929)**

***Greg Farnworth-Jones***

**Client: Mr & Mrs Pemberton  
Planning Application No: 0800219/FUL  
Planning Authority: Harborough District Council**

**Checked by Project Manager**

**Signed:**  **Date: 21/07/08**

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**[X.A89.2008]**

## Archaeological Evaluation by Trial Trench at Saddlers Cottage, Medbourne, Leicestershire (SP 798 929)

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## **Archaeological Evaluation by Trial Trench at Saddlers Cottage, Medbourne, Leicestershire (SP 798 929)**

*Greg Farnworth-Jones*

### **1. Summary**

*University of Leicester Archaeological Services carried out an archaeological evaluation by trial trenching on land at Saddlers Cottage, 16 Waterfall Way, Medbourne, Leicestershire (SP 798 929), on the 16th and 17th June 2008. This work was undertaken on behalf of Mr and Mrs Pemberton, as part of an archaeological impact assessment in advance of a proposed study extension. One hand dug evaluation trial trench was excavated, which revealed evidence of a Roman and medieval make up layers which contained Roman finds and building material.*

*The site archive will be held with the County Archaeological Heritage Services, Leicestershire County Council, Community Services Department, under the accession code: [X.A89.2008].*

### **2. Introduction**

**2.1** University of Leicester Archaeological Services (ULAS) were commissioned by Mr and Mrs Pemberton to carry out an archaeological evaluation by trial trenching on land at Saddlers Cottage, 16 Waterfall Way, Medbourne, Leicestershire (SP 798 929). This work was undertaken as part of an archaeological impact assessment in advance of a proposed extension for a ground floor study.

**2.2** The development site has been identified as an area of significant archaeological potential based upon assessment of the data in the Leicestershire and Rutland Historic Environment Record (HER). In accordance with DOE Planning Policy Guidance note 16 (PPG 16, Archaeology and Planning, para.30) the planning archaeologist (PA) at Leicestershire County Council has requested that a archaeological field evaluation by trial trench be undertaken to assess the location, extent, significance and character of any buried archaeological remains and to assess the likely archaeological impact of the development proposals. Once completed a review of the results will be undertaken and an appropriate mitigation strategy will be agreed.

### **3. Site Location**

**3.1** The site is located in the rear garden of Saddlers Cottage, 16 Waterfall Way, Medbourne Leicestershire (NGR: SP 798 929) located just outside the medieval village core of Medbourne

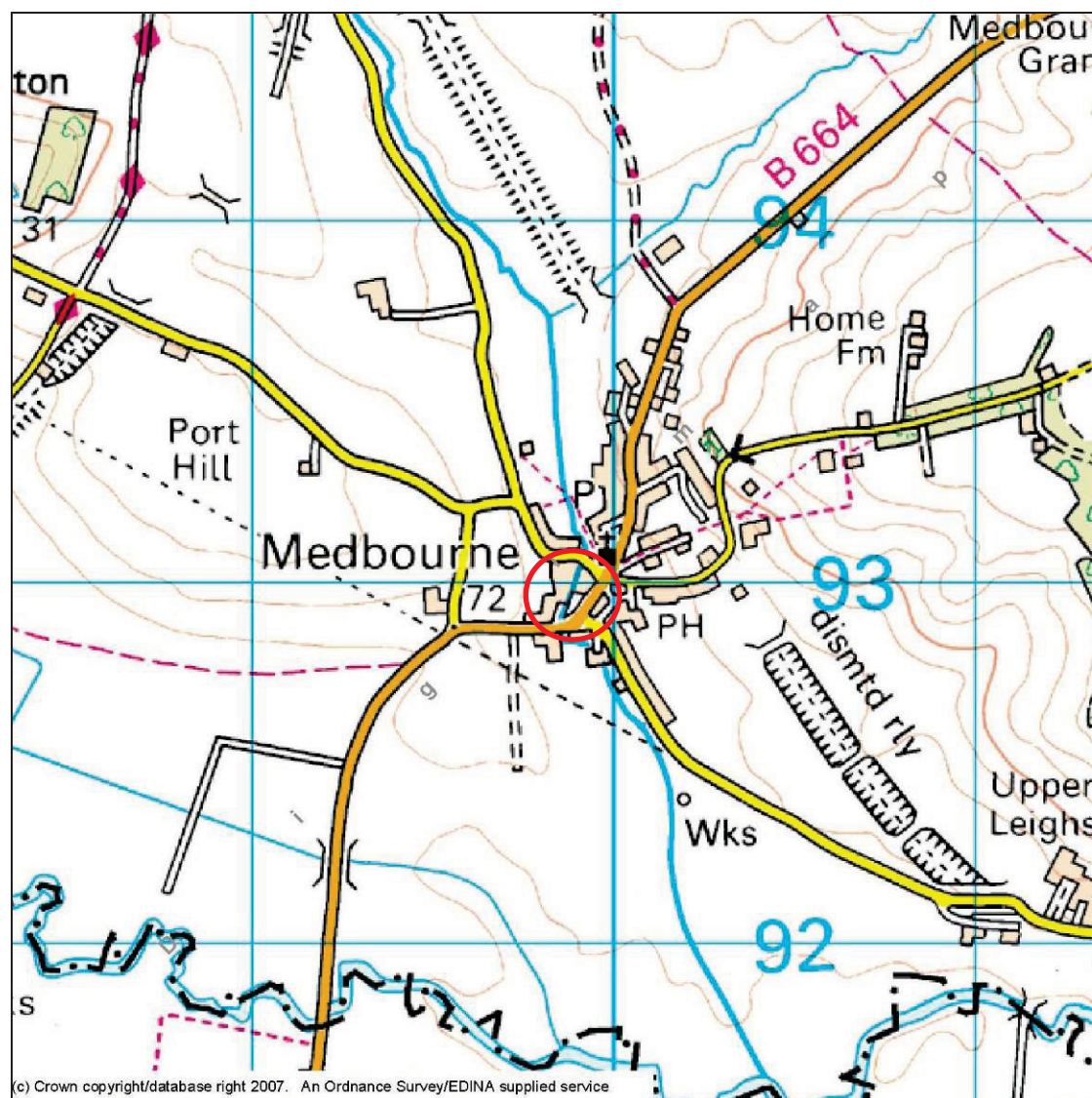


Figure 1 Site Location based on Scale 1:50000. Scale of drawing 1:25,000  
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### 3. Geology and Topography

3.1 The Ordnance Survey Geological Survey of Great Britain, Sheet 170, indicates that the underlying geology is likely to consist of mainly river terrace drift deposits overlying Upper Lias clays with slightly acid and loamy clay soils. The site lies at a height of *c.* 64m OD and is fairly flat.

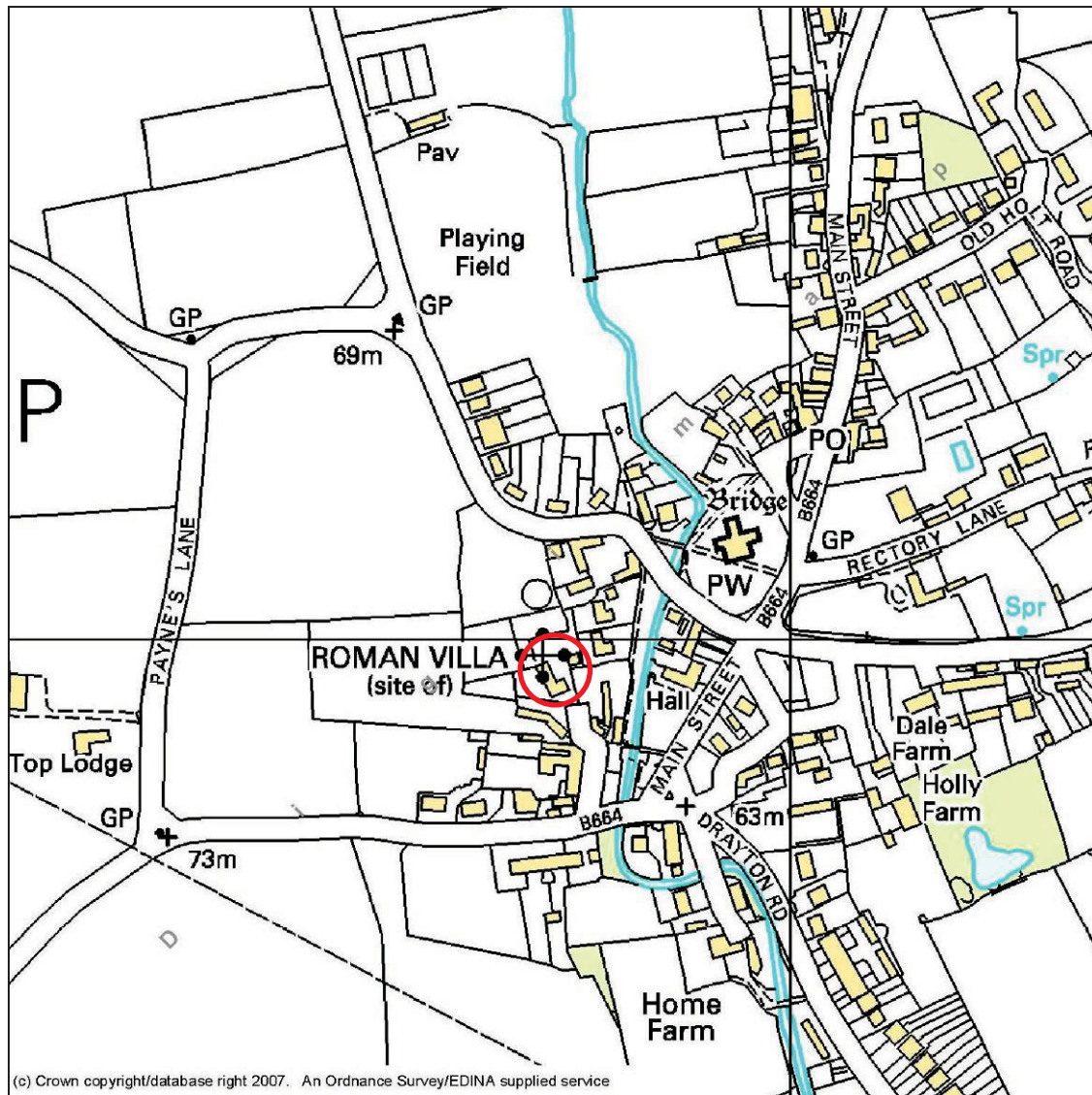


Figure 2 Site Location based on scale 1:10000

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Figure 3 Site Location (Plan supplied by the developer)

#### 4. Archaeological Background

**4.1** The Leicestershire and Rutland Historic Environment Record shows that the application site lies in an area of significant archaeological interest, within the grounds of a Roman villa (MLE 2001) close to the Roman small town of Medbourne (MLE 2005). Previous archaeological excavations have revealed a villa complex and bath house, with courtyards and corridors (Pollard, 1989; see below and figs. 4 & 5). In the late 19th century, the Medbourne mosaic pavement was recovered from the site. The remains of the villa lie immediately to the west and north-west of the proposed extension and comprise several rooms in a good state of preservation about 0.6m below present (fig 4 & 5).

#### 4.2 Excavations 1988-1994 Summary of Finds (From Pollard, 1994)

The Roman period is dominated by the stone structures of the 'villa'. Late 1st-early 2nd century diagnostic pottery is uncommon, and the earliest date likely for construction is the mid-late 2nd, when traded wares become more frequent. The mosaic itself is attributed to the 'Durobrivan School' of *c.* AD 340-380. The pottery sequence runs into the late 4th century....Six rooms have been identified, Room 1

being that containing the lost mosaic, and 2-6 lying west of Saddlers Cottage in the patio area and Areas 1 and 2 of the garden.

The medieval period saw the robbing of the, presumably derelict, stone building(s). Stamford Ware has been recovered from a robber trench east and west of Saddlers Cottage, suggesting stone construction in the village by the 13th century. St. Giles church in its present form is given a late 13th century foundation (Pevsner 1984, 313), and Medbourne Manor also has late 13th or early 14th century elements. A pit in the patio area of Saddlers Cottage held Saxon to 15th/16th century pottery.



Figure 4 Plan of previous archaeological work 1992-1994  
(© LCC provided by R.J. Pollard)

## **5. Aims and Objectives**

**5.1** The principle aims of the archaeological evaluation were:

- To identify the presence/absence of any archaeological deposits.
- To establish the character, extent and date range of any archaeological deposits located.
- To define the quality and state of preservation of these deposits.
- To produce an archive and report of any results.

## **6. Methodology**

**6.1** All work followed the Institute of Field Archaeologists (IFA) Code of Conduct and adhered to their relevant *Standard and Guidance for Archaeological Field Evaluation* (1999).

**6.2** Prior to any excavation work, general photographs of the site areas were taken.

**6.3** Topsoil/modern overburden will be removed by hand in level spits, down to the uppermost archaeological deposits.

**6.4** The Assistant Planning Archaeologist requested the investigation of a trench measuring 2 square metres, to be located within the footprint of the proposed extension.

**6.5** The trench was examined by hand cleaning and all archaeological deposits located were planned at an appropriate scale and sample-excavated by hand as appropriate to establish the stratigraphic and chronological sequence. All plans were tied into the Ordnance Survey National Grid. Spot heights will be taken as appropriate.

**6.6** Sections of any excavated archaeological features were drawn at an appropriate scale. One longitudinal face of the trench was recorded. All sections were levelled and tied to the Ordnance Survey Datum.

**6.7** Trench locations were recorded and tied in to the Ordnance Survey National Grid.



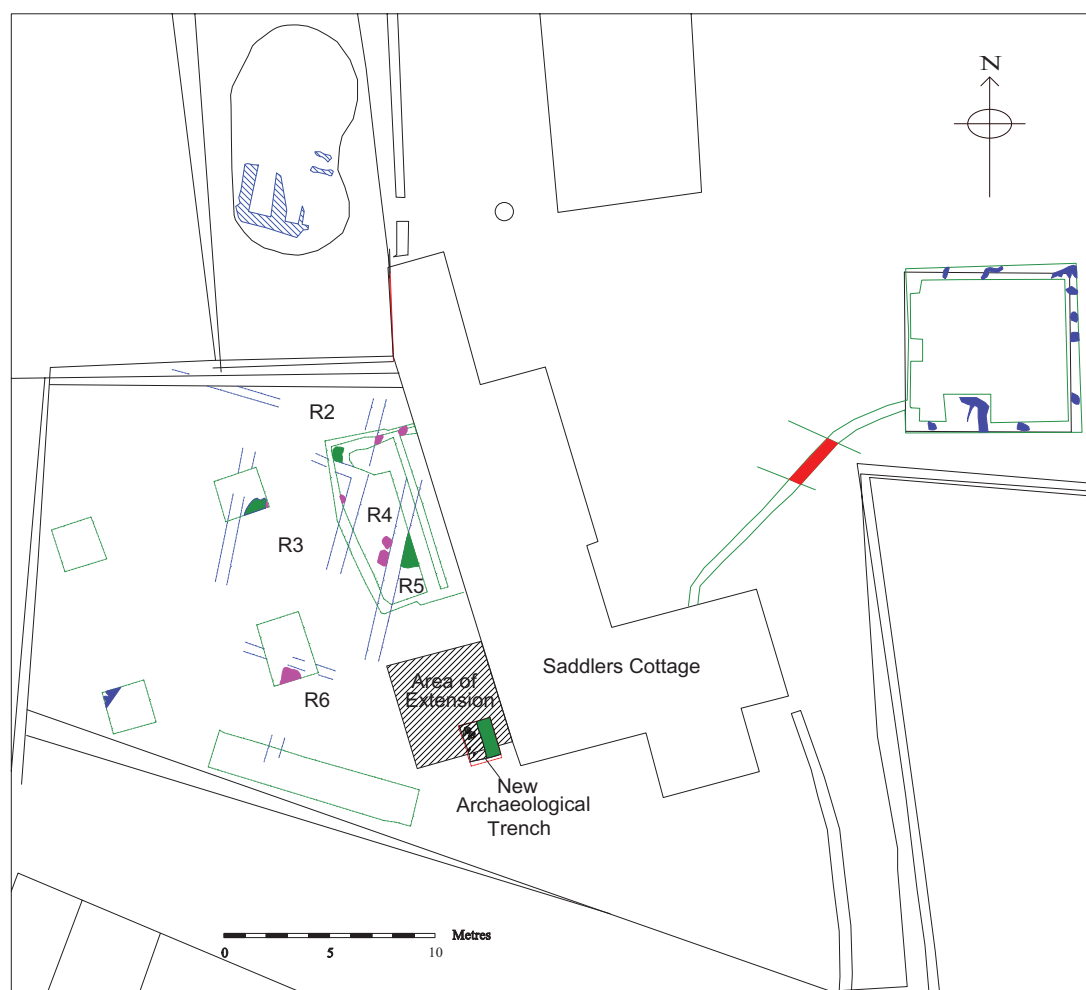


Figure 5: Trench location plan showing relation to previous archaeological work (Roman walls marked in blue)

## 7. Results

7.1 The author arrived at the site of Saddlers Cottage, 16 Waterfall Way, Medbourne on the morning of the 16th June 2008 and proceeded to excavate by hand a 2.08 sq. m archaeological trial trench located in a patio area to the south-west of Saddlers Cottage (fig. 5). This area had been already been stripped of the patio tiles and the hardcore broken up by the construction ground workers previous to the arrival of the archaeologist.

### 7.1.1 Trench 1

<i>Length of Trench</i>	1.6m
<i>Area of Trench</i>	2.08 sq.m
<i>Surface Level (m OD)</i>	c.64m OD
<i>Base of Trench (m OD)</i>	c.62.9m OD

Trench one was located at 0.6m from the south-western corner of Saddlers Cottage (Fig. 5) and was excavated by hand with the aim of locating further evidence of the Roman Villa known to be present on the site. The hand excavation of trench one revealed below patio paving slabs concrete hardcore/crushed sandstone overburden to a depth of *c.*0.25m.

Further hand excavation revealed that the entire south western side/half of trench one had been truncated by a modern drain soak away, put in during the laying of the modern patio.

On the opposite (north-eastern) side/half of the trench was located a make up layer (01) (fig.8 + 9), to a depth of *c.*0.15m, which consisted of a dark grey brown clayey silt with frequent crushed sandstone patches and contained two sherds of medieval pottery dating from the 12th -15th centuries which included Earthenware and Coarse Shelly ware (Appendix 2). Also contained within the layer were modern Brown Salt Glazed Stoneware sherd and a fragment of clay pipe which was possibly connected with the construction of Saddlers Cottage which dates to the 17th century.

Further hand excavation revealed an earlier make up layer (02) (fig.9), *c.*0.3m deep which consisted of sandstone rubble, crushed sandstone, mortar flecks and occasional charcoal flecks. Contained within the fill were three sherds of medieval pottery from the 12th -13th century which included Stamford and Stanion Lyvedon ware. Also contained within this layer were five sherds of Roman pottery dating from the late 1st-3rd century, one tessera and eight fragments of ceramic building material (Appendix 1). The building material included a variety of tile types which suggested the presence of a Roman building consistent with a Roman villa.

Below layer (02) was observed and excavated layer (03) (fig. 9), which was *c.*0.3m deep, a clayey silt with occasional charcoal flecks and very occasional sandstone fragments <1%. This layer (03) was identified as a Roman make up layer which contained three sherds of Roman pottery, dating from the 2nd-3rd century and a single tessera fragment. No post-Roman material was found within this context.

Further hand excavation below (03) at a depth of *c.*0.1m revealed a compact make up layer (04) (fig.8 & 9) which consisted of crushed sandstone and pea grit. No finds were uncovered within the layer.

At a safe depth of *c.*1.1m from the top of the trench excavation was halted without reaching the natural substratum.



Figure 6 Trench 1 north-west facing



Figure 7 Trench 1 Section east facing

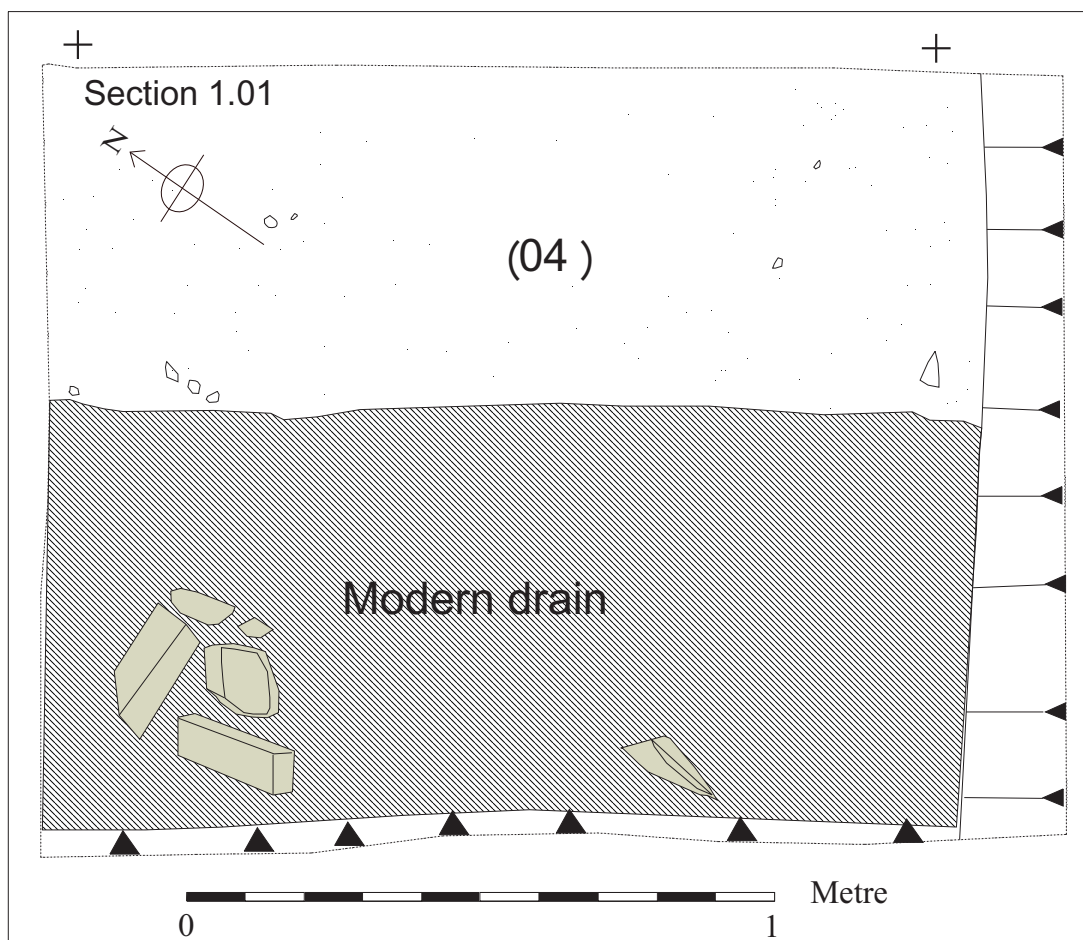


Figure 8: Plan 1.01

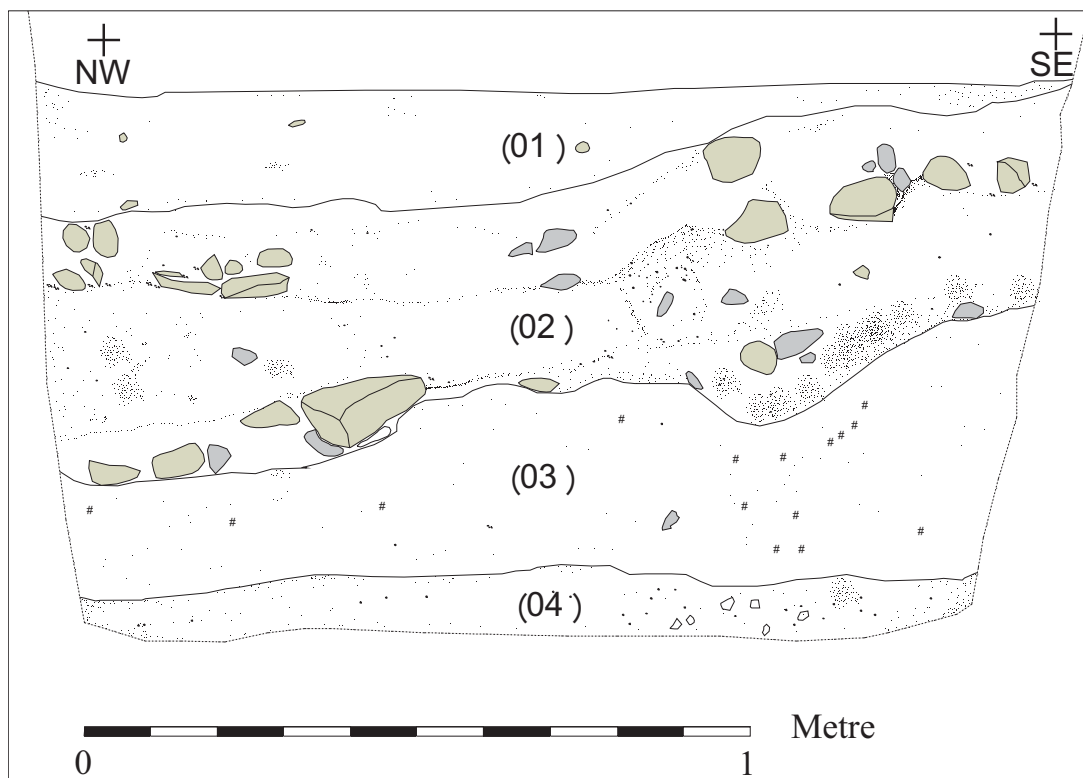


Figure 9: Section 1.01

## 8. Conclusion

**8.1** The results of the archaeological evaluation by trial trenching carried out on land at Saddlers Cottage, 16 Waterfall Way, Medbourne, Leicestershire (NGR: SP 798 929) revealed a stratigraphic sequence of archaeological make up layers containing Roman and medieval pottery sherds and Roman building material.

**8.2** The site is located within the area of the remains of a Roman villa (Pollard 1994). The discovery of make-up layers containing Roman pottery sherds and Roman tile fragments adds to the evidence for the Roman building. The make-up layers were located to the south-eastern area of the buildings discovered in earlier excavations (fig.5) and may form part of a new room or courtyard area attached to the Roman villa. The chimney fragment uncovered within the fill (02) is of particular interest as such Roman tile is relatively rare (Appendix 1).

**8.3** Without further investigation it is impossible to say with any certainty whether the Roman make-up layers are within internal rooms or an outside courtyard area. However the results of the archaeological evaluation do suggest that the villa continues in a south-eastern direction from the known villa walls and floors discovered during previous archaeological excavations.

## 9. Acknowledgements

I would like to thank the clients Mr. and Mrs Pemberton for their assistance and co-operation. I would also like to thank Dr. Richard Pollard for his permission to reproduce information from his previous archaeological excavations and Lucy Griffin, Assistant Planning Archaeologist, for her assistance. Richard Buckley managed the project and the fieldwork was carried out by the author, both of ULAS.

## 10. Archive

The site archive [X.A89.2008], consisting of finds, paper records, and digital colour photographs will be housed with the County Archaeological Heritage Services, Leicestershire County Council Community Services Department.

### *Archive accession code [X.A89.2008] contents:*

Finds: (See App. 1 and 2 for detail)	Permatrace Sheets:	Trench Recording Sheets:	Digital Colour Photographs:	Context Sheets:
8 sherd RB pot 8 postRom pot 8 Roman Tile 1 Tessera 1 Clay pipe 1 Animal Bone	1	1	27	4

## 11. Publication

A summary of the work will be submitted for publication in the *Transactions of the Leicestershire Archaeological and Historical Society* in due course.

## 12. Bibliography

Buckley, R., 2008 *Design Specification for Archaeological Evaluation by Trial Trenching at Saddlers Cottage, Medbourne, Leicestershire NGR: SP 798929* (ULAS Ref: 08/193)

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Pollard, R. J., 1995 Medbourne, Saddlers Cottage. *Transactions of Leicestershire Archaeological and Historical Society* **69**, 130-1.

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28.07.2008

**APPENDIX 1:****Romano-British Pottery and Ceramic Building Material***Elizabeth Johnson***Assemblage Size and Condition**

A stratified assemblage of 8 sherds of Roman period pottery weighing 189g was retrieved from excavations carried out as part of an archaeological evaluation. In addition, one tessera (22g) and eight fragments of ceramic building material (784g) were also recovered. The average pottery sherd weight of 23.6g suggests good levels of preservation, although the quantity is very small from only two contexts.

**Methodology**

The material was classified using the Leicestershire Fabric Series (Pollard 1994) and quantified by sherd count and weight as shown in the catalogue below. Vessel forms were also assigned where diagnostic sherds allowed using published typologies (Howe *et al* 1980; Pollard 1994; Webster 1996).

**Pottery Catalogue**

Context	Fabric	Form	Sherds	Weight (g)	Dating
2	Shelly ware	Misc	2	32	late1st-early2ndC+
2	Nene Valley Mortarium	Mortarium	1	52	mid2ndC+
2	Sandy Ware	Jar/bowl	2	51	later1stC
3	BB1	Jar	1	6	2ndC+
3	Samian	Bowl	1	19	mid-late2ndC
3	Grey ware	Dish	1	29	2nd-3rdC

Five sherds were recovered from context (2), which also contained post-Roman pottery. The shelly ware is most likely from a locally made jar dating from the later 1st century onwards. The sandy ware cylindrical jar or bowl with cordoned decoration also dates to the later 1st century. Mortaria from the Nene Valley are common in Leicestershire, particularly the eastern part of the county due to its proximity to the Nene Valley industry. The sherd present here is an undiagnostic body sherd, preventing a date closer than sometime from the middle of the 2nd century onwards being given.

Three sherds were recovered from context (3) along with the tessera fragment. No post-Roman material was found in this context. The Samian ware bowl is a Drag.31 from Central Gaul dating to the mid-late 2nd century (Webster 1996, 34-35). The Black Burnished ware jar cannot be closely dated due to the absence of decoration or diagnostic form however, it would not be expected to date before *c.*AD120 in Leicestershire. The grey ware dish is a plain-rimmed shallow form comparable with a Nene Valley form produced during the 2nd and 3rd centuries (Howe *et al* 1980, 14-15). The fabric is a pale grey with a white/grey core and may well be a product of the Nene Valley industry. Although only three sherds of pottery were found, they could easily be contemporary suggesting a date within the second half of the 2nd century.

## Ceramic Building Material

Context	Form	Sherds	Weight (g)
2	Tegula	1	319
2	Pedalis	1	158
2	Flue	1	76
2	Misc	3	97
2	Chimney(?)	2	134

Eight fragments of Roman ceramic building material were recovered from context (2). The fabric is quite mixed with grog-like and calcareous inclusions in a micaceous clay. Although only a few fragments were recovered, a variety of tile types are represented, suggesting the presence of a Roman building with at least a tiled roof and possibly hypocaust. The possible chimney fragments join and are curved with multiple cut-away sections representing holes, one of which has sooting round the upper edge, suggesting the fragments could be part of a larger chimney finial or lamp chimney such as those found at Piddington Roman villa in Northamptonshire (Friendship-Taylor 1989, 17-19). The flue tile associated with hypocaust heating systems is much thinner with a combed outer surface typical of the form. The presence of a flue tile fragment along with the possible chimney does indicate a heating system or at least a substantial fireplace.

The *tegula* flanged roof tile has traces of mortar present on broken edges, suggesting re-use of some kind. The *pedalis* flat general purpose tile has a grey core round the broken edges which can indicate burning after breakage. In themselves, the fragments of building material cannot be accurately dated and, although they were found in association with pottery dating from the middle of the 2nd century onwards, post-Roman material was also recovered from this context.

## Summary

The site is known to be the location of a Roman villa (Pollard 1989, 107-8). Walls, box flue tile and painted wall plaster have previously been found (Pollard 1999, 106) and the tile found during this evaluation adds to that body of evidence. The probable chimney fragment is of particular interest as these are not found as frequently as other types of tile associated with villa buildings.

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Friendship-Taylor, R. M. & D. E., 1989. *Iron Age and Roman Piddington: An interim report on the excavation of a late Iron Age settlement and Romano-British villa in Northamptonshire* Northampton: Upper Nene Archaeological Society.

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Webster, P., 1996: Roman Samian Pottery in Britain. Practical Handbooks in Archaeology no. 3 York: Council for British Archaeology.

**Appendix 2: The Post Roman Pottery***Deborah Sawday*

The pottery, eight sherds, weighing 155 grams, was catalogued with reference to the ULAS fabrics Series (Sawday 1989; Davies and Sawday 1999). The results are shown below.

The three sherds of medieval pottery from context 2 lay within a date range from the 12th to the late 13th century. The fabrics, Stamford and Stanion Lyveden wares, are typical of those found in the region, both Stamford and Stanion Lyveden were major pottery production centres during the medieval period.

Site/ Parish: Saddlers Cottage, Waterfall Way, Medbourne, Leics Accession No.: XA89 2008 Document Ref: Medbourne2.doc Material: pottery Site Type: outskirts of later med village	Submitter: G. Farnworth-Jones Identifier: D. Sawday Date of Identification: 8.7.08 Method of recovery: evaluation Job Number: 08/193
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Context	Fabric/Ware	Nos.	Weight	Comments
POT				
1	CS – Coarse Shelly ware	1	18	c.1100-c.1400
1	EA2 – Earthenware 2	1	23	Simple upright jar rim, externally thickened, slipped & glazed internally, abraded internally. Post med/modern
1	EA2	2	21	Body sherds.
1	SW5 – Brown Salt Glazed Stoneware	1	1	Modern
2	ST2 – Fine Stamford ware	1	55	Body, thin blue/grey lead glaze on exterior wall – this, glaze 2 at Stamford, is most common during the second half of the 12 <sup>th</sup> C, (Kilmurry 1980, 134).
2	LY4 – Lyveden Stanion A ware	2	37	Everted, externally thickened jar rim, thumbbed along rim top, similar Northampton c.1100-1400 (McCarthy 1979, fig.102.661).
MISC.				
1	China Clay	1		Clay pipe stem

2	Bone	1	Animal bone
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## APPENDIX 3: Design specification

**UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES**  
**Design Specification for Archaeological Evaluation by Trial Trenching**  
*Job title: Saddlers cottage, Medbourne, Leicestershire*  
*NGR: SP798929*  
*Client: Mr & Mrs Pemberton*  
*Planning Authority: Harborough District*  
*Planning application Nos. 0800219/FUL*

### 1 Introduction

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

This document is a design specification for a first phase of archaeological field evaluation (AFE) at the above site, in accordance with DOE Planning Policy Guidance note 16 (PPG16, Archaeology and Planning, para.30). The fieldwork specified below is intended to provide preliminary indications of character and extent of any buried archaeological remains in order that the potential impact of the development on such remains may be assessed by the Planning Authority.

- 1.2 The definition of archaeological field evaluation, taken from the *Institute of Field Archaeologists Standards and Guidance: for Archaeological Field Evaluation* (IFA S&G: AFE) is a limited programme of non-intrusive and/ or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site on land, inter-tidal zone or underwater. If such archaeological remains are present field evaluation defines their character, extent, quality and preservation, and enables an assessment of their worth in a local, regional, national or international context as appropriate.

### 2. Background

#### 2.1 *Context of the Project*

- 2.1.1 The site is located at 16 Waterfall Way, Medbourne, Leicestershire and a planning application has been submitted for the construction of a single-storey extension to create a study. The area affected measures approximately 10m by 9m.
- 2.1.2 Leicestershire County Council, as archaeological advisors to the planning authority have detailed the level of archaeological work required (their letter for *Archaeological Considerations* 16.04.08).

#### 2.2 *Archaeological Background (taken from HNET advice letter)*

- 2.2.1 The Leicestershire and Rutland Historic Environment Record shows that the application site lies in an area of significant archaeological interest, within the grounds of a Roman villa (MLE 2001) close to the Roman small town of Medbourne (MLE 2005). Previous archaeological excavations have revealed a villa complex and bath house, with courtyards and corridors. In the late 19th century, the Medbourne mosaic pavement was recovered from the site. The remains of the villa lie immediately to the west of the proposed extension and comprise several rooms in a good state of preservation about 0.6m below present.

### 3. Archaeological Objectives

- 3.1 The main objectives of the evaluation will be:
- 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 produce an archive and report of any results.
- 3.2 Within the stated project objectives, the principal aim of the evaluation is to establish the nature, extent, date, depth, significance and state of preservation of archaeological deposits on the site in order to determine the potential impact upon them from the proposed development.
- 3.3 Trial trenching is an intrusive form of evaluation that will demonstrate the existence of earth-fast archaeological features that may exist within the area.

#### **4. Methodology**

##### **4.1 General Methodology and Standards**

- 4.1.1 All work will follow the Institute of Field Archaeologists (IFA) Code of Conduct and adhere to their *Standard and Guidance for Archaeological Field Evaluation* (1999).
- 4.1.2 Staffing, recording systems, health and safety provisions and insurance details are included below.
- 4.1.3 Internal monitoring procedures will be undertaken including visits to the site by the project manager. These will ensure that project targets are met and professional standards are maintained. Provision will be made for external monitoring meetings with the Senior Planning Archaeologist, the Planning authority and the Client.

##### **4.2 Trial Trenching Methodology**

- 4.2.1 Prior to any excavation work, general photographs of the site areas will be taken.
- 4.2.2 Topsoil/modern overburden will be removed by hand in level spits, down to the uppermost archaeological deposits.
- 4.2.3 The trench will be backfilled and levelled at the end of the evaluation.
- 4.2.4 The Assistant Planning Archaeologist has requested the investigation of a trench measuring 2 square metres, to be located within the footprint of the proposed extension.
- 4.2.5 The trench will be examined by hand cleaning and any archaeological deposits located will be planned at an appropriate scale and sample-excavated by hand as appropriate to establish the stratigraphic and chronological sequence. All plans will be tied into the Ordnance Survey National Grid. Spot heights will be taken as appropriate.
- 4.2.6 Sections of any excavated archaeological features will be drawn at an appropriate scale. At least one longitudinal face of each trench will be recorded. All sections will be levelled and tied to the Ordnance Survey Datum, or a permanent fixed bench mark.
- 4.2.7 Trench locations will be recorded using an electronic distance measurer. These will then be tied in to the Ordnance Survey National Grid.
- 4.2.8 Any human remains will initially be left *in situ* and will only be removed if necessary for their protection, under a Home Office Licence and in compliance with relevant environmental health regulations.

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

- 4.3.1 The ULAS recording manual will be used as a guide for all recording.
- 4.3.2 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto pro-forma recording sheets.
- 4.3.3 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 appropriate scale, which will show the location of the areas investigated in relationship to the investigation area and OS grid.

- 4.3.4 A record of the full extent in plan of all archaeological deposits encountered will be made. Sections including the half-sections of individual layers of features will be drawn as necessary, typically at a scale of 1:10. The OD height of all principal strata and features will be recorded.
- 4.3.5 A photographic record of the investigations will be prepared illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted.
- 4.3.6 This record will be compiled and checked during the course of the excavations.

## **5. Finds and Samples**

- 5.1 The IFA *Guidelines for Finds Work* will be adhered to.
- 5.2 All antiquities, valuables, objects or remains of archaeological interest, other than articles declared by Coroner's Inquest to be subject to the Treasure Act, discovered in or under the Site during the carrying out of the project by ULAS or during works carried out on the Site by the Client shall be deemed to be the property of ULAS provided that ULAS after due examination of the said Archaeological Discoveries shall transfer ownership of all Archaeological Discoveries unconditionally to the relevant Museum for storage in perpetuity.
- 5.3 Before commencing work on the site, a Site code/Accession number will be agreed with the Planning Archaeologist that will be used to identify all records and finds from the site.
- 5.4 During the fieldwork, 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. If significant archaeological features are sample excavated, the environmental sampling strategy is likely to 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.
- 5.5 All identified finds and artefacts are to be retained, although certain classes of building material will, in some circumstances, be discarded after recording with the approval of the Senior Planning Archaeologist. The IFA *Guidelines for Finds Work* will be adhered to.
- 5.6 All finds and samples will be treated in a proper manner. Where appropriate they will be cleaned, marked and receive remedial conservation in accordance with recognised best-practice. This will include the site code number, finds number and context number. Bulk finds will be bagged in clear self sealing plastic bags, again marked with site code, finds and context numbers and boxed by material in standard storage boxes (340mm x 270mm x 195mm). All materials will be fully labeled, catalogued and stored in appropriate containers.

## **6. Report and Archive**

- 6.1 The full report in A4 format will usually follow within eight weeks of the completion of the fieldwork and copies will be dispatched to the Client, Senior Planning Archaeologist; SMR and Local Planning Authority.
- 6.2 The report will include consideration of:-
- The aims and methods adopted in the course of the evaluation.
  - 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).

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

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

7.1 A summary of the work will be submitted for publication in the *Transactions of the Leicestershire Archaeological and Historical Society*. A larger report will be submitted for inclusion if the results of the evaluation warrant it.

## **8. Acknowledgement and Publicity**

8.1 ULAS shall acknowledge the contribution of the Client in any displays, broadcasts or publications relating to the site or in which the report may be included.

8.2 ULAS and the Client shall each ensure that a senior employee shall be responsible for dealing with any enquiries received from press, television and any other broadcasting media and members of the public. All enquiries made to ULAS shall be directed to the Client for comment.

## **9. Copyright**

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

## **10. Timetable**

10.1 The evaluation is scheduled to start on the 24th June 2008 with one-two staff.

10.2 The report will be ready within three weeks of the completion of fieldwork. The on-site director/supervisor will carry out the post-excavation work, with time allocated within the costing of the project for analysis of any artefacts found on the site by the relevant in-house specialists at ULAS.

## **11. Health and Safety**

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

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

## **12. Insurance**

12.1 All 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.

### **13. Monitoring arrangements**

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

### **14. Contingencies and unforeseen circumstances**

- 14.1 In the event that unforeseen archaeological discoveries are made during the project, ULAS shall inform the site agent/project manager, Client and 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 an amended scheme of investigation on behalf of the client as appropriate.

### **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 (Museums 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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Fig. 1 Site location

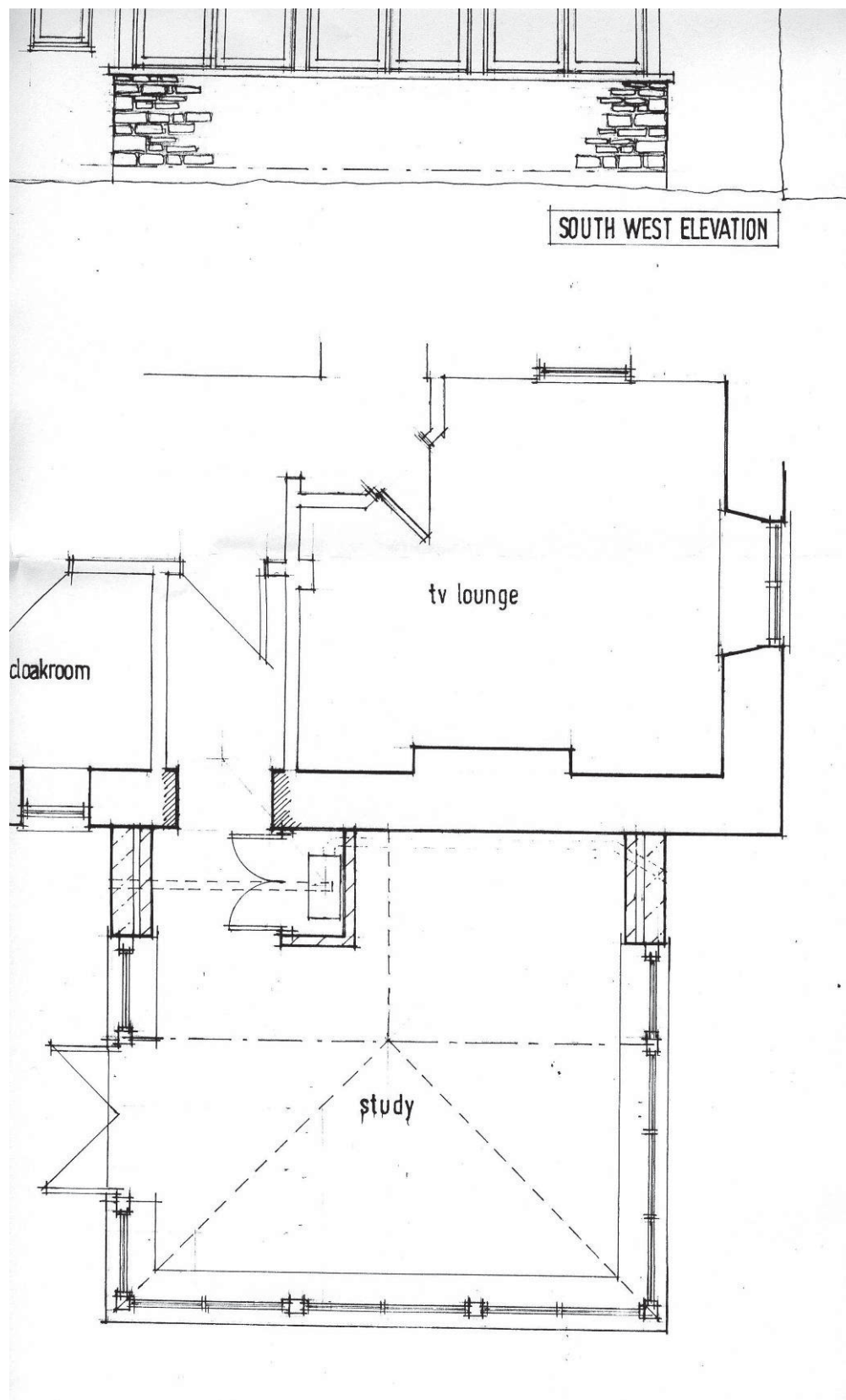


Fig. 2 Proposed study

***Draft Project Health and Safety Policy Statement***

***Job title: Saddlers Cottage, Medbourne, Leicestershire***

***NGR: SP798929***

***Client: Mr & Mrs Pemberton***

A risks assessment will be produced by on-site staff, which will be updated and amended during the course of the evaluation.

**1. Nature of the work**

- 1.1 The work will involve hand excavation during daylight hours to reveal underlying archaeological deposits. Overall depth is likely to be c. 0.5 m with possible features excavated to a depth of another 1m. Trenches will not be excavated to a depth exceeding 1.3m. Spoil will be stockpiled no less than 1.5 m from the edge of the excavation, the topsoil and subsoil being kept separate. 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. Three staff will be used on the evaluation.

**2 Risks Assessment**

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

Precautions. Trenches to not be excavated to a depth exceeding 1.3m. 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. First aid kit to be kept in site accommodation/vehicle. Vehicle and mobile phone to be kept on site in case of emergency.

**2.2 *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 Weils disease or similar.

**2.3 *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.

**2.4 *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.

#### APPENDIX 4: OASIS Report

INFORMATION REQUIRED	EXAMPLE
Project Name	Saddlers Cottage, Medbourne, Leics. (SP 798 929)
Project Type	Evaluation
Project Manager	Richard Buckley
Project Supervisor	Greg Farnworth-Jones
Previous/Future work	Pollard, R. 1989; 1994
Current Land Use	Garden / Patio
Development Type	Extension
Reason for Investigation	PPG16
Position in the Planning Process	Pre-determination
Site Co ordinates	(NGR: SP 798 929)
Start/end dates of field work	16/06/08 – 17/06/08
Archive Recipient	Leicestershire County Council
Study Area	2.08 sq m