



**University of  
Leicester**

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**Archaeological Services**

**An Archaeological  
Evaluation at 3,  
Church Lane,  
Plungar,  
Leicestershire  
NGR: SK 7689 3406**

Tim Higgins



ULAS Report No.  
2011-026  
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**An Archaeological Evaluation at  
3 Church Lane, Plungar  
Leicestershire**

**NGR: SK 7689 3406**

**Tim Higgins**

**For: Dr V. Kemp**

Approved by

**Signed:**  **Date:** 25.02.2011.

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**ULAS Report Number 2011-026**  
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## **An Archaeological Evaluation at 3, Church Lane, Plungar, Leicestershire NGR SK 7700 3407**

**Tim Higgins**

### **Summary**

*An archaeological field evaluation by trial trenching was undertaken on land at 3, Church Lane, Leicestershire by the University of Leicester Archaeological Services (ULAS) 15th February 2011. The initial potential of the site was highlighted by an Archaeological Desk-Based Assessment (Tann 2006) which indicated that the development area was located within a distinct land-block which may represent a Saxon and medieval manorial centre. An archaeological evaluation was undertaken for an earlier application (McDaid and Field 2007) and this highlighted the potential for archaeological features to be present within the proposed area for construction of a new outbuilding. A single trench was excavated to evaluate an area for a proposed outbuilding located immediately to the west of the earlier application area.*

*The trench contained archaeological remains which comprised an earth bank and part of a pond. The bank contained pottery suggesting a possible late medieval to early post-medieval date and both features may be associated with the medieval manorial complex. The site archive will be held by Leicestershire County Council under accession number X.A18.2011.*

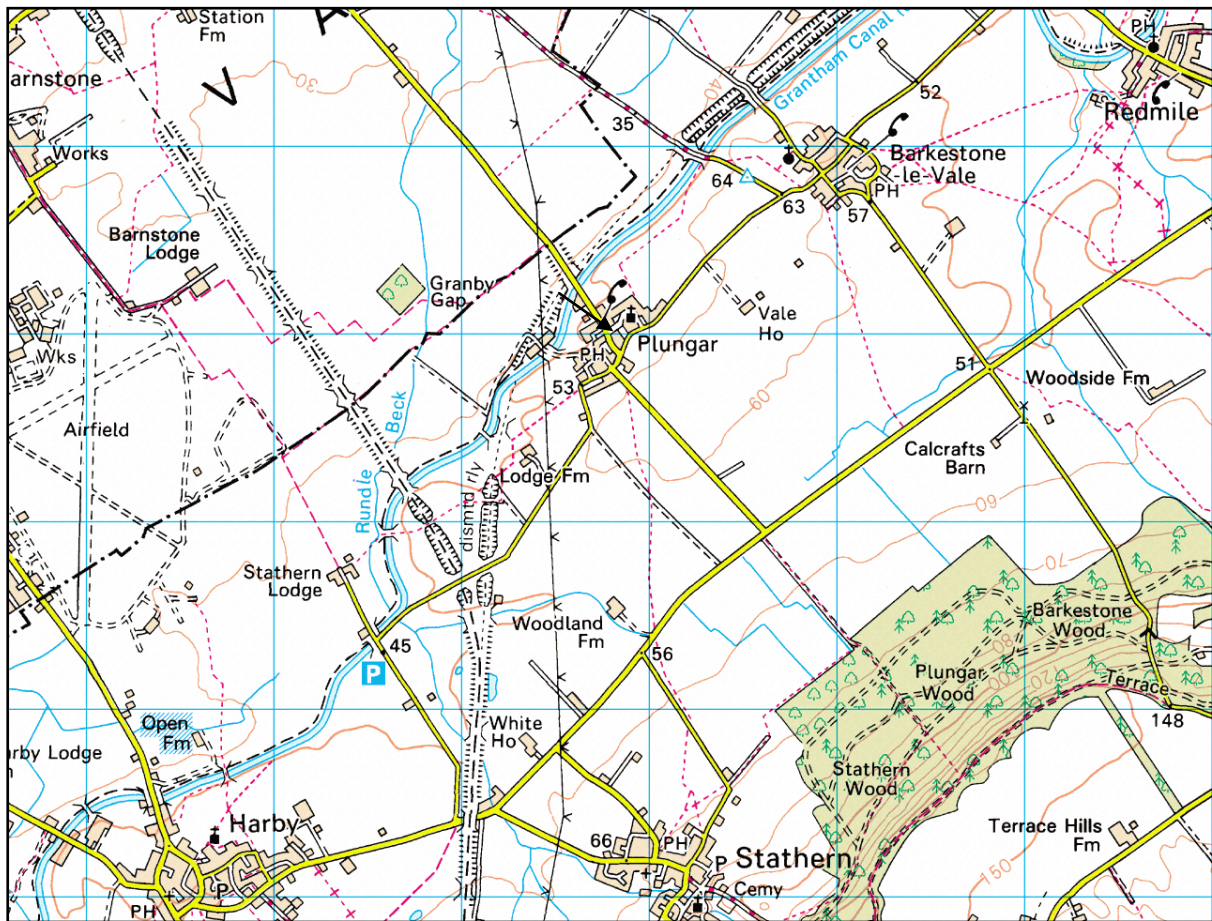
### **1. Introduction**

Planning permission is being sought for the erection of an outbuilding with garage at Manor Farm, 3, Church Lane, Plungar, Leicestershire (P.A 08/00338/FUL; NGR SK 7689 3406, Figure.1).

This report presents the results of a programme of archaeological trial trenching that was undertaken on 15 February 2011. It addresses the requirements of the *Brief For a Programme of Archaeological Investigation of Land at 3, Church Lane, Plungar, Leicestershire* and the *Brief for the Archaeological Field Evaluation at 3, Church Lane, Plungar, Leicestershire* (LCCHNET 08.05.2008 – hereinafter ‘Brief’). A strategy for the work was set out in the Written Scheme for Investigation, (Clay 2010, hereinafter the ‘WSI’; Appendix 3). The trial trenching was undertaken to assess the impact from a proposed new outbuilding (P.A 08/00336/FUL). The fieldwork was carried out in accordance with Planning Policy Statement 5: Planning for the Historic Environment (PPS5).

The development area lies to the south of a property that is fronting on to Church Lane with the parish church of St. Helen’s to the south. It is an area of vacant land bounded on three

sides by residential development. The site is centred on SK 7689 3406 and covers an area of approx 0.01 hectares.



**Figure 1: Site location plan**

## **2. Archaeological and Historical background**

A detailed archaeological and historical background to the site is presented in a previous desk-based assessment undertaken by Lindsey Archaeological Services (Tann 2006). Manor House Farm is situated within the historic core of the medieval village settlement of Plungar and the potential for the presence of late Saxon or medieval settlement was considered high.

The proposed development site forms a distinct land block that also incorporates the church of St Helen's that is contained within an area of raised land bound by a curved boundary flanked by Church Lane (Figure 2). The curvilinear boundary has been interpreted by historians as representing a late Saxon and/or early medieval manorial centre. Excavations in 1984 by local resident Mr Jenkins comprised a trench c.3m long in the south-west corner of the churchyard and revealed a limestone rubble foundation of unknown date or function and was orientated north-west to south-east.

An archaeological evaluation for an earlier application at Manor Farm House, 3 Church Lane, immediately to the east of the proposed outbuilding located Saxon, medieval, post-medieval and modern deposits (McDaid and Field 2007).

### **3. Aims and Objectives**

The main aims of the evaluation were:

- To identify the presence/absence of any archaeological deposits. In particular these would target the anomalies highlighted by the geophysical survey.
- To establish the character, extent and date range for any archaeological deposits to be affected by the proposed development
- To produce an archive and report of any results.

Within the stated project objectives, the principal aim of the evaluation was to establish the nature, extent, date, depth, significance and state of preservation of archaeological deposits within the southern area of the site in order to determine the potential impact upon them from the proposed development.

### **4. Methodology**

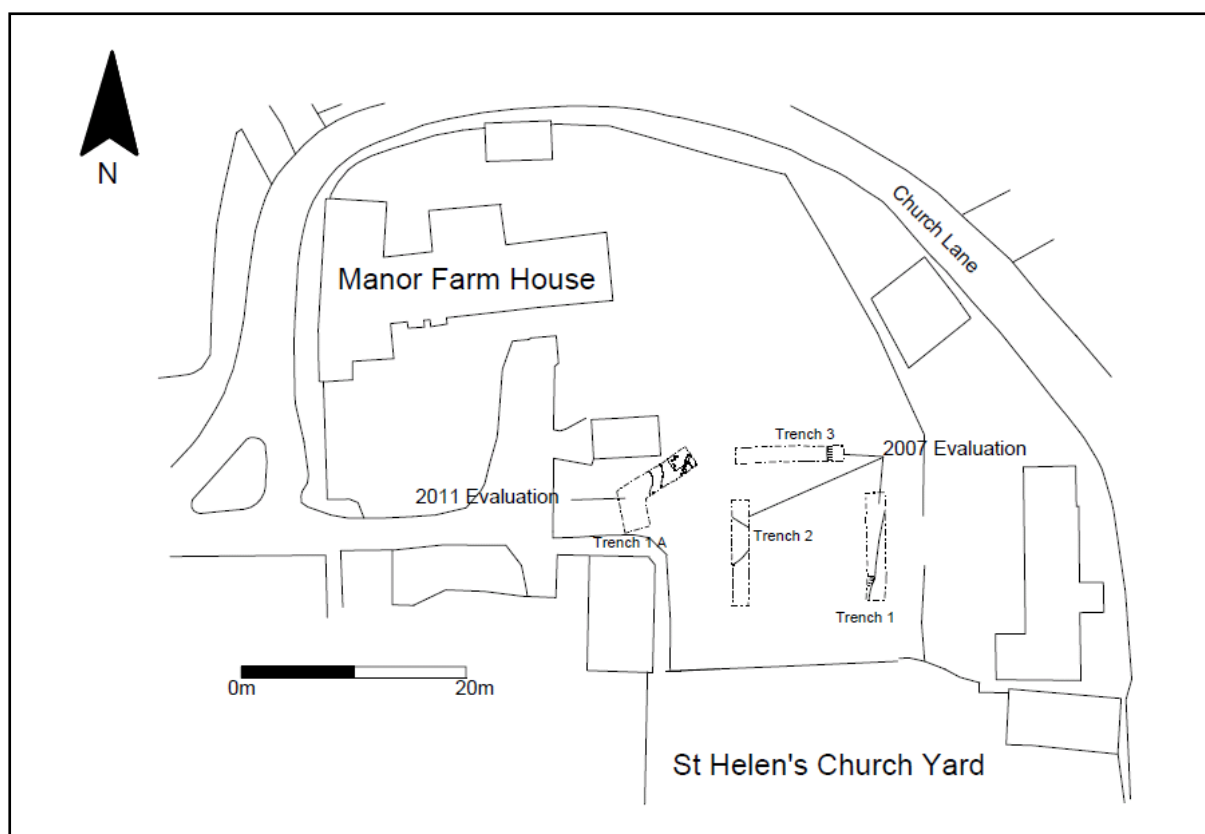
The LCC Planning Archaeologist has requested a minimum 5% sample of the proposed 60sq.m development. A 10m by 1.6m trench (39%) was proposed aligned north - south within the footprint of the proposed building. The orientation and shape of the trenches was modified in view of the on-site constraints including avoiding an access passage way for a neighbouring building to the south (Figure. 2).

The topsoil and overlying layers were removed under full archaeological supervision until either the top of archaeological deposits or natural undisturbed substratum was reached, or to a maximum safe depth given the specific site conditions.

The bases of the trenches were cleaned in areas where potential archaeology was observed. Archaeological remains were recorded and sample excavation was undertaken in order to determine the character and date of any remains. Bulk soil samples were taken as appropriate in order to evaluate the environmental potential of the site. Archaeological contexts as a cut are indicated by square brackets e.g [09], while those that are fills are indicated by round brackets e.g (07).

The trenches were located using a Topcon Hiper Pro GPS+ RTK System attached to a Topcon FC-100 controller. The data was processed using Topcon Tools GPS+ Post Processing Software and the final plans completed with the aid of TurboCad v.15 design software.

All the work followed the Institute for Archaeologists (IfA) *Code of Conduct (2010)* *Standard and Guidance for Archaeological Field Evaluations (2008)*.



**Figure 2: Trench location plan**

## 5. Results

Trench	Orientation	Length(m)	Average depth (m)	Notes feature/context descriptions	Minimum depth to archaeology or natural substratum
1A	North-east to South-west	9.30m	1.90m	Earthwork/bank and pond Topsoil (1) Bank (2) Garden border (3) Pond silts (4) Pond backfill (5)	0.25m natural substratum

The trench (1A) targeted the location of the proposed development and was angled at a northeast to southwest orientation (Figure 2). The shape of the trench was altered to an L-shape due to site constraints and measured 9.30m long and 1.90m wide (Figure 2).

The trench was excavated into steep sloping ground surface which inclines down from 55.56m AOD on the eastside to 54.67m AOD on the west side of the development area.



The natural substratum was reached at a depth 1.20m 54.42m aOD towards the north-east end of the trench, and consisted of Lincolnshire Limestone bedrock. This level was maintained for the first 3m of the trench and then breaks into a gentle incline that falls to a minimum depth of 54.01m AOD towards the south-west end of the trench (Figure 3).

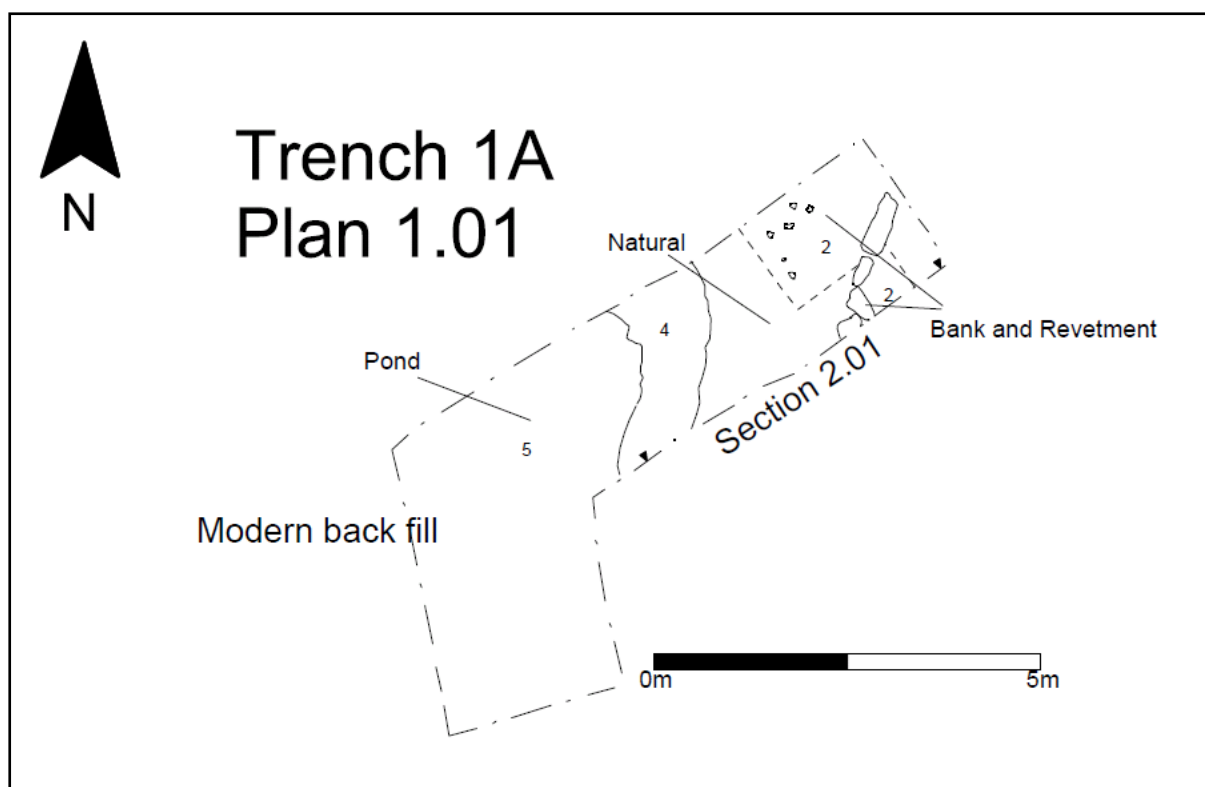
Overlying the natural substratum was a layer of made ground (2) which consisted of very compacted yellowish grey clay mixed with small angular pebbles, occasional pottery sherds and animal bone (Figure 3). The layer of made ground sloped from the north-east where it measured 0.85m deep to 0.30m to the south-west and was thought to be a possible earthwork bank. At the base of the layer a line of large roughly hewn limestone blocks was found running in a north to south direction (Figure 2). These stones are thought to be a possible revetment feature inserted into the bank during its construction to prevent slippage. Pottery sherds found within the layer (2) dated from the 13th to 15th centuries and a tile fragment probably dated from the late medieval to early post-medieval periods (see Appendix 1). A small assemblage of animal bone was found within layer (2) (see Appendix 2).

Towards the south-west end of the trench the bank or earthwork layer terminated and a spread of yellowish grey clay-silt (4) was found abutting it. The spread (4) was waterlogged and further investigation was prevented as the trench filled with water. The deposit was sealed by a layer of 0.30m deep stone rubble mixed with modern gravel and occasional brick (5). The silt deposit (4) was thought to be a fill within a possible backfilled pond feature, which perhaps extended further to the west beyond the evaluation trench. It appears to have been truncated or disturbed when the pond was backfilled or capped (5) in the modern period. Both the earthwork bank and pond feature were sealed by dark greyish brown clay-silt topsoil (1) which measured 0.25m deep. The south-east corner of the trench was sealed with a 0.30m deep modern flower bed feature (3).



Plate 1: Trench 1A looking north-east

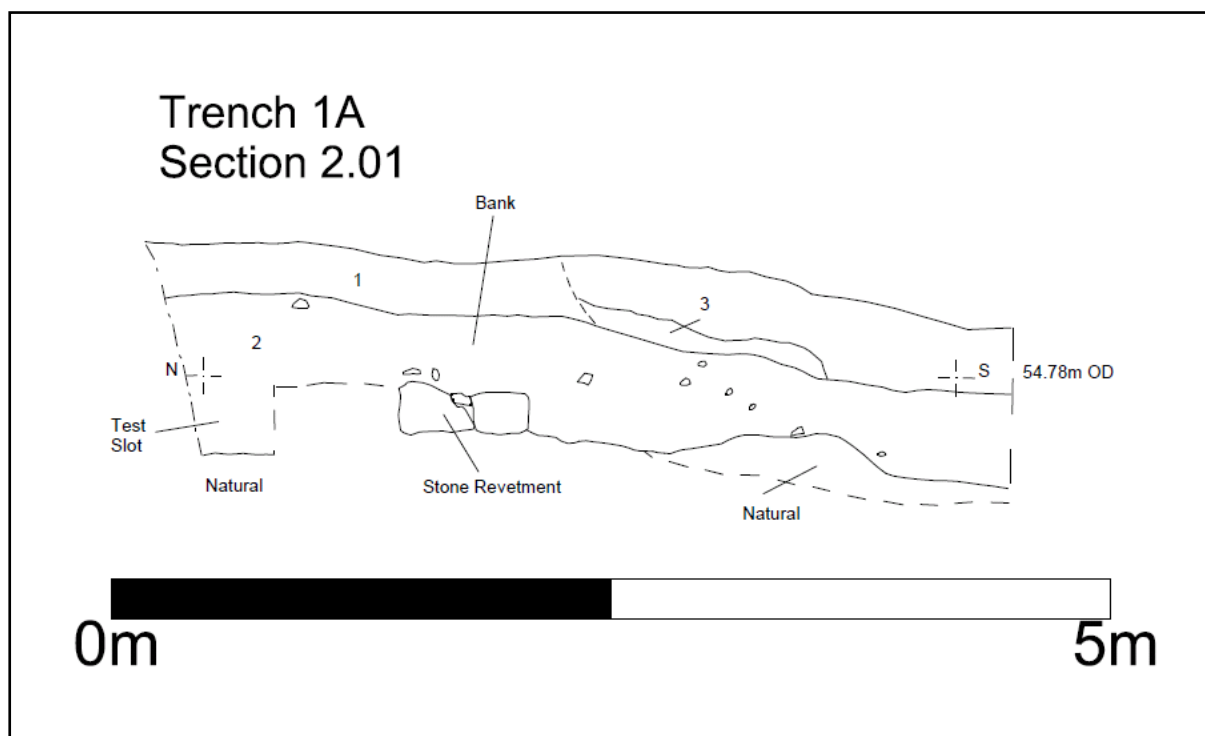




**Figure 3: Trench 1A plan**



**Plate 2: Trench 1A Section 2.01 looking south**



**Figure 4: Section 2.01 Trench 1A**

## 6. Discussion

The archaeological evidence recorded from the evaluation suggests late medieval activity in the form of an earthwork or bank, which may respect a possible pond feature. The site is located on the south-west corner of a broad flat terrace (c. 55.88m AOD) which has a steeply falling slope (54.67m) to the west. The evaluation trench (1A) was excavated into this slope. The northern and eastern boundary was enclosed by a stone wall and external ground surface beyond which the wall falls away to 54.60m AOD. To the south the site was bounded by the church yard which was also on a raised terrace. The layer of made ground (2) found in trench 1A suggests the raised terrace is artificial and probably an earthwork. Similar layers were observed within the 2007 evaluation trenches (Trenches 1, 2 and 3 Figure 2) undertaken by Lindsey Archaeological Services (McDaid and Field 2007). These trenches were excavated into the top of the raised terrace and contained layers of made ground which had been cut by features which dated from 14th to 16th centuries. No features were found cutting layer (2) of made ground in the trench but it did contain finds suggesting possible a late medieval to early post-medieval date (see Appendix 1). Although the 2007 evaluation also found earlier features which were below the layers of made ground, no underlying early features were found in the limited area of trench.

The probable pond feature located at the south-west corner of the trench at the foot of the slope appears to confirm a previously interpreted location for a pond in the south-west corner of the site (Tann 2006, 5). An enclosure map marks the pond within the site and it remains as a feature on an undated catalogue plan (*ibid*). No datable evidence was retrieved from the early pond deposits, but the feature appears to have been sealed in the modern period.

## **7. Conclusion**

The archaeological evaluation has revealed fairly well preserved archaeological remains in the eastern half of the trench. There is likely to be extensive modern disturbance in the area located in the south-western half the development caused by the backfilling of a pond.

The remains of a late medieval to early post-medieval earthwork bank were located, which yielded a small assemblage of 13th to 14th century pottery, late medieval to post-medieval tile and animal bone. The possible pond feature found within the evaluation perhaps confirms location of a pond marked on an early enclosure map.

## **8. Archive and Publication**

The archive will be held by Leicestershire County Council under accession number X.A18.2011.

The content of the paper archive consists of:

1 Unbound A4 copy of this report

1 A4 Trench recording sheets

1 A4 Context summary sheet

5 A5 Context Sheets

1 A4 Photo record sheet

1 A4 Drawing Record

2 A2 Plan and section drawing sheets

Black and white contact print Black and white picture negatives

A4 Colour digital contact print 1 CD of 29 digital photos

A record of the project will be submitted to the Oasis project under the code universi1-94489. Oasis is an online index to grey literature reports.

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

## **9. Acknowledgements**

The fieldwork was carried out by the author, assisted by Leon Hunt. Dr. Patrick Clay managed the project. The pottery and miscellaneous finds were identified by Deborah Sawday while Jennifer Browning identified the animal bone, both of ULAS.

## **10. Bibliography**

Clay, P., 2010, *Written scheme of investigation for archaeological work: 3, Church Lane, Plungar, Leicestershire (NGR: SK 7700 3407)* ULAS Specification 11-535 (Appendix 4 of this report).

Institute for Archaeologists (IfA), 2008, *Standard and Guidance for Archaeological Field Evaluations*.

McDaid, M., Field, N. 2007, *Land Adjacent to Manor Farm House, Plungar, Leicestershire (NGR: SK 7700 3407) Archaeological Evaluation* Lindsey Archaeological Services LAS Report No. 977 2007.

Tann, G., 2006, *Land Adjacent to Manor Farm House, Plungar, Leicestershire (NGR: SK 7700 3407) Archaeological Desk-Based Assessment* Lindsey Archaeological Services LAS Report No. 960 2006.

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25.02.2011

## Appendix 1 The Post Roman Pottery

*Deborah Sawday*

The medieval pottery, four sherds, weighing 55 grams, with an average sherd weight of 13.75 grams, was catalogued with reference to the guidelines set out by the Medieval Pottery Research group, (MPRG, 2001), the ULAS fabric series (Sawday 1989; Davies and Sawday 1999; Sawday forthcoming), and given the proximity to the city, to the Nottingham fabric series also (Nailor and Young 2001). The results are shown below, (Table 1).

All of the pottery, which dated from the later 13th to the 15th centuries, was recovered from the clay layer, context (2). A fragment of handmade nib or peg tile, probably of late medieval or early post medieval date, was found in the same context.

### Bibliography

Connor, A., and Buckley, R., 1999 *Roman and Medieval Occupation in Causeway Lane, Leicester*, Leicester Archaeology Mon. **5**.

Davies, S., and Sawday, D., 1999 'The Post Roman Pottery and Tile' in A. Connor and R. Buckley, 1999, 165-213.

MPRG, 2001. *Minimum Standards for the Processing, Recording, Analysis and Publication of Saxon and Medieval Ceramics*.

Nailor, V., and Young, J., 2001 'A Preliminary Type Series of Post Roman Pottery in Nottingham (5th to 16th centuries). Unpublished, Nottingham Castle Museum.

Sawday, D., forthcoming 'Medieval and later pottery and tile from the Highcross Quarter Excavations, Leicester'.

Table 1: The medieval and later pottery and tile, by fabric, fragment numbers and weight (grams) by context.

Context	Fabric /Leicester/Nottingham	Nos	Grams	Comments
<b>POTTERY</b>				
(2) clay	Nottingham ware /NOTGL or oxidised version of NOTGR.	1	12	Light grey interior, traces of glaze, hard fired – suggesting a date from the later 13th to early 15th C.
(2)	Medieval Sandy ware/MEDLOC	3	43	Joining sherds from a ridged strap handle, with possible thumbing at handle base, from a jug, or possibly a handled jar or cistern. Spots of dark brown, highly fired glaze. Fine oxidised sandy

				fabric, with some iron ore, later 14th or 15th C.
CERAMIC BUILDING MATERIAL				
2	Earthenware	1	93	Peg or nib tile, handmade and moulded with sanded base. Oxidised with calcareous and sub-angular quartz and possible iron ore inclusions. Probably late medieval or early post medieval.

Site/ Parish: 3 Church Lane, Plungar, Leics. Accession No.: XA18 2011 Document Ref: plungar1.docx Material: pottery Site Type: medieval village core	Submitter: T. Higgins Identifier: D. Sawday Date of Identification: 22.2. 11 Method of Recovery: evaluation Job Number: 09/562
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## **Appendix 2 Animal Bones**

*Jennifer Browning*

A domestic fowl humerus, cattle-size rib fragment (chopped) and eight cattle-size shaft fragments were recovered from context (2). All bone surfaces were moderately well-preserved, although there was variation in colouration and the degree of weathering, possibly suggesting different taphonomy. There was evidence for carnivore gnawing and the material exhibited both modern and ancient breaks.

## **Appendix 3 Environmental samples**

Samples were taken from context 5 but these were not processed in view of the presence of modern material.



## **Appendix 4 Specification**

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

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

*Job title: 3, Church lane, Plungar, Leicestershire*

*NGR: SK 7689 3406*

*Client: Dr V. Kemp*

*Planning Authority: Melton Borough Council*

*Planning application No. P.A.08/00338/FUL:*

#### **1 Introduction**

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

This document is a design specification for an initial phase of archaeological field evaluation (AFE) at the above site, in accordance with PPS 5: Planning for the Historic Environment. 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 for Archaeologists Standards and Guidance: for Archaeological Field Evaluation (2008) 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**

##### ***Context of the Project***

2.1 Plungar lies in the Borough of Melton, Leicestershire. The proposed development covers an area of c. 0.01ha currently covered with vegetation and rough pasture.

2.2 An application has been made for the construction of an outbuilding (Fig.2).

2.3 Leicestershire County Council, Historic and Natural Environment Team (LCCHNET) as archaeological advisors to the planning authority will require that an evaluation is undertaken (LCC HNET advice letter of 08.05.2008 and telephone conversation with client of 08.02.2011).

##### ***Archaeological and Historical Background***

2.4 The site lies at a height of around 56 m OD. The Ordnance Survey Geological Survey of Great Britain Sheet 156 indicates that the site lies on a small area of pelo-stagnogley soil of Denchworth Association surrounded by calcareous pelosols of Evesham 2 association (Tann 2006, 3).

2.5 A desk-based assessment has been prepared by Lindsey Archaeological Services (Tann 2006). The site lies in the historic core of the village of Plungar (MLE12725). An archaeological evaluation for an earlier application at Manor Farm house, 3, Church Lane, immediately to the east of the proposed outbuilding located to Saxon, medieval, post-medieval and modern deposits (MLE16659; McDaid and Field 2007).

#### **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**

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

4.1 All work will follow the Institute for Archaeologists (IfA) *Code of Conduct* (2010) and adhere to their *Standard and Guidance for Archaeological Field Evaluation* (2008).

4.2 Staffing, recording systems, health and safety provisions and insurance details are included below.

4.3 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 Planning Authority and the Client, if required.

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

4.4 Prior to any machining of trial trenches general photographs of the site areas may be taken.

4.5 The LCC planning Archaeologist has requested a minimum of 5% sample of the proposed 60 sq.m development. A 10m by 1.6 m trench (39%) is proposed aligned north - south within the footprint of the proposed outbuilding. The size and position of the trench indicated on the provisional trench plan may vary due to unforeseen site constraints or archaeology.

4.6 Topsoil and overburden will be removed carefully in level spits, under continuous archaeological supervision using a mechanical excavator using a toothless bucket. Trenches will be excavated down to the top of archaeological deposits or natural undisturbed ground, whichever is reached first.

4.7 Trenches will be examined by hand cleaning and any archaeological deposits located will be planned at an appropriate scale. Archaeological deposits will be sample-excavated by hand as appropriate to establish the stratigraphic and chronological sequence, recognising and excavating structural evidence and recovering economic, artefactual and environmental evidence. Particular attention will be paid to the potential for buried palaeosols and waterlogged deposits in consultation with ULAS's environmental officer.

4.8 Measured drawings of all archaeological features will be prepared at a scale of 1:20 and tied into an overall site plan. All plans will be tied into the Ordnance Survey National Grid. Relative spot heights will be taken as appropriate.

4.9 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 benchmark.

4.10 Trench locations will be recorded by an appropriate method. These will then be tied in to the Ordnance Survey National Grid.

4.11 Any human remains encountered will initially be left in situ and will only be removed if necessary for their protection, under Ministry of Justice guidelines and in compliance with relevant environmental health regulations.

4.12 In the event that unforeseen archaeological discoveries are made during the project a contingency may be required to clarify the character or extent of additional features. The contingency will only be initiated after consultation with the Client and the Planning Archaeologist and Planning Authority. 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.

4.13 The trenches will be backfilled and levelled at the end of the evaluation.

### ***Recording Systems***

4.14 Any archaeological deposits encountered will be recorded and excavated using standard procedures as outlined in the ULAS recording manual. Sufficient of any archaeological features or deposits will be hand excavated in order to provide the information required.

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

4.16 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.

4.17 An adequate 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.

4.18 This record will be compiled and fully checked during the course of the project.

## **5. Finds**

5.1 The *IfA Guidelines for Finds Work* will be adhered to.

5.2 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.

5.3 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 appropriate authority for storage in perpetuity.

5.4 All identified finds and artefacts are to be retained, although certain classes of building material will, in some circumstances, be discarded after recording with the approval of the Planning Archaeologist.

5.5 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. All materials will be fully labelled, catalogued and stored in appropriate containers.

## **6. Environmental Sampling**

6.1. If features are appropriate for environmental sampling a strategy and methodology will be developed on site following advice from ULAS's Environmental Specialist. Preparation, taking, processing and assessment of environmental samples will be in accordance with current best practice. The sampling strategy is likely to include the following:

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.

Any buried soils or well-sealed deposits with concentrations of carbonised material present will be intensively sampled taking a known proportion of the deposit.

Spot samples will be taken where concentrations of environmental remains are located.

Waterlogged remains, if present, will be sampled for pollen, plant macrofossils, insect remains and radiocarbon dating provided that they are uncontaminated.

6.2 All collected samples will be labelled with context and sequential sample numbers.

6.3 Appropriate contexts (i.e datable) will be bulk sampled (50 litres or the whole context depending on size) for the recovery of carbonised plant remains and insects.

6.4 Recovery of small animal bones, bird bone and large molluscs will normally be achieved through processing other bulk samples or 50 litre samples may be taken specifically to sample particularly rich deposits. 6.6 Wet sieving with flotation will be carried out using a York Archaeological Trust sieving tank with a 0.5mm mesh and a 0.3mm flotation sieve. The small size mesh will be used initially as flotation of plant remains may be incomplete and some may remain in the residue. The residue > 0.5mm from the tank will be separated into coarse fractions of over 4mm and fine fractions of > 0.5-4mm. The coarse fractions will be sorted for finds. The fine fractions and flots will be evaluated and prioritised; only those with remains apparent will be sorted. The prioritised flots will not be sorted until the analysis stage when phasing information is available. Flots will be scanned and plant remains from selected contexts will be identified and further sampling, sieving and sorting targeted towards higher potential deposits.

## **7 Report and Archive**

7.1 A draft version of the report will normally be presented within four weeks of completion of site works. The full report in A4 format will usually follow within eight weeks. Copies will be provided for the client and the Local Planning Authority and deposited with the Historic Environment Record.

7.2 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).

7.3 A full copy of the archive as defined in the IfA Standard and Guidance for archaeological archives (Brown 2008) will normally be presented to Leicestershire County Council within six months of the completion of fieldwork. This archive will include all written, drawn and photographic records relating directly to the investigations undertaken.

7.4 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.

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

8.1 A summary report will be submitted to a suitable regional archaeological journal following completion of the fieldwork. A full report will be submitted to a national or period journal if the results are of significance.

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://www.oasis.ac.uk> will be completed detailing the results of the project. ULAS will contact the HER prior to completion of the form. Once a report has become a public document following its incorporation into the HER it may be placed on the web-site.

## **9 Acknowledgement and Publicity**

9.1 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.

9.2 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.

## **10 Copyright**

10.1 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.

## **11 Monitoring arrangements**

11.1 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.

11.2 All monitoring shall be carried out in accordance with the IfA Standard and Guidance for Archaeological Field Evaluations (2008)

11.3 Internal monitoring will be carried out by the ULAS project manager.

## **12 Timetable and Staffing**

12.1 A start date is likely to be in early February 2011. The work is likely to take one to two days to complete and two experienced archaeologists are likely to be present during the work.

12.2 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.

## **13 Health and Safety**

13.1 ULAS is covered by and adheres to the University of Leicester Statement of Safety Policy and uses the ULAS Health and Safety Manual (revised 2010) with appropriate risks assessments for all archaeological work. A draft Health and Safety statement for this project is in the Appendix. The relevant Health and Safety Executive guidelines will be adhered to as appropriate.

## **14. Insurance**

14.1 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.

## **15. Contingencies and unforeseen circumstances**

15.1 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.

## **16. Bibliography**

Brown, D., 2008 *Standard and guidance for the preparation of Archaeological Archives* (Institute for Archaeologists)

IfA, 2008 *Codes of Conduct and Standards and Guidance for Archaeological Field Evaluation*

McDaid, M. and Field, N., 2007 *Land adjacent to Manor Farmhouse, Plungar, Leics. Archaeological evaluation*. Lindsey Archaeological Services Report 977.

Tann, G., 2006 *Land adjacent to Manor Farmhouse, Plungar, Leics. Archaeological desk-based assessment*. Lindsey Archaeological Services Report 960.

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