



# University of Leicester

## Archaeological Services

**An Archaeological Watching Brief at  
27 Main Street,  
Branston, Croxton Kerrial,  
Leicestershire  
NGR: SK 8093 2963**



Andrew Hyam

ULAS Report No. 2009-152  
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**An Archaeological Watching Brief at  
Land Adjacent to 27 Main Street,  
Branston, Croxton Kerrial,  
Leicestershire.**

**NGR: SK 8093 2963**

**Andrew Hyam**

**For: The Belvoir Estate**

Checked by

**Signed:**  **Date:** ...26.10.2009.

**Name:** .Vicki Score.....

Approved by

**Signed:**  **Date:** ...27.10.2009.

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**ULAS Report Number 2009-152**

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**Accession Number XA195.2009**

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## **An Archaeological Watching Brief on Land Adjacent to 27 Main Street, Branston, Croxton Kerrial, Leicestershire. NGR: SK 8093 2963**

*Andrew Hyam*

### **Summary**

*An archaeological watching brief was undertaken by the University of Leicester Archaeological Services (ULAS) between the 20th and 22nd of October 2009 in advance of the construction of a single domestic dwelling on land adjacent to 27 Main Street, Branston. The development site lies within the historic settlement core of the medieval village and in a former garden belonging to number 27. Early OS map evidence suggests that the development site had some buildings along its frontage and some boundaries running through the site. The results of the initial scrub and topsoil strip were observed, followed by the excavation of the house foundations. The results revealed that the remaining topsoil covered approximately 0.3m of light orange brown silty sand above a substratum of orange brown silty sand and fragmented ironstone rubble. No archaeological deposits or features were observed within the exposed development area.*

*Records will be deposited with Leicestershire County Council under Accession Number XA.195.2009*

### **Introduction**

In accordance with Planning Policy Guidelines 16 (PPG 16, Archaeology and Planning), para 30, this document forms the report for an archaeological watching brief on land adjacent to 27 Main Street, Branston, Croxton Kerrial, Leicestershire, NGR SK 8093 2963. A single two-storey detached house with attached garage is to be constructed in the centre of the site which was until recently a large piece of unused ground attached to the garden of Number 27. The archaeological work has been commissioned by The Belvoir Estate who own the land.

The site has been identified as an area of archaeological potential from information held in the Leicestershire and Rutland Historic Environment Record (HER). In response to planning application 06/00874/6 the Senior Planning Archaeologist (SPA) has recommended the need for an archaeological watching brief to be undertaken during soil stripping and groundworks (services, landscaping, foundations, etc.). This is detailed in their 'brief' (Leicestershire County Council 2009)

### **Background**

The village of Branston lies approximately 10km south-west of Grantham and 12km north-east of Melton Mowbray. (fig. 1). The site lies at the northern end of the village which is situated at the bottom of the southern slope of the Vale of Belvoir (figs. 2 and 3). The street in front of the development site forms a hollow way between it and the properties opposite resulting in a raised footpath and a low stone retaining wall

following the site boundary (fig. 4). Consequently access is via the entrance to Manor Farm which runs along the northern boundary of the site (fig. 5). A small two-storey ironstone cottage is located in the south-east corner of the site and its long garden forms the southern boundary of the development site. The Ordnance Survey Geological Survey of Great Britain indicates that the underlying geology was likely to consist of a Northampton Sand ironstone bedrock. The site, which slopes slightly downwards to the east, has an average height of approximately 105m above OD.

The Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest, inside the medieval and post-medieval historic settlement core of the village of Branston (HER ref.: MLE8754). The 1887 first edition Ordnance Survey map indicates that the development site lay between the village smithy and Manor Farm, and to the north of the medieval parish church of St Guthlac (MLE12664) and the reputed site of the manor house of the Hartopp family (MLE16206). The 1887 map indicates that the site has two small structures built along the street frontage and a well in the south-eastern corner. The second edition OS map of 1905 still shows these buildings and possibly another building behind them. All of the buildings are enclosed by a boundary running parallel to the street approximately 25m from the street edge. Later OS editions show these structures to be present until the later 1960s and by the time of the 1976 edition nothing remains on the site.

The proposal involved the excavation of foundation slabs for the house and garage and the introduction of services, etc. The new house will be built in the centre of the plot slightly to the west of the structures shown on the 1887 map. However, there was a likelihood that, should buried archaeological remains be present, they would be affected by the development.

## **Objectives**

The objectives of the archaeological watching brief were:

- To identify the presence/absence of any archaeological deposits or features.
- To establish the character, extent and date range for any archaeological deposits to be affected by the proposed ground works.
- To record any archaeological deposits to be affected by the ground works.
- To produce an archive and report of any results.

## **Methodology**

Initially the footprint of the house and much of the surrounding plot was stripped of vegetation and some of the topsoil to expose the subsoil beneath. The resulting spoil heap and exposed ground were then thoroughly scanned for finds. The foundation trenches for the house were excavated using a JCB 3X mechanical excavator fitted with a toothed bucket on the back actor. All spoil was scanned for finds and the trenches examined for features.

All deposits were recorded by notes, sketches and digital colour photographs. All work followed the Institute for Archaeologists (IfA) *Code of Conduct* (2006) and

adhered to their *Standards and Guidance for Archaeological Watching Briefs* (2008) and the *Guidelines for Archaeological Work in Leicestershire and Rutland* (LMARS).

## Results

The initial scrub clearance revealed the presence of a shallow dip of around 0.5m in the ground level located in the centre of the site running from the street boundary wall eastwards for approximately 25m. In the middle of this depression is a large mature mulberry tree which is to be retained in the new development scheme (fig. 6). Either side of the depression the land is at roughly the same height as the adjacent cottage. The new house is to be built beyond the eastern limit of the depression and it is proposed that the spoil excavated from the foundations will be spread over this area to create a level front garden. The exposed topsoil consists of a dark orange brown silty sand with numerous roots within it.

The house foundations were excavated to reveal the subsoil consisting of a mid-orange brown silty sand with numerous small ironstone fragments. This layer was approximately 0.25m to 0.45m thick across the site and covered the natural substratum of hard ironstone fragments and silty sand (fig. 7). The easternmost foundation trench ran on a parallel alignment to the street but was approximately 3m west of the boundary seen on the 1887 OS map. No evidence of this boundary could be seen in the foundation trench although much disturbed modern debris (including expanded polystyrene) was noted in the south-eastern corner of the trench. Elsewhere none of the one metre deep foundation trenches showed any evidence of archaeological features or deposits (fig. 8).

A narrow and shallow trench for the sewerage pipe servicing the new house had already been connected to the nearby drains belonging to the adjacent cottage resulting in a small line of disturbance to the rear of the cottage. Similarly the electrical services are to be taken from the north-west corner of the new house, where it almost reaches the track leading to Manor Farm, and will then be laid under the track to the street.

## Discussion

Despite the promising location of this site no archaeological finds, features or deposits were observed during this watching brief. It would therefore appear that any archaeological activity has been focussed towards the front of the property. The earthwork at the front of the property may indicate the presence of building platforms in each corner of the site. However, these features will now form the front garden of the new property and will be protected by the addition of a layer of imported material and turf. Because of the height above the street no access or services will be cut through this area.

## Archive

The archive consists of:

This report,

2 pro-forma watching brief forms,

1 photographic record sheet,

1 contact sheet of 27 digital photographs,

1 cd of digital photographs and this report.

The archive will be held by Leicestershire County Council under accession number X.A.195.2009

### **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.

### **Acknowledgements**

The fieldwork was undertaken by S. Clarke and A. Hyam. The project was managed by Dr P. Clay.

### **Bibliography**

IfA, 2006, *Standards and Guidance for Archaeological Watching Briefs*

IfA, 2008, *Codes of Conduct*

Leicestershire County Council, 2009 *A Brief for Archaeological Attendance for Inspection and Recording (a Watching Brief) at Land Adjacent to 27 Main Street, Branston, (Croxton Kerrial), Leicestershire.*

ULAS 2009 *Design Specification for Archaeological Work at Land Adjacent to 27 Main Street, Branston, (Croxton Kerrial), Leicestershire.*

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26th October 2009



## Appendix 1. Figures

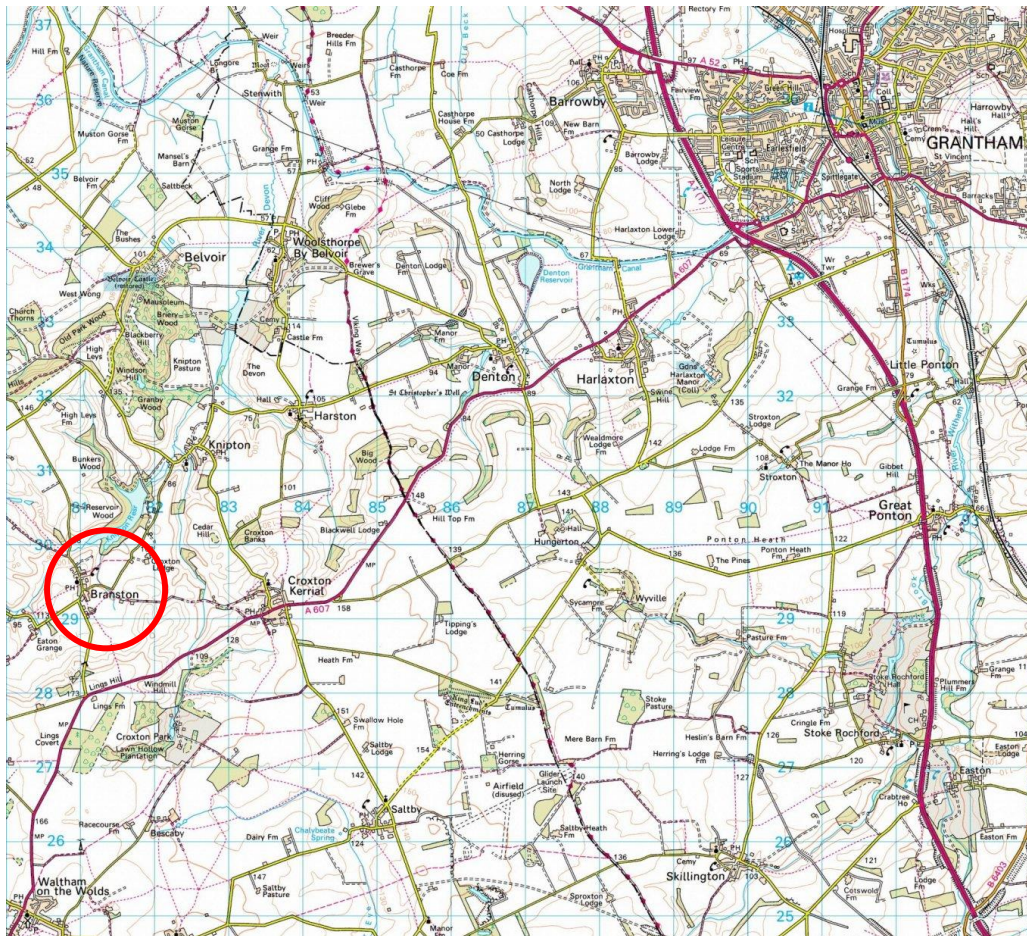


Figure 1 Branston location

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Figure 2 Branston village and site location

Reproduced by permission of Ordnance Survey on behalf of The Controller of Her Majesty's Stationery Office. © Crown Copyright 1996. All rights reserved. Licence number AL 10009495.





Figure 3 Site location  
Figure supplied by client from David Todd Architecture



Figure 4 Development site viewed from Main Street  
Looking south





Figure 5 Site and farm access from Main Street  
Looking south-west



Figure 6 Site after scrub clearance  
Looking east





Figure 7 Central east to west foundation trench  
Looking east. 1.5m scale





Figure 8 Site after excavation of foundation trenches  
Looking south-west

## **Appendix 2. Leicestershire County Council Brief**

A BRIEF FOR ARCHAEOLOGICAL ATTENDANCE FOR INSPECTION &  
RECORDING (A WATCHING BRIEF)

AT

LAND ADJACENT TO 27, MAIN STREET, BRANSTON, (CROXTON  
KERRIAL), LEICESTERSHIRE

NGR SK80932963

**Historic and Natural Environment Team,  
Environment and Heritage Services Department,  
Leicestershire County Council**



## BRIEF FOR AN ARCHAEOLOGICAL ATTENDANCE FOR INSPECTION & RECORDING (A WATCHING BRIEF)

### **Summary of Brief**

The site has been identified as an area of archaeological potential from information held in the Leicestershire and Rutland Historic Environment Record (HER).

In consequence, the Senior Planning Archaeologist (SPA) has recommended the need for an archaeological Watching Brief to be undertaken during soil stripping and groundworks (services, landscaping, foundations, etc.) in accordance with appropriate professional standards, e.g. the Institute of Field Archaeologists' (IFA) Standards & Guidance for an Archaeological Watching Brief 1999.

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

- I. General location plan.
- II. The site layout plan.
- III. Detailed development plans to show areas of ground impact.

### **Site location and Reason for the Archaeological Intervention**

The Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest, inside the medieval and post-medieval historic settlement core of the village of Branston (HER ref.: MLE8754). The 1880's first edition OS map indicates the development site lies between the village smithy and Manor Farm, and to the north of the medieval parish church of St Guthlac (MLE12664) and the reputed site of the manor house of the Hartopp family (MLE16206). The proposal involves the excavation of foundation slabs for the house and garage and the introduction of services, etc. Consequently, there is a likelihood that, should buried archaeological remains be present they will be affected by the development.

### **Site constraints**

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

### **Planning background and requirement for work**

Where the proposals form part of an approved planning application, the Senior Planning Archaeologist advised that the applicant should make provision for an archaeological Watching Brief, this should be undertaken during all groundworks likely to disturb archaeological remains.

The archaeological Watching Brief forms the "programme of archaeological work" specified in the relevant planning condition. The requirement for archaeological work is in accordance with local plan policy and national planning

guidance (PPG 16 “Archaeology and Planning”). The purpose of the work is to identify and record archaeological deposits during development.

### **Methodology**

An accession number must be drawn prior to commencement of the project. The accession number covers all components of the project, as defined by this brief.

In accordance with the planning advice letter the applicant shall provide for an ‘intensive’ watching brief as defined in the IFA Standards and Guidance. Intensive attendance will require presence during all sensitive ground works (e.g. the proposed foundation slabs for the house and garage, services, **and** any other significant groundworks or landscaping).

The developer **must** employ a professional archaeologist/s to supervise any soil stripping of the site and supervise during any groundworks (services, landscaping, foundations, etc.) likely to impact upon archaeological remains. Provision **must** be made for the archaeologist/s to record and excavate, where necessary, any archaeological features that are revealed.

### **Site access: Health and Safety**

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*).

Before commencing work it is **recommended** that the archaeological contractor carry out a Risk Assessment for the project, incorporating a site visit. The assessment should include liaison with the site owner, developer and the Planning Archaeologist to ensuring that all potential risks are minimised and an appropriate archaeological response is prepared.

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

### **Preservation in situ and Contingency Provisions**

The discovery of significant archaeological deposits or substantial structural remains requiring preservation in situ will entail detailed discussion between all relevant parties. Where structures, features or finds appear to merit preservation in situ, they must be adequately protected from deterioration.

Where design modification is not practically possible the developer **must** allow sufficient time and financial resources for the full excavation, conservation, and curation of the archaeological resource before development continues.

### **Environmental sampling**

Contractors are to adhere to the recommendations in the English Heritage Environmental Guidelines (2002) *Environmental Archaeology. A guide to the theory and practice of methods, from sampling and recovery to post-excavation*.

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**

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

Any finds of human remains will be left in situ, covered and protected and the appropriate authorities informed. If removal is essential it can only take place under appropriate Home Office and environmental health regulations, and if appropriate, in compliance with the 'Disused Burial Grounds (Amendment) Act, 1981.

All 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.

All identified finds and artefacts will be retained, although 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**

According to standard procedure, the archaeological Watching Brief will be followed by a period of post-excavation processing. This should involve the cataloguing and analysis of any finds and samples to an appropriate standard. Where artefacts are recovered from an identified features they shall be quantified by date, class and type (e.g. 5 sherds, Late Roman greyware pottery); in other circumstances, as a minimum, they should be quantified by period and class (e.g. 5 sherds, Roman pottery). Analysis will include preparation of the project archive for the site report and deposition.

### **Reports**

A full report combining all stages of the Watching Brief shall be prepared, and sent to Historic and 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 the report is 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 Planning Archaeologist can make the appropriate recommendation(s).

The report will include as applicable:

- a) All location plans tied into the Ordnance Survey data
- b) Drawing and plans
- c) A summary of artefacts together with their interpretation
- d) Any specialist reports
- e) A concise non-technical summary of the project results

The report will assess:

- a) The archaeological significance of the development site and any archaeological deposits encountered during the Watching Brief
- b) The evidence in its setting, regional context and also aim to highlight any research priorities where applicable

A second report, incorporating any necessary amendments, shall be deposited with the Leicestershire and Rutland SMR no later than six months after completion of the project. A further copy will be provided to the planning authority for their information. In all cases the reports will be full colour paper copies including its relevant accompanying plans, photographs, etc..

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' (c/o The Guildhall, Guildhall Lane, Leicester LE1 5FQ).

If significant results are obtained a copy of the final report/s will be deposited with the National Monuments Record, English Heritage, Swindon. Any reports should either be deposited digitally via the OASIS project (see below) or sent as a paper copy for the attention of the OASIS & Excavations Index Manager.

### **OASIS Reporting**

The Leicestershire & Rutland SMR supports the Online Access to the Index of Archaeological Investigations (OASIS) project. Upon completion of the fieldwork, the online OASIS form <http://ads.ac.uk/projects/oasis> must be completed. Once any reports have become public documents following their incorporation into the HER, they will be uploaded to the Archaeological Data Service web site where they may be freely consulted.

### **Archive**

The archive consists of all written records and materials recovered, drawn and photographic records, including a single copy of the final report. 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. An accession number must be drawn prior to the commencement of archaeological works.

Archive will be prepared in line with UKIC Guidelines for the preparation of excavation archives for long term storage (1990) in addition to the recipient museum's current guidelines (e.g. The Transfer of Archaeological Archives to Leicestershire Museums, Arts and Records Service).

### **Deposition**

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

The archive will be presented to the Archive Curator within 6 months of completion of the fieldwork, unless alternative arrangements have been agreed in writing with the Planning Archaeologist and Archive Curator.

It should be noted that the Planning Archaeologist will not recommend the discharge of any planning conditions until he 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)**

#### **Appointment of Archaeological Contractors**

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

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)
- IFA By-Law Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology (IFA, 1990 as revised, 1998).

#### ***Pre-tender site visit***

It is recommended that the Contractor visit the site before completing any Project Design, as there may be implications for accurately costing the project.

### **Project Design**

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



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, 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 sub-contractors, will be included in the Project Design. 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.

### **Checking of Project Designs**

It is particularly important that all Project Designs, or those, which the prospective developer wishes to consider, are forwarded to the Planning Archaeologist for approval prior to the appointment of a Contractor.

Any changes the Planning Archaeologist recommends to a preferred Project Design/s might have financial implications for the costing of the archaeological Contractor, changes to the Project Design will be discussed and agreed in writing by the Planning Archaeologist and the archaeological Contractor.

#### **Agreement**

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 in writing to the Planning Archaeologist that the prospective developer has signed such an agreement before the commencement of site works.

### **Monitoring**

The work undertaken by the archaeological Contractor, will be monitored under the auspices of the Leicestershire Planning Archaeologists, 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.

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

The Planning Archaeologist will be given **at least one weeks** written notice of commencement of archaeological work.

### **Alterations to this Brief**

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 Planning Archaeologist of its continued validity to the existing site conditions. In addition the following apply:

Prior to the formal appointment of an archaeological Contractor, the 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).

After formal appointment, any alterations recommended by the 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.

### **Key definitions**

**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.

***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.

The Senior Planning Archaeologist can be contacted at:

Historic and Natural Environment Team,  
Environment and Heritage Services,  
Leicestershire County Council,  
Room 500, County Hall,  
Leicester Road,  
Glenfield,  
Leicestershire,  
LE3 8TE

Telephone number: (0116) 265 8322

## **Appendix 3. ULAS Design Specification**

**UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES**  
**Design Specification for Archaeological Work**  
**Site: Land Adjacent to 27, Main Street, Branston, (Croxton Kerrial),**  
**Leicestershire**  
**NGR SK 8093 2963**  
**Client: The Belvoir Estate**  
**Planning Authority: Melton Borough Council**  
**Planning Permission: 06/00874/6**  
**Non-Technical Summary**

This document represents a design specification for an archaeological watching brief for: Land Adjacent to 27, Main Street, Branston, (Croxton Kerrial), Leicestershire. The design specification addresses the requirements of Leicestershire County Council as advisors to the planning authority as detailed in their *Brief for Archaeological Attendance (A watching brief) at Land Adjacent to 27, Main Street, Branston, (Croxton Kerrial), Leicestershire* of 14.11.2006 and follows the guidelines as laid out in the *Institute for Archaeologists Standards and Guidance for archaeological watching briefs* (2001).

### **1. Site Location**

- 1.1 The site is located in the village of Branston, near Croxton Kerrial, Leicestershire (Fig. 1). The site lies at NGR SK8093 2963 on the west side of Main Street.

### **2. Planning Background**

- 2.1 The site has been identified as an area of archaeological potential from information held in the Leicestershire and Rutland Historic Environment Record (HER). In response to planning application 06/00874/6 for the erection of a new dwelling, car parking and access (Figs 1-2) on land off Main Street, the Senior Planning Archaeologist (SPA) has recommended the need for an archaeological Watching Brief to be undertaken during soil stripping and groundworks (services, landscaping, foundations, etc.).
- 2.2 The requirement for archaeological work is in accordance with local plan policy and national planning guidance (PPG 16 "Archaeology and Planning"). The purpose of the work is to identify and record archaeological deposits during development.

### **3. Archaeological and Historical Background**

- 3.1 The Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest, inside the medieval and post-medieval historic settlement core of the village of Branston (HER ref.: MLE8754). The 1880's first edition OS map indicates the development site lies between the village smithy and Manor Farm, and to the north of the medieval parish church of St Guthlac (MLE12664) and the reputed site of the manor house of the Hartopp family (MLE16206). The proposal involves the excavation of foundation slabs for the house and garage and the introduction of services, etc. Consequently, there is a likelihood that, should buried archaeological remains be present they will be affected by the development.

### **4 Aims and objectives**

- 4.1 The aim of the watching brief is to:
1. To identify the presence/absence of any 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.

## **5. Methodology**

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

- 5.1 All work will follow the Institute for Archaeologists (IfA) *Code of Conduct* (2006) and adhere to their *Standard and Guidance for Archaeological Watching Briefs* (2001).
- 5.2 Staffing, recording systems, health and safety provisions and insurance details are included below.
- 53 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.

### ***Archaeological watching brief***

- 5.4 The project will involve the supervision of overburden removal and other groundworks by an experienced professional archaeologist during the works specified above.
- 5.5 The archaeologist will co-operate at all times with the contractors on site to ensure the minimum interruption to the work.
- 5.6 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.
- 5.7 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.
- 5.8 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.
- 5.9 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.
- 5.10 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 Senior Planning Archaeologist at Leicestershire County Council, and the planning authority. If the archaeological remains are identified to be of significance additional contingent archaeological works will be required.

## **6 Recording Systems**

- 6.1 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets.
- 6.2 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.
- 6.3 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.

- 6.4 An adequate photographic record of the investigations will be prepared. This will include black and white prints and colour digital images illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted.
- 6.5 This record will be compiled and fully checked during the course of the watching brief.
- 6.6 All site records and finds will be kept securely.

## **7. Report and Archive**

- 7.1 An accession number will be drawn prior to the commencement of the project. A report on the investigation will be provided following the groundworks.
- 7.2 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 Senior Planning Archaeologist/HER to be distributed amongst relevant sections of Leicestershire County Council as necessary.
- 7.3 The report will include consideration of:
- The aims and methods adopted in the course of the evaluation.
  - The nature, location and extent 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).
- 7.4 A full copy of the archive, including all written, drawn and photographic records relating directly to the investigations undertaken during the project, will be presented to Leicestershire County Council's Museum Service within six months of the completion of analysis, unless arrangements to the contrary have been agreed with the Senior Planning Archaeologist. The archive will be prepared in accordance with the 'Guidelines for the preparation of excavation archives for long-term storage' (UKIC 1990) and 'Archaeological Archives Forum: A guide to best practice in creation, compilation, transfer and curation' (Archaeological Archives Forum 2007). The deposition of the archive will be undertaken in accordance with the recipient museum's current guidelines (e.g. The Transfer of Archaeological Archives to Leicestershire Museums, Arts and Records Service).

## **8. Publication and Dissemination of Results**

- 8.1 A summary of the work will be submitted to the local archaeological journal, 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.
- 8.2 University of Leicester Archaeological Services supports the Online Access to the Index of Archaeological Investigations (OASIS) project. The online OASIS form at <http://ads.ac.uk/project/oasis> will be completed detailing the results of the project. ULAS will contact Leicestershire County Council's SMR prior to completion of the form. Once a report has become a public document following its incorporation into Leicestershire SMR it may be placed on the web-site. The Developer should agree to this procedure in writing as part of the process of submitting the report to Leicestershire SMR.

## **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. Health and Safety**

- 10.1 ULAS is covered by and adheres to the University of Leicester Archaeological Services Health and Safety Policy (2007) and FAME (SCAUM) Health and Safety manual with appropriate risks assessments for all archaeological work. 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.
- 10.2 A Risks assessment form will be completed prior to work commencing on-site, and updated as necessary during the site works.

#### **11. Insurance**

- 11.1 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.

#### **12. Monitoring arrangements**

- 12.1 The production of the assessments will be monitored by the ULAS project manager.
- 12.2 All monitoring shall be carried out in accordance with the *IfA S&G* (section 3.5).

#### **13. Bibliography**

Institute for Archaeologists, 2001. *Standards and Guidance for Watching Briefs*

Institute for Archaeologists, 2006. *Code of Conduct*

Leicestershire County Council 14.11.2006, *Brief for Archaeological Attendance (A watching brief) at Land Adjacent to 27, Main Street, Branston, (Croxton Kerrial), Leicestershire* .

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Amended Vicki Score 03-07-2009

**Appendix 4. OASIS Summary**

<b>INFORMATION REQUIRED</b>	
Project Name	27 Main St, Branston
Project Type	Watching Brief
Project Manager	P Clay
Project Supervisor	A Hyam
Previous/Future work	None
Current Land Use	Garden
Development Type	Domestic housing
Reason for Investigation	Village core
Position in the Planning Process	As a condition
Site Co ordinates	SK 8093 2963
Start/end dates of field work	20.10.09-22.10.09
Archive Recipient	LCC
Study Area	1875m <sup>2</sup>

## ULAS Contact Details

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