

**LAND SOUTH OF DROVE ROAD, SHEPEAU STOW, SPALDING, SOUTH
HOLLAND. PE12 0UQ**

**SPECIFICATION FOR A SCHEME OF ARCHAEOLOGICAL
MONITORING AND RECORDING**

NGR: TF 30973 12156
South Holland Planning Ref.: H23-0708-18
PCAS job no. 2253
Site code: DRSM19
Archive acc. no.: LCNCC : 2019.176

Prepared for
Origin Design Studio Ltd.

by
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August 2019



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Non-Technical Summary

A scheme of archaeological monitoring and recording is to take place during the construction of a small residential development on land south of Drove Road, in the village of Shepeau Stow within the parish of Whaplode, in the South Holland district of Lincolnshire. If exposed, any archaeological deposits or remains will be assessed and recorded.

Shepeau Stow and parts of the surrounding Fenland is known to have been a centre of salt production in the Roman period: the presence of an industry suggests that there must also have been a Roman settlement in the area, with parts being identified in extensive cropmarks and recorded during other archaeological investigations. The proposed development is likely to have been utilised as agricultural land from the Roman period onwards.

This document describes the archaeological methodology that will be adopted as part of the scheme in order to comply with a planning condition, and the reporting and archive procedures that will follow.

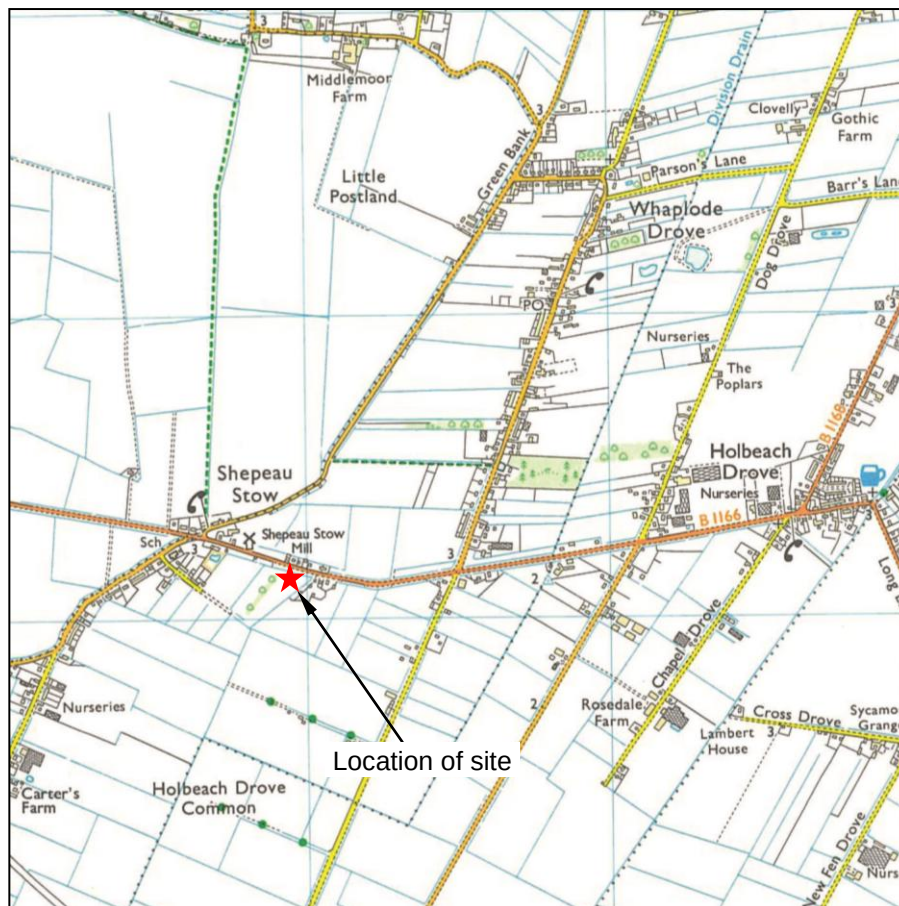


Figure 1: Location plan of the site at scale 1:25,000. The position of the proposed development site is shown in red. (OS mapping © Crown copyright. All rights reserved. PCAS licence no. 100049278.)

1.0 Introduction

PCAS Archaeology Ltd. was commissioned by Origin Design Studio Ltd. to prepare a specification for a scheme of archaeological monitoring and recording during groundworks for a small residential development on land south of Drove Road, in the village of Shepeau Stow in the South Holland district of Lincolnshire (post code PE12 0UQ).

This document is a specification (written scheme of investigation) for a programme of archaeological monitoring and recording. It follows current best practice and appropriate national guidance including:

- NPPF, National Planning Policy Framework, 2019 revision;
- CIFA Code of Conduct (2014);
- CIFA Standards and Guidance for Archaeological Watching Briefs (2014);
- Management of Research Projects in the Historic Environment (MoRPHE ver. 1.2, 2015)
- Lincolnshire Archaeological Handbook (Lincolnshire County Council, 2016).

2.0 Site Location and Description (figs. 1 and 2)

Shepeau Stow is located within the Lincolnshire Fenland, approximately 7km to the east of Crowland and 12km south east of Spalding in the administrative district of South Holland.

The proposed development site is located on the eastern side of the small village of Shepeau Stow. It is laid to pasture land with arable fields to the south. The site's northern boundary runs along Drove Road, B1166, with an unnamed road comprising of mixed residential dwellings with no specific architectural style lying on the eastern boundary. To the west is a heavily planted area with established trees.

The central Grid Reference is TF 30973 12156.

3.0 Topography and Geology

Shepeau Stow is located within the Lincolnshire Fenland which is characteristically flat, yet the village itself occupies a slightly raised 'island' at a OD of 3m with the surrounding land lying at an elevation of between 0 and 1m OD.

The drift geology of the proposed development comprises of Tidal Flat Deposits of sands and silts. Which are sedimentary superficial deposits formed between 2.588 million years ago and the present during the Quaternary period. The bedrock geology is Oxford Clay Formation of Mudstone. Which is a sedimentary bedrock formed between 166.1 and 157.3 million years ago during the Jurassic period.

4.0 Planning Background

Planning permission for the construction of five detached dwellings with individual access was granted by South Holland District Council in October 2018 (planning application number H23-0708-18). In accordance with the National Planning Policy Framework, Condition 9 of the grant of planning permission requires a written scheme of archaeological investigation (WSI) to be submitted to and approved in writing by the Local Planning Authority before development commences, while Condition 10 stipulates that the LPA shall be notified in

writing of the intention to commence the archaeological investigations, in accordance with the approved written scheme, at least 14 days in advance of commencement. Condition 10 also requires the archaeological site work to be undertaken only in full accordance with the WSI; Condition 15 requires a written report of the findings of the work to be submitted to and approved in writing by the Local Planning Authority within 3 months of the completion of site works, and also requires the deposition of the site archive, in accordance with a methodology and in a location to be agreed in writing with the LPA, within 6 months of the completion of site works.

5.0 Archaeological and Historical Background

Within the vicinity of the study area, there is limited prehistoric finds. A few sherds of late Iron Age pottery were recovered on a Romano-British saltern site during fieldwalking associated with the Fenland Project in 1992 (HER no 23166). Similarly, Iron Age pottery was discovered at another Romano-British saltern site by the same unit (HER no 23162).

The village of Shepeau Stow is known to have been a centre of salt production in the Roman period: several salterns operational in the 1st to 4th century AD have been identified and partly excavated in numerous areas surrounding the modern village. The presence of an industry suggests that there must also have been a Roman settlement in the area, some have been located either by excavation or extensive cropmarks. Approximately 1km west of the proposed development, a Romano-British settlement and saltern site has been recorded, with ditched enclosures on either side of a large extinct watercourse with scattered pieces of evaporating vessels, supports and other baked clay debris present. This was in use from the 2nd to early 4th century AD. To the north west, another Romano-British settlement with salt working site was also recorded by Fenland Survey. This site occurs within cropmark area (HER ref 22042) and presented scattered artefacts such as briquetage and pottery. Furthermore, to the north north west of the proposed development, approximately 0.30km, watercourse, droves, fields and enclosures with vast quantities of scattered artefacts dating from the 1st to the 4th century AD have been recorded (HER ref 22039), which suggested that this site was most likely domestic as less industrial debris was present. Further to the north west, another Romano-British settlement with an associated saltern site was been recorded (HER ref 23177).

As mentioned, the village is located within an area of extensive cropmarks which have been identified from aerial photographs (HER refs 20246, 20417, 20421, 20422, 20423, 22045, 22179), and various findspots (HER refs 20418, 22042, 22141, 23185, 23186, 23187) have dated these to the Romano-British period (Hallam, 1970). The cropmarks have been interpreted as field systems, watercourses, enclosures, trackways, settlements and areas of industrial activity including saltworks.

The place-name 'Shepeau' meaning 'the river where sheep are found' is derived from the old English *scep* and *ea* (Cameron, 1998), although it is interesting to note that *ea* has become the Norman *eau*. 'Stow' is a later addition and in South Lincolnshire meant 'a dam' (ibid). Documentary evidence suggests that the name *Shepeau* is at least as old as the mid 12th century and may date to the late 10th century (Hayes & Lane, 1992).

Shepeau Stow is located on the boundary between the parishes of Crowland and Whaplode, near to watercourses and was probably given over to sheep or cattle, as the name suggests. Within the village envelope, however, only a few sherds of medieval pottery have been recovered from fieldwalking (ibid).

The settlement of Shepeau Stow does not appear in the Domesday Survey, which indicates that its origins lie after 1086 in the medieval period. Its most notable feature is the post-medieval windmill (SMR ref 22078). Although the present development is located close to the

medieval settlement, it is more significantly located in the middle of a Romano British cropmark field system.

6.0 Archaeological Requirement

A programme of archaeological monitoring and recording is required on all groundworks associated with the development. It is anticipated that the groundworks will consist of the machine excavation of foundation trenches and domestic service trenches, possibly with ground levelling beforehand, and topsoil stripping in the vehicle access areas.

The purpose of the monitoring scheme should be to gather sufficient information to establish the presence or absence, extent, depth, condition, character, quality and date of any archaeological deposits and to create a permanent record. Environmental evidence should be taken into account as appropriate; the free-draining nature of the drift geology suggests that the palaeoenvironmental potential of this site will be limited.

The site should not be treated in isolation, and reference should be made to relevant historical sources and previous archaeological work in the area when interpreting the results.

An online record of the project data shall be initiated with the Archaeological Data Service (OASIS database) before fieldwork commences, and completed at the end of the project, including an uploaded digital copy of the report.

7.0 Methodology: Fieldwork and Recording

The scheme of archaeological monitoring and recording will be undertaken during all construction groundworks, including the excavation of service trenches. It will comprise the excavation and cleaning of any archaeological features exposed; the recovery of artefactual or ecofactual remains, and detailed recording. These works will be undertaken by a suitably qualified staff member of PCAS (Field Officer or Project Officer). The archaeologist monitoring the groundworks will cause the least possible disruption to the development programme, but at any time may request a pause in groundworks to assess any potential features or deposits and to allow the adequate hand excavation and recording of any features that have been identified. The archaeologist will keep the construction contractors informed of developments and progress. If significant archaeological remains are identified, it may be necessary, in liaison with the Historic Environment Officer for South Holland District Council, to formulate a strategy for the more complete establishment of the character, distribution, extent, condition, dating and further treatment of any such remains.

Unless ground conditions (e.g. concrete or compacted rubble) dictate otherwise, a **toothless** bucket will be used for machine topsoil stripping and for excavating foundation and service trenches.

Where identified, archaeological features will be investigated as far as possible, subject to health and safety considerations and the constraints of the groundworks, to determine their date, character and survival condition, and then recorded by measured plan and section drawings at appropriate scales (normally 1:20 or 1:10) and located by triangulation on scale site plans derived from mapping supplied by the developer.

A written record of each significant stratigraphic horizon and archaeological feature will be made on standard PCAS context recording forms. These will be supplemented by a narrative account in the form of a site diary. The archaeologist will pay due attention to the landscape aspect of any exposed remains – both the cultural and the natural landscape – which may

require a brief assessment to be made of neighbouring conditions (e.g. visible earthworks in adjacent areas, surface observation, standing buildings, vegetation cover etc).

A digital photographic record will be maintained during the course of the archaeological intervention. Photographs will incorporate an identification board, north arrow and vertical/horizontal scales as appropriate. The photographic record will include:

- general location shots depicting the area of works;
- working shots chronicling the progress and recording the methodology of the groundworks;
- individual features in plan and/or section as appropriate;
- groups of features, where relationships are important.

Lifting of human remains will be kept to the minimum which is compatible with the planned development processes and the aims of the archaeological project; remains will be left *in situ* where possible. The landowner and/or developer, the Historic Environment Officer for South Holland District Council and the coroner will be informed of the discovery. Where removal is considered to be necessary, a Ministry of Justice Exhumation Licence will be requested, in accordance with the Burial Act of 1857, and the local Environmental Health Officer advised. All reasonable requests of interested parties concerning the methods of removal, reinterment or disposal of the remains and associated items will be complied with, and attempts will be made at all times not to cause offence to interested parties; as a standard, pre-Christian remains are retained in a museum of record for possible future study following initial specialist assessment post-excavation, and the terms of the exhumation licence will be arranged to reflect this. The treatment of human remains will be at all times in accordance with the requirements of civil law and all relevant CIFA and Historic England (formerly English Heritage) guidance, including *Human Bones from Archaeological Sites: Guidelines for Producing Assessment Documents and Analytical Reports* (EH, 2004).

All artefacts will be treated in accordance with UKIC guidelines, *First Aid for Finds* (Watkinson & Neale 1998). All artefacts encountered during the groundworks will be retrieved and returned to PCAS offices for initial assessment. A register of finds that are potentially of particular interest will be kept; recorded finds typically include all items of precious metal; recognisable base metal artefacts other than those identifiable as modern; complete ceramic or glass vessels other than those identifiable as modern; glass or ceramic sherds with dates, inscriptions or significant decoration (e.g. stamped mortarium); worked bone artefacts; wooden artefacts, and complete flint artefacts. All finds will be stored in polythene bags labelled with the site code and the context number of the individual deposit from which they were recovered, in order to be returned to PCAS premises for later cleaning, marking and in-house assessment or dispatch to external specialists. An initial record of the presence of finds by type will be made for each context as part of the written recording on site; a full record of the type and count of artefacts retrieved from each context will be made during initial processing (see section 8 below).

All finds that qualify as 'treasure' under the 1996 Treasure Act (Treasure Act Code of Practice – 2002 revision) will be treated in accordance with the Act; HM Coroner and the regional Finds Liaison Officer for the Portable Antiquities Scheme will be informed, and the finds will be safely stored.

In line with the recommendations made in *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-Excavation* (English Heritage, 2011, 2nd edition), palaeoenvironmental samples will be taken from interpretable and datable archaeological deposits (*ibid.*, p.5). The topography and geology of the site suggest that palaeoenvironmental preservation is likely to be good, and charred plant remains are most likely to survive. Recommended sample sizes are 40-60 litres, or the whole

of smaller features (*ibid.*, p.12). Bulk samples for environmental processing will be taken in 10-litre capacity lidded plastic buckets. Where the deposit to be sampled is large, the sample will be taken from several locations within the deposit, at different depths; material from each location will be divided among all the sample buckets being filled, rather than filling one bucket from each of four different places in the deposit, to ensure that any one bucket being processed as an initial sub-sample will still contain material from several places in the deposit. Fills from large, multiply recut ditches should routinely be avoided as subjects for sampling, as these deposits are likely to have been reworked and redeposited, possibly several times, and material within them cannot be considered securely stratified. All samples will be 'whole earth': visible finds will not be removed unless they are likely to be adversely affected by sample processing or their nature demands special treatment (e.g. precious metal, human remains or artefacts in need of immediate conservation). The removal of any such material will be noted on the sample record. All samples will be labelled with the site code, context number and sub-sample count (e.g. '1 of 4', '2 of 4') with indelible pen on plasticized labels; two labels will be sealed inside each bucket, and two attached to the exterior of each bucket. Smaller and specialised samples may be kept in polythene finds bags: these will be double-bagged, with the site code, context number and sub-sample count written on the white panels of both bags, and a label placed in the inner bag and between the inner and outer bags, duplicating this information.

8.0 Methodology: Post-Fieldwork

Following completion of site works, all archaeological records and finds will be taken to the offices of PCAS prior to processing, dispatch and/or analysis.

Stable finds (e.g. pottery, bone etc) will be washed, marked and packaged at PCAS prior to dispatch. Unstable finds will be dispatched for remedial conservation as a prelude to assessment, and bulk samples will be dispatched for processing.

Prior to archive deposition, a fully illustrated site report will be prepared in accordance with current guidelines. The final report will include the following minimum information:

- A non-technical summary
- Museum accession number, site code and project number
- Planning reference number
- Grid reference, site location, topography and geology
- Archaeological and historical background
- A statement of aims and objectives of the project
- A description and analysis of the fieldwork undertaken
- A geo-referenced location plan at a minimum scale of 1:10,000
- A scaled overall site plan showing the accurately surveyed location of the development site in relation to known and speculated archaeological features (if appropriate)
- Scaled section and plan drawings of all archaeological features encountered within the excavated area.
- Discussion and conclusions, including the importance of the findings in local, regional and national basis and a critical review of the effectiveness of methodology
- Tables summarising features and artefacts with full descriptions and brief interpretation

- Specialist artefact and environmental reports, as necessary, with reference made to appropriate published type-series
- Colour photographs, including general views and appropriate detail
- Acknowledgements
- Bibliography of sources used
- Archive deposition location and agreed deposition date
- A summary of the report's presence and location on the OASIS online database

Copies of the report will be sent to the client, the Lincolnshire Historic Environment Record (HER) and the Historic Environment Officer for South Holland District Council. Copies will also be deposited with The Collection, Lincoln (Lincoln City and County Museum) as part of an ordered and indexed project archive. The data from the project, along with a digital copy of the report, will be uploaded to the Archaeology Data Service OASIS (Online Access to the Index of archaeological investigations) database for public consultation.

Deposition of the report with the HER, where it will be incorporated into their database for public consultation, and uploading the project data to OASIS will be considered as placing the results of the project in the public domain. Where the significance of the project results is such that wider publication of the results needs to be considered, the content and place of publication will be dependent on what is found, and will be subject to discussion with the archaeological advisor to the planning authority.

Working under the terms of the Copyright, Design and Patents Act 1988, PCAS shall retain full copyright with regard to written, digital and graphic material. However, following project completion, both the commissioning body, the Lincolnshire HER and the Archaeology Data Service may, in the interest of informing and advancing the profession, make responsible use of the data, provided that any material copied or cited in reports is duly acknowledged and all copyright conditions observed.

Following acceptance of the report, a project archive (documentary and material) will be prepared at the offices of PCAS, in accordance with the guidelines contained in *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (UKIC 1990) and *Standards in the Museum Care of Archaeological Collections* (Museums and Galleries Commission 1992), prior to deposition with the appointed museum of record.

9.0 Timetable and Personnel

In compliance with Condition 15 of the grant of planning permission, a full report on the results of the project will be submitted within 3 months of the completion of the fieldwork, providing this is compatible with the availability and timescales of the specialists consulted. In the event that the number or significance of the finds requires a longer assessment time, an interim report may be produced in consultation with the client and the Historic Environment Officer for South Holland District Council.

Details of the site team will be provided before site works commence on request. The site team will include an experienced Project Officer as a minimum. CVs will also be provided if requested.

Following the completion of site works, any finds and/or environmental samples (bulk soil samples) will be dispatched for specialist identification/assessment. PCAS have used the services of the following specialists in the past and may use any/all of the following again, depending on suitability, availability etc.

Archaeological Contractors:

- University Of Leicester Archaeological Services (ULAS) – provides a comprehensive service in all areas of post-excavation analysis.
- Durham University Archaeological Services (DUAS) – provides environmental archaeology services.
- York Archaeological Trust (YAT) – identification and assessment of registered special finds; X-Ray analysis and Conservation Services.
- Archaeological Project Services (APS) staff – provides a comprehensive service in most areas of post-excavation analysis.

Other Freelance Specialists:

- T. Lane – specialising in the identification and assessment of lithic materials and tools.
- Dr. K. Leahy – specialising in the identification and assessment of post-Roman and early medieval artefacts, particularly metalwork.
- Dr. R. Mackenzie – specialising in the identification and assessment of waste metalworking residues.
- Q. Mould – specialising in the identification and assessment of leather artefacts.
- S. Percival – specialising in the identification and assessment of prehistoric pottery and ceramics.
- I. Rowlandson – specialising in the identification and assessment of Iron Age and Roman pottery.
- J Rylatt/Dr. D. Underhill – specialising in the identification and assessment of lithic materials and tools.
- M. Taylor/M. Bamforth – specialising in the identification and assessment of waterlogged wood.
- Dr. R. Tyson – specialising in the identification and assessment of glass.
- J. Wood – specialising in the identification and assessment of animal bone & human remains.
- J. Young – specialising in the identification and assessment of post-Roman pottery and ceramic building material (with Z. Tomlinson).

In accordance with Condition 15 of the grant of planning permission, the project archive will be deposited at The Collection, Lincoln within 6 months of the completion of site works. Deposition is anticipated in or before February 2020 under LCNCC archive accession number LCNCC : 2019.176.

10.0 Health and Safety

All work will be carried out in compliance with the Health and Safety at Work Act 1974 and its related regulations and codes of practice.

Employees and sub-contractors of Pre-Construct Archaeological Services Ltd will perform their duties in accordance with company safety policy (revised 2017). Where employees are temporarily engaged at other workplaces, they are to respect relevant local regulations, both statutory and as imposed by other employers within the Health and Safety at Work Act.

In furtherance of the duty of care imposed by the Health & Safety at Work Act, the Employer shall make available to his employees whatever reasonable facilities are required by particular circumstances, e.g. appropriate protective clothing, safety equipment, rest breaks for specialised tasks, etc.

A site risk assessment will be prepared prior to any site works taking place.

11.0 Insurance

Pre-Construct Archaeological Services Ltd has the following insurance cover:

Employers' Liability:	£10,000,000
Public Liability:	£5,000,000
Professional Indemnity:	£1,000,000

12.0 Monitoring Arrangements

Internal monitoring will be the responsibility of Will Munford, Director, PCAS. The South Holland District Council Historic Environment Officer will be informed, with not less than two week's notice, of the start of the monitoring programme. He will be kept informed of any unexpected discoveries and regularly updated on the project's progress, and will be free to visit the site by prior arrangement with the site director.

13.0 Other Factors

Any potential financial outlay which may be activated over and above rudimentary costs (i.e. fieldwork, basic reporting and archive arrangements) has been calculated as provisional sums/contingencies, which will be activated only after discussion with the client and the South Holland District Council Historic Environment Officer.

14.0 Contacts

Ian Marshman, Historic Environment Officer	(01522) 550 382
Will Munford, Director, PCAS	(01522) 703 800

15.0 References

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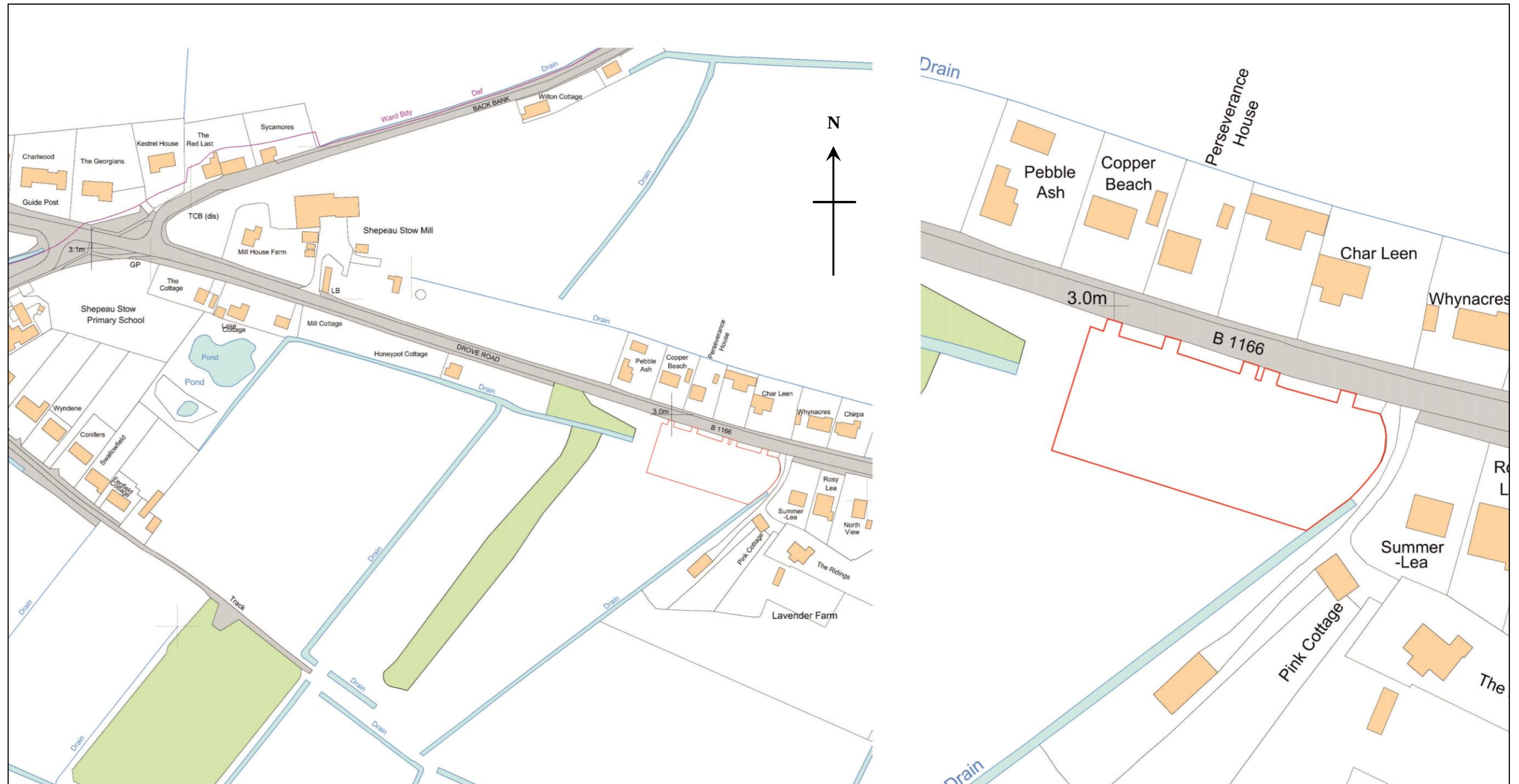


Figure 2: Location Plan and As Existing. Produced by Developer. Left Scale 1:2500.
Right Scale 1:1000 at A3



Figure 3: As Proposed Plan. Produced by Developer. Scale 1:250 at A3