

Land at Bicker Fen Boston/South Holland Lincolnshire

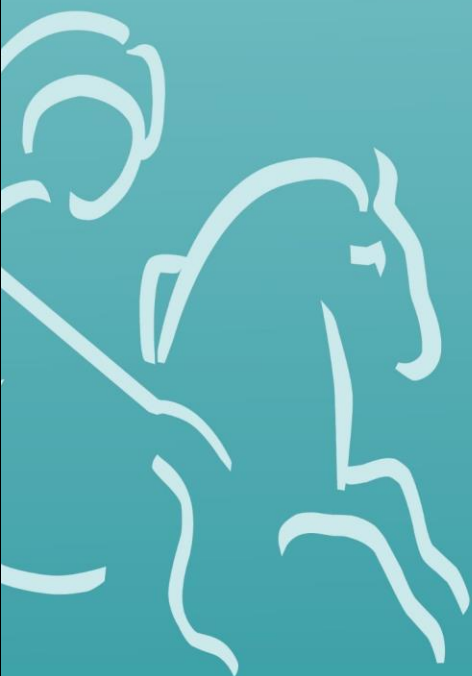
*Written Scheme of Investigation for
an Archaeological Evaluation*



for:
Axis Land Partnerships

CA Project: MK0823
CA Site Code: BICK23
Accession number: LCNCC : 2023.2

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FIGURES

- FIG. 1 SITE LOCATION PLAN (1: 25,000)
- FIG. 2 PROPOSED TRENCH LAYOUT (1: 10,000)
- FIG. 3-8 PROPOSED TRENCH LAYOUT (1: 2,500)

1. INTRODUCTION

- 1.1. This document is a Written Scheme of Investigation (WSI) by Cotswold Archaeology (CA) for an archaeological evaluation of Land at Bicker Fen, located across the boundary between Boston Borough Council and South Holland District Council, Lincolnshire (hereafter referred to as ‘the Site’, centred at NGR: 520641 338018; see Fig. 1). This WSI has been prepared at the request of Axis Land Partnership.
- 1.2. The evaluation results will inform the *development of a photovoltaic solar array, grid connection, access improvement works & ancillary development*, a planning application for which has been made to South Holland District Council (SHDC; ref H04-0849-22) and Boston Borough Council (BBC).
- 1.3. The archaeological potential of the Site was identified on the basis of a desk-based assessment (DBA; CA 2022) and a programme of geophysical survey (AOC 2022) which identified possible archaeological remains of significance (see Archaeological Background, below). Comments provided by Ian Marshman, the Historic Environment Officer at Lincolnshire County Council (HEOLCC), acting as the archaeological advisor to South Holland District Council, flagged a requirement for trial trenching in order to adequately assess the depth, condition and significance of any buried remains present within the Site. The scope of the evaluation was defined in discussions between CA and the HEOLCC, and this WSI will be submitted to the HEOLCC for review prior to the commencement of fieldwork.
- 1.4. This WSI has been guided in its composition by the *Standard and guidance for archaeological field evaluation* (ClfA 2014; updated October 2020), *Management of Research Projects in the Historic Environment (MoRPHE) PPN 3: Archaeological Excavation* (Historic England 2015) and *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide* (Historic England 2015).

The Site

- 1.5. The portion of the proposed development Site which is available for trenching is approximately 90ha in extent (with the full Site area being 97.3ha) and is located within agricultural land c.1.5km to the west of Bicker, and c.1.2km to the north of Donington. The north-eastern extent of the Site is bounded by the route of Cowbridge Road, the northern extent is bounded by a wetland field boundary and the north-

eastern and central western extent is bounded by the course of Hammond Beck (drain) and associated public footpath. The central eastern extent of the Site is bounded to the north by the route of Ing Road and to the south by North Fen Drove. The southern extent of the Site lies to the west of Hammond Beck and is separated by the route of Middle Fen Drove. The southern boundary of the Site lies adjacent to North Ing Drove and Northorpe Farm.

- 1.6. The Site lies on a bedrock geology of Oxford Clay Formation, which formed during the Jurassic Period c.157 to 166 million years ago. This deposit formed when the local environment was dominated by shallow seas (BGS 2022). The superficial geology of the Site comprises tidal flat deposits, which formed from c.2 million years ago. They were likely laid down until just before the process of reclamation during the postmedieval period, as shallow shore-line sediments (BGS 2022).

2. ARCHAEOLOGICAL BACKGROUND

- 2.1. The archaeological background of the Site has previously been presented in detail as part of a Historic Environment Desk-Based Assessment (CA 2022). A programme of geophysical survey has also been carried out within the Site (AOC 2022). The following text is summarised from these sources.

Prehistoric

- 2.2. The earliest evidence for activity within the area surrounding the Site is a single discoidal flint scraper dated to the Neolithic period recovered during borehole ground investigation works (NAA 2005). It is likely that the fenland environment rendered the site unsuitable for settlement during much of the earlier prehistoric period.
- 2.3. During the Iron Age the area of modern-day Lincolnshire was occupied by the Corieltavi tribe, with one of several key settlements located at Sleaford, c.15km to the north-west of the Site, which contained a mint during this period. During the prehistoric period, the eastern portion of Lincolnshire was formed of marsh and fens. There is evidence that, during the Iron Age, wooden causeways were constructed to cross some of the fenland (e.g. at Fiskerton, c.50km to the west of the Site). Due to the presence of Roman period activity within the area (discussed below), it is likely that the Site lies within a landscape that was also in use during the later prehistoric period. However, the landscape was likely sensitive to fluctuating climatic conditions

and prone to flooding. Furthermore, any slight increases in sea levels would render landscapes inaccessible (Redding and Nunns 2017).

Late prehistoric and early Roman

- 2.4. The geophysical survey carried out within the Site (AOC 2022) identified anomalies indicative of later prehistoric or, possibly, Roman period activity (see below). These anomalies comprise the remains of a series of small square-type enclosures suggestive of possible industrial salt-working (AOC 2022), a type of activity which is considered common in these tidal and fen landscapes.
- 2.5. It is suggested that the anomalies of likely later prehistoric origin identified within the Site represent a continuation of activity identified during an earlier programme of geophysical survey immediately to the west (Headland 2017a), which identified a dense cluster of enclosures, possible trackways and associated features.
- 2.6. Within the wider landscape there is abundant evidence of Roman period activity that broadly concentrates along a possible roddon (although it is only a slight difference in elevation from the surrounding land). Roddons are the remains of dried out and raised river channels that were formed by/ of silting within an area of peat. As the peat dried out and decreased in height the silted river channel remained at its original level, providing a slightly raised area of ground. It has been suggested (Godwin 1938) that roddons in this area predominantly formed during the Roman period. However, there is evidence that some settlement activity occurred within the lower areas of land to the north and south of the roddon, suggesting the landscape was generally dryer during this period.
- 2.7. This suggests that whilst the majority of any pre-medieval activity was concentrated along the roddons there is nonetheless some potential, evidenced by the geophysical survey results, for occupation/ settlement-related activity to have occurred on lower ground, which was likely drier during the late prehistoric and Roman periods owing to a fall in sea levels.

Roman

- 2.8. During this period the wider region was still defined by wet, marsh conditions. Within the fens, there were areas of high land/islands, which would have provided land for settlement. The Romans utilised Lincoln as an inland port and relied on the course of the River Witham to traverse the region.

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- 2.9. The geophysical survey of the Site (AOC 2022) identified anomalies indicative of a possible Roman villa or bath-house. These anomalies are sited on slightly raised ground (remains of a roddon) and comprise a rectilinear plan with evidence of interior partitions. The rectilinear plan measures approximate maximum dimensions of 140m x 90m orientated broadly north to south. Due to its magnetic response, it has been interpreted as the remains of a stone-built structure. This structure extends further south beyond the Site boundary.
- 2.10. The previous archaeological investigations within the area have identified an abundance of Roman period activity, predominantly dated to the 2nd – 4th centuries AD (Royal Haskoning DHV 2020).
- 2.11. The main area of Roman period activity is focussed on an area c.455m to the west of the Site, which was identified due to the density of geophysical survey anomalies (Headland 2017a). Subsequent excavation revealed the remains of ditches that formed a series of enclosures and boundary ditches, which contained sherds of 2nd to 4th century pottery. It should be noted that no evidence of structural remains was identified, with the exception of a single posthole (which contained two Roman roof tiles possibly used as post-packing). The environmental evidence identified from the evaluation (Headland 2017b) suggests that the local environment was marshy and waterlogged, and only a few cereal grains were identified. Assemblages of animal bone, comprising cattle, horse and sheep/goat were also identified. Analysis of these bones suggested that only some of the animals had been butchered, suggesting that the community during this period relied on an animal rearing economy and may have imported grain instead.
- 2.12. Approximately 470m to the south of the Site, further remains comprising a boundary ditch and pit were dated to the Roman period. Towards the end of the Roman period, the landscape experienced substantial flooding due to environmental changes, which resulted in the decrease in use and abandonment of settlements. The landscape remained predominately unused during the post-Roman period (Trent & Peak 2017).

Early medieval and medieval

- 2.13. Due to the increase in fluvial activity (Trent & Peak 2017), there is no evidence of habitation or activity dated to the early medieval period within the Site and surrounding area.

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- 2.14. Both Bicker and Donington (nearby settlements to the Site) are recorded within the Domesday Survey of 1086 (Powell-Smith 2021). Bicker, c.1.5km to the east of the Site, is recorded as under the ownership of the Archbishop of St Peter's, York and included one salthouse with a substantially sized settlement. The records suggest that Bicker was waste land prior to its reacquisition in 1066 (ibid.). Donington, c.1.4km to the south of the Site, is recorded as containing 62 salthouses, under the ownership of three individuals, suggesting its great wealth at the time (ibid.). The presence of the salthouses suggests this formed part a significant part of the settlement's economy.
- 2.15. Evidence of medieval activity has also been recorded within the surrounding area; c.735m to the west of the Site are the remains of ditches dated to the 14th – 15th century (later medieval period; Viking Link 2017). To the north of Donington and c.600m to the south of the Site are cropmarks interpreted as the remains of ridge and furrow and a trackway. The presence of ridge and furrow systems to the west and south suggest that the dryland edge would have been located to the south of the Site, with the Site itself located within the fenland environment.

Post-medieval and modern

- 2.16. The Site formed part of a fenland during the early post-medieval period. The early 17th century saw the first attempt to drain this area (known as the Black Sluice Area). However, it was not until the Enclosure Act of 1766 that the Site (along with several hundreds of acres) was formerly drained and maintained (Wheeler 1868, 98). The Site formed part of the land maintained by the Black Sluice and South Forty Foot Drainage system, c.1.3km to the west of the Site. Although until the 19th century, the Black Sluice Drainage area was almost continually flooded by the River Witham, until the river banks were straightened/ embanked (Wheeler 1868, 244).
- 2.17. No remains dated to the post-medieval are recorded within the Site. Adjacent to the Site and located throughout the study area, are historic farmsteads (predominantly dated to the post-medieval period and later). These farmsteads suggest the surrounding land (and the Site) formed part of a widespread agricultural landscape during this period and suggest a successful process of reclamation. Prior to this, it is likely that any settlement was nucleated around Bicker and Donington, to the east and south of the Site respectively.

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- 2.18. The remains of post-medieval flood defence ditches were identified c.310m to the west of the Site, which suggests that it was necessary to maintain the land from flooding during this period. On the outskirts of Bicker, c.770m to the south-east of the Site, findspot locations of post-medieval coins and tokens are recorded.
- 2.19. The First Edition Ordnance Survey Map of 1888 depicts the Site as parcelled into several arable fields within a substantial agricultural landscape. Evidence of former field boundaries was also identified as anomalies on the geophysical survey within The Site (AOC 2022).
- 2.20. With the exception of the removal of only a few field boundaries, the Site and surrounding landscape remained predominantly unaltered until the construction of electricity pylons in the 20th century and Bicker windfarm and substation to the west of the Site in 2007.

Geophysical survey (AOC 2022)

- 2.21. Evidence of probable archaeological occupation was identified, localised within Fields 3 and 5, at the centre of the Site. These probable archaeological responses took the form of regular distinctive negative anomalies suggestive of a Romano-British type building (in Field 3), situated to benefit from the natural topography/ higher ground within the Site, which also corresponds with the location of the roddons detailed in the DBA (CA 2022).
- 2.22. In addition, a collection of anomalies were identified that were also considered to be of possible archaeological in origin, again because they exploit the natural, albeit subtle, topography of the survey area (Field 5). Areas of uncertain origin were also identified; while these might be archaeological in origin, alternatives such as a modern agricultural or geological origin are as likely.
- 2.23. Former field boundaries were also identified that matched boundaries depicted on historic maps of the area, most prominently in the southwestern field (Field 2) where cartographic evidence shows that the landscape has changed and developed significantly over time.
- 2.24. Evidence of palaeo-channels and changes in the underlying geology of the area was recorded throughout. These anomalies are quite sinuous in nature and interwoven between fields. Magnetically enhanced anomalies indicative of agricultural activity,

including field drainage and modern ploughing regimes, were also revealed. A number of areas of magnetic disturbance, most likely the result of modern activity, were also recorded particularly around the current field boundaries.

3. AIMS AND OBJECTIVES

- 3.1. The general objective of the evaluation is to provide further information on the likely archaeological resource within the Site, including its presence/absence, character, extent, date and state of preservation. This information will enable SHDC and BBC, as advised by the HEOLCC, to identify and assess the particular significance of any archaeological heritage assets within the Site, consider the impact of the proposed development upon that significance and, if appropriate, develop strategies to avoid or minimise conflict between heritage asset conservation and the development proposal, in line with the *National Planning Policy Framework* (MHCLG 2021). A further objective of the project is to compile a stable, ordered, accessible project archive (see Section 7).
- 3.2. The specific objective of the evaluation is to investigate the potential Roman building and possible salterns as well as other possible archaeological features recorded by the geophysical survey (AOC 2022).
- 3.3. If significant archaeological remains are identified, the evaluation report will make reference to the *East Midlands Historic Environment Research Framework* (2020) so that the remains can, if possible, be placed within their local and regional contexts. As the Site has the potential to contain remains associated with a Roman villa, the evaluation has the potential to contribute to Strategic Objective 5H (*Investigate the landscape context of rural settlements*), particularly with regard to research objectives 5.4.4 (the evolution of field and boundary systems), and 5.4.6 (the daily life of settlements and their role in the processing and marketing of agricultural products).

4. METHODOLOGY

- 4.1. The evaluation will comprise the excavation of 128nr. trenches, each measuring 50m long by 2m wide, in the locations shown on Figures 2-8. This includes:
 - 66nr. trenches (2% sample) in areas of higher potential, focused on geophysical targets and roddons (total area c.33ha);

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- 62nr. trenches (1% sample) to test the remainder of the Site (total area c.57ha).
- 4.2. In order to avoid trenching across existing agricultural tramlines, trenches will be split as required if any tramlines are found on the ground to cross trenching locations. Any trenches split in order to avoid excavating across a tramline will then be extended by the width of the tramline, to ensure that the overall excavated trench length remains at 50m long as planned.
- 4.3. Trenches will be set out on OS National Grid co-ordinates using Leica GPS. They will be scanned for live services by trained CA staff using CAT and genny equipment, in accordance with the *CA Safe System of Work for avoiding underground services*. The positions of the trenches may be adjusted on site to account for services or other constraints, with the approval of the HEOLCC.
- 4.4. Overburden will be stripped from the trenches by a mechanical excavator fitted with a toothless grading bucket. All machining will be conducted under archaeological supervision and will cease when the first significant archaeological horizon or natural substrate is revealed (whichever is encountered first). The depth of the natural substrate will be established in all trenches, including by means of machine excavated sondages; trenches will be stepped out where necessary to maintain a safe working depth; and all trenches will be weathered out and checked thoroughly for any emerging features which require further investigation. Topsoil and subsoil will be stored separately adjacent to each trench.
- 4.5. Following machining, any archaeological features present will be investigated, planned and recorded in accordance with *CA Technical Manual 1: Fieldwork Recording Manual*. Each context will be recorded by written and measured description. Records will be entered directly into the CA Digital Recording System (DRS) and/or onto pro-forma site recording sheets. Hand-drawn sections of excavated archaeological features will be prepared (scale 1:10 or 1:20, as appropriate). Features/deposits will be recorded in plan using Leica GPS or Total Station (as appropriate), in accordance with *CA Technical Manual 4: Survey Manual*. Photographs (digital colour) will be taken as appropriate using a digital SLR.
- 4.6. Sample excavation of archaeological deposits will be sufficient to achieve the aims and objectives identified in Section 3 (above). All trenches and features will be

excavated/ investigated to natural and all exposed archaeological features will be investigated and recorded by hand, unless otherwise agreed with the HEOLCC. Investigation slots through all linear features will be at least 1m in length. Discrete features will be half-sectioned or excavated in quadrants where they are large. Trenches will be stepped or tested by sondage to facilitate investigation of the full deposit sequence/ deep excavation; hand auger will be used where excavation of deep features continues below a level that is not practicable or safe at this stage of investigation (e.g. wells). Where structural features, hearths, kilns, ovens or areas of complex remains are encountered then any excavation will not compromise the integrity of the archaeological record and will be carried out in such a way as to allow for the subsequent protection of remains, either for conservation or to allow more detailed investigations to be conducted at a later date.

- 4.7. Upon completion of the evaluation, all trenches will be backfilled by a mechanical excavator. No backfilling will be carried out without prior approval from the HEOLCC.

Artefacts

- 4.8. Artefacts will be recovered and retained for processing and analysis in accordance with *CA Technical Manual 3: Treatment of Finds Immediately after Excavation*. Artefacts will be collected and bagged by context. Artefacts from topsoil, subsoil and unstratified contexts will normally be noted but not retained unless they are of intrinsic interest. All artefacts from stratified excavated contexts will be collected, except for large assemblages of post-medieval or modern material. In agreement with the HEOLCC, such material may be noted and not retained or, if appropriate, a representative sample may be collected and retained.

Environmental remains

- 4.9. The selection, collection and processing of environmental samples will follow the guidelines outlined in *Environmental Archaeology: A guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (English Heritage 2011) and *CA Technical Manual 2: The Taking and Processing of Environmental and Other Samples from Archaeological Sites*.
- 4.10. Due care will be taken to identify deposits which may have environmental potential and, where appropriate, a programme of environmental sampling will be initiated. The sampling strategy will be adapted for the specific circumstances of the site, in close consultation with the CA Environmental Officer, the HEOLCC, and where required,

the Historic England Regional Science Advisor (Matthew Nicholas), but will follow the general selection parameters set out in the following paragraphs.

- 4.11. Secure, phased deposits, especially those related to settlement activity and/or structures, will be considered for sampling for the recovery of charred plant remains, charcoal and mineralised remains. Any cremation-related deposits (where excavated; see *Human remains*, below) will be sampled appropriately for the recovery of cremated human bone and charred remains. If any evidence of *in situ* metal working is found, suitable samples will be taken for the recovery of slag and hammerscale.
- 4.12. Where sealed waterlogged deposits are encountered, samples will be considered for the recovery of waterlogged remains (including insects, molluscs and pollen) and any charred remains. The taking of sequences of samples for the recovery of molluscs and/or waterlogged remains will be considered through any suitable deposits, such as deep enclosure ditches, barrow ditches, palaeochannels, or buried soils. Monolith samples may also be taken from suitable deposits as appropriate to allow soil and sediment description/interpretation, as well as sub-sampling for pollen and other micro/macrofossils such as diatoms, foraminifera and ostracods.
- 4.13. The need for more specialist samples (such as OSL, archaeomagnetic dating and dendrochronology) will be evaluated on site. If required, any such samples will be taken in consultation with the relevant specialists and/or the Historic England Science Advisor.
- 4.14. Sample processing will be carried out in conjunction with the relevant specialists. Flotation or wet sieve samples will be processed to 0.25mm. More specialist samples, such as those for pollen, will be prepared by the relevant specialists.

Treasure

- 4.15. Upon discovery of treasure, CA will notify the client and HEOLCC and/or Portable Antiquities Scheme officer immediately. CA will comply fully with the provisions of the Treasure Act 1996 and the Code of Practice referred to therein. Findings will be reported to the Coroner within 14 days.

Human remains

- 4.16. Upon discovery of human remains, CA will notify the client and the HEOLCC immediately. Any human remains (skeletal or cremated) will be treated with due decency and respect at all times.
- 4.17. Small slots will be hand-excavated across any suspected burial features (inhumations or cremated bone deposits) in order to confirm the presence and condition of any human bone. Once confirmed as human, the buried remains will not normally be disturbed through any further investigation at the evaluation stage, and will be left *in situ* where possible.
- 4.18. Where further disturbance is unavoidable, or where full exhumation of the remains is deemed necessary, exhumation will be conducted following the provisions of the Coroner's Unit in the Ministry of Justice. All excavation of human remains and associated post-excavation processes will be in accordance with the standards set out in *Updated Guidelines to the Standards for Recording Human Remains* (ClfA 2017), *The Role of the Human Osteologist in an Archaeological Fieldwork Project* (Historic England 2018) and *Guidance for Best Practice for the Treatment of Human Remains Excavated from Christian Burial Grounds in England* (Advisory Panel on the Archaeology of Burials in England 2017).

5. PROGRAMME

- 5.1. It is anticipated that the project fieldwork will require approximately five to six weeks on site to complete, including backfilling. Subsequent analysis of the results and reporting will take up to a further four to six weeks.

6. PROJECT STAFF

- 6.1. This project will be under the management of Adrian Scruby, Principal Fieldwork Manager, CA – Milton Keynes (the Project Manager). The Project Manager will direct the overall conduct of the evaluation during the period of fieldwork. Day-to-day responsibility will, however, rest with the Project Leader, who will be on-site throughout the project.
- 6.2. The field team will consist of a maximum of six staff (e.g. one Project Officer, one Project Supervisor and four Archaeologists).

6.3. Specialists who may be invited to advise and report on specific aspects of the project as necessary are:

- **Ceramics:** Ed McSloy BA (Hons) MCIfA (CA), Ian Rowlandson (freelance), Sue Anderson (freelance – Spoilheap)
- **Metalwork:** Ed McSloy MCIfA (CA)
- **Flint:** Jacky Sommerville PCIfA (CA), Jack Martin-Jones (CA)
- **Animal bone:** Andy Clarke BA ACIfA (Hons) MA (CA) and Matilda Holmes PhD BSc MSc ACIfA (freelance)
- **Human bone:** Sharon Clough MCIfA (CA)
- **Environmental remains:** Sarah Wyles MCIfA (CA); Emma Aitken ACIfA (CA)
- **Conservation:** Pieta Greeves BSc MSc ACR (Drakon Heritage and Conservation)
- **Geoarchaeology:** Dr Keith Wilkinson (ARCA)

6.4. Depending on the nature of the deposits and artefacts encountered, it may be necessary to consult other specialists not listed here. A full list of specialists currently used by CA is given as Appendix A.

7. POST-EXCAVATION, REPORTING AND ARCHIVING

Reporting

7.1. An illustrated typescript report will be compiled on the evaluation results. This report will include:

- an abstract preceding the main body of the report, containing the essential elements of the results;
- a summary of the project's background;
- a description and illustration of the site location;
- a methodology of the works undertaken;
- integration of, or cross-reference to, appropriate cartographic and documentary evidence and the results of other research undertaken, where relevant to the interpretation of the evaluation results;
- a description of the evaluation results;
- an interpretation of the evaluation results, including a consideration of the results within their wider local/regional context;

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- a site location plan at an appropriate scale on an Ordnance Survey (or equivalent) base-map;
 - a plan showing the locations of the trenches in relation to the site boundaries;
 - plans of each trench, or part of trench, in which archaeological features were recorded. These plans will be at an appropriate scale to allow the nature of the features to be shown and understood. Plans will show the orientation of trenches in relation to north. Section drawing locations will also be shown on these plans. Archaeologically sterile areas will not normally be illustrated;
 - appropriate section drawings of trenches and archaeological features. These drawings will include OD heights and will be at scales appropriate to the stratigraphic detail being represented. Drawings will show orientation in relation to north/south/east/west;
 - photographs showing significant archaeological features and deposits that are referred to in the text. All photographs will contain appropriate scales, the size of which will be noted in the photograph captions;
 - summary tables of the recorded contexts and recovered artefacts;
 - a summary of the contents of the project archive and details of its location;
 - specialist assessment or analysis reports (where undertaken). Specialist artefact and palaeoenvironmental assessments will take into account the wider local/regional contexts and will include:
 - specialist aims and objectives;
 - processing methodologies (where relevant);
 - any known biases in recovery, or problems of contamination/residuality;
 - quantities of material; types of material present; distribution of material;
 - for environmental material, a statement on abundance, diversity and preservation;
 - a summary and discussion of the results, to include significance in a local and regional context.

7.2. The draft evaluation report will be distributed to the client and the HEOLCC for review prior to finalisation. All copies of the report (draft and final) will be issued in pdf format.

Academic and public dissemination

- 7.3. It is anticipated that a short note on the evaluation results will be produced for inclusion within an appropriate local archaeological journal.
- 7.4. Subject to any contractual constraints, a summary of information from the project will be entered onto the OASIS online database of archaeological projects in Britain. This will include a digital (pdf) copy of the final report, which will also appear on the Archaeology Data Service (ADS) website once the OASIS record has been verified.
- 7.5. A digital (pdf) copy of the final report will also be made available for public viewing via CA's *Archaeological Reports Online* web page at:
<http://reports.cotswoldarchaeology.co.uk>

Archive deposition

- 7.6. All artefacts and environmental samples will be processed, assessed, conserved and packaged in accordance with CA technical manuals and the relevant recipient museum guidelines. CA will make arrangements with Lincolnshire County Council Heritage Service for the deposition of the site archive and, subject to agreement with the legal landowner(s), the artefact collection, under accession number LCNCC: 2023.2.
- 7.7. An ordered, indexed, and internally consistent site archive will be prepared in accordance with the *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (ClfA 2014; updated October 2020), *Archaeological Archives: A Guide to Best Practice in Creation, Compilation, Transfer and Curation* (Archaeological Archives Forum 2007) and *Standard and Guide to Best Practice for Archaeological Archiving in Europe: EAC Guidelines 1* (Europae Archaeologia Consilium 2019), as well as the relevant recipient museum guidelines.
- 7.8. Depending on the nature and scope of any subsequent programme of archaeological mitigation works at the site, the evaluation archive may be combined with that for any subsequent works and deposited as a single archive. Confirmation of this will be included in any forthcoming WSI.

Selection strategy

- 7.9. As noted above, artefacts from topsoil, subsoil and unstratified contexts will normally be noted but not retained unless they are of intrinsic interest. All artefacts from

stratified excavated contexts will be collected, except for large assemblages of post-medieval or modern material. Such material may be noted and not retained or, if appropriate, a representative sample may be collected and retained.

- 7.10. The site-selected material archive returned to the CA offices will be reviewed following analysis. Stakeholders will make selection decisions based on CA Finds Manager/Officer reports and selection recommendations. The selection will take place during archive compilation. After discussion with the relevant museum Curator and the CA Finds Managers/Officers, it is possible that no material postdating AD 1800 will be retained for inclusion in the preserved archive.

Digital archive

- 7.11. A digital archive will be deposited with the Archaeology Data Service (ADS). This archive will be compiled in accordance with the *ADS Guidelines for Depositors*.

Data management

- 7.12. All born-digital and digitally-transferred project data created during fieldwork and post-excavation (other than duplicated files) will be stored by CA. Upon project completion and deposition, the data will be transferred to a secure external server. Data will be selected for inclusion in the final digital archive, as detailed below. It is proposed that data selection will occur following completion of post-excavation work.
- 7.13. Selected digital files will be transferred to the ADS, in line with the relevant guidance and standards for both organisations. In adherence to CA's *Guidelines for essential archive tasks and the preparation of archives* (2017), it is proposed that the selected files will include final versions only. Digital photographs will be selected for inclusion in the archive in line with CA's *Guidelines for essential archive tasks and the preparation of archives* (2017) and *Digital Image Capture and File Storage: Guidelines for Best Practice* (Historic England 2015). Data produced by external specialists or sub-contractors will be granted under license to CA to allow inclusion in the digital archive as required.

8. HEALTH, SAFETY AND ENVIRONMENT

- 8.1. CA will conduct all works in accordance with the Health and Safety at Work Act 1974 and all subsequent health and safety legislation, as well as the CA Health and Safety and Environmental policies and the CA Safety, Health and Environmental Management System (SHE). Any client/developer/Principal Contractor policies

and/or procedures will also be followed. A site-specific Construction Phase Plan (form SHE 017) will be formulated prior to commencement of fieldwork.

9. INSURANCES

- 9.1. CA holds Public Liability Insurance to a limit of £15,000,000 and Professional Indemnity Insurance to a limit of £10,000,000.

10. MONITORING

- 10.1. Notification of the start of site works will be made to the HEOLCC so that there will be opportunities to visit the evaluation and check on the quality and progress of the work. No trenches will be backfilled without sign-off from the HEOLCC.

11. QUALITY ASSURANCE

- 11.1. CA is a Registered Organisation (RO) with the Chartered Institute for Archaeologists (RO Ref. No. 8). As a RO, CA endorses the Code of Conduct (CIfA 2019) and the *Standard and guidance for commissioning work or providing consultancy advice on archaeology and the historic environment* (CIfA 2014; updated October 2020). All CA Project Managers hold Member status within the CIfA.
- 11.2. CA operates an internal quality assurance system as follows: projects are overseen by a Project Manager, who is responsible for the quality of the project. The Project Manager reports to the Chief Executive, who bears ultimate responsibility for the conduct of all CA operations. Matters of policy and corporate strategy are determined by the Board of Directors and, in cases of dispute, recourse may be made to the Chairman of the Board.

12. PUBLIC ENGAGEMENT, PARTICIPATION AND BENEFIT

- 12.1. It is not anticipated that this evaluation will afford opportunities for public engagement or participation during the course of the fieldwork. However, the evaluation results will be made publicly available on the ADS and CA websites, as set out in Section 7.

13. STAFF TRAINING AND CPD

- 13.1. CA has a fully documented mandatory performance management system for all staff. This system reviews personal performance, identifies areas for improvement, sets targets and ensures the provision of appropriate training within CA's adopted training

policy. In addition, CA has developed an award-winning career development programme for its staff. This ensures a consistent and high-quality approach to the development of appropriate skills.

- 13.2. As part of CA's requirement for continuing professional development, all members of staff are required to maintain a personal development plan and an associated log; these are reviewed within the performance management system.

14. REFERENCES

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APPENDIX A: COTSWOLD ARCHAEOLOGY SPECIALISTS

Ceramics

Neolithic/Bronze Age	Ed McSloy BA MCIFA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA Phd MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Emily Edwards (freelance) Dr Elaine Morris BA PhD FSA MCIFA (University of Southampton) Anna Doherty MA (Archaeology South-East) Sarah Percival MA MCIFA (freelance) Steve Benfield BA (CA)
Iron Age/Roman	Ed McSloy BA MCIFA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA Phd MCIfA (CA) Peter Banks LLB LLM PCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Steve Benfield BA (CA)
(Samian)	Gwladys Montell MA PhD (freelance) Steve Benfield BA (CA)
(Amphorae stamps)	Dr David Williams PhD FSA (freelance)
Anglo-Saxon	Alejandra Gutierrez BA (Hons) PHd MCIfA Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA Phd MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Paul Blinkhorn BTech (freelance) Dr Jane Timby BA PhD FSA MCIFA (freelance) Sue Anderson, M Phil, MCIFA, FSA (freelance)
Medieval/post-medieval	Alejandra Gutierrez BA (Hons) PHd MCIfA Ed McSloy BA MCIFA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA Phd MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Stephanie Ratkai BA (freelance) Paul Blinkhorn BTech (freelance) John Allan BA MPhil FSA (freelance) Richenda Goffin BA MCIFA (CA) Sue Anderson M Phil, MCIFA, FSA (freelance)
South-West	Henrietta Quinnell BA FSA MCIFA (University of Exeter)
Clay tobacco pipe	Reg Jackson MLitt MCIFA (freelance) Marek Lewcun (freelance) Kieron Heard (freelance) Richenda Goffin BA MCIFA (CA)
Ceramic building material	Ed McSloy MCIFA (CA) Peter Banks LLB LLM PCIfA (CA) Richenda Goffin (Roman painted wall plaster) CBM, BA MCIFA (CA) Steve Benfield BA (CA) Dr Peter Warry PhD (freelance) Sue Anderson M Phil, MCIFA, FSA (freelance)

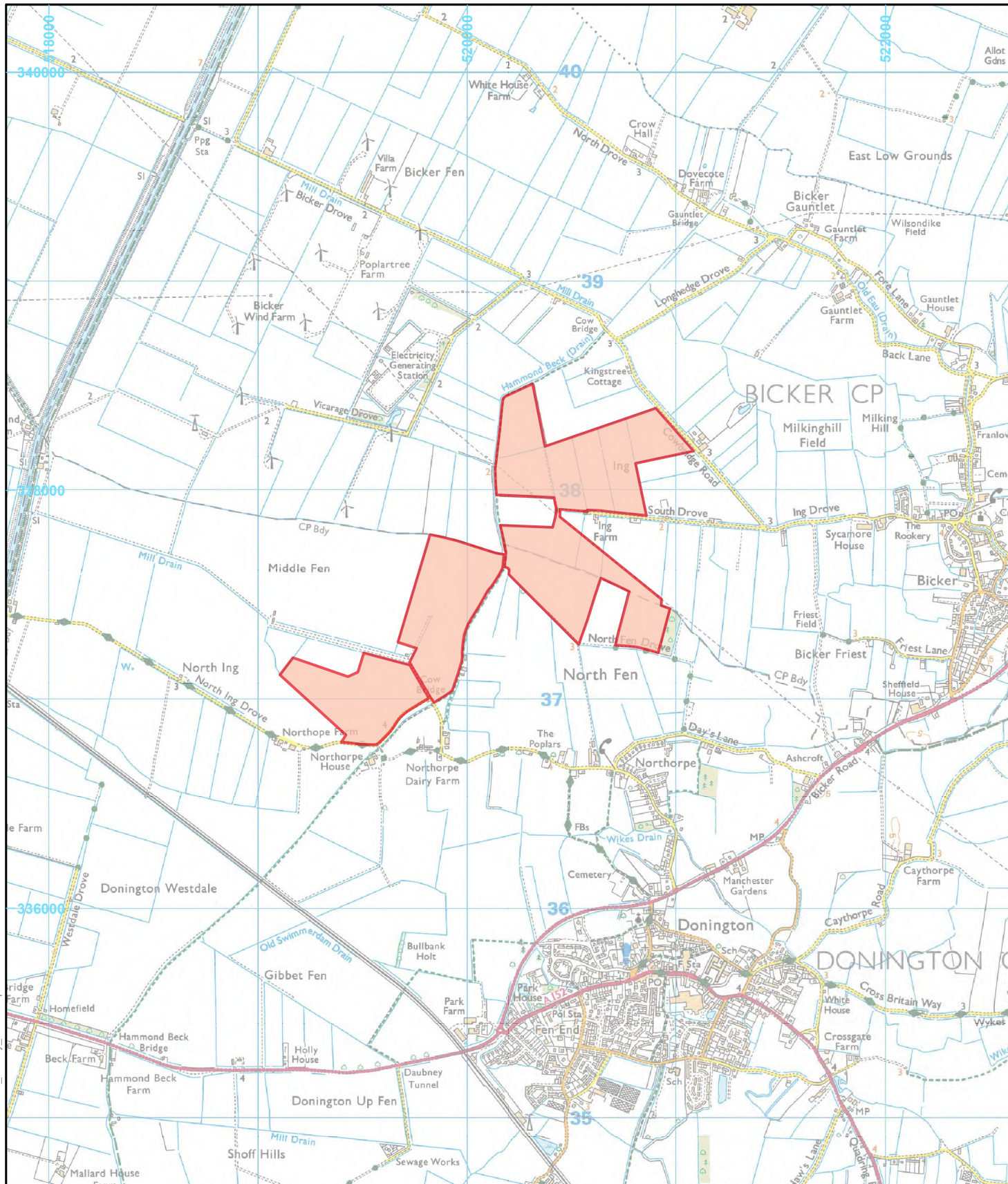
Other finds

Small finds	Ed McSloy BA MCIFA (CA) Richenda Goffin, (non-metalwork) BA MCIFA (CA) Steve Benfield CA Dr I Riddler (freelance) Dr Alison Sheridan, National Museum of Scotland
Metal artefacts	Ed McSloy BA MCIFA (CA) Grace Jones BA MA Phd MCIfA (CA) Dr Jörn Schuster MA DPhil FSA MCIFA (freelance) Dr Hilary Cool BA PhD FSA (freelance) Dr I Riddler (freelance)
Lithics	Ed McSloy BA MCIFA (CA) Jacky Sommerville BSc MA PCIFA (CA) Pippa Bradley BA MPhil Dip Post-Ex MCIfA (CA) Michael Green (CA) Sarah Bates BA (freelance)
(Palaeolithic)	Dr Francis Wenban-Smith BA MA PhD (University of Southampton)
Worked stone	Dr Ruth Shaffrey BA PhD MCIFA (freelance) Dr Kevin Hayward FSA BSc MSc PhD PCIFA (freelance)
Inscriptions	Dr Roger Tomlin MA DPhil, FSA (Oxford)
Glass	Ed McSloy MCIFA (CA) Dr Hilary Cool BA PhD FSA (freelance) Dr David Dungworth BA PhD (freelance; English Heritage) Dr Sarah Paynter (Historic England) Dr Rachel Tyson (freelance) Dr Hugh Wilmott (University of Sheffield)
Coins	Ed McSloy BA MCIFA (CA) Dr Ruth Beveridge (CA) Dr Peter Guest BA PhD FSA (Cardiff University) Dr Richard Reece BSc PhD FSA (freelance) Jude Plouviez (freelance) Dr Andrew Brown (British Museum) Dr Richard Kelleher (Fitzwilliam Museum) Dr Philip de Jersey (Ashmolean Museum)
Leather	Quita Mould MA FSA (freelance)
Textiles	Penelope Walton Rogers FSA Dip Acc. (freelance) Dr Sue Harrington (freelance)
Iron slag/metal technology	Dr Tim Young MA PhD (Cardiff University) Dr David Starley BSc PhD Lynne Keys (freelance)
Worked wood	Michael Bamforth BSc MCIFA (freelance)

Biological remains

Animal bone	Dr Matilda Holmes BSc MSc ACIFA (freelance) Julie Curl (freelance) Lorrain Higbee (Wessex Archaeology)
Human bone	Sharon Clough BA MSc MCIFA (CA) Sue Anderson M Phil, MCIFA, FSA (freelance)

Environmental sampling	Sarah Wyles BA MCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Val Fryer (freelance)
Pollen	Dr Michael Grant BSc MSc PhD (University of Southampton) Dr Rob Batchelor BSc MSc PhD MCIFA (QUEST, University of Reading)
Diatoms	Dr Tom Hill BSc PhD CPLHE (Natural History Museum) Dr Nigel Cameron BSc MSc PhD (University College London)
Charred plant remains	Sarah Wyles BA MCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA) Anna West BSc (CA) Emma Aitken BSc MSc ACIfA (CA) Charlotte L. Molloy BA Hons MSt (CA)
Wood/charcoal	Sarah Cobain BSc MSc ACIFA(CA) Dana Challinor MA (freelance) Dr Esther Cameron (freelance)
Insects	Enid Allison BSc D.Phil (Canterbury Archaeological Trust) Dr David Smith MA PhD (University of Birmingham)
Mollusca	Sarah Wyles BA MCIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Dr Mike Allen (Allen Environmental Archaeology)
Ostracods and Foraminifera	Dr John Whittaker BSc PhD (freelance)
Geoarchaeology	Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Agata Kowalska BA MA MSc PCIfA (CA)
Soil micromorphology	Dr Richard Macphail BSc MSc PhD (University College London) Dr Mike Allen (Allen Environmental Archaeology)
Scientific dating	
Dendrochronology	Robert Howard BA (NTRDL Nottingham)
Radiocarbon dating	Alistair Barclay BSc PhD FSA MCIfA (CA) SUERC (East Kilbride, Scotland) Beta Analytic (Florida, USA)
Bayesian chronological modelling	Dr Derek Hamilton (SUERC) Professor John Hines (Cardiff University)
Archaeomagnetic dating	Dr Cathy Batt BSc PhD (University of Bradford)
TL/OSL Dating	Dr Phil Toms BSc PhD (University of Gloucestershire)
Conservation	Karen Barker BSc (freelance) Pieta Greaves BSc MSc ACR (Drakon Heritage and Conservation) Julia Park-Newman (Conservation Services, freelance)



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E enquiries@cotswoldarchaeology.co.uk

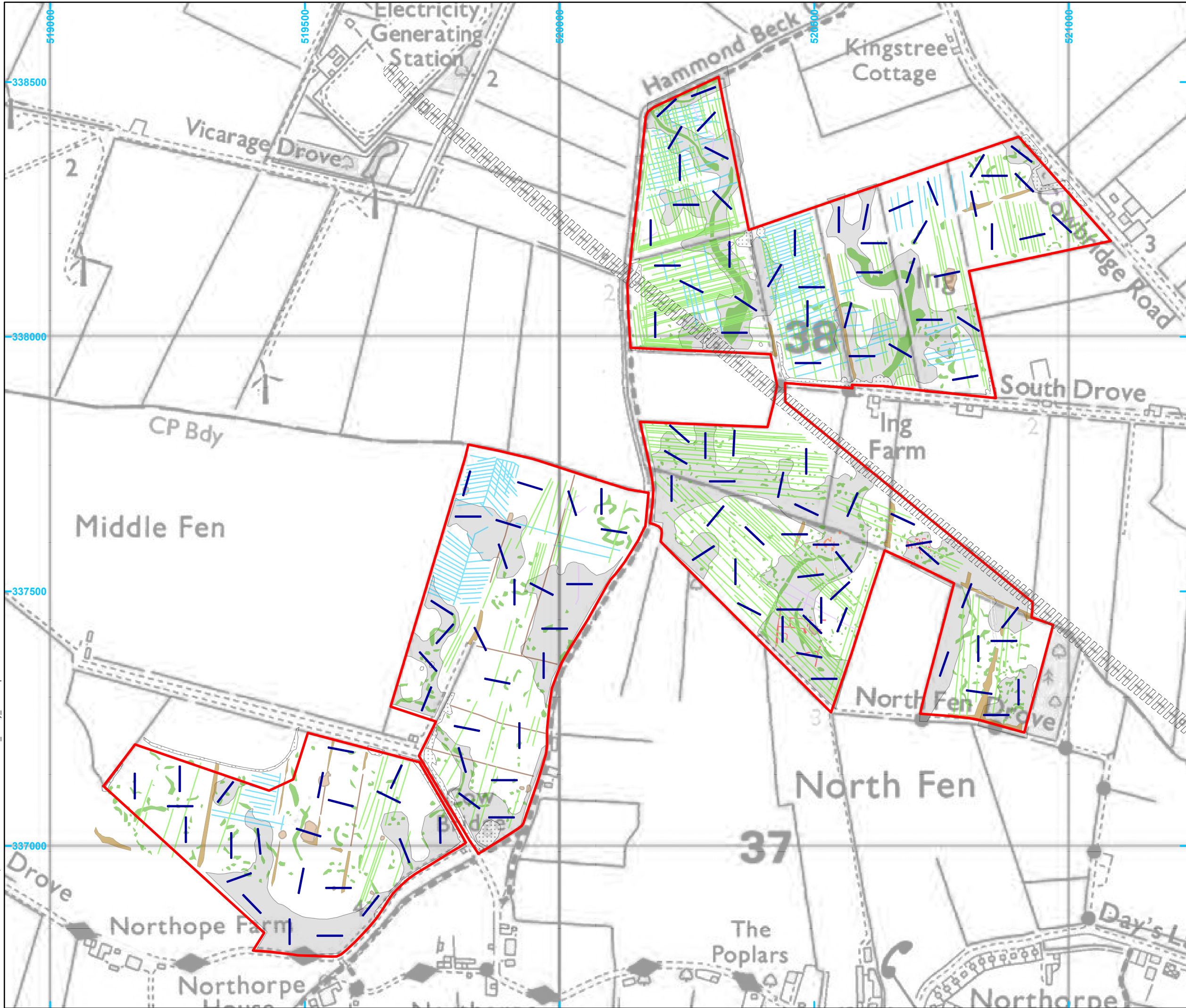
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Bicker Fen, Lincolnshire

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Site location plan

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FIGURE NO.
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Legend

- Site Boundary
- Proposed evaluation trench
- 15m safety buffer
- Roddons (indicative)

Geophysics Survey Results (AOC, 2022)

- Historic Feature
- Plough Furrow
- Drainage
- Uncertain
- Probable Archaeology
- Possible Archaeology
- Historic Feature
- Historic Feature (enhanced magnetism)
- Modern Feature
- Natural geology
- Uncertain

0 380m

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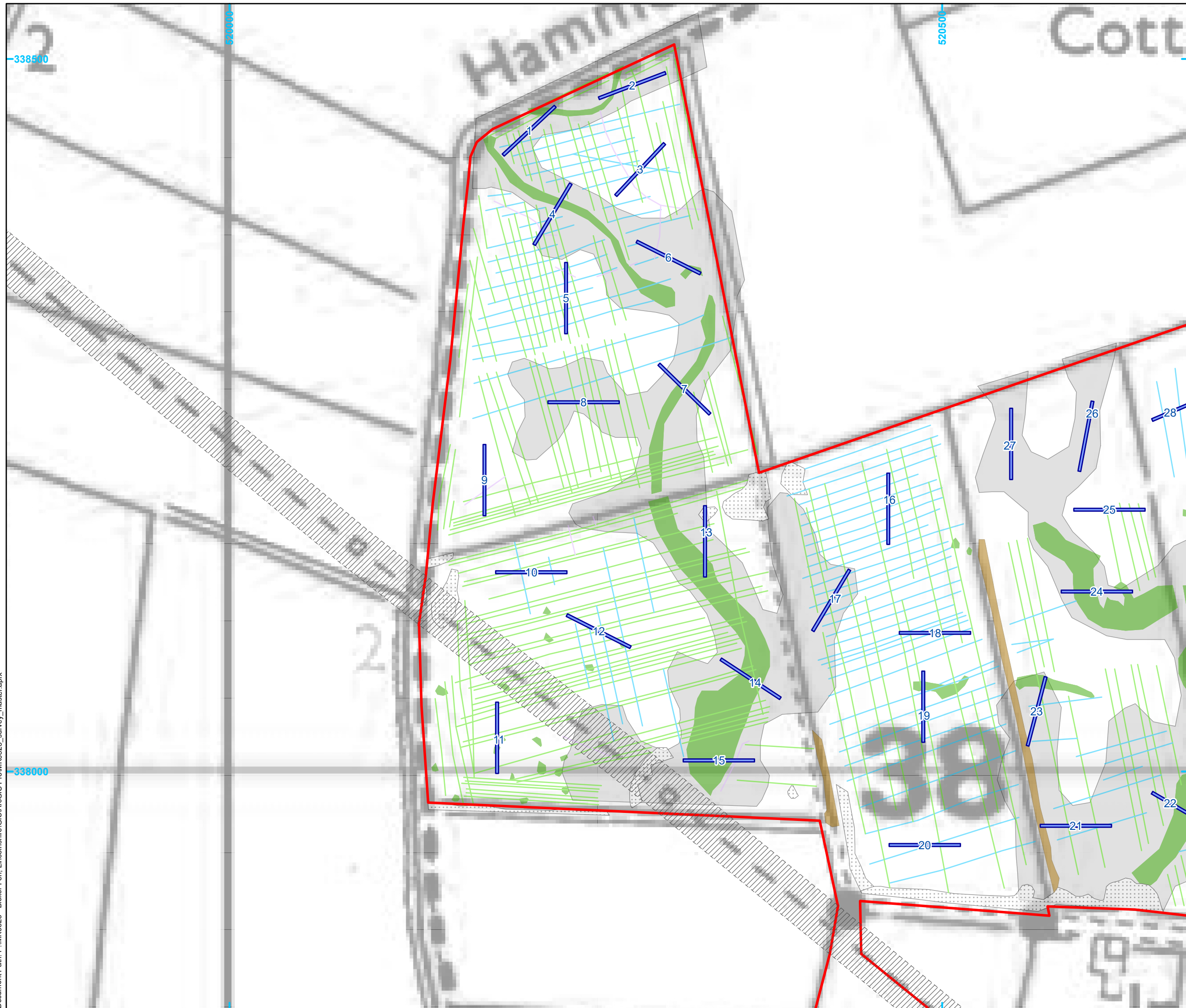
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FIGURE TITLE

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Legend

- Site Boundary
- Proposed evaluation trench
- 15m safety buffer
- Roddons (indicative)

Geophysics Survey Results (AOC, 2022)

- Plough Furrow
- Drainage
- Uncertain
- Historic Feature
- Modern Feature
- Natural geology

0 130m

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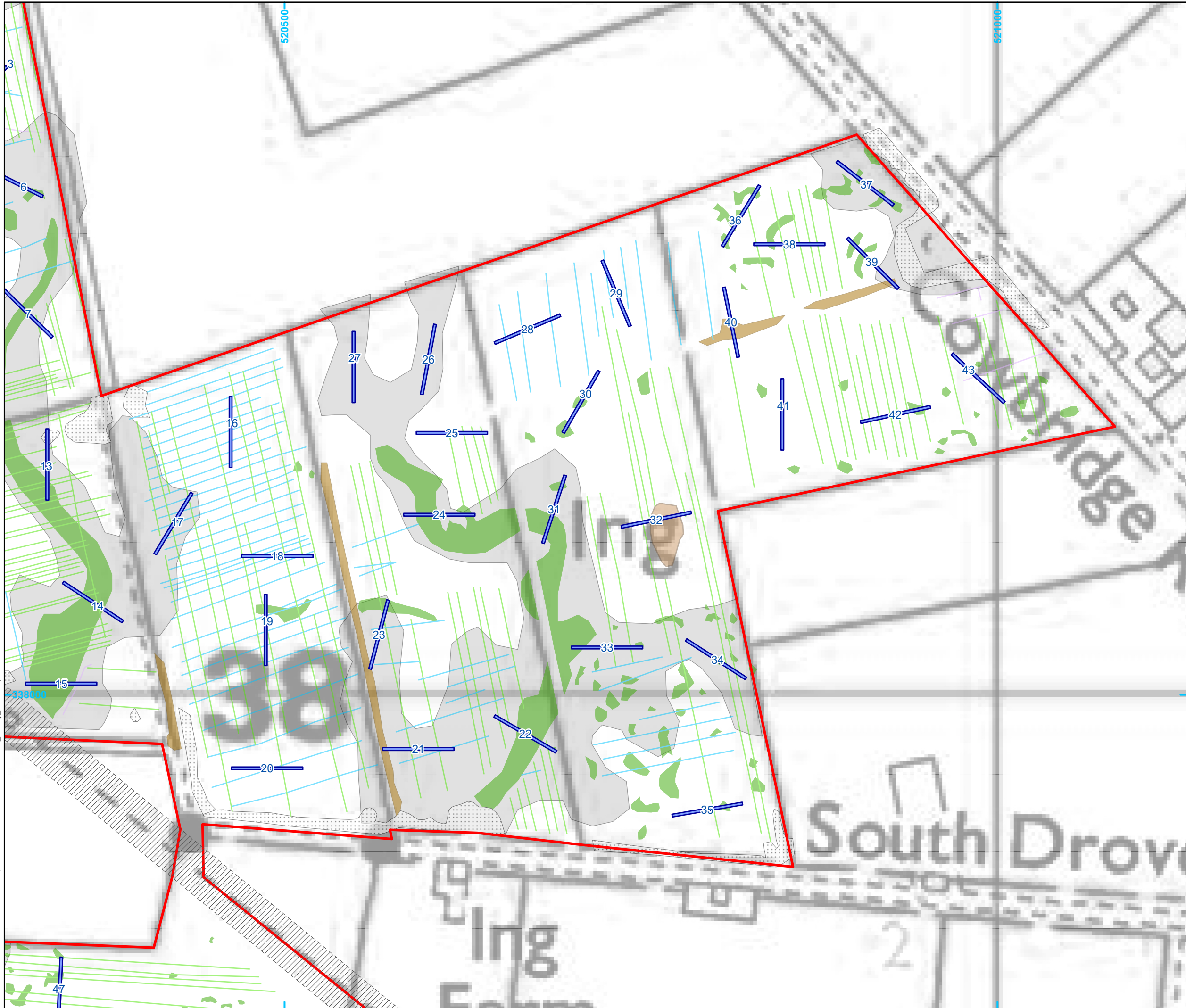
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FIGURE TITLE
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Legend

- Site Boundary
- Proposed evaluation trench
- 15m safety buffer
- Roddons (indicative)

Geophysics Survey Results (AOC, 2022)

- Plough Furrow
- Drainage
- Uncertain
- Historic Feature
- Historic Feature (enhanced magnetism)
- Modern Feature
- Natural geology

0 130m

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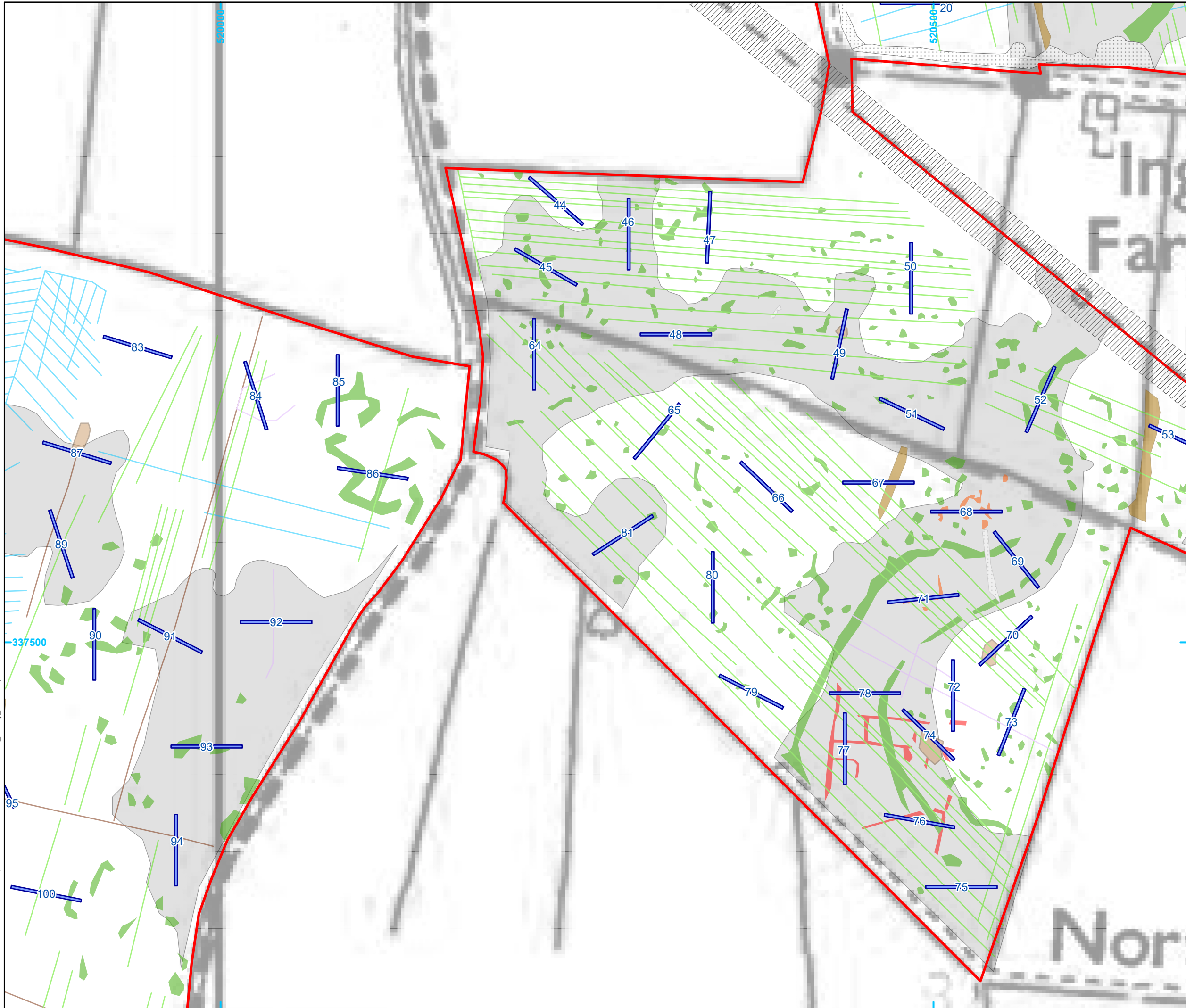
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Legend

- Site Boundary
- Proposed evaluation trench
- 15m safety buffer
- Roddons (indicative)

Geophysics Survey Results (AOC, 2022)

- Historic Feature
- Plough Furrow
- Drainage
- Uncertain
- Probable Archaeology
- Possible Archaeology
- Historic Feature
- Historic Feature (enhanced magnetism)
- Modern Feature
- Natural geology
- Uncertain

0 130m

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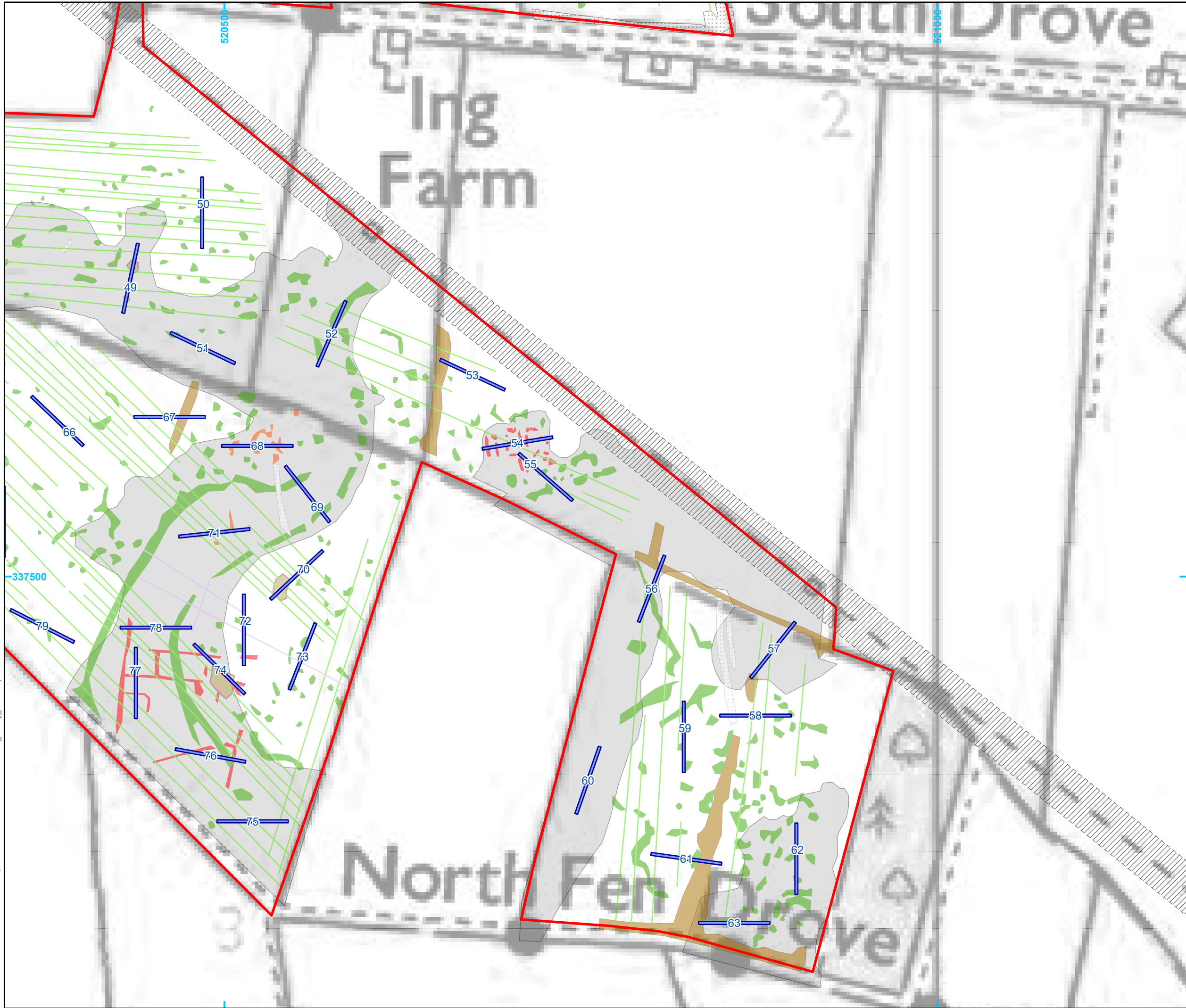
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**Proposed Trench Plan
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Legend

- Site Boundary
- Proposed evaluation trench
- 15m safety buffer
- Roddons (indicative)
- Geophysics Survey Results (AOC, 2022)
- Plough Furrow
- Uncertain
- Probable Archaeology
- Possible Archaeology
- Historic Feature
- Historic Feature (enhanced magnetism)
- Modern Feature
- Natural geology
- Uncertain

0 130m

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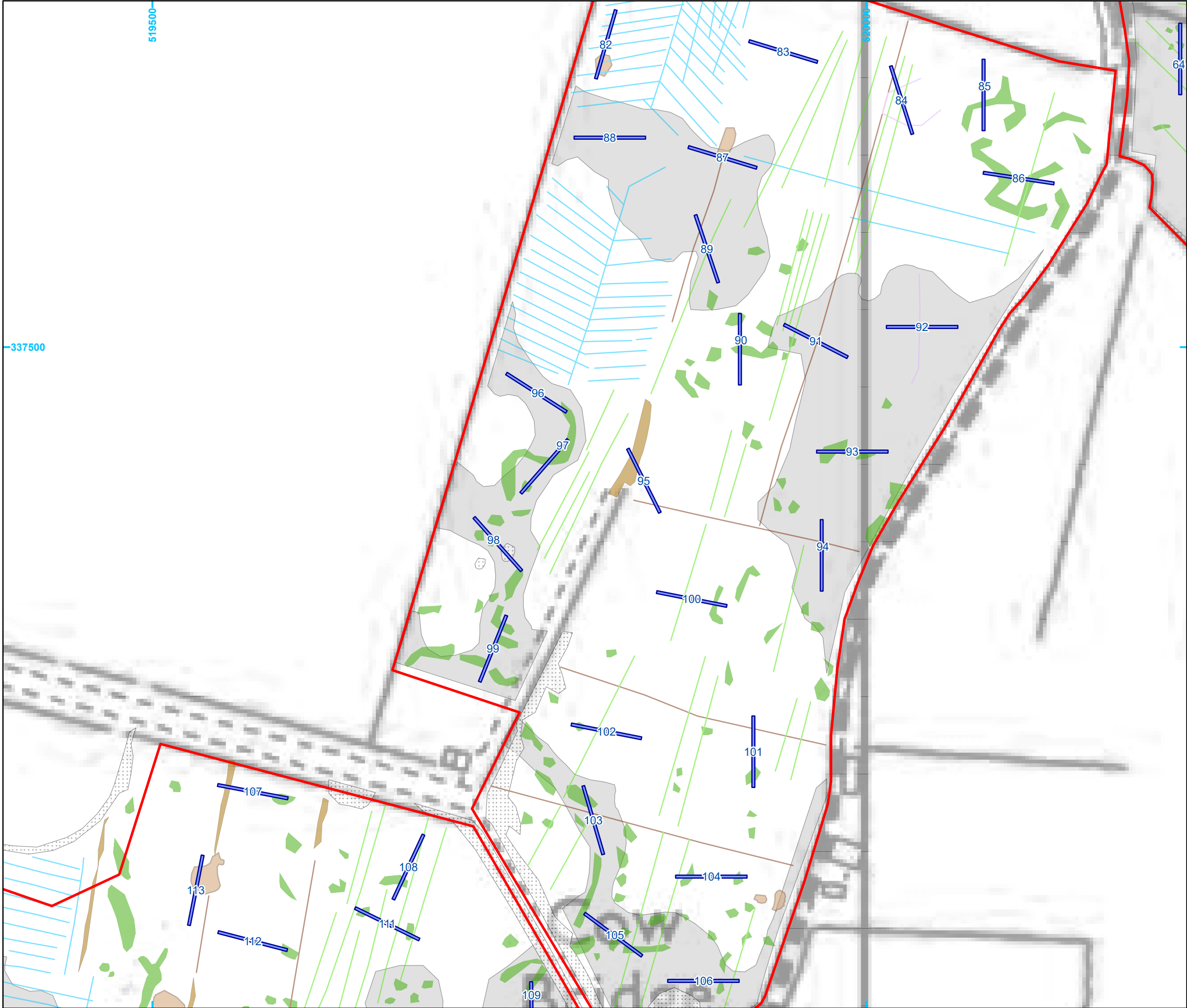
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FIGURE TITLE

**Proposed Trench Plan
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Legend

- Site Boundary
- Proposed evaluation trench
- 15m safety buffer
- Roddons (indicative)

Geophysics Survey Results (AOC, 2022)

- Historic Feature
- Plough Furrow
- Drainage
- Uncertain
- Historic Feature
- Historic Feature (enhanced magnetism)
- Modern Feature
- Natural geology

0 130m

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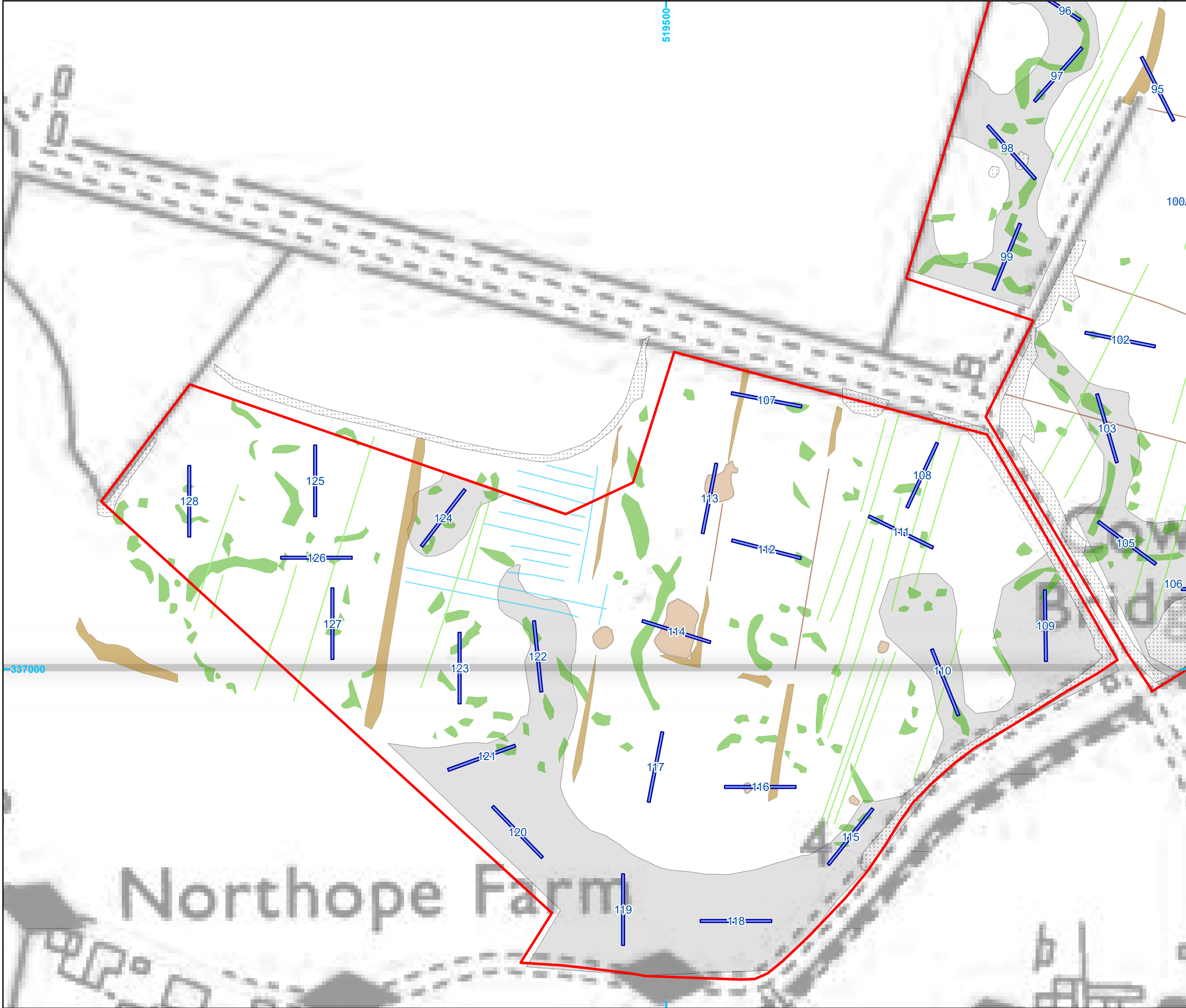
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FIGURE TITLE

**Proposed Trench Plan
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Legend

- Site Boundary
- Proposed evaluation trench
- 15m safety buffer
- Roddons (indicative)

Geophysics Survey Results (AOC, 2022)

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- Plough Furrow
- Drainage
- Uncertain
- Historic Feature
- Historic Feature (enhanced magnetism)
- Modern Feature
- Natural geology

0 130m

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FIGURE TITLE

**Proposed Trench Plan
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