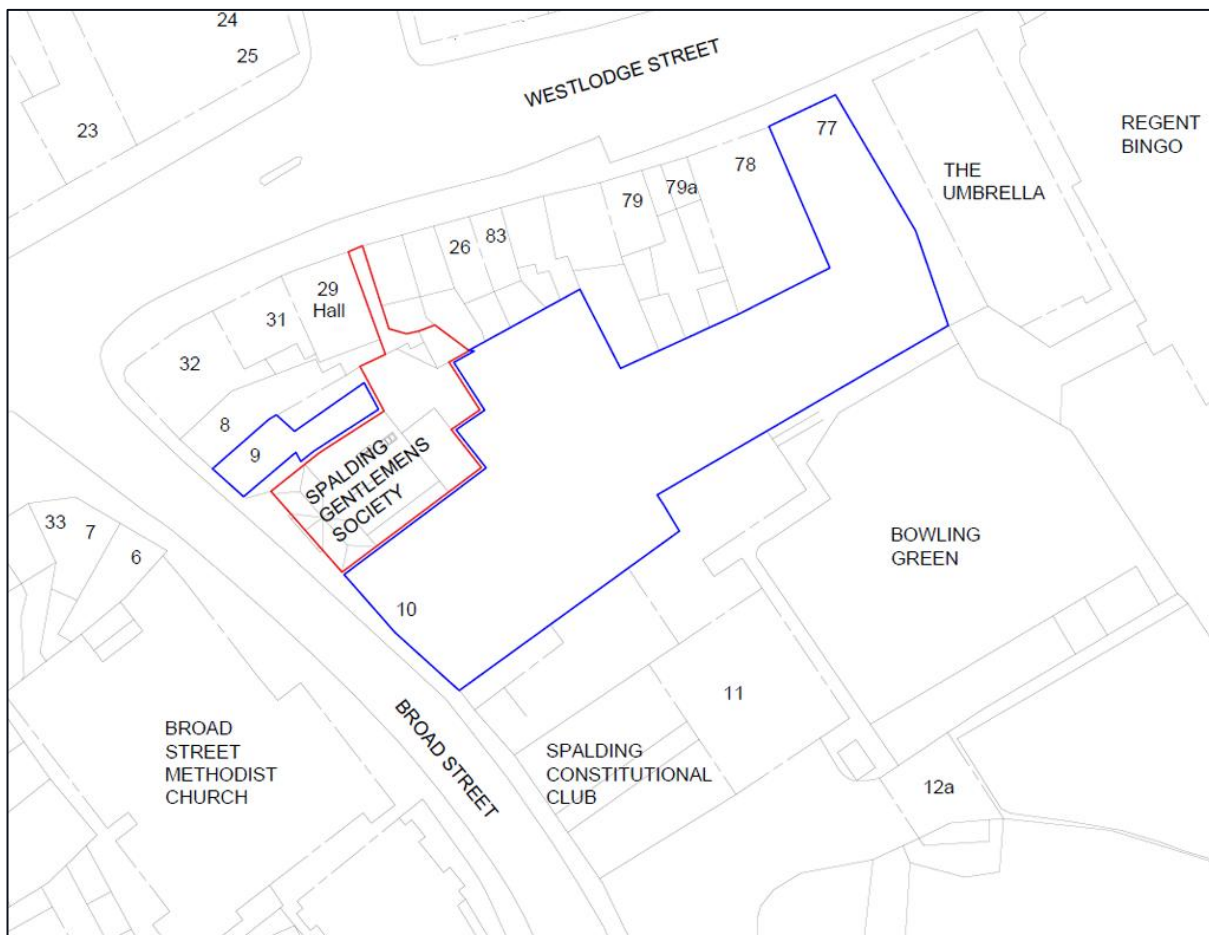
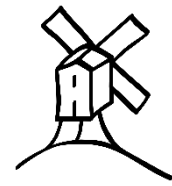


Spalding Gentlemen's Society Museum, 9a Broad Street, Spalding

Archaeological Monitoring & Recording Written Scheme of Investigation

Chirs Casswell MCIfA



Project Details

Client:	Spalding Gentlemen's Society
Date	September 2025
Site address:	9a Broad Street, Spalding, Lincolnshire PE11 1TB
Planning authority	South Holland
Planning reference	H16-0693-25
Heritage list entry no.	1063998
NGR	TF 02824 07212
Site code	SGSM25
Museum accession no.	LCNCC : 2025.27



Contents

Document control	2
1. Introduction	3
2. Archaeological & Historical Background	5
3. Aims & Objectives	8
4. Methodology.....	10
5. Post-excavation.....	13
6. Resourcing & Programming.....	14
7. Health & Safety	15
8. Reference	15

Figures

Figure 1: Location plan	4
Figure 2: Site plan	4
Figure 3: Watching brief areas	10

Document control

Version	Name	Organisation	Date
Compiled by	Chris Casswell	Reclaim Heritage	13/09/2025
Edited by	Claire Casswell	Reclaim Heritage	15/09/2025
Reviewed by	Ruben Lopez	Lincolnshire County Council	15/09/2025
Version No.	1.0		



1. Introduction

1.1 Planning background

1.1.1 Reclaim Heritage CIC has been appointed by Spalding Gentlemen's Society to undertake a scheme of archaeological works at 9a Broad Street, Spalding, Lincolnshire. This Written Scheme of Investigation (WSI) outlines the specific requirements for this work and has been prepared in consultation with the Planning Archaeologist for South Holland District Council.

1.1.2 Planning application has been conditionally granted for demolition of rear flat roof extension including making good existing building at 9a Broad Street, Spalding, Lincolnshire (Planning Ref: H16-0693-25), also referred to as 'the site'. The Planning Archaeologist advised that a scheme of archaeological monitoring and recording is required on all groundworks.

1.2 Scope of Document

1.2.1 This WSI sets out the strategy and archaeological methodology by which Reclaim Heritage will implement the works. This will be submitted to the Planning Archaeologist and approved prior to commencement of groundworks. All work undertaken will conform to industry best practice (Cifa 2025) and the strategy designed in line with requirements of the National Planning Policy Framework (2024) and Lincolnshire Archaeological Handbook (LCC 2019).

1.2.2 Archaeological monitoring and recording will be required during groundworks, with the ability to stop and fully record archaeological features. Following completion of the fieldwork, the results of the investigations will be integrated into a single report and archive for dissemination.

1.3 Proposed Works

1.3.1 Proposals include the demolition of later extensions to the rear and provide structural stability to the original building. Archaeological monitoring will be required during all groundwork activities where there is the chance to encounter buried archaeological remains, as detailed below:

- Removal of building substructure following demolition of later rear extension.
- Drainage excavations, including removal and relaying of pipe runs, installation of inspection chambers and package pumping station.
- Foundation works, including internal floor removal, all piling and subsequent underpinning, replacement of boundary walls, and installation of stair base slab to the rear.

1.4 Location, topography, and geology

1.4.1 Spalding Gentlemen's Society Museum is located at 9a Broad Street, Spalding, Lincolnshire PE11 1TB (Figure 1; NGR TF 02824 07212), situated in the town centre (Figure 2). The proposed development site is currently occupied by a mid-18th century Grade II Listed Building (NHLE 1063998).

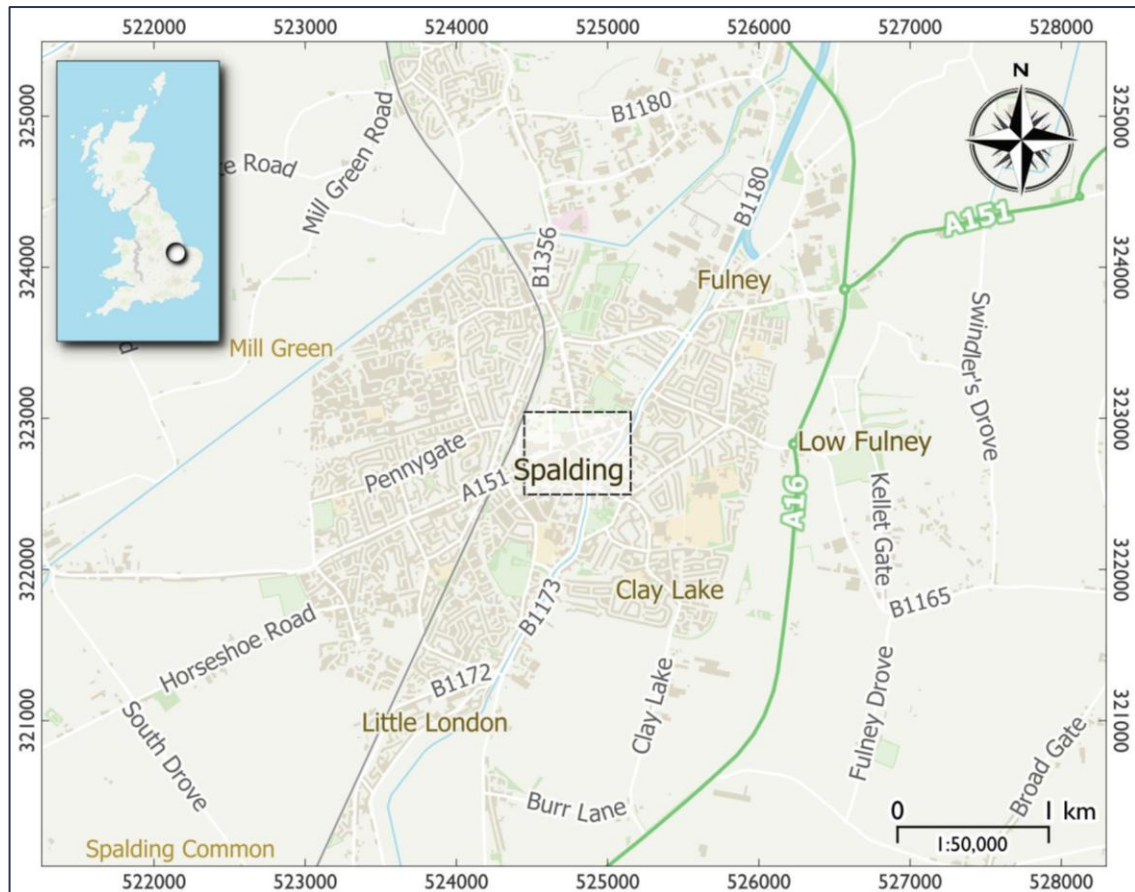


Figure 1: Location plan

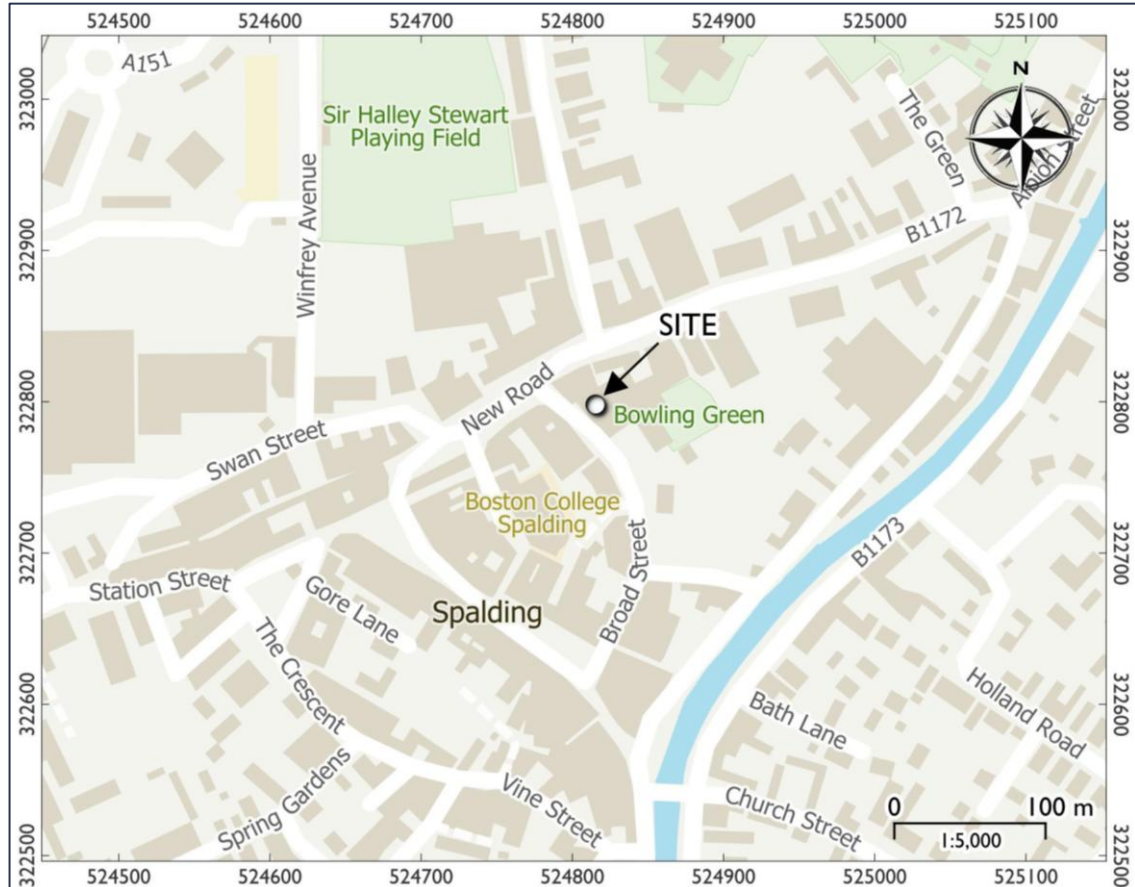


Figure 2: Site plan



- 1.4.2 The bedrock geology of the site consists of sedimentary mudstone of the Oxford Clay Formation formed between 166.1 and 157.3 million years ago during the Jurassic period (BGS 2025). Superficial geological deposits are recorded as clay and silt tidal flat deposits formed in the last 11.8 thousand years ago. Boreholes excavated c.50m southwest of the site indicate made ground up to 2.2m below ground level, overlying Terrington Beds formed during the Late Neolithic and lasting into the Bronze Age.

2. Archaeological & Historical Background

2.1 Summary

- 2.1.1 Spalding's history is shaped by its evolving landscape, from prehistoric wetlands to a thriving medieval town and modern agricultural hub. Archaeological evidence suggests intermittent settlement due to environmental changes, with occupation becoming more established from the Iron Age onward. The town's strategic location along the River Welland facilitated trade, industry, and expansion, particularly during the Roman and medieval periods. By the post-medieval era, Spalding saw urban growth, economic shifts, and infrastructural developments, continuing into the 20th century with population increases and industrial diversification. The 'MLI' numbers referenced throughout relate to entries in the Lincolnshire Historic Environment Record (HER), cataloguing significant sites and finds.

2.2 Prehistoric (10,000 BC – 43 AD)

- 2.2.1 There is little evidence of settlement in Spalding before the Iron Age, likely due to marine inundations burying archaeological remains under layers of silt and clay deposited in the Late Neolithic into the Bronze Age. Some prehistoric finds have been recorded in the wider area, including a possible Mesolithic microlith found in the churchyard of St Mary and St Nicholas (MLI83406).
- 2.2.2 The first clear evidence of settlement in the survey area dates to the Iron Age. Excavations to the southwest of Spalding, near Bourne Road, uncovered a domestic and industrial site situated on a rodden (MLI20553). Findings included evidence of domestic dwellings and that salt production was taking place in the area at this time.

2.3 Roman (43 – 410 AD)

- 2.3.1 Settlement appears to have continued from the late Iron Age into the Roman period, with multiple sites and finds across the area. Drainage and land reclamation took place, and settlements had access to the sea via the River Welland. Scattered Roman finds have been recorded in the modern town centre and the surroundings, including a possible statue alleged to have been found when foundations were repaired at the Gentlemen's Society Meeting House (MLI23610).
- 2.3.2 An early Romano-British site on Kings Road suggests meat processing activity (MLI97863), while nearby excavations at Castle Fields revealed pits with burnt bone and briquetage (MLI85766). To the west, large-scale salt production took place alongside farming and domestic life. A site on Woolram Wygate (MLI84933), active from the 1st to 3rd centuries, evolved from an industrial salt-making centre to a residential area, possibly due to changing water conditions. By the end of the Roman period, marine transgressions buried many sites under silt.



2.4 Early medieval (410 – 1066 AD)

- 2.4.1 Following the Roman period, the landscape returned to wetlands due to rising water levels and environmental changes. There is limited archaeological evidence from this time, but records indicate settlement continued.
- 2.4.2 Pottery dating from the 5th to 8th centuries has been found on the northern edge of the town, along with later finds from the 10th to 12th centuries (MLI81915). Historical records, such as 7th or 8th century Tribal Hidage, confirm Spalding's existence and suggest the place name "Spalding" likely derives from the Old English "Spalde," meaning "narrow opening," or from the Spalde tribe. In 1086, the Domesday Survey recorded Spalding as a sizable settlement with 91 households, divided among three estates, including two manors and a berewic. The largest estate, owned by Ivo Tallboys, was a thriving manor with agricultural land, fisheries, and salt houses, while the other estates, including one held by Crowland Abbey, contributed to the town's economic activity.

2.5 Medieval (1066 – 1540 CE)

- 2.5.1 During the medieval period, Spalding developed into a thriving inland port and religious centre, with Spalding Priory playing a dominant role in the town's economy and governance. The priory, founded in 1052, controlled extensive landholdings, including granges for agricultural production, and was a powerful institution until its dissolution in 1540. The town expanded around key sites, including the priory and the Church of St Mary and St Nicholas, with markets and fairs being established to facilitate trade. Wealth from the wool trade and land reclamation efforts contributed to Spalding's prosperity, making it one of the wealthiest ports in the Lincolnshire Fens. Large houses such as Ayscoughfee Hall (MLI98387) were constructed near the church, reflecting the town's growing affluence. Spalding Castle, believed to have existed near the present-day Castle Sports Centre, further highlights the town's medieval significance.
- 2.5.2 Spalding's economy flourished due to its strategic location, enabling trade with nearby towns such as Stamford and Peterborough. By the 13th century, the town exported wool and other goods, while salt production and fisheries remained vital industries. The landscape was heavily influenced by drainage and reclamation projects, which transformed marshy land into productive farmland. A structured street pattern developed, with the market area situated outside the priory's northern boundary. Key medieval buildings, such as the White Hart Hotel (MLI23568) and the Prior's Oven (MLI22362), still stand today, offering glimpses into Spalding's rich past. Despite challenges such as land disputes with Crowland Abbey and periodic flooding, Spalding remained a prosperous and influential settlement throughout the medieval period.

2.6 Post-medieval (1540 – 1901)

- 2.6.1 During the post-medieval period, Spalding underwent significant changes, particularly in its urban development, economy, and infrastructure. The town remained within its medieval core for much of the period, with expansion occurring mainly in the 19th century. Population growth was steady, though a decline in the late 19th century coincided with the economic downturn of its port. Development was influenced by events such as the 1715 fire, which led to the widespread use of brick and tile over timber and thatch.



- 2.6.2 Economically, Spalding was initially reliant on its port, which thrived in the 18th century but declined with the rise of the railway. The town's industries included malting, brewing, rope and sail production, boatbuilding, and blacksmithing, many of which were linked to river trade. Agricultural exports, particularly flax, wheat, and hemp, played a vital role. By the late 19th century, bulb growing, especially tulips, became a significant industry.
- 2.6.3 The dissolution of Spalding Priory in the 16th century impacted the town's economy and organization. The 17th and 18th centuries saw the rise of non-conformist chapels alongside established Anglican churches. Several schools were also founded to meet the educational needs of the growing population.
- 2.6.4 Land drainage efforts continued throughout the period, with significant reclamation projects and the introduction of steam-powered pumps in the early 19th century, improving agricultural productivity. Public institutions such as workhouses, a prison, and administrative buildings were established as Spalding grew into a key settlement in the South Holland district.
- 2.6.5 By the late 19th century, transport advancements, including the railway, reshaped Spalding's economy and urban layout, leading to suburban expansion and a decline in the port's significance.

2.7 20th century

- 2.7.1 Throughout the 20th century Spalding experienced rapid population growth, leading to extensive housing developments along key approach roads and large estates on all sides of the town. The 1947 floods prompted the construction of new flood defences, including the Coronation Channel (1955-56), which enabled further expansion eastward. Industrial estates developed in the north, supported by new roads and rail links, such as the West Elloe Bridge (1928), built to accommodate traffic for the sugar beet factory. Spalding's railway network played a significant role in the economy, particularly in transporting tulip bulbs, but most lines closed between 1959 and 1982. The A16 bypass was completed in 1995, and a new western relief road is currently under construction to ease congestion.
- 2.7.2 Agriculture and industry remained central to Spalding's economy. The bulb industry peaked in the 1950s-70s, with the Tulip Parade becoming a major tourist attraction. The sugar beet factory (1926-1994) was later redeveloped into a power station. The cattle market, once a key trading hub, closed in 1992 and was replaced by a supermarket. Spalding has remained a major centre for food production, with South Holland playing a crucial role in the UK's agri-food sector. Religious and educational institutions expanded alongside the population, with new schools opening and church consolidations occurring in the mid-20th century.



3. Aims & Objectives

3.1 Extensive Urban Survey

3.1.1 Extensive Urban Surveys (EUS) serve to systematically assess and record the historical development and significance of urban areas. They aim to create a comprehensive understanding of the character and evolution of towns and cities, focusing on their archaeological, architectural, and historical elements. The survey identifies key heritage assets, documents patterns of settlement and development, and informs decisions on conservation, planning, and management. EUS contributes to a better understanding of the urban landscape's heritage, aiding in the preservation of important sites and ensuring that future development takes into account the historic environment.

3.1.2 The EUS for Spalding identifies the site lying with Historic Urban Character Area (HUCA) 1 – the town centre (Grayson & Robertson-Morris 2022). Heritage values for this area are presented in relation to evidential, historical, aesthetic and communal values and are listed out in full below.

3.1.3 Evidential values:

The character area is key to the historic narrative of Spalding. There are several heritage assets from multiple periods which contribute to Spalding's growth as a town. Westlode Street and its origins as a possible Roman artificial water channel is pivotal to an understanding of history in the town. Further investigation into the full nature of Spalding's Roman origins would be beneficial to the town. The Spalding priory and remaining priory buildings as well street names such as Abbey Passage and Priory Road all contribute to our understanding of the town's formation as a religious centre. Spalding's trading history which has continued from the medieval period through to modern day is preserved within the HUCA, and is most visible through Market Place, Hall Place and Sheep Market. Later periods have contributed to the market centre as the requirements of the space have changed, however, its original purpose is still recognisable in the present day.

3.1.4 Historical values:

The character area provides a great deal of context on the religious, commercial and developmental history of Spalding and the wider area. Spalding's medieval history and its later status as an important market centre, including the economic history of the fenland region are also demonstrated within the HUCA. This history is legible across the area and its high value is not precluded by some 20th/21st century alterations to the historic character.

3.1.5 Aesthetic values:

The town centre is visually historic with many assets, shapes and layouts which date to the medieval and post medieval periods. The buildings largely display Georgian, Victorian and modern architectural ideals, although the plan form and street layout were developed during the medieval and post-medieval periods. Although heavily altered, Prior's Oven is a visual reminder. The character area makes up a large portion of the Spalding Conservation Area.



3.1.6 Communal values:

The character area is central to the historical narrative of the town, from the early medieval period into the modern day. Its character, including the style and type of buildings and the plan form mark this area as a public zone. The high concentration of activity in the character area from the early medieval period until the present day, provide a great amount of heritage with which to engage the public.

3.2 Research framework

3.2.1 The East Midlands Historic Environment Research Framework (EMHERF 2006) will be used to inform and shape the development of the project's aims and objectives. By drawing on the framework's regional research priorities, the project will be aligned with current archaeological knowledge and research directions for the area. The framework provides a structured approach to understanding local archaeological landscapes, enhancing our focus on key research themes such as settlement patterns, material culture, and historical development. This approach will guide the formulation of specific, relevant research questions, ensuring that the project contributes to the broader understanding of Spalding's historical significance within the region.

3.3 Aims

3.3.1 The programme of archaeological investigation will be baselined against the research goals of the East Midlands Historic Environment Research Framework and the heritage values outlined in the EUS.

3.3.2 The aim of the monitoring and recording will be to:

- To determine the location, extent, date, character, condition, significance and quality of any archaeological remains within the development site.
- Assess the artefactual and environmental potential of any archaeological deposits encountered.
- If required, to inform the formulation of further measures to mitigate impacts of the proposed development on any surviving archaeological remains.
- Produce a site archive for deposition with Lincoln Museum and to provide information for accession to the Lincolnshire Historic Environment Record (LCNCC : 2025.27).

3.3.3 Should archaeological remains be encountered, monitoring works should determine as far as is reasonably possible, the location, extent, date, character, condition, significance, and quality of any surviving archaeological remains within the development site. The works will help to inform discussions over the extent and scope of any required mitigation works.



4. Methodology

4.1 General

4.1.1 This specification conforms to the requirements of the National Planning Policy Framework, the current Historic England Historic Environment Good Practice Advice in Planning Note 2: Managing Significance in Decision-Taking in the Historic Environment and conforms to regional guidance outlined in the Lincolnshire Archaeological Handbook (LCC 2019). It has been designed in accordance with Management of Research Projects in the Historic Environment (MoRPHE) (HE 2015a) and with the Chartered Institute of Archaeologists' Code of Conduct and Standard for Archaeological Monitoring and Recording (Cifa 2025).

4.1.2 The work shall be carried out by appropriately qualified and experienced staff. Details of staff numbers, their roles and relevant experience will be confirmed with the Planning Archaeologist. Staff CVs will be provided upon request and any sub-contracted specialists will be subject to the same provisions.

4.2 Monitoring

4.2.1 All below-ground works will need to be continuously monitored by an archaeologist. The mechanical excavator must be of an appropriate size and fitted with a toothless bucket. Should archaeological remains be encountered, work may be required to pause to enable rapid recording and assessment of significance. If well-stratified or structural remains are found, the Planning Archaeologist shall be informed to discuss further mitigation.

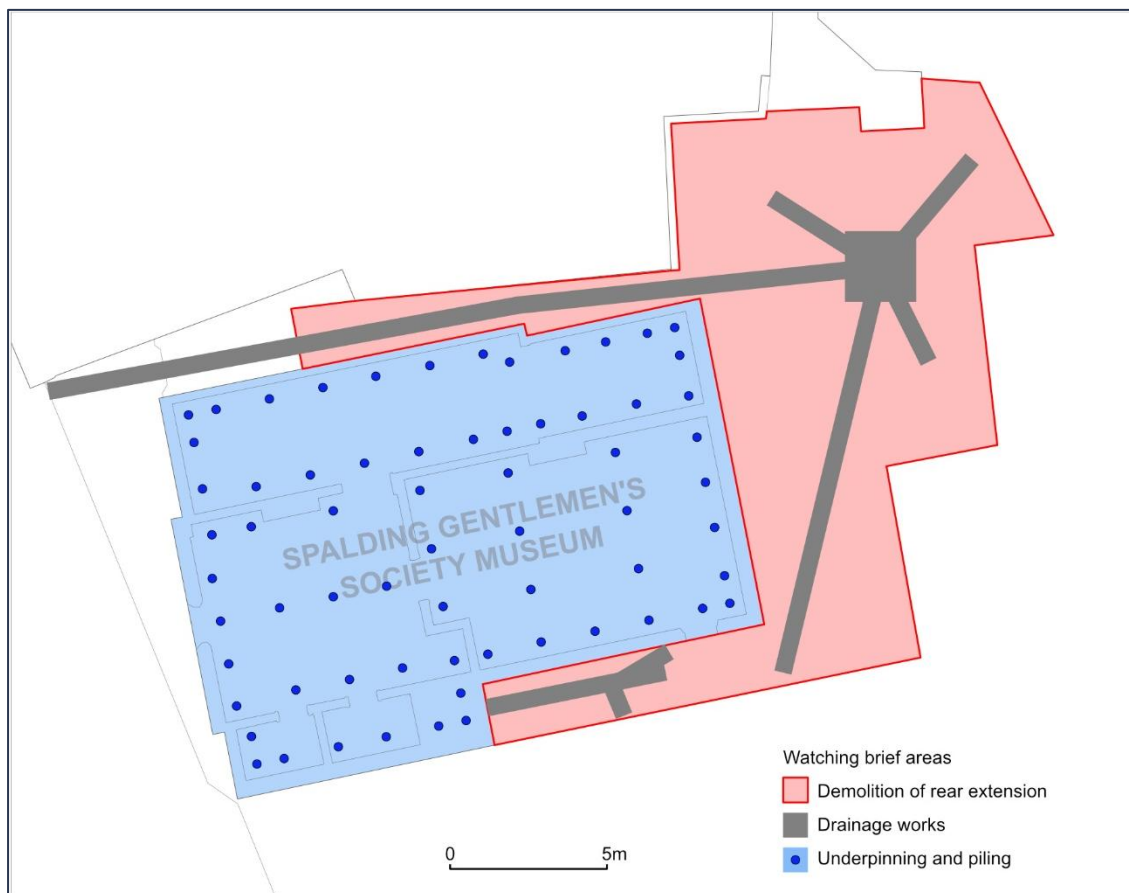


Figure 3: Watching brief areas



4.2.2 Each area monitored shall be cleaned to assist the identification and interpretation of exposed archaeological features and the nature of identified features assessed by sample excavation sufficient to determine date, nature, extent and condition and their environmental and scientific potential.

4.2.3 All exposed features will be investigated and follow the feature sampling strategy outlined below (unless otherwise agreed the Planning Archaeologist):

- 20% of linear features (ditches).
- 50% minimum of all non-linear features (pits and postholes).
- All feature intersection or overlaps will be excavated.
- Reduced sampling of medieval and later agricultural features (field boundaries and furrows).

4.2.4 In the event of unexpectedly significant archaeology being revealed the archaeological contractor will immediately inform the Planning Archaeologist.

4.3 Recording

4.3.1 Where archaeological remains are encountered, monitored areas will be recorded at an appropriate scale by measured drawing and photography and will be located to the Ordnance Survey National Grid.

4.3.2 All archaeological features and deposits uncovered will be recorded using pro forma sheets, either manually or digitally, conforming to industry best practice. The recording should include a stratigraphic matrix of the relationship between features and deposit.

4.3.3 All archaeological features and deposits will be mapped by measured survey equipment (GPS or EDM) with a tolerance of + or – 100mm. All planning and survey of archaeological features will be undertaken by a suitable qualified surveyor supplied by the archaeological contractor. Representative sections will be produced at an appropriate scale. Sections and profiles of each feature sampled will be drawn at an appropriate scale.

4.3.4 Photographs will be taken as necessary to produce a photographic record of the site. The record should look to place features within their site context, display feature and deposit associations and relationships, and demonstrate specific qualities and depositional sequences where appropriate. Additional photographs should be taken of the site conditions and working practices to display any constraints to achieving the aims and objectives of the project. Photographs should be taken of the site to demonstrate the site conditions before the start of the archaeological work.

4.3.5 Photographs will be taken on a digital camera of no less than 10 megapixels and in RAW format. All photography will follow the archaeological contractor's guidance which conforms to industry best practice (ADS 2013 & HE 2015b). Images will be converted to uncompressed baseline v.6 TIFF for archiving and will have accompanying metadata.



4.4 Finds

- 4.4.1 The finds retrieved from the site will be treated in accordance with industry best practice and guidance. All artefacts from excavated contexts will be retained by the archaeological contractor, except for unstratified modern material. Artefacts will be bagged and labelled according to the individual deposit from which they were recovered. As a minimum all finds will be cleaned, weighed, counted and identified. Any artefacts requiring immediate stabilisation will be done so in line with First Aid for Finds (Watkinson and Neal 1998).
- 4.4.2 For all categories of material recovered, including finds, palaeo-environmental, industrial and other specialist samples, an assessment by an appropriately experienced specialist will be undertaken. Samples must be processed and sorted, and any artefacts recovered provided to the appropriate specialist(s) to be considered alongside the hand-recovered material. Project specialists will have access to a digital copy of the archive and stratigraphic information during their assessment. Where material suitable for scientific dating is recovered, sufficient dating will be undertaken to meet the aims of the evaluation.
- 4.4.3 If treasure is encountered during an archaeological excavation in the UK, it must be reported to the local coroner within 14 days, as required by the Treasure Act 1996 (amended in 2023). The find must meet certain criteria, such as being at least 200 years old and containing precious metal or being of exceptional historical, archaeological, or cultural significance.

4.5 Environmental

- 4.5.1 The environmental sampling strategy will be carried out in consultation with the Planning Archaeologist and will include the routine sampling of deposits for the retrieval of archaeobotanical remains, artefacts, and industrial residues. All environmental work will be undertaken in accordance with Historic England guidelines outlined in Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation (HE 2011). Sample sizes will normally be 40 litres unless the deposit is smaller in volume. A suitable specialist will, if necessary, make a site visit to advise on deposits suitable for environmental sampling.
- 4.5.2 Charred plant samples will be wet sieved with flotation through an appropriately sized mesh and all residues will be checked. Should waterlogged deposits be encountered they will be left in-situ until such a time as further mitigation works are required. If this is not possible then further consultation with a suitable specialist will determine methods for recovery.

4.6 Human remains

- 4.6.1 The Planning Archaeologist will be informed immediately if human remains are discovered. Any human remains encountered will be cleaned with minimal disturbance, recorded and left in-situ and only removed if necessary. Any human remains requiring removal will be done so following receipt of a Ministry of Justice licence. Investigation and excavation of human remains will be undertaken by, or under supervision of, suitably experienced specialist staff and in accordance with Cifa Guidelines outlined in Excavation and Post-excavation Treatment of Cremated and Inhumed Human Remains (Roberts & McKinley 1993) and Guidelines to the standards for recording human remains (Brickley & McKinley 2004). Assessment of excavated human remains will be undertaken in line with current Historic England guidelines.



- 4.6.2 The archaeological contractor will comply with all reasonable requests of interested parties as to the method of removal, re-interment or disposal of the remains or associated items. Every effort will be made, at all times, not to cause offence to any interested parties.

5. Post-excavation

5.1 Reporting

- 5.1.1 Unless otherwise agreed with the Planning Archaeologist, a report detailing the findings of the archaeological works will be prepared within six weeks of the completion of site works (dependant on receiving specialist reports) and will consist of:

- a title page detailing site address, site code and accession number, NGR, author / originating body, client's name and address
- a copy of the OASIS form
- an archive statement giving summary of contents, location, accession number and proposed date for final deposition
- full contents listing
- a non-technical summary of the findings of the investigation
- an introductory statement
- the aims and purposes of the archaeological work as outlined in this WSI
- a description of the topography and geology of the area
- a description of the methodologies used during the investigation
- an objective summary statement of the findings
- a site location plan and plans of each of the areas investigated showing the archaeological features exposed (to include AOD levels and to be tied into Ordnance Survey data)
- all plans will be drawn at appropriate and accurate scales with north arrows and show the location of excavated sections and section drawings
- sections of the excavated archaeological features (to include AOD levels, cardinal points and be located on the site plans which will be tied into Ordnance Survey data)
- a phased stratigraphic discussion of the archaeological features
- an interpretation of the archaeological features exposed and their local and regional context, including a statement of significance
- specialist reports on the artefactual / ecofactual remains from the site
- photographs to include general site images (including blank trenches) and key archaeological features, reproduced at reasonable size
- a full context list [appendix]
- a full site stratigraphic matrix [appendix]
- full quantification of artefacts and ecofacts [appendix]



5.1.2 The report will look to assess the results of the archaeological fieldwork including where necessary the results of any specialist and scientific assessment / analysis and place the results within their local, regional and national context. The report should look to identify any potential research priorities where applicable.

5.1.3 Specialist reports will include recommendations for retention / discard of material.

5.2 Dissemination & archiving

5.2.1 Copies of the archaeological fieldwork report will be sent to the client for approval, and then the Planning Archaeologist. The digital submission to the Historic Environment Record will include the full site report (in PDF/A-1a format) and, if required, georeferenced digital survey data in shapefile or .dxf format. Digital photographs will be converted to uncompressed baseline v.6 TIFF for archiving, which may be supplied to the Lincolnshire Historic Environment Record if required. The OASIS online report form for the fieldwork will be updated and completed.

5.2.2 A draft copy of the report will be supplied to Planning Archaeologist for comment. Following approval of the report, one copy of the approved report will be archived through OASIS to the Archaeology Data Service (ADS) and one copy will be supplied to the Lincolnshire Historic Environment Record. The physical finds archive will be deposited with Lincoln Museum within the notified time frame.

5.2.3 The report will be published with the Society for Lincolnshire History and Archaeology in Past & Present within 12 months from completion of fieldwork.

6. Resourcing & Programming

6.1 Timetable

6.1.1 Monitoring work is expected to be undertaken intermittently during the construction phase of works. Structural repairs to the existing building commence in October/November 2025, demolition of the rear extension is planned for early 2026, and drainage works in Spring/Summer 2026. The Planning Archaeologist will be informed at least two weeks before the proposed commencement of each element of fieldwork monitoring.

6.2 Personnel

6.2.1 Work on site will be led by Chris Casswell MCIfA of Reclaim Heritage who is in charge of the archaeological project. The project and wider specialist team will be as follows:

Role	Name	Organisation
Project Archaeologist	Chris Casswell	Reclaim Heritage
Iron Age & Roman ceramics	Ian Rowlandson	Ian Rowlandson Archaeological Consultancy
Post-Roman ceramics & CBM	Jane Young	Freelance
Osteologist	Suzanne Gee	SKG Osteo Services
Lithics	Josh Hogue	Allen Archaeology Ltd
Small finds	Adam Daubney	Freelance
Archaeobotanical	Ellen Simmons	Sheffield Archaeobotanical Consultancy



6.3 Monitoring

- 6.3.1 The Planning Archaeologist will be given at least two weeks' notice of when work is due to commence and will be free to visit the site by prior arrangement. The Planning Archaeologist will monitor implementation of the programme of works on behalf of the Local Planning Authority and evaluate the work being undertaken on site against the methodology detailed in this specification.

6.4 Insurance

- 6.4.1 The archaeological contractor will hold Public Liability Insurance to the minimum value of £5m and Professional Indemnity Insurance to the minimum of £5m.

7. Health & Safety

- 7.1.1 All works will be in compliance with the Health and Safety at Work Act (1974) and all applicable regulations and Codes of Practice and the Construction Design Management Regulations 2007. All archaeological staff will undertake their operations in accordance with safe working practices.
- 7.1.2 A site-specific risk assessment and safety plan will be prepared before the start of the project and will be maintained through the project as required. A continuous process of dynamic risk assessment will be undertaken and if significant hazards are identified a specific risk assessment will be undertaken and recorded. Control measures will be implemented as required in response to specific hazards.
- 7.1.3 Safe working will take priority over the desire to record archaeological features or remains, and where it is considered that recording is dangerous, any such features or remains will be recorded by photography, at a safe distance.

8. Reference

Archaeology Data Service (ADS) 2013. *Caring for Digital Data in Archaeology: a guide to good practice*, Archaeology Data Service & Digital Antiquity. Guides to Good Practice.

Brickley, M. & McKinley J. 2004. *Guidelines to the Standards for Recording Human Remains*.

British Geological Survey (BGS) 2025. *Geology of Britain viewer*. Available at: <https://mapapps.bgs.ac.uk/geologyofbritain/home> [Accessed 06 February 2025].

Chartered Institute for Archaeologists (Cifa). 2025. *Cifa Code, regulations and standards & guidance*. [online] Available at: <https://www.archaeologists.net/codes/cifa> [Accessed 06 February 2025].

Cranfield Soil and Agrifood Institute (CSAI). 2025. *Soilscapes soil types viewer*. [online] Available at: <http://www.landis.org.uk/soilscapes/> [Accessed 06 February 2025].

East Midlands Historic Environment Research Framework (EMHERF). 2006. *East Midlands Historic Environment Research Framework*. [online] Available at: <https://researchframeworks.org/emherf/> [Accessed 07 February 2025]



Grayson, N. & Robertson-Morris, G. 2022. *Lincolnshire Extensive Urban Survey: Spalding*. [online] Available at: <<https://heritage-explorer.lincolnshire.gov.uk/eusreports/>> [Accessed 07 February 2025].

Historic England (HE). 2011. *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation*.

Historic England (HE). 2015a. *Management of Research Projects in the Historic Environment (MoRPHE)*. [online] Available at: <https://historicengland.org.uk/images-books/publications/morphe-project-managers-guide> [Accessed 07 February 2025]

Historic England (HE). 2015b. *Digital Image Capture and File Storage*.

Lincolnshire County Council (LCC) 2019. *Lincolnshire Archaeological Handbook*. Historic Places Team; 4th Revised Edition. [online] Available at: <https://www.lincolnshire.gov.uk/downloads/file/2204/archaeology-handbook-pdf> [Accessed 14 February 2025]

McKinley, J. & Roberts, C. 1993. *Excavation and post-excavation treatment of cremated and inhumed human remains*. Institute of Field Archaeologists.

Watkinson, D. & Neal, V. (eds) 1998. *First Aid for Finds: Practical Guide for Archaeologists*. United Kingdom Institute for Conservation of Historic & Artistic Works, Archaeology Section; 3rd Revised Edition.