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Project:	Land at Blackbird Close. Crowland.
Planning:	Planning conditions.
Date:	22 nd July 2026.

Planning permission reference no:
H02-0128-26
Dated 28 th APRIL 2026

Condition C3:

No development shall take place until a written scheme of archaeological investigation (WSI), for the archaeological evaluation phase, has been submitted to and approved in writing by the Local Planning Authority.

This scheme should include the following and should be in accordance with the archaeological brief supplied by the Lincolnshire County Council Historic Environment advisor on behalf of the Local Planning Authority:

1. An assessment of significance and proposed strategy for evaluation
2. A methodology and timetable of site investigation and recording
3. Provision for site analysis
4. Provision for publication and dissemination of analysis and records
5. Provision for archive deposition
6. Nomination of a competent person/organisation to undertake the work
7. The scheme to be in accordance with the Lincolnshire Archaeological Handbook.

The archaeological site work shall only be undertaken in accordance with the approved written scheme of archaeological investigation (WSI).

Answer.

Please refer to the enclosed WSI by **Independent Archaeology Consultants** .

This has been approved by the Lincolnshire County Council Historic Environment advisor.

**LAND AT BLACKBIRD CLOSE,
CROWLAND,
LINCOLNSHIRE**



NGR: TF 24060 09502

MUSEUM ACCESSION NUMBER: (LCNCC 2026.175)

**WRITTEN SCHEME OF INVESTIGATION FOR
ARCHAEOLOGICAL EVALUATION**

SUMMARY

An archaeological scheme of works is required comprising of an archaeological evaluation on Land at Blackbird Close, Crowland, Lincolnshire for a new development comprising of 3 dwellings and a double garage.

The development site lies within an area of high archaeological potential. The aims of the archaeological evaluation, which is described in this scheme of investigation, will therefore be to record any archaeological features, deposits, structures or finds associated with the history of Crowland, and to facilitate the further handling of this site in the planning process.

1 INTRODUCTION

- 1.1 This document is the Written Scheme of Investigation (WSI) for an archaeological evaluation on Land at Blackbird Close, Crowland, Lincolnshire (NGR: TF 24060 09502) (Planning Reference: H02-0128-26) in accordance with the Standard and Guidance for Archaeological Field Evaluations issued by the Chartered Institute for Archaeologists (2025), as well as discussions with Ruben Lopez Catalan, Historic Environment Officer at Lincolnshire County Council. The WSI complies with the principles of the National Planning Policy Framework (2025).
- 1.2 Independent Archaeology Consultants is an archaeological consultancy company based in Peterborough, Cambridgeshire. The company subscribes to the *Code of Conduct, the Standard and Guidance for Archaeological Field Evaluations* (revised 2025), *The Lincolnshire Archaeology Handbook* (revised 2024) and *East Midlands Historic Environment Research Framework* (revised 2012). All relevant CIfA Codes of Practice will be adhered to throughout the course of the project.

2 LOCATION, GEOLOGY AND TOPOGRAPHY

- 2.1 The site is located in the central parts of Crowland and is surrounded by existing dwellings in east, north and south and limited by Peterborough Road in the west (Figure 1-2). The development site encloses an area of some 2400m² at an average height of ca. 3m AOD. The geology of the site comprises sand and gravel formations over Oxford Clay Formations-Mudstone (British Geological Survey 2026).

A map of Peterborough, Ontario, Canada. The city name "PETERBOROUGH" is written in black capital letters across the center. A red dot is placed on a yellow road line, north of the city center, indicating the location of the proposed development. The map shows a network of yellow roads, green areas representing parks or forests, and blue areas representing water bodies like lakes and rivers.

PROPOSED SITE PLAN

1250 @ A3

DATE: JUNE 2024

BY: MR BLACKBIRD

NOTES:

1. ALL DEVELOPMENT MUST BE IN ACCORDANCE WITH THE ZONING BY-LAW.
2. ALL DEVELOPMENT MUST BE IN ACCORDANCE WITH THE ZONING BY-LAW.
3. ALL DEVELOPMENT MUST BE IN ACCORDANCE WITH THE ZONING BY-LAW.
4. ALL DEVELOPMENT MUST BE IN ACCORDANCE WITH THE ZONING BY-LAW.

LEGEND:

- EXISTING WALL
- PROPOSED WALL
- EXISTING DRIVE
- PROPOSED DRIVE
- EXISTING PARKING
- PROPOSED PARKING
- EXISTING LANDSCAPE
- PROPOSED LANDSCAPE

SCALE BAR: 0 5 10 15 20 METERS

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3 PLANNING BACKGROUND

- 3.1 Planning Approval (H02-0128-26) has been granted by South Holland District Council for the new development on Land at Blackbird Close, Crowland, Lincolnshire. As a result an archaeological evaluation has been recommended to determine the presence, character and date of any archaeological deposits present within the site. The evaluation will consist of trial trenching across the site.
- 3.2 Where a site on which development is proposed includes, or has the potential to include, heritage assets of archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation (National Planning Policy Framework 2025, Section 16, para 207).
- 3.3 This document is for evaluation (trial trenching) only and if archaeological remains are identified during the evaluation phase further archaeological mitigation work may be required, and will in that case be the subject of a separate written scheme.

4 ARCHAEOLOGICAL BACKGROUND

- 4.1 There are about 100 entries in the local HER-record for Crowland, and for practical reasons it is not possible to comment on every single entry in this chapter of the WSI. For this reason only the closest and most important entries for the proposed development site are described below. The entries consists of both archaeological events and monuments.
- 4.2 An archaeological watching brief was carried out at South Street by Archaeological Project Services in 2010. No significant archaeological features or finds were identified, likely due to the shallow depth of the excavations (ELI10527).
- 4.3 Historic Building Recording was carried out at 59 South Street by Archaeological Project Servces in 2010. The building may date from date the 17th century and has undergone alterations in the 18th-19th and 20th centuries (ELI10774).
- 4.4 Archaeological investigations took place along route of A1073 between 2008 and 2009. A number of medieval and post medieval features were found (ELI11136).

- 4.5 A heritage statement was produced after a site visit and historical research into Crawford House in 2016. conducted to inform proposed alterations to the house and an adjacent former stable block. The house is thought to have its origins in c.1680, though was subjected to a major phase of re-building in the second half of the 18th century, when the former stable block is thought to have been added (ELI12776).
- 4.6 Fifteen trial trenches were excavated by Northamptonshire Archaeology in 2003 to inform proposed residential development on land off Barbers Drove. The trenches were targeted to investigate a number of geophysical anomalies recorded by a prior magnetometry survey. The trenching confirmed the presence of a series of east to west aligned parallel linear features, thought to represent medieval or pre-Enclosure drainage ditches, but resolved all of the other previously recorded magnetic anomalies as being of modern origin. The trenching also revealed a series of natural marine silts, overlain by prehistoric peat deposits across much of the site, and cut by a number of former palaeochannels. Environmental samples were taken from many of the deposits (ELI12811).
- 4.7 A detailed magnetic gradiometer survey was conducted by Archaeological project Services in 2015 to inform the creation of new allotments on land at James Road. The remains of a former creek was recorded, along with several modern drainage and boundary features, and small areas of likely geological variation, but no features of probable archaeological significance were identified (ELI12837).
- 4.8 Nine trial trenches were excavated by Archaeological Project Services in 2015 to inform the proposed construction of new housing on land at James Road. An undated ditch and probable pit or ditch terminus were recorded, along with a number of features clearly associated with the site's recent use as allotments (ELI12838).
- 4.9 A programme of historic building recording was conducted by PCAS Archaeology Ltd in 2017 to mitigate the impact of a scheme of alteration and repair to 14 West Street. The building is Grade II listed. It comprises a pair of small Regency townhouses, built during the late Georgian or early Victorian period, with a later extension at the rear of the building. There is also a probable late 19th century outbuilding at the rear of the main building (ELI13114).
- 4.10 Ten trial trenches were excavated to inform proposed residential development on land to the east of Crease Drove by Independent Archaeology Consultants in 2020. No archaeological features, deposits or finds were encountered,

although the remains of a former palaeochannel was identified in one of the trenches (ELI13411).

- 4.11 A programme of archaeological monitoring and recording was conducted during groundworks for drainage associated with a new housing development on land off Crease Drove by Pre-Construct Archaeology in 2020. The remains of a single possible post hole was recorded, with a degraded sherd of prehistoric pottery being recovered from its fill (ELI13509).
- 4.12 A magnetometry survey was conducted on land at Crease Drove to inform the proposed residential development of the site by Archaeological Project Services in 2016. Only one anomaly thought to represent an archaeological feature was encountered: a 'horseshoe' shaped linear interpreted as a possible ring ditch. A large area of dipolar response at the eastern edge of the site was thought to represent the demolition material from buildings depicted on the 1952 Ordnance Survey map. Subsequent archaeological evaluation revealed that the possible ring ditch was actually an infilled natural hollow. Two ditches were also encountered, one of likely pre-Iron Age date and one Iron Age or later, as was a single undated pit. A number of modern and geological features were also noted (ELI14092).
- 4.13 A programme of archaeological monitoring and recording was conducted by Archaeological Project Services in 2021 during groundworks associated with residential development on land at Crease Drove. Extensive layers of modern made-ground had been spread across much of the site prior to the monitoring, and no archaeologically significant features, deposits, or finds were encountered (ELI14222).
- 4.14 An evaluation, in the form of trial trenching, was undertaken by Archaeological Project Services in 2001 prior to residential development at 16 Abbey Walk. Two trenches measuring 10m by 2m were excavated, but little of archaeological interest was uncovered (ELI2321).
- 4.15 A fluxgate gradiometer survey was conducted to inform proposed residential development on land off Barbers Drove in 2002. Strong magnetic anomalies, clearly relating to modern activity and disturbance, obscured large parts of the site. Two groups of discrete magnetic anomalies were identified, however, which may possibly represent the remains of former pit-like features of unknown date. A series of east to west aligned, parallel, linear magnetic anomalies were also recorded, and were thought to represent the remains of former ploughing or drainage features. Subsequent trial trenching in this area resolved the pit-like anomalies as being of modern origin, but confirmed the

presence of the linear anomalies, which were thought to represent medieval or pre Enclosure drainage features (ELI3174).

- 4.16 Archaeological evaluation was carried out by Cambridge Archaeological Field Unit in 2003 along the proposed route of the A1073 relief road between Eye (near Peterborough) and Spalding. The evaluated section runs for a distance of just over 14km and the road corridor is approximately 35m wide. Seventy-seven trenches were excavated, with each trench being approximately 2m wide. The length of the trenching was 2450m, equivalent to a 1% sample of the bypass route. Trenches were targeted at specific geophysical anomalies in some areas, while others were speculative. A number of Prehistoric, Medieval and Post Medieval features were uncovered (ELI5016).
- 4.17 An archaeological watching brief was undertaken by Archaeological Project Services in 2004 during groundworks for residential development at Crease Drove. Deposits of possible Prehistoric peat were identified, but no archaeological features or finds were encountered (ELI5517).
- 4.18 An archaeological watching brief carried out by Archaeological Project Services in 2005 alongside archaeological investigation on land at Albion Street. Post medieval to modern wall foundations and finds were recovered, as well as reused medieval stonework (ELI6629).
- 4.19 A watching brief was carried out by Archaeological project Services in 2005 at 32 West Street during residential development. A series of deposits, from late Saxon to the Post medieval period, were observed (ELI6648).
- 4.20 A watching brief was carried out by Archaeological Project Services in 2007 during groundworks associated with residential development at Trinity Close. A medieval ditch, 2 possible quarry pits of probable medieval or later date and Post medieval dumping layers were documented (ELI17994).
- 4.21 An archaeological watching brief was conducted by Lindsey Archaeological Services in 2008 during groundworks for residential development on land at 59-61 Broadway. A possible Prehistoric peat deposit overlaying natural clay was observed, but no archaeological features or finds were encountered (ELI8746).
- 4.22 An archaeological watching brief was conducted by Pre-Construct Archaeology in 2008 during the groundworks for the construction of two contractors' compounds along the route of the new A1073. The compounds were located at Thorney Road, Crowland and Whitepost Road, Eye (outside

Lincolnshire). No archaeologically significant features, deposits or finds were encountered at either compound (ELI8767).

- 4.23 A archaeological watching brief was carried out by Archaeological Project Services in 2009 during groundworks associated with residential development at 3 East Street. Post medieval activity was observed, which was likely to have severely disturbed any earlier remains (ELI19991).

SUMMARY OF THE ARCHAEOLOGICAL POTENTIAL

- 4.24 Based on previous archaeological investigations in the surrounding areas, and the results of the HER-record, the proposed development site has the potential to contain features, deposits and finds from the Prehistoric, Medieval and Post Medieval periods.

5 AIMS AND OBJECTIVES

- 5.1 The aim of the archaeological evaluation of the site on Land at Blackbird Close, Crowland,, Lincolnshire will be to ensure that sufficient information is generated from the results of this work, which will enable Ruben Lopez Catalan, Historic Environment Officer at Lincolnshire County Council, to formulate a policy for the management of the archaeological resource within the site in the event that further archaeological work may be required.

- 5.2 The objectives of the archaeological evaluation will be to:

Establish the presence/absence of archaeological remains within the area of the development site.

To determine the type, extent, condition, nature, character, quality, function, and date, of any archaeological remains encountered.

To allow the preservation by record of archaeological deposits.

To gain information about heritage assets identified within the area of the proposed development site.

To mitigate potential threats.

To inform proposals for further archaeological investigations, if necessary.

To interpret the archaeology of the site within its local, regional and national context.

- 5.3 The development site lies within an area of archaeological potential. The evidence for this has come from the results of previous archaeological investigations in the vicinity of the proposed development site. The specific objectives of the archaeological evaluation will therefore be to record any archaeological features, structures, deposits or finds associated with earlier human activity in the area.

6 METHODOLOGY

The evaluation will aim at determine the location, extent, date, character, condition, significance and quality of any surviving archaeological remains liable to be threatened by the proposed development. An adequate representative sample of all areas where archaeological remains are potentially threatened by the new development will be studied. It is therefore recommended that the trial trenching is carried out in all areas to be impacted upon by the new development. The full stratigraphic sequence will be recorded, including the stratigraphic relationship of cut features with subsoils and topsoils.

6.1 Trial Trenching

Based on the layout of the site it is proposed that five evaluation trenches are opened up across the site in accordance with the attached trench plan (Appendix 1). It is suggested that all trenches are made 20m long and 2m wide, and are opened up under constant archaeological supervision using a flat bladed, toothless ditching bucket fitted onto a mechanical excavator. The total length of trenching will in that case be 100m, covering an area of 200m², or ca 5% of the 4200m² large site.

The location of the trenches will target areas of proposed ground disturbance and will focus on the areas to be covered by the new development. The location of the trenches will, however, be slightly flexible and will take into consideration potential above- and below-ground constraints and/or hazards, such as trees, utility trenches, overhead cables and areas of modern disturbance. If necessary, the trenches will be slightly re-located after a discussion and decision from Heritage Lincolnshire. The investigation areas will be searched for live cables and other potential threats prior to the evaluation, and the management of spoil heaps will be planned carefully.

The trenches will be excavated to the upper interface of secure archaeological deposits or, where these are not present, to the upper interface of natural deposits. Thereafter, hand-excavation will be required to sample any features exposed.

The field evaluation will not be carried out at the expenses of the heritage assets and will be minimally intrusive to archaeological remains.

Additional contingency trenching, up to a further 1% will be used, in agreement with the Historic Environment Officer for further investigation or clarification of initial results for instance to extend trenches over whole features, to enable safe excavation where deposits are deep and to check orientations or extents of significant remains should this prove necessary). Further trenching or deposit testing may be a requirement of the site monitoring visit if unclear archaeological remains or geomorphological features present difficulties in interpretation, or to assist with the formulation of a mitigation strategy.

Machine assistance may be required, with the approval of the Historic Environment Officer, for the excavation of very large or deep features.

No mechanical excavators, earthmoving or other vehicles travelled within any excavated trench until it had been signed off by the Historic Environment Officer.

Unless safety considerations require otherwise, no backfilling of trenches will take place until the Historic Environment Officer has visited the site and confirmed that the evaluation has been carried out to an acceptable standard. If health and safety considerations mean that trenches need to be backfilled prior to sign off by the HEO, then appropriate Health and Safety measures will need to be put in place for the reopening of these trenches so that these can be appropriately inspected by the HEO and ensure that evaluation objectives are met.

Spoil heaps to be kept 1 metre away a minimum from trench edges to avoid material falling in the trench and compromising the quality of the photographic records.

The trenches will be excavated to a maximum safe working depth. Beyond this safe working depth or when required, provision following the current H&S regulations will be made for safe excavation (shoring/stepping) as well as water management. This is in order to expose the first archaeologically significant or natural horizon. (Lincs Archaeological handbook 10.9.1).

6.2 Surveying

Accurate and precise surveying is essential for an archaeological project. Trenches will be set out using a Differential RTK GPS and all trenches will be tied in to the Ordnance Survey (OS) National Grid and Ordnance Datum (OD). Coordinates relative to both the OS and OD will be obtained for all sampling locations, small finds and any other relevant deposits or features. Independent Archaeology Consultants are using the professional archaeological surveyors for all their projects.

6.3 Metal Detecting

Metal detector sweeps of exposed features and spoil heaps will be carried out in advance of, and during, the excavation process. The metal detector should not be set to discriminate against iron. Deeply buried signals will be investigated only if agreed as part of the hand excavation programme.

6.4 Hand Excavation

All man-made features will be investigated. Apparently natural features (such as tree throws) will be sampled sufficiently to establish their origin and to characterise any related human activity. Hand excavation and feature sampling will be sufficient to establish the date and character, and to allow appropriate levels of recording.

Deposits and layers (including buried horizons of top- and subsoils) will be sampled sufficiently to enable a confident interpretation of their character, date and relationships with other features. The characterisation of the artefact contents of the topsoil and subsoil will be attempted, to provide an understanding of the presence/absence and condition of underlying archaeological remains: Are the artefacts in the topsoil and subsoil mixed, and of different periods, (as a result of ploughing or recent ground disturbance) or is the stratigraphy in the ground still intact, with older artefacts in lower deposits? The topsoil and subsoil will for this reason be separated during the digging of the trenches and searched separately.

All exposed features will be subject to a minimum of 50% excavation. At least 15% (or a percentage sufficient to achieve information on the character, function and dating) of linear features and/or very large and deep features will be hand excavated. All slots through linear features will be at least 1m wide. Particular attention will be given to terminals and intersections, to ascertain stratigraphic and physical relationships.

Structural remains (stake holes, post holes and gullies, as well as masonry foundations or low masonry walls and associated features like hearths) will be excavated fully and in plan/phase, as appropriate to the requirements of the project.

The evaluation will provide a representative sample of the site's archaeology at no significant cost to the value or integrity of archaeological remains therein. Judgement regarding the removal of human remains, structural remains (*in situ* wood or masonry), or other special remains or deposits, will be led by this consideration, and will always be made in consultation with the Historic Environment Officer. They will also be informed immediately upon the discovery of human remains. If removal of human remains is essential an exhumation licence will be requested from the Ministry of Justice, and the coroner will be informed immediately.

Finds will be recovered from both features, topsoils, subsoils and spoilheaps across the site. Normal conditions will apply with regard to finds ownership and the Treasure Act of 2023. Any finds that could be considered treasure under the terms of the Act made during the process of fieldworks will immediately be reported to the Finds Liaison Officer. Any item considered treasure will, if possible, be excavated and moved to a safe place the same day. Otherwise suitable security arrangements will be organized over night.

6.5 Palaeoenvironmental Sampling

The proposed development site has good potential for the preservation of faunal/plant remains. For this reason viable bulk samples of 40 litres (if possible) to characterise soil profiles, as well as plant remains/charred plant remains, molluscs, small faunal remains and pollen sequences, will be taken from a representative selection of suitable deposits in accordance with the evaluation aims.

Special care will be taken to understand the stratigraphy of the site: Where the investigated deposits created in dry or wet conditions, and what can this, in that case, tell us about the development and history of the site? Buried soils and deposits will be carefully studied in order to understand the processes behind their creations. Waterlogged timber will be kept wet to prevent cracking and shrinking, and to facilitate dating and analysis of the wood.

Should Prehistoric features of uncertain age be discovered, as a result of the archaeological evaluation, environmental samples can be used for extraction of material suitable for Carbon Dating. All samples will be extracted and recorded in accordance with the following publications: *Environmental Archaeology. A Guide to the Theory and Practice and Methods, from Sampling and Recovery to Post-excavation* (English Heritage 2011), *Association for Environmental Archaeology, 1995, Environmental archaeology and archaeological evaluations. Recommendations concerning the environmental archaeology component of archaeological evaluations in England (1995), A working classification of sample types for environmental archaeology (1992 for 1991), A guide to sampling archaeological deposits for environmental analysis (1994)*, and in consultation with the appointed specialist and Historic England. The appointed Plant Remains and Environmental Samples Expert Val Fryer will also be available to assist throughout the project.

The following guidance documents will be consulted in order to provide an adequate strategy for the excavation, field treatment and conservation of any delicate organic materials. English Heritage, 2012, *Waterlogged Organic Artefacts: Guidelines on Their Recovery, Analysis and Conservation*; English Heritage, 2008, *Investigative Conservation: Guidance on How the Detailed Examination of Artefacts from Archaeological Sites Can Shed Light on Their Manufacture and Use*; English

Heritage, 2010, *Waterlogged Wood: Guidelines on the Recovery, Sampling, Conservation and Curation of Waterlogged Wood*.

6.6 Recording

A numbered single context-based recording system, written on suitable forms and indexed appropriately, will be used for all elements of the archaeological recording programme.

Measured plans will be produced to show all exposed features (including natural features and modern features etc.) and excavated areas. Individual measured plans and sections will be produced for all excavated features and deposits. These will be accurately tied into trench plans/trench location plans, that in turn will be accurately related to the Ordnance Survey grid and to suitably mapped local features (boundaries, buildings, roads etc.). All sections, in the scale 1:10, and plans, in the scale 1:20, will be related accurately to Ordnance Datum. Cleaning and recording of rep sections and baulk sections will be carried out over features. Samples will be marked up and transported to laboratories as soon as possible to prevent contamination.

A photographic record comprising digital photos in TIFF and JPG formats will form part of the excavation record. The digital camera used during the fieldworks will be a Canon EOS R5 II with 36 x 24 mm Full Frame back-illuminated stacked CMOS sensor and approximately 45 megapixels to ensure sharp pictures. Digital photographs may also be used in the final report (a maximum of two photographs per A4 sheet).

6.7 In Situ Preservation

Should a preservation *in situ* strategy be applicable, following appropriate excavation and recording, all exposed surfaces will be cleaned and prepared for re-burial beneath construction materials. If necessary, the laying out of geotextile and buffering materials will be carried out under archaeological supervision. All decisions regarding an *in situ* strategy will be coordinated with the Historic Environment Officer.

6.8 Post Excavation Methodology

On the completion of the fieldwork, all of the written, drawn and photographic records produced by the archaeological monitoring will be checked, ordered, labelled (where appropriate) and catalogued to compile a distinctive site archive.

All finds recovered during the fieldwork will be washed, marked and packaged according to the deposit from which there were recovered. They will also be ordered into (and form part of) the site archive. An assessment of significant finds will be

made in light of general site information. Any finds requiring specialist treatment and/or conservation will be sent to the Museum of London Conservation Service, and in consultation with the relevant curator.

The site archive will be examined to enable the determination of various phases of activity on the site (if appropriate). Relevant finds will be sent to specialists for identification and dating.

All post-excavation work will be carried out according to the Lincolnshire Archaeological handbook, (LCC, 2020), to the Chartered Institute for Field Archaeologists (CIfA) standards and guidance (CIfA, 2008) and with guidance detailed in Management of Research Projects in the Historic Environment, The MoRPHE Managers Guide, (English Heritage, 2009).

A stratigraphic (Harris) matrix/diagram will be added to report content.

Drawings of all sections and plans of features in report. Plans to include representation of break of slope.

The site report and digital archive will be uploaded to ADS.

7 ASSESSMENT AND REVIEW

- 7.1 The archaeological investigation will be followed by an assessment of the character and significance of all categories of the recorded evidence. The assessment will be undertaken by suitably qualified specialists.
- 7.2 The evaluation report will contain a thorough appraisal of the recorded evidence within its local, regional and national context.
- 7.3 Arrangements for the long term storage and deposition of all artefacts will be agreed with the landowner and the HER before or during reporting stage. Transfer of title and the transfer of the ownership of the archive to Lincoln Museum will be arranged at this time, and the arrangements indicated in the evaluation report.
- 7.4 On completion of the fieldwork, all written, drawn and photographic records produced during the archaeological evaluation will be checked, ordered, labelled and catalogued to compile a distinctive site archive.

- 7.5 All finds recovered during the fieldwork will be washed, marked and packaged according to the deposit from which there were recovered. They will also be ordered into the site archive.
- 7.6 An assessment of significant finds will be made in light of the general site information.
- 7.7 Any finds requiring specialist treatment and/or conservation will be sent to the Museum of London Conservation Service, and be done in consultation with the relevant curator. Example of artefacts that may need conservation are items made of wood, metal and leather.
- 7.8 The site archive will be examined to enable the determination of various phases of activity on the site.
- 7.9 Relevant finds will be sent to specialists for identification and dating.
- 7.10 All post-excavation work will be carried out in accordance with the Lincolnshire Archaeological Handbook, (2019), the Chartered Institute for Archaeologists Standards and Guidance (CIfA, 2021) and Management of Research Projects in the Historic Environment (English Heritage, 2009).

8 REPORT

- 8.1 Specific publication requirements will be agreed during the assessment review. Publication of a short report within refereed local journal or national journals will be anticipated. Copies of the final report will be submitted to the HER and the client.
- 8.2 A report detailing the findings of the archaeological programme of works will be completed within two months after the finalisation of the fieldwork. Any delays will be communicated to the relevant authorities.
- 8.3 The report will consist of:

A title page, with project name and location, national grid reference, planning reference, site code, accession number, client name, author and date;

A contents page listing report sections, illustrations and appendices;

A non-technical summary of the results of the archaeological programme of works;

An introduction, site description and location;

Planning background to the project;

A section on the archaeological and historical background to the project;

A description of the methodology used in the project;

A section describing the results of the archaeological programme of works;

A section on the discussion and results of the project including a consideration of the findings of the project in a local and regional context;

A consideration of the effectiveness of the project methodology and a confidence rating of the results;

A complete bibliography of all sources consulted;

Illustrations including scaled site location plans, scaled plans showing monitored and evaluated areas, all archaeological features and sections thereof (including representative trench sections) with scale bars;

Appendices comprising appropriate digital photographs of the site and of specific and significant archaeological features and representative sections and a list of contexts;

Any specialist reports on finds from the site;

The report will follow the guidelines set out in the Lincolnshire Archaeological Handbook (2019);

An online record will be initiated with OASIS prior to the commencement of the fieldwork. An electronic copy of the report will be deposited with the OASIS project.

A digital copy marked Draft will be submitted for approval the Historic Environment Officer, and a digital copy of the report will also be sent to the client, once it has been approved.

9 ARCHIVE

- 9.1 It is a requirement of Lincolnshire County Council that significant excavation archives pertaining to Lincolnshire should be held close to source and made readily available to the public and local and national researchers. The site archive will therefore conform to the requirements in *The Lincolnshire Archaeology Handbook* (2019), and be deposited within Lincoln Museum archaeological archive storage facilities on completion of site analysis and any ensuing publication.
- 9.2 If alternative arrangements for storage are agreed, the archive will be prepared to the requirements of MoRPHE (English Heritage 2015) and to the CIfA *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives* (CIfA 2014), *Selection, Retention and Dispersal of Archaeological Collections* 1993 (Society of Museum Archaeologists, 1993), and *Standards in the Museum Care of Archaeological Collections* 1992 (Museums and Galleries Commission, 1992).
- 9.3 In either case, the requirement for conservation of significant items for long term storage and display will be anticipated. As a supplement to a paper archive, proposals for the creation of a digital archive will be submitted.

10 MISCELLANEOUS REQUIREMENTS AND CONSIDERATIONS

- 10.1 The Historic Environment Officer will be given a 14 days written notice of when work is due to commence. The Historic Environment Officer will also monitor implementation of the programme of works on behalf of the Local Planning Authority and evaluate the work being undertaken on site according to the methodology detailed in this specification.
- 10.2 The Historic Environment Officer will also be responsible for considering any changes to the specification of works. Any such alterations will be agreed in writing with the relevant parties prior to commencement of on site works, or at the earliest available opportunity.
- 10.3 Individuals who have an archaeological interest in the area will be given an opportunity to visit the on-going evaluation.

11 STAFF

- 11.1 The site team will consist of an experienced archaeologist, who will be supplemented by additional staff as required. It is expected that the opening up of the evaluation trenches will take two days for one archaeologist. The

following two days the trenches will be hand cleaned, planned and documented. Additional 3-4 days may be required, should exceptional finds or features be uncovered as a result of the site works. Independent Archaeology Consultants have the capacity to bring in a team of up to four additional archaeologist, should the density of archaeology across the site require it. A team of two archaeologist will clean and pack finds in the office during the post-excavation phase, and make sure the archaeological material from the site is sent off to the suitable specialists (See below).

- 11.2 The Site Manager will be Dr. Christer Karlsson who has 30 years of experience from running archaeological sites. The project will also be directed by Dr. Karlsson, who has wide experience from performing, monitoring and managing archaeological fieldwork projects of different periods throughout Britain. He is the Director of Independent Archaeology Consultants and a member of the Chartered Institute for Archaeologists.
- 11.3 Specialists who are going to advice and report on specific aspects of the project include Sarah Percival (Prehistoric pottery), Paul Blinkhorn (Saxon, Medieval and Post-Medieval pottery), Jeremy Evans (Roman pottery), Val Fryer (Plant Remains and Environmental Samples), Dr Tania Kausmally (Human and Animal Bones. Any other categories of specialist reports will be provided by Museum of London Specialist Services. The conservation specialists will be notified prior to the project, so a stand-by system is in place should waterlogged artefacts be uncovered.

12 MONITORING

- 12.1 The Historic Environment Officer may visit the site as appropriate. Site visits can be planned in during all stages of the fieldworks.

13 HEALTH AND SAFETY

- 13.1 The fieldwork will be undertaken with regard to all relevant Health and Safety legislation, in accordance with the *Independent Archaeology Consultant's Health and Safety Manual* (2025). Independent Archaeology Consultants is a CSCS-accredited organisation, and has, as such, the necessary skills and requirements to direct working sites in a safe and secure manner. A copy of the Risk Assessment for the site can be sent to the Historic Environment Officer.

14 INSURANCE

- 14.1 Independent Archaeology Consultants carries appropriate levels of Public Liability, Employers Liability Insurance and Professional Indemnity Insurance. Copies of the certificates are available on request.

15 TIMETABLE

- 15.1 The archaeological evaluation can be conducted by Independent Archaeology Consultants as soon as all necessary permissions have been achieved, the WSI has been approved by the Council and the client gives the field team access to the site. It is anticipated that the evaluation can be conducted during the Autumn of 2026.

16 LITERATURE

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