

**Specification for Archaeological Monitoring & Recording
on Land Adjacent to Fair View, Holbeach Drove Gate,
Holbeach Drove, Lincolnshire.**

Prepared for Mrs. Clare Clark

National Grid Reference: TF 3273 1245

Site Code: HGHD25

Accession No: LCNCC: 2025.127

Planning Reference: H09-0205-25

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Consultant**

July 2025

S Non-technical summary

- S1 *A scheme of works comprising archaeological monitoring and recording is required during the groundworks pertaining to the erection of two new residential dwellings on land adjacent to Fair View, Holbeach Drove Gate, Holbeach Drove, Lincolnshire.*
- S2 *The development site is considered to be situated within an area of high archaeological potential. This development site is situated within an area where there is ample evidence for archaeological activity from the Romano-British period in the form of extensive cropmark activity in the locale, which has been plotted from aerial photographic sources over the years. It is considered that this high potential may well extend into the area of this development site. The specific objectives of the project will be to record any archaeological features, deposits, structures or finds associated with this Romano-British period settlement activity.*
- S3 *The archaeological monitoring and recording will be undertaken during the groundworks stage of development, which will comprise the mechanical excavation of new foundations and services for the two new residential dwellings. Any archaeological features, structures and/or deposits will be recorded in writing, graphically and photographically.*
- S4 *On the completion of the monitoring, a report will be produced detailing the results of the archaeological investigation. The report will consist of a narrative supported by illustrations and photographs.*
- S5 *The project archive will be deposited with the Lincoln Museum and the final project report will be submitted to the Lincolnshire Historic Environment Record to discharge the relevant planning conditions.*

1. Site location and description [Figures 1 and 2]

- 1.1 The proposed development site is situated on the south-eastern frontage of Holbeach Drove Gate and on land adjacent to Fair View at National Grid Reference TF 3273 1245 and at a height of approximately 2mAOD. The settlement of Holbeach Drove is located within the modern civil parish of Gedney Hill, administrative district of South Holland, county of Lincolnshire.
- 1.2 The development site is located in a flat and low-lying area within the Lincolnshire Fens. The development site is situated on deep stoneless clayey and silty soils of the Wallasea 2 Series, which have developed on marine alluvial deposits. These deposits in turn overlie the solid geology, which comprises Oxford Clays and Kellaway Beds of the Upper Jurassic.

2. Planning background [Figure 3]

- 2.1 This document comprises a Specification or a written scheme of investigation for archaeological monitoring and recording, which is to be maintained during the groundworks pertaining to the erection of two new residential dwellings on land adjacent to Fair View, Holbeach Drove Gate, Holbeach Drove, Lincolnshire, (Planning Reference: H09-0205-25).
- 2.2 This written scheme of archaeological investigation document is referred to in Condition 11 of the planning consent H09-0205-25 and will be submitted to the Historic Environment Officer (Lincolnshire County Council Historic Places Team) and to the Local Planning Authority for approval in order to comply with this condition and to enable its discharge.



Figure 1: Site location at scale 1:25,000. The site is shown in red. (O.S. copyright licence number 100048723)

- 2.3 The Historic Environment Officer (Lincolnshire County Council Historic Places Team) and the Local Planning Authority shall be notified of the start of the site groundworks to be monitored with a notification period of not less than fourteen days as required by Condition 12 of the planning consent H90-0205-25, to enable its discharge. This document sets out in detail how this will be accomplished.
- 2.4 The archaeological monitoring and recording of the site groundworks for this proposed development shall be carried out in accordance with this written scheme of archaeological investigation document. This document sets out in detail how this will be accomplished.
- 2.5 Following the completion of the site work, a written report on the results of the archaeological monitoring and recording site work will be submitted to the Historic Environment Officer (Lincolnshire County Council Historic Places Team) and to the Local Planning Authority for approval within three months following the completion of this site work, as required by Condition 13 of the planning consent H09-0205-25 in order to comply with this condition and to enable its discharge. This document sets out in detail how this will be facilitated.
- 2.6 The project archive including the report and any finds evidence recovered from the site will be deposited with the Lincoln Museum as required by Condition 13 of the planning consent H09-0205-25 in order to comply with this condition and to enable its discharge. This document sets out in detail with a methodology of how this will be facilitated.

3. Historical and Archaeological Background

- 3.1 Background research sources were consulted at the Lincolnshire Archives, the Lincolnshire County Council Historic Environment Record (HER) and the online National Library of Scotland. A search of the Lincolnshire HER was conducted within a 0.5km radius of the development site. The National Heritage List of Historic England (NHL) was also consulted.

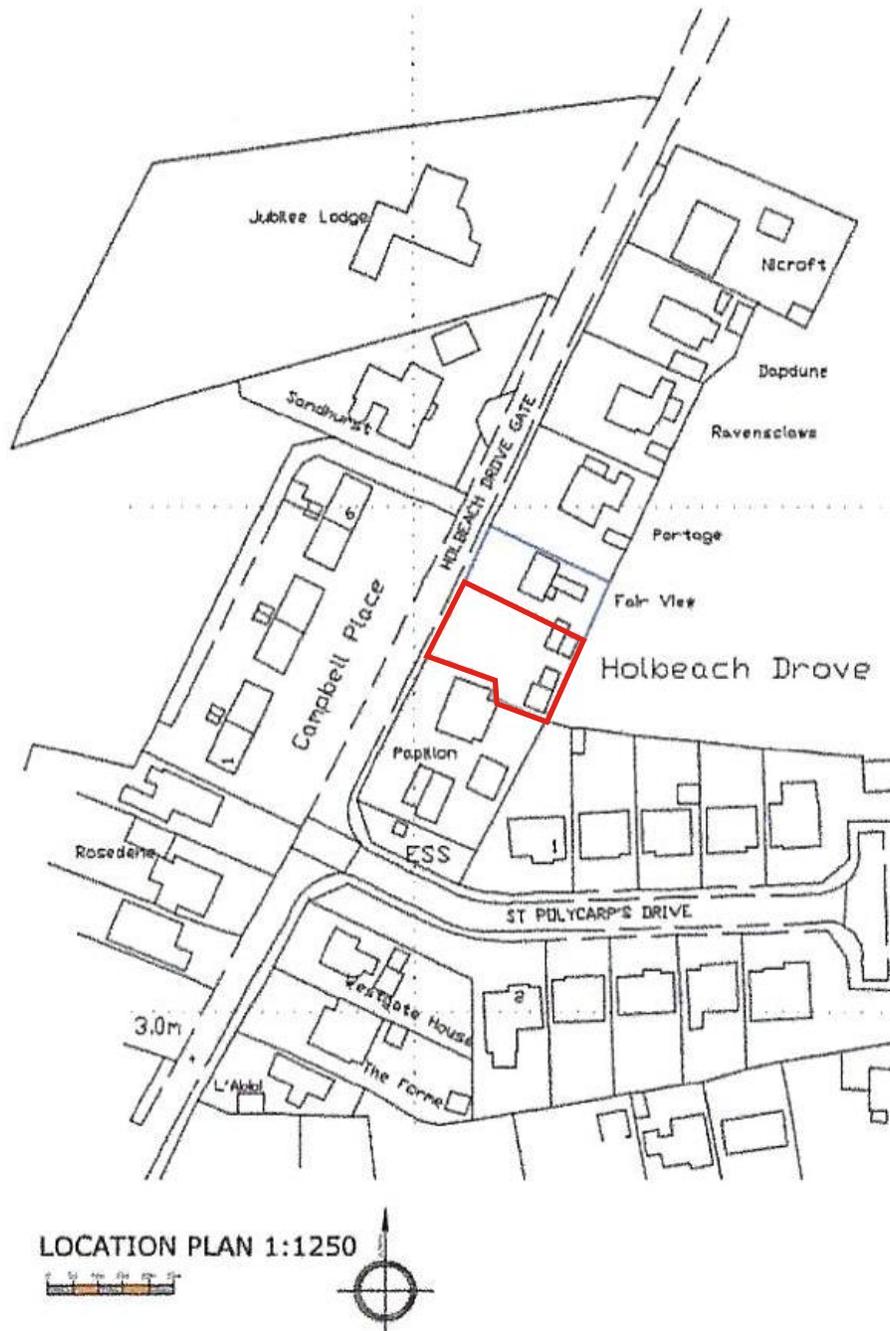


Figure 2: Site location showing the existing site layout at an original scale of 1:1,250, (extract from Architects plan). The site is shown outlined in red.

- 3.2 A late Iron Age ring was found in 1962 to the north-west of Holbeach Drive (HER MLI22175).
- 3.3 A Romano-British cropmark complex is situated to the north-west of Holbeach Drive (HER MLI20236). This comprises a possible field system with drove roads, which have been plotted from aerial photographic sources.

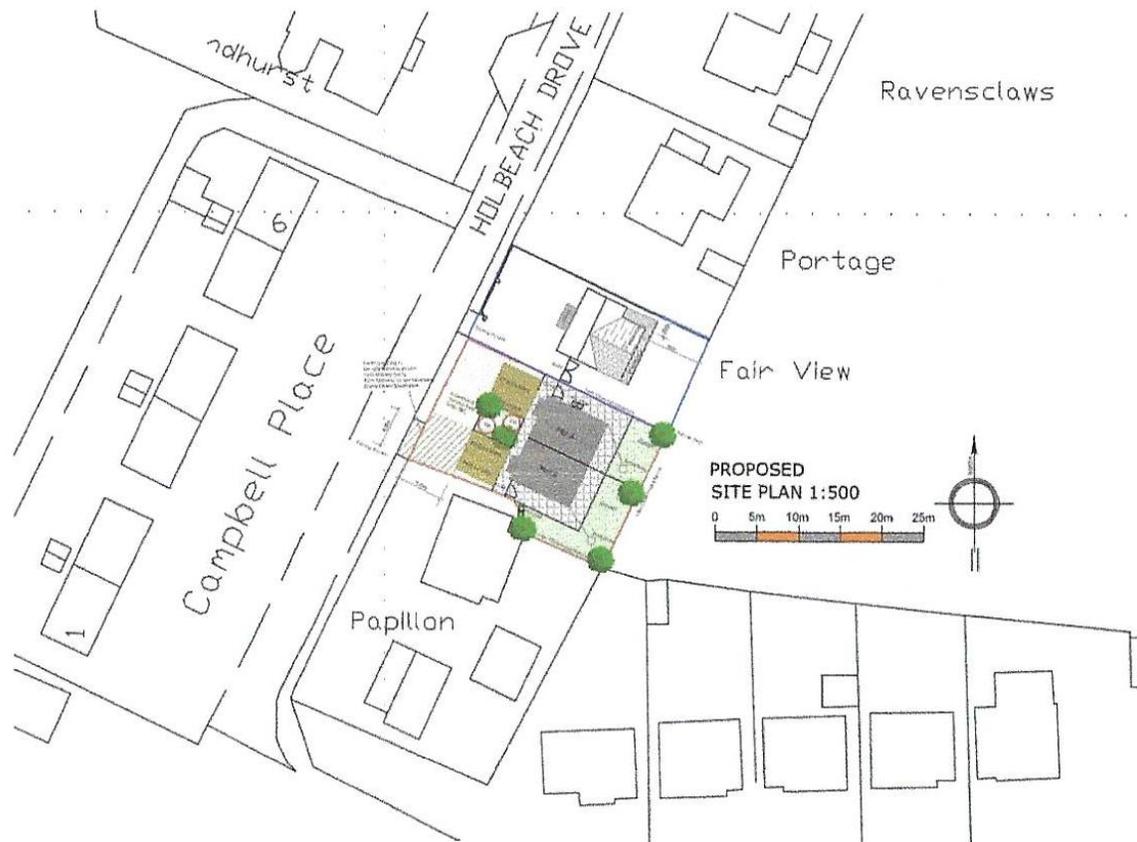


Figure 3: Block plan showing proposed layout of the development site at an original scale of 1:500, (extract from Architects plan)

- 3.4 Sherds of Roman pottery were recovered from a field in 1961 to the north-west of Holbeach Drive (HER MLI20428).
- 3.5 Various Roman finds including sherds of stamped pottery dated to AD120-140 along with thirteen bronze coins of Domitian to Marcus Aurelius were found in 1962 in a field to the north-west of Holbeach Drive (HER MLI22163).
- 3.6 Sherds of Roman pottery were found in 1961 at Elder House (HRER MLI22178).
- 3.7 Sherds of Roman pottery were found in 1965 to the north-west of Holbeach Drive (HER MLI22185).
- 3.8 The cropmarks of a Romano-British settlement are situated to the north-east of Holbeach Drive (HER MLI22213). These comprise enclosures, fields and drove roads which are part of an extensive complex and which have been plotted from aerial photographic sources.
- 3.9 An extensive Romano-British cropmark complex that comprises drove roads, field boundaries, field systems and enclosures have been plotted from aerial photographic sources to the south of Holbeach Drive (HER MLI22255).
- 3.10 A large quantity of sherds of Roman pottery were found in 1961 to the north-west of Holbeach Drive suggesting a possible Roman farmstead site (HER MLI22208).

- 3.11 A Romano-British cropmark complex comprising a regular field group on a south west to north east orientation occurs to the north-east of Holbeach Drove along with a further group of small enclosures at Langtry Gate House, which have all been plotted from aerial photographic sources (HER MLI22262).
- 3.12 The site of the medieval manor of Fen Hall is located to the north of Holbeach Drove (HER MLI20539).
- 3.13 The post-medieval settlement of Holbeach Drove (HER MLI20242), includes a Victorian church. This church is dedicated to St. Polycarp and comprised a mission church and a school that were constructed in 1870 (HER MLI25591). The church consists of a combined nave and chancel, a spirelet belfry, a gabled porch and a vestry. The building was designed as a combined church and school. There is an associated and contemporary toilet block and possible stable to the west associated with the church (HER MLI125592).
- 3.14 Hollyhock Cottage on the Main Road at Holbeach Drove is a cottage with the oldest portion dating to the late 19th century. A north-south aligned range is an addition to the original east-west orientated portion of the building and dates to the mid 20th century.
- 3.15 Willow Tree Farm at Holbeach is a redeveloped 19th century farmstead (HER MLI123462). This was arranged around a regular courtyard in an 'L'-plan. The farmhouse was detached from the main working complex. The farmstead was within an isolated location.
- 3.16 The Cottage at Holbeach is a partially extant 19th century farmstead (HER MLI123464). This was arranged in a row. The farmhouse was detached from the main working complex. There has been a significant loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.17 An unnamed farmstead at Holbeach is a partially extant 19th century farmstead (HER MLI123465). This was arranged around a loose courtyard with four sides of the yard formed by working agricultural buildings. The farmhouse was detached from the main working complex. There has been a partial loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.18 The Castle at Holbeach is a partially extant 19th century farmstead (HER MLI123466). This was arranged in a row. The farmhouse was detached from the main working complex. There has been a partial loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.19 An unnamed farmstead at Holbeach is a partially extant 19th century farmstead (HER MLI123467). This was arranged around a loose courtyard with two sides of the yard formed by working agricultural buildings. The farmhouse was detached with its long axis facing onto the yard. There has been a partial loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.20 An unnamed farmstead at Holbeach is a 19th century farmstead (HER MLI123468). This was arranged around a regular courtyard in an 'L'-plan. The farmhouse was detached from the main working complex. The farmhouse is the only surviving historic structure. The is located within a loose farmstead cluster.
- 3.21 The site of an unnamed farmstead at Holbeach is a demolished 19th century farmstead (HER MLI123469). This was arranged around a loose courtyard with three sides of the yard formed by working agricultural buildings. The farmhouse was detached with its long axis facing onto the yard. The farmstead was within an isolated location.

- 3.22 The Poplars at Holbeach was a 19th century farmstead (HER MLI123470). This was arranged around a regular courtyard in a 'U'-plan. The farmhouse was detached from the main working complex. The farmhouse is the only surviving historic structure. The farmstead was located within a loose farmstead cluster.
- 3.23 Grange House at Holbeach is the site of a demolished 19th century farmstead (HER MLI123471). This was arranged around a regular courtyard in an 'L'-plan with further detached outbuildings to the third side of the yard. The farmhouse was detached with its long axis facing onto the yard. The farmstead was within an isolated location.
- 3.24 Monks Fields Farm at Holbeach is a partially extant 19th century farmstead (HER MLI123472). This was arranged around a regular courtyard in an 'L'-plan. The farmhouse is attached to a range of working buildings. There has been a partial loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.25 Cherrywood at Holbeach is a partially extant 19th century farmstead (HER MLI123473). This was arranged in a row. The farmhouse was detached from the main working complex. There has been a partial loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.26 Langary Gate House at Fleet is a partially extant 19th century farmstead (HER MLI123536). This was arranged in a row with additional detached elements. The farmhouse was detached from the main working complex. There has been a significant loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.27 An unnamed farmstead at Fleet is the site of a demolished 19th century farmstead (HER MLI123540);. This was arranged around a regular courtyard in an 'L'-plan. The farmhouse was detached from the main working complex. The farmstead was located within a loose farmstead cluster.
- 3.28 The Yews at Fleet was a 19th century farmstead (HER MLI123537). The farmhouse was detached from the main working complex,. The farmhouse is the only surviving historic structure. The farmstead was within an isolated location.
- 3.29 Lambert House at Fleet was a 19th century farmstead (HER MLI123538). This was arranged around a regular courtyard in a 'U'-plan. The farmhouse was detached from the main working complex. The farmhouse is the only surviving historic structure. The farmstead was located within a loose farmstead cluster.
- 3.30 Fen Lodge at Fleet is a redeveloped 19th century farmstead (HER MLI123539). This was arranged around a regular courtyard with linked working outbuildings to all four sides of the yard. The farmhouse was detached from the main working complex. The farmstead was located within a loose farmstead cluster.
- 3.31 An unnamed farmstead at Fleet is a partially extant 19th century farmstead (HER MLI123541). This was arranged in a parallel plan. The farmhouse was detached from the main working complex. There has been a partial loss of traditional buildings on the site. The farmstead was located within a loose farmstead cluster.
- 3.32 Sycamore Grange at Fleet is a partially extant 19th century farmstead (HER MLI123542). This was arranged around a regular courtyard with linked working outbuildings to all four sides of the yard. The farmhouse was detached from the main working complex. There has been a significant loss of traditional buildings on the site. The farmstead was located within a loose farmstead cluster.

- 3.33 An unnamed farmstead at Fleet is a partially extant 19th century farmstead (HER MLI123544). This was arranged around a regular courtyard in an 'L'-plan. The farmhouse was detached from the main working complex. There has been a significant loss of traditional buildings on the site. The farmstead was within an isolated location.
- 3.34 The site of an unnamed farmstead at Fleet is the site of a demolished 19th century farmstead (HER MLI123545). This was arranged around a regular courtyard with an 'L'-plan range with further detached outbuildings to the third side of the yard. The farmhouse was detached from the main working complex. The farmstead was located within a loose farmstead cluster.
- 3.35 An unnamed farmstead at Whaplode is the site of a demolished 19th century farmstead (HER MLI123316). This was arranged around a courtyard in an 'L'-plan. The farmhouse was attached to a range of working outbuildings. The farmstead was within an isolated location.
- 3.36 A Wesleyan Methodist Chapel is situated on Chapel Drove at Holbeach Drove and is featured on the 1904 O.S. map (HER MLI97746). The chapel opened in 1833 and is still in use.
- 3.37 The cropmarks of various undated linear features and enclosures including a possible drove road have been plotted from aerial photographic sources to the south-east of Holbeach Drove (HER MLI20454).
- 3.38 The cropmarks of an undated linear features have been plotted from aerial photographic sources to the south-west of Holbeach Drove (HER MLI22212).
- 3.39 There have been other previous archaeological investigations within the HER search area. In 1992, an archaeological watching brief as carried out on the groundworks for a new bungalow at 101, Broadgate, Whaplode Drove (HER ELI6939, MLI20427). This recorded a series of Roman ditches.
- 3.40 In 2007, an archaeological watching brief was undertaken on the groundworks for a new detached dwelling and a swimming pool at Apple Jack Lodge, Chapel Grove, Holbeach Drove to the south of this development site (HER ELI8385, MLI91273, Site code: HDC03). This identified two undated features that comprised a pond and a ditch.
- 3.41 In 2016, a programme of archaeological monitoring and recording was carried out on the groundworks for a new dwelling on land at 91, Broadgate, Whaplode (HER ELI13226, Site code: WDBG16). No archaeological features, deposits or finds were encountered.
- 3.42 In 2003, an archaeological watching brief was maintained during site groundworks at Ashleigh, Broadgate, Whaplode Drove (HER ELI5646, Site code: WDB03). This recorded a post-medieval made ground horizon which was sealed by a recent demolition deposit. Finds comprised 19th-20th century pottery, modern window glass and a 17th century clay pipe fragment.
- 3.43 In 2004, an archaeological watching brief was undertaken on the groundworks for a new vehicle showroom and workshop extension. at 77, Broadgate, Whaplode Drove (HER ELI5693, Site code: WDB04). No archaeological features and no significant finds were recorded.
- 3.44 In 2006, an archaeological watching brief was undertaken during the groundworks for a new dwelling and garage on land at Chapel Drove, Holbeach Drove to the south-west of this development site (HER ELI8867, Site code: CDSS06). No significant archaeological features, deposits or finds were located.

- 3.45 In 2023, a programme of archaeological monitoring and recording was carried out on the groundworks for a new residential development on land at Chapel House, Chapel Drove, Holbeach Drove (Site code: CDHD22). This recorded a single archaeological feature which comprised an isolated and undated ditch, which may have had a drainage and/or a boundary function or both. This was considered to be of possible post-medieval origin. Other findings comprised two modern refuse pits. There were no significant finds.
- 3.45 Copies of published Ordnance Survey (O.S.) maps were obtained from the online National Library of Scotland. The earliest map consulted comprised an extract from the First Edition six inch to one mile scale Ordnance Survey (O.S.) map of 1887. This map shows the area of this development site as then occupying the south-western half of a larger enclosure situated on the south-eastern frontage of Holbeach Drove Gate. The present south-western, north-western and south-eastern boundaries of the development site were already in place by this time. To the immediate north-east and outside the area of this development site were a pair of cottages on the same road frontage with associated grounds, then occupying the remainder of this larger enclosure.
- 3.46 An extract from the Second Edition 25 inch to one mile scale Ordnance Survey (O.S.) map of 1904 shows some change having taken place within the area of this development site between 1887 and 1904 with a small detached outbuilding, situated on the same south-eastern road frontage and then occupying the frontal area of this development site. This outbuilding was probably associated with the pair of cottages to the north-east.
- 3.47 An extract from the Provisional Edition six inch to one mile scale Ordnance Survey (O.S.) map of 1952 shows further change having taken place to the interior of this development site between 1904 and 1952 with the addition of a small 'L'-shaped enclosure within the rear area of this development site.
- 3.48 An extract from the 1:10,560 scale Ordnance Survey (O.S.) map of 1956 shows the same layout and that this had not changed between 1952 and 1956.
- 3.49 **Figure 2** shows the existing layout of the development site.

4. Aims and objectives of the project

- 4.1 The aims of the project are the continual archaeological monitoring and recording of the site groundworks during the construction stage of development, to comprise the mechanical excavation of new foundations and services for the two new residential dwellings.
- 4.2 The objectives of the project are:
- To establish the presence/absence of archaeological remains within the area of the development site.
- To determine the extent, condition, nature, character, quality and date of any archaeological remains encountered.
- To allow the preservation by record of archaeological deposits.
- 4.3 The development site is considered to be situated within an area of high archaeological potential. This development site is situated within an area where there is ample evidence for archaeological activity from the Romano-British period in the form of extensive cropmark activity in the locale, which has been plotted from aerial photographic sources over the years. It is considered that this high potential may well extend into the area of

this development site. The specific objectives of the project will be to record any archaeological features, deposits, structures or finds associated with this Romano-British period settlement activity.

5. Methodology

- 5.1 The archaeological monitoring and recording will be undertaken during the groundworks phase of development, and will include the continual monitoring and recording of the site groundworks to comprise the mechanical excavation of new foundations and services for the two new residential dwellings. The mechanical excavations will be undertaken using a toothless bucket. This will include the monitoring of stripped areas and of trench sections, which will be continually observed to identify any archaeological features and/or deposits which may be exposed.
- 5.2 Provision will be made to halt the site construction works, if necessary, to enable the archaeological monitoring and recording to take place.
- 5.3 Provision will be made to extend the excavated trenches if it becomes necessary to establish the extent and/or character of any significant archaeological remains encountered.
- 5.4 All work will be carried out according to the Chartered Institute for Archaeologists (CIfA) standards.
- 5.5 All work will be undertaken following all statutory Health and Safety requirements and legislation in operation at the time of the monitoring.
- 5.6 A Risk Assessment will be prepared for the site.
- 5.7 Section drawings at a scale of 1:20 will be made of any archaeological features identified in the course of the groundworks, including representative sections of trenches at appropriate intervals. These will be related to a site plan drawing at a scale of 1:50, which may also record archaeological features and/or deposits identified. Any significant archaeological features in plan will also be recorded at a scale of 1:20.
- 5.8 Written descriptions detailing the nature of archaeological features and/or deposits encountered will be compiled on pro-forma context record sheets.
- 5.9 Any finds recovered will be bagged and labelled for further analysis. All relevant finds will be ordered into an archive. Most modern material will not be retained, although notes will be made of the appropriate context. An appropriate sample of materials such as ceramic building materials will be made.
- 5.10 Any and all artefacts found during the monitoring and thought to come under the provisions of the *Treasure Act* (1996), will be removed from the site to a secure location, and will be promptly reported to the appropriate local coroner's office and to Lincolnshire Portable Antiquities Scheme.
- 5.11 Throughout the monitoring a digital photographic record will be compiled, and will comprise an overview of the site prior to work starting, and during as well as after completion of the work, and will include any excavated features, sections and other relevant details that aid interpretation.
- 5.12 Should human remains be encountered, they will be left *in situ*, and only excavated if absolutely necessary. Proper respect will be accorded to these remains, which will be cleaned to allow positive identification. Should removal be required, the appropriate Ministry of Justice Licence will be obtained prior to the removal of the remains in

accordance with the *Burials Act of 1857*. In addition, any remains will be reported to the local Environmental Health Department. The local coroner and the police will also be informed, as well as all other interested parties including the client and the Historic Environment Officer (Lincolnshire County Council Historic Places Team), where appropriate and the *Burials Act of 1857*, will be quoted.

- 5.13 Environmental sampling will be undertaken (where appropriate) of the fills of relevant archaeological features and/or significant archaeological deposits. Sample sizes of not less than 40 litres will be taken from each fill/deposit or a 100% sample from smaller features according to the standards and guidelines as outlined in Campbell, G., Moffett, L., Straker, V, (2011), *Environmental Archaeology. A Guide to the Theory and Practice of Methods from Sampling and Recovery to Post Excavation*, (Second Edition, English Heritage).
- 5.14 The fieldwork will be undertaken by Neville Hall. Additional personnel may be appointed if required.

6. Post-fieldwork methodology

- 6.1 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.
- 6.2 All finds recovered during the fieldwork will be washed, marked and packaged according to the deposit from which they were recovered. They will also be ordered into (and form part of) the site archive.
- 6.3 An assessment of significant finds will be made in light of general site information. Any specialist analysis of finds, including that of any significant finds recovered, will be sent to local specialists (named and detailed below in Section 12.3 of this document) for analysis and reporting. Any specialists' find reports will be included in the final project report.
- 6.4 Any finds requiring specialist treatment and/or conservation will be sent to the Museum of London (MOLA) Conservation Services and in consultation with the relevant curator.
- 6.5 The site archive will be examined to enable the determination of various phases of activity on the site.
- 6.6 Relevant finds will be sent to specialists for identification and dating.

7. Monitoring arrangements

- 7.1 Provision will be made for the Historic Environment Officer (Lincolnshire County Council Historic Places Team) (on behalf of South Holland District Council, the Local Planning Authority) to monitor the works during the fieldwork stage and any other aspect of the archaeological project as required including the post fieldwork analysis and report preparation stages of the project.
- 7.2 A period of not less than fourteen days notice will be given to the Historic Environment Officer (Lincolnshire County Council Historic Places Team) of the start date of this groundworks programme.
- 7.3 All aspects of the archaeological programme will be undertaken in accordance with this project specification.

- 7.4 Any variation to the project programme in terms of works or recording on or off site will be fully discussed and agreed in writing with the Historic Environment Officer (Lincolnshire County Council Historic Places Team).
- 7.5 Arrangements will be made for the representative of the Historic Environment Officer (Lincolnshire County Council Historic Places Team) for access to the site to undertake monitoring visits, and such visits will be accounted for in the final report preparation.
- 7.6 The Historic Environment Officer (Lincolnshire County Council Historic Places Team) shall be kept fully informed of any unexpected or unforeseen discoveries made during the course of the archaeological monitoring and recording programme.

8. Archive preparation and deposition

- 8.1 The documentation and records generated by the archaeological monitoring will be sorted and ordered in the format acceptable to the Lincoln Museum, and to the standards and requirements as laid out in the Lincolnshire Archaeological Handbook (LCC, 2025) as well as in the *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (UKIC, 1990) and *Standards in the Museum Care of Archaeological Collections* (Museum and Galleries Commission, 1992).
- 8.2 A unique accession number will be obtained from the Lincoln Museum for the site archive. This is **LCNCC: 2025.127**.
- 8.3 The archive will be deposited at the Lincoln Museum within six months of the completion of the fieldwork or to an otherwise agreed timescale.

9. Reporting procedures

- 9.1 A report detailing the findings of the archaeological monitoring will be completed within three months after the finalisation of the fieldwork. Any delays will be related to the relevant authorities.

- 9.2 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 monitoring;

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 monitoring;

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;

Illustrations including plans showing monitored areas, all archaeological features and sections thereof (including trench sections); and

Appendices comprising appropriate photographs of the site and of specific and significant archaeological features (to include representations of breaks of slope) and representative sections and a list of contexts, a stratigraphic matrix and any specialist reports on finds from the site.

An electronic copy of the report will be deposited with the OASIS project (On-line Access to the Index of Archaeological Investigations) <http://ads.ahds.ac.uk/project/oasis/index.cfm>.

10. Publication and dissemination

- 10.1 Copies of the final report will be deposited with the clients, the local curator (on behalf of the local planning authority), the planning department of South Holland District Council and with the Lincolnshire Heritage Environment Record (including a digital copy in a .pdf format).
- 10.2 A note will be placed in 'Lincolnshire History and Archaeology' describing the results.
- 10.3 The deposition of the site archive will be in accordance with guidelines outlined in the Lincolnshire Archaeological Handbook (LCC, 2025) as well as in the *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (UKIC, 1990) and *Standards in the Museum Care of Archaeological Collections* (Museum and Galleries Commission, 1992)..
- 10.4 Should the results of the archaeological investigation merit it, a note will also be placed in appropriate national journals e.g. *Medieval Archaeology*.

11. Other factors (including contingency)

- 11.1 In the event of the discovery of any unexpected remains of archaeological importance, or of any changed circumstances, it is the responsibility of the archaeological contractor to inform the Historic Environment Officer (Lincolnshire County Council Historic Places Team).
- 11.2 Where important archaeological remains are discovered and deemed to merit further investigation, additional financial resources may be required to provide an appropriate level of investigation, recording and analysis.
- 11.3 Any additional financial contingency requirement for additional fieldwork or post-excavation analysis outside the scope of the proposed scheme of works will only be activated following full consultation with the Historic Environment Officer (Lincolnshire County Council Historic Places Team) and the client.

12. Resources

- 12.1 The monitoring will be undertaken by Neville Hall using standard archaeological field techniques.
- 12.2 Should additional personnel be required, prior approval of the personnel will be sought from the local planning authority archaeologist prior to appointment.

12.3 Post-excavation analysis will be undertaken by Neville Hall and where available specialist analysis from:-

Jane Young	Medieval and Post-medieval Ceramics
Ian Rowlandson	Iron Age and Roman Ceramics
Val Fryer	Environmental
Carol Allen	Neolithic and Bronze Age
Malin Holst	Osteoarchaeology
Jane Cowgill	Metallurgy

12.4 Small finds requiring conservation will be conserved by the Museum of London (MOLA) Conservation Services.

12.5 Recognised specialists will be sought in the event that other data are retrieved in the course of the monitoring.

13. Insurance statement

13.1 Public indemnity of £2,000,000 and private indemnity insurance of £250,000 with Towergate Insurance.

14. Copyright

14.1 Copyright will remain that of the author. Licence will be given to the client to present any reports, copyright of the author, to the planning authority in good faith of satisfactory settlement of account.

15. Ownership

15.1 It will be asked of the client, at the outset, that the ownership of any portable objects discovered in the course of the monitoring be donated along with the archive.