UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES

Design Specification for archaeological work

Job title: Elm Farm, 70 Main Street, Higham on the Hill

Archaeological Watching Brief

Client: Mr. A. Emery

NGR: SP 38191 95568

Planning Authority: Hinckley and Bosworth Borough Council

P.A. 10/00338/FUL & 10/00339/LBC

1 Definition and scope of the specification

1.1 In accordance with Planning Policy Statement 5 (PPS5) this specification provides a written scheme for archaeological attendance for inspection and recording (a watching brief), as required by the Planning Authority, of any groundworks on the site which may disturb areas of archaeological potential in connection with a planning application for a residential development .

1.2 All archaeological work will adhere to the Institute for Archaeologist's (IfA) *Code of Conduct* and *Standard and Guidance for Archaeological Watching Briefs, Standard and Guidance for Building investigation and Recording* and the *Guidelines for Archaeological Work in Leicestershire and Rutland* (LMARS).

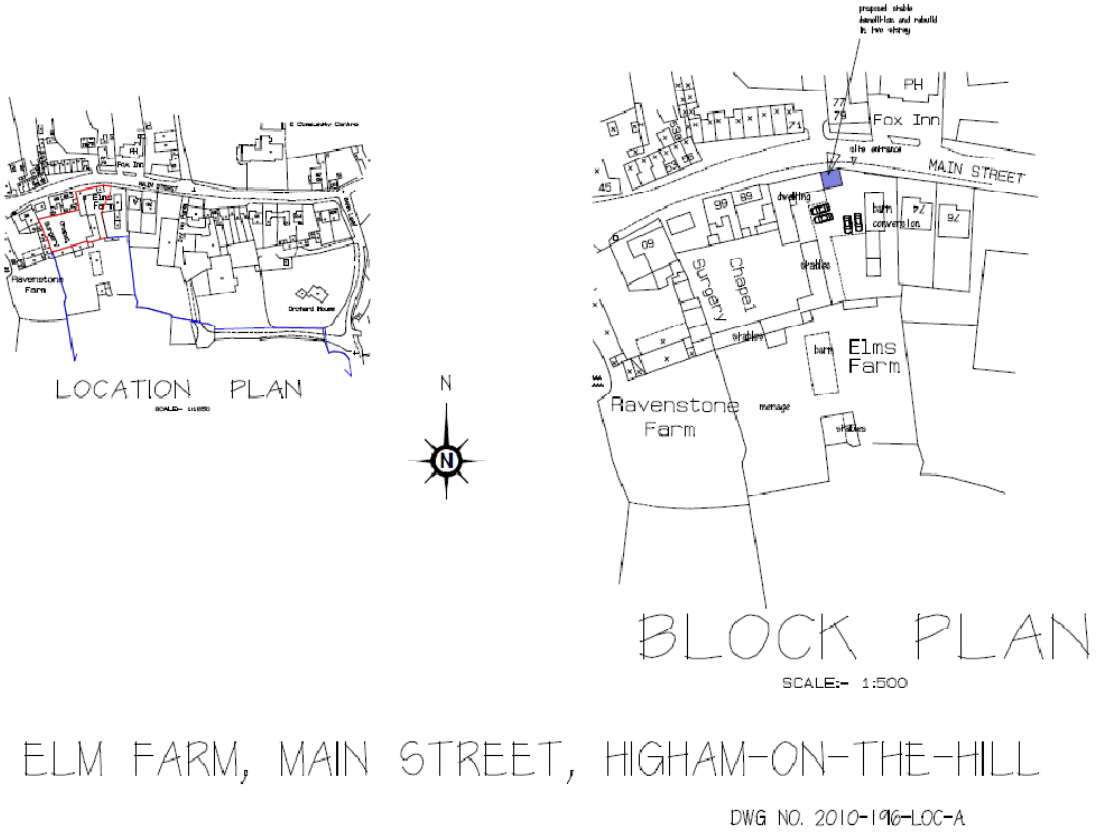


Figure 1 Location Plan (not to scale)

2 Background

2.1 Requirement for archaeological work

2.1.1 The planning authority requires professional Archaeological Attendance for inspection and recording during the groundworks for the proposed development (a watching brief). A contingency provision for emergency recording and detailed excavation sis also to be made.

2.2. *Archaeological potential (taken from Advice letter from LCC HNET to planning Authority)*

2.2.1 The Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest. It is located within the historic settlement core of Higham on the Hill where medieval and post-medieval remains are likely to be present. In addition there is a record that a small quantity of Roman pottery has been recovered from the rear of (MLE 17110). Although the site has suffered some disturbance with the construction of the stables, it is unclear how extensive this will have been.

3 Aims

3.1 Through archaeological attendance and, as appropriate, investigation:

1. To identify the presence/absence of any earlier building phases or archaeological deposits.
2. To establish the character, extent and date range for any archaeological deposits to be affected by the proposed ground works.
3. To record any archaeological deposits to be affected by the ground works.
4. To produce an archive and report of any results.

4 Methods

4.1 The project will involve the supervision of overburden removal and other groundworks by an experienced professional archaeologist during the works specified above.

4.2 Should significant archaeological remains be identified a programme of excavation and recording may be necessary, using additional personnel as necessary.

4.3 The archaeologist will co-operate at all times with the contractors on site to ensure the minimum interruption to the work.

4.4 Any archaeological deposits located will be hand cleaned and planned as appropriate. Samples of any archaeological deposits located will be hand excavated. Measured drawings of all archaeological features will be prepared at a scale of 1:20 and tied into an overall site plan of 1:100. All plans will be tied into the National Grid using an Electronic Distance Measurer (EDM) where appropriate.

4.5 Archaeological deposits will be excavated and recorded as appropriate to establishing the stratigraphic and chronological sequence of deposits, recognising and excavating structural evidence and recovering economic, artefactual and environmental evidence. Particular attention will be paid to the potential for buried palaeosols and waterlogged deposits in consultation with ULAS's environmental officer.

4.6 All excavated sections will be recorded and drawn at 1:10 or 1:20 scale, levelled and tied into the Ordnance Survey datum. Spot heights will be taken as appropriate.

4.7 Any human remains encountered will be initially left in situ and only be removed under a Ministry of Justice Licence and in compliance with relevant environmental health regulations. The developer and Leicestershire County Council will be informed immediately on their discovery.

4.8 Internal monitoring procedures will be undertaken including visits to the site from the project manager. These will ensure that professional standards are being maintained. Provision will be made for monitoring visits by the Senior Planning Archaeologist, the client and the Planning Authority.

4.9 In the event of significant archaeological remains being located during the watching brief, there may be the need for contingency time and finance to be provided to ensure adequate recording is undertaken. On the discovery of potentially significant remains the archaeologist will inform the Senior Planning Officer, Client and Planning Officer.

5 Recording Systems

5.1 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets.

5.2 A site location plan based on the current Ordnance Survey 1:1250 map, (reproduced with the permission of the Controller of HMSO) will be prepared. This will be supplemented by a plan at 1:200 (or 1:100), which will show the location of the areas investigated.

5.3 A record of the full extent in plan of all archaeological deposits encountered will be made on drawing film, related to the OS grid and at a scale of 1:10 or 1:20. Elevations and sections of individual layers of features should be drawn where possible. The OD height of all principal strata and features will be calculated and indicated on the appropriate plans.

5.4 A photographic record of the investigations will be prepared illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted.

5.5 This record will be compiled and fully checked during the course of the watching brief.

5.6 All site records and finds will be kept securely.

6 Report and Archive

6.1 An accession number will be drawn prior to the commencement of the project. Following the fieldwork the on-line OASIS form at http://ads.ahds.ac.uk/project /oasis will be completed. A report on the investigation will be provided following the groundworks.

6.2 Copies will be provided for the client, Historic Environment Record and planning Authority. The copyright of all original finished documents shall remain vested in ULAS and ULAS will be entitled as of right to publish any material in any form produced as a result of its investigations.

6.3 A full copy of the archive as defined in Brown (2008) will be presented to Leicestershire County Council, normally within six months of the completion of analysis. This archive will include all written, drawn and photographic records relating directly to the investigations undertaken.

7 Publication

7.1 A summary report will be submitted to a suitable regional or national archaeological journal within one year of completion of fieldwork. A full report will be submitted if the results are of significance.

8 Timetable and Staffing

8.1 The investigation is scheduled to commence at the start of the contractors groundworks. An experienced archaeologist will be present during this work.

9 Health and Safety

9.1 ULAS is covered by and adheres to the University of Leicester Statement of Safety Policy and uses the ULAS Health and Safety Manual (revised 2007) with appropriate risks assessments for all archaeological work. A draft Health and Safety statement for this project is in the Appendix. The relevant Health and Safety Executive guidelines will be adhered to as appropriate.

10 Insurance

10.1 All ULAS work is covered by the University of Leicester's Public Liability and Professional Indemnity Insurance. The Public Liability Insurance is with St Pauls Travellers Policy No. UCPOP3651237 while the Professional Indemnity Insurance is with Lloyds Underwriters (50%) and Brit Insurances (50%) Policy No. FUNK3605.

11. Bibliography

Brown, D., 2008 *Standard and guidance for the preparation of Archaeological Archives* (Institute for Archaeologists)

Richard Buckley
Director
ULAS
University of Leicester
University Road
Leicester LE1 7RH

Tel:0116 252 2848
Fax: 0116 252 2614
Email: rjb16@le.ac.uk

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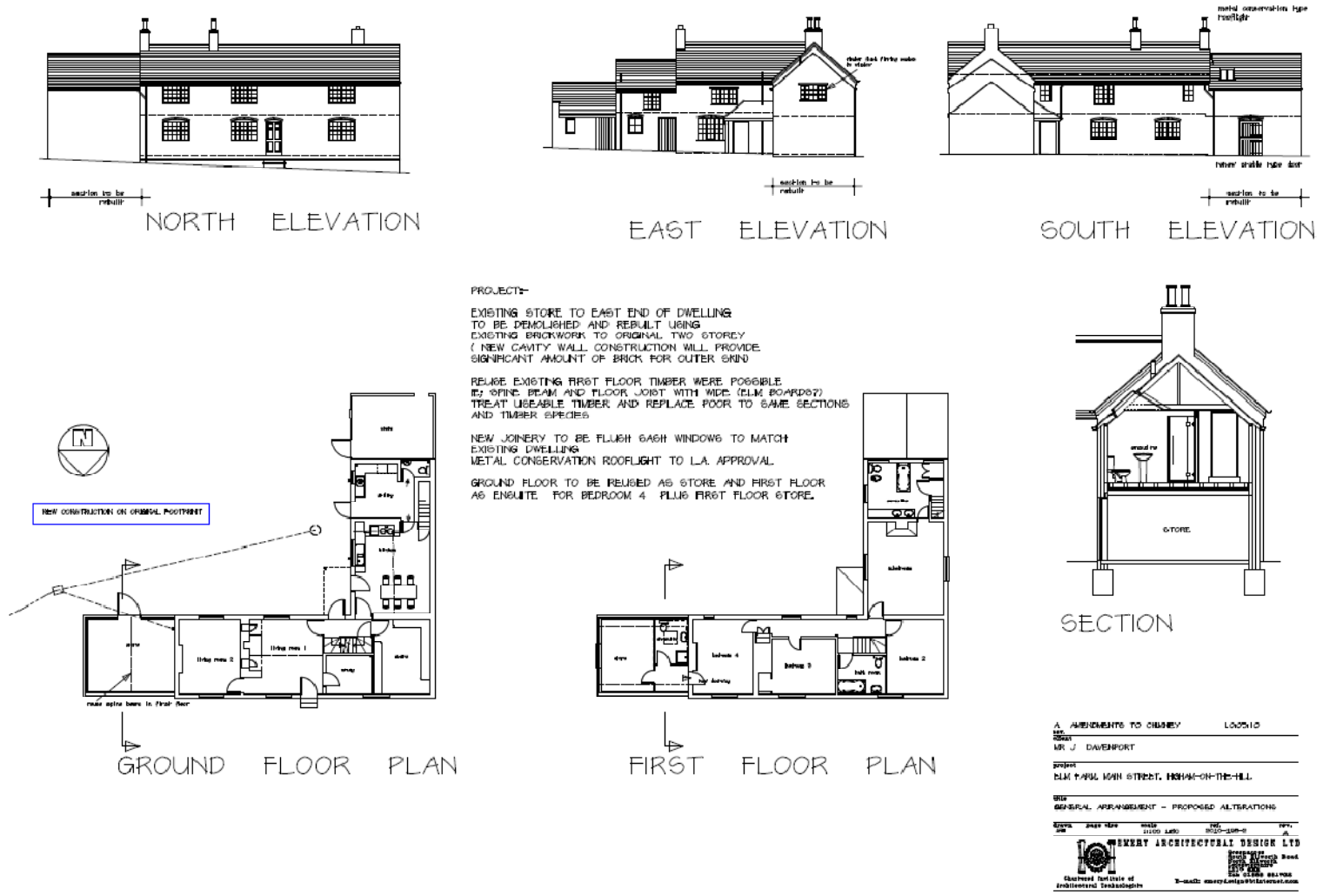


Figure 2 Site layout

APPENDIX 1: listing description

SP 39 NE HIGHAM-ON-THE-HILL MAIN STREET (south side)

9/ 21

\- Elms Farmhouse (No 70)

GV II

Farmhouse. Early to mid-C18. Red brick on Charnwood rubblestone plinth with plain tile roof and brick stack to left of centre. 3-room plan with unheated room to right. 2 storeys with toothed brick eaves band. 3 window front; large wooden casements with segmental heads on ground floor. Central 6-panel door in architrave surround with flat-roofed openwork timber porch-surround.

APPENDIX 2

Draft Project Health and Safety Policy Statement

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1 Nature of the work

1.1 This statement is for an archaeological watching brief.

1.2 The work will involve inspection of buildings and observation of groundworks during daylight hours and recording of any underlying archaeological deposits revealed. Overall depth is likely to be *c.* 0.2-0.5m. This will involve the examination of the exposed surface with hand tools (shovels, trowels etc) and excavation of archaeological features. All work will adhere to the University of Leicester Health and Safety Policy and follow the guidance in the ULAS Health and Safety Manual (2001) together with the following relevant Health and Safety guidelines.

1.3 HSE Construction Information Sheet CS8 Safety in excavations.
HSE Industry Advisory leaflet IND (G)143 (L): Getting to grips with manual handling.
HSE Industry Advisory leaflet IND (G)145 (L): Watch Your back.
CIRIA R97 Trenching practice.
CIRIA TN95 Proprietary Trench Support Systems.
HSE Guidance Note HS(G) 47 Avoiding danger to underground services. HSE Guidance Note GS7 Accidents to children on construction sites

1.4 The Health and Safety policy on site will be reassessed during the evaluation .

1.5 All work will adhere to the contractors' health and safety policy.

2 Risks Assessment

2.1 Working within a building site

Precautions. No work will be undertaken beneath section faces. Loose spoil heaps will not be walked on. Protective footwear will be worn at all times. Hard hats will be worn at all times. A member of staff qualified in First Aid will be present at all times. First aid kit, vehicle and mobile phone to be kept on site in case of emergency.

2.2 Working with plant.

Precautions. Hard hats, protective footwear and hazard jackets will be worn at all times. No examination of the area of stripping will take place until machines have vacated area. Observation of machines will be maintained during hand excavation. Liaison will be maintained with the contractors to ensure programme of machine movement is understood.

2.3 Working within areas prone to waterlogging.

Protective clothing will be worn at all times and precautions taken to prevent contact with stagnant water which may carry Weils disease or similar.

2.4 Working with chemicals.

If chemicals are used to conserve or help lift archaeological material these will only be used by qualified personnel with protective clothing (i.e a trained conservator) and will be removed from site immediately after use.

2.5 Other risks

Precautions. If there is any suspicion of unforeseen hazards being encountered e.g. chemical contaminants, unexploded bombs, hazardous gases work will cease immediately. The client and relevant public authorities will be informed immediately.

2.9 No other constraints are recognised over the nature of the soil, water, type of excavation, proximity of structures, sources of vibration and contamination.

Richard Buckley
16.08.2010