

Written Scheme of Investigation for

HINCKLEY SOLAR FARM

For Low Carbon UK Solar Investment Company Limited

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Client:	Low Carbon UK Solar Investment Company Limited
Local Authority:	Rugby Borough Council & Hinckley & Bosworth Borough Council
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Planning App:	R21/0622 & 21/00732/FUL
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1. Introduction

- 1.1. This Written Scheme of Investigation (WSI) has been prepared by Alice Short and Molly Dixon of L – P : Archaeology (now part of MOLA) on behalf of Low Carbon UK Solar Investment Company Limited.
- 1.2. This WSI sets out the scope and methodology for the archaeological evaluation to be undertaken at Hinkley Solar Farm, Stretton Baskerville, Warwickshire, LE10 3EE (hereafter referred to as ‘the site’). The National Grid Reference (NGR) for the centre point of the site is 441093, 291879 (FIGURE 1).
- 1.3. This document has been prepared in response to a condition attached to a planning application granted at the above site by the Local Planning Authorities (LPA), Rugby Borough Council and Hinkley and Bosworth Borough Council (planning references R21/0622 and 21/00732/FUL). The application is for the construction and operation of a solar farm with associated infrastructure including access, security and landscaping. A preliminary phase of archaeological assessment comprising a targeted programme of trial trench evaluation is required to be undertaken on part of the site based on the results of geophysical survey carried out in 2021 (FRADGLEY 2021).
- 1.4. The scope of works in this document have been tailored to the brief for fieldwork requirements supplied by Warwickshire County Council’s (WCC) Archaeological Information and Advice Team.
- 1.5. The site code allocated by MOLA is HSF21. The OASIS ID for the project is lparchae1-507780.
- 1.6. This document sets out the research aims, detailed fieldwork methods, archiving standards and reporting strategy to be employed for the evaluation. Reference has been made to the Chartered Institute for Archaeologists’ (CIfA) *Standard and guidance for archaeological field evaluation* (CIFA 2020A).

2. Site Background

2.1.PLANNING

2.1.1. Planning consent has been granted for the proposed construction and operation of a solar farm and battery storage system, with associated infrastructure including access, substation compound, inverters, fencing, security, access and landscaping. The site proposed for development covers an area measuring c.76ha and the planning application references are R21/0622 and 21/00732/FUL.

2.2.NATIONAL PLANNING LEGISLATION

2.2.1. In July 2021, a revised edition of the National Planning Policy Framework (NPPF) was published by the Ministry for Housing, Communities and Local Government, wholly replacing the original 2012 version, with updates in 2021 (HCLG 2021). This document sets out planning policies regarding the historic environment in section 16 ‘Conserving and enhancing the historic environment’.

2.3.LOCAL PLANNING LEGISLATION

2.3.1. The site falls between two Local Authority areas: Rugby Borough Council and Hinckley and Bosworth Borough Council.

2.3.2. The Rugby Borough Council Local Plan, adopted June 2019, sets out the Council’s policies and proposals to support the development of the Borough through to 2031 (RUGBY BOROUGH COUNCIL 2019). Policies relating to the Historic Environment are set out in Chapter 10: Sustainable Design and Construction; the relevant policy is outlined below:

POLICY SDC3: PROTECTING AND ENHANCING THE HISTORIC ENVIRONMENT

Development will be supported that sustains and enhances the significance of the Borough’s heritage assets including listed buildings, conservation areas, historic parks and gardens, archaeology, historic landscapes and townscapes.

Development affecting the significance of a designated or non-designated heritage asset and its setting will be expected to preserve or enhance its significance.

a) Understand the Asset

Applications with the potential to affect the significance of a heritage asset will be required to provide sufficient information and assessment (such as desk-based appraisals, field evaluation, and historic building reports) of the impacts of the proposal on the significance of heritage assets and their setting.

The Warwickshire Historic Environment Record, the Borough's Conservation Area Character Appraisals and Management Plans, the Local List of non-designated heritage assets, the Warwickshire Historic Towns Study and Historic Landscape Characterisation Study are examples of sources of information that will be used to inform the consideration of future development including potential conservation and enhancement measures.

b) Conserve the Asset

Great weight will be given to the conservation of the Borough's designated heritage assets. Any harm to the significance of a designated heritage asset must be justified. Proposals causing substantial harm to designated heritage assets will need to demonstrate that the harm is necessary to achieve substantial public benefits sufficient to outweigh the harm or loss. Alternatively it must be demonstrated that all of the following apply:

- ◆ The nature of the heritage asset prevents all reasonable uses of the site; and
- ◆ No viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and
- ◆ Conservation by grant funding or some form of charitable or public ownership is demonstrably not possible; and
- ◆ The harm or loss is outweighed by the benefit of bringing the site back into use.

Where a development will lead to less than substantial harm to the significance of a designated heritage asset, this will be weighed against the public benefits of the proposal.

In weighing applications that affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the asset.

Non-designated archaeological sites of equivalent significance to scheduled monuments should be considered subject to the criteria for designated heritage assets.

2.3.1. Hinckley and Bosworth Borough Council Local Plan, adopted July 2016, identifies the site allocations and development management policies for the area that encompasses the site. Policies relating to the Historic Environment are set out in Chapter 14 of the Site Allocations and Development Management Policies DPD (HINKLEY AND BOSWORTH BOROUGH COUNCIL 2016). The relevant policies, in accordance with the NPPF, are outlined below:

POLICY DM11 – PROTECTING AND ENHANCING THE HISTORIC ENVIRONMENT

The Borough Council will protect, conserve and enhance the historic environment throughout the borough. This will be done through the careful management of development that might adversely impact both designated and non-designated heritage assets.

All development proposals which have the potential to affect a heritage asset or its setting will be required to demonstrate:

- a) An understanding of the significance of the heritage asset and its setting; and
- b) The impact of the proposal on the significance of the asset and its setting, including measures to minimise or avoid these impacts; and
- c) How the benefits of the proposal will outweigh any harm caused; and
- d) Any impact on archaeology in line with Policy DM13.

POLICY DM12 – HERITAGE ASSETS

All development proposals affecting heritage assets and their setting will be expected to secure their continued protection or enhancement, contribute to the distinctiveness of the areas in which they are located and contribute to the wider vibrancy of the borough.

All development proposals affecting the significance of heritage assets and their setting will be assessed in accordance with Policy DM11: Protecting and Enhancing the Historic Environment and will require justification as set out in this policy.

All development proposals will need to accord with Policy DM10: Development and Design.

Listed Buildings

Proposals for the change of use, extensions and alterations of listed buildings and development affecting the setting of listed buildings will only be permitted where it is demonstrated that the proposals are compatible with the significance of the building and its setting.

Conservation Areas

Development proposals should ensure the significance of a conservation area is preserved and enhanced through the consideration and inclusion of important features (as identified in the Conservation Area Appraisal and Management Plan) including, but not limited to the following:

- a) Appropriate boundary treatments which reflect the local style and materials which are characteristic of the conservation area;

- b) The preservation and enhancement of key views and/or vistas in and out of the Conservation Area; with those of the same or similar species;
- c) The replacement of dead or dying important trees and hedgerows
- d) Reinforce or mirror the historic street pattern and plan form where feasible;
- e) The use of sensitively styled street furniture;
- f) The use of natural building materials, preferably locally sourced; and,
- g) The retention of key spaces within the conservation area.

Proposals which seek to improve identified neutral and negative areas inside designated conservation areas, which also lead to the overall enhancement of the conservation area, will be supported and encouraged.

All applications which include the demolition of buildings and means of enclosure within a Conservation Area must propose an adequate replacement which enhances the character and appearance of the conservation area. Conditions will be imposed to ensure demolition does not occur until immediately prior to the redevelopment or remediation.

Historic Landscapes

Proposals affecting historic landscapes, their features or setting should have regard to their significance and be justified in line with Policy DM11.

Development proposals within or adjacent to the historic landscape of Bosworth Battlefield should seek to better reveal the historic significance of the area.

Proposals which adversely affect the Bosworth Battlefield or its setting should be wholly exceptional and accompanied by clear and convincing justification. Such proposals will be assessed against their public benefits.

Particular regard will be had to maintaining topographical features, archaeological remains or to the potential expansion of the Battlefield.

Proposals which seek to enhance the educational or tourism provision associated with the Bosworth Battlefield will be encouraged where they comply with other policies in the Local Plan.

Scheduled Monuments

Proposals which adversely affect a scheduled monument or its setting should be wholly exceptional and accompanied by clear and convincing justification.

Locally Important Heritage Assets

Assets identified on the Locally Important Heritage Asset List should be retained and

enhanced wherever possible. The significance of the assets illustrated in the List and the impact on this significance should be demonstrated and justified in line with Policy DM11.

POLICY DM13 – PRESERVING THE BOROUGH’S ARCHAEOLOGY

Where a proposal has the potential to impact a site of archaeological interest, developers should set out in their application an appropriate desk-based assessment and, where applicable, the results of a field evaluation detailing the significance of any affected asset.

Where applicable, justified and feasible the local planning authority will require remains to be preserved in situ ensuring appropriate design, layout, ground levels, foundations and site work methods to avoid any adverse impacts on the remains.

Where preservation of archaeological remains in situ is not feasible and/or justified the Local Planning Authority will require full archaeological investigation and recording by an approved archaeological organisation before development commences.

2.3.2. The site is located at Elms Farm, Watling Street, Hinkley, LE10 3EE.

2.3.3. With regard to the proposed development, the following condition has been placed on planning consent for the application (R21/0622) by Rugby Borough Council. Condition 21 states:

No development shall take place until:

- a) a Written Scheme of Investigation (WSI) for a programme of archaeological evaluative work has been submitted to and approved in writing by the Local Planning Authority.
- b) the programme of archaeological evaluative fieldwork and associated post-excavation analysis and report production detailed within the approved WSI has been undertaken. A report detailing the results of this fieldwork, and confirmation of the arrangements for the deposition of the archaeological archive, has been submitted to the planning authority.
- c) an Archaeological Mitigation Strategy document (including a Written Scheme of Investigation for any archaeological work proposed) has been submitted to and approved in writing by the Local Planning Authority. This should detail a strategy to mitigate the archaeological impact of the proposed development, including the preservation in situ of any archaeological features worthy of conservation, and should be informed by the results of the archaeological evaluation. It should include:
 - full details, including plans as necessary, of the site layout including confirmation of all groundworks associated with the development.
 - a detailed plan(s) identifying any area which contain significant archaeological features which are to be preserved in situ.

- confirmation of the final layout and construction methodology across Development Zone 5, demonstrating that the ridge and furrow will remain undisturbed.
- a Written Scheme of Investigation for any archaeological work proposed, including proposed fieldwork, post-excavation analysis, publication of results and archive deposition arrangements.
- a management plan for any areas containing, or which has the potential to contain, archaeological features which are to be preserved 'in situ'. This should set out the methodology to secure the ongoing protection of these areas during construction, operation and decommissioning of the solar farm.

The construction, operation and decommissioning of the development, and any archaeological fieldwork, post-excavation analysis, publication of results and archive deposition detailed in the approved documents, shall be undertaken in accordance with the approved documents.

REASON:

In the interest of Archaeology and the Historic Environment.

2.4.GEOLOGY

- 2.4.1. The British Geological Survey GeoIndex shows the underlying bedrock deposits of the site to be that of Mercia Mudstone Group, which is overlain by superficial deposits of Bosworth Clay Member – clay and silt (BGS 2022). This data is at relatively low resolution and does not give site specific data.

2.5.TOPOGRAPHY AND SITE CONDITIONS

- 2.5.1. The site currently comprises irregular fields of gently undulating agricultural land, separated by low hedgerow boundaries and sparse tree growth. The development area is bisected by the north to south flowing Ashby del la Zouch Canal.
- 2.5.2. The centre of the market town of Hinckley, Leicestershire lies c.2.5km northeast of the site. Hydes Lane bounds the site to the north.
- 2.5.3. The highest point lies toward the eastern boundary of the site at approximately 99mOD from which it slopes down to the north and south to its lowest elevation at 92mOD.

2.6.ARCHAEOLOGY AND HISTORY

- 2.6.1. A search of the background of the site and the vicinity was conducted and significant results are discussed below. A search of the Historic Environment Record (HER) will be obtained prior to production of the site evaluation report.
- 2.6.2. National Heritage List for England numbers (NHLE1234567) and Historic Environment Record (HER) numbers (MWA12345) are given as such. For a detailed overview of the archaeological background of the site and surrounding vicinity, please refer to the Historic Environment Desk-Based Assessment (HILL 2022).
- 2.6.3. A Geophysical Survey was carried out in June 2021 by SUMO Geophysics Ltd. which assessed the area of the site as well as all archaeological features within a 1km radius (FRADGLEY 2021). No anomalies of definite archaeological interest were identified within the site, except for a small number of pit-like anomalies which have been interpreted as likely modern.
- 2.6.4. The Warwickshire Historic Environment Record (HER) identifies possible Neolithic or Bronze Age ring ditches visible as cropmarks on aerial photographs (MWA2759; MWA2761) c.120m south and 200m southeast of the site respectively (HILL 2022).
- 2.6.5. Watling Street Roman Road (MWA420) runs along the northeastern boundary of the site, while the Scheduled Monument of the Deserted Medieval Settlement (DMV) of Stretton Baskerville (MWA2762)(NHLE105732) is located c.260m to the south, with earthwork remains still visible. Ridge and furrow identified within the site boundary in the results of the geophysical survey are likely associated with this settlement.
- 2.6.6. The nearest listed building, the Grade II Listed Port House (NHLE1074230) is located approximately 950m to the north of the site.

2.7.PROPOSED DEVELOPMENT

- 2.7.1. The development proposals comprise the construction and operation of a solar farm and battery storage system, with associated infrastructure including

access, substation compound, inverters, fencing, security, access and landscaping, covering an area of c.84.5ha (R21/0622 and 21/00732/FUL).

3. Aims

3.1. The general aims of the archaeological evaluation are to:

- ◆ Determine the presence or absence of archaeological deposits or remains;
- ◆ Groundtruth the results of the geophysical survey and LIDAR results;
- ◆ Sample excavate any deposits on site in order to record the form, purpose, date, location, likely extent, localised depth and state of preservation of any archaeological remains on the site within the areas identified as being impacted upon by the works;
- ◆ Characterise the full archaeological sequence down to undisturbed geological deposits. Where the full depths of deep features cannot be safely or practicably excavated their full depths will be established by hand auger soundings;
- ◆ Evaluate the likely impact of past land uses and the possible presence of masking colluvial/alluvial deposits;
- ◆ Establish the potential for the survival of environmental evidence;
- ◆ Provide sufficient information to establish the requirement for further investigation and/or preservation of in situ remains to allow a suitable mitigation strategy to be devised, if required. If further mitigation works are required as a result of the evaluation these will be agreed in a separate document;
- ◆ Ensure that the significance of the historic environment of the site is investigated, evidenced, recorded and made publicly accessible in line with National Planning Policy;
- ◆ Define any research priorities that may be relevant should further field investigation be required.
- ◆ Collect enough information to allow a suitable programme of post excavation analysis, reporting and possible publication and dissemination.

3.2. The specific aims of the evaluation are to:

- ◆ Further understand the extent to which past activity in the vicinity of the site has affected the state of preservation of any archaeological remains that are present;

- ◆ Identify, investigate and record evidence of Roman activity on the site due to the site's proximity to Watling Street Roman road;
- ◆ Identify, investigate and record evidence of Medieval activity associated with the Scheduled Monument of Stretton Baskerville DMV (NHLE105732) which lies to the south of the site.
- ◆ Record the nature and state of preservation of surviving ridge and furrow earthworks which are likely associated with the Medieval settlement at Stretton Baskerville and identified on the results of the geophysical survey.

4. Methodology

4.1. SITE WORKS

4.1.1. The proposed development area covers a total area measuring c.76ha. Specific zones within the development area have been targeted for archaeological investigation covering a total area of c.33.4ha. These ten 'Development Zones' will be subject to 4% trial trench evaluation (FIGURE 2). A total of 247 trenches will be excavated across the ten Development Zones as follows (FIGURES 3-8):

- ◆ Development Zone 1 - c.11.1ha = 82 trenches
- ◆ Development Zone 2 - c.2.5ha = 19 trenches
- ◆ Development Zone 3 - c.2ha = 15 trenches
- ◆ Development Zone 4 - c.2.2ha = 16 trenches
- ◆ Development Zone 5 - c.3.1ha = 23 trenches
- ◆ Development Zone 6 - c.4.9ha = 37 trenches
- ◆ Development Zone 7 - c.1.7ha = 12 trenches
- ◆ Development Zone 8 - c.1.1ha = 8 trenches
- ◆ Development Zone 9 - c.3ha = 22 trenches
- ◆ Development Zone 10 - c.1.8ha = 13 trenches.

4.1.2. The site will be stripped using an appropriately sized tracked mechanical excavator (14t or larger) fitted with a toothless ditching bucket. The excavator will be under constant supervision by a suitably qualified and experienced archaeologist.

4.1.3. The topsoil, subsoil and/or recent overburden will be stripped and stored separately and kept a safe distance from the trench edge. One end of the trench will be battered back for safe access and egress.

4.1.4. The trench location is subject to reasonable change by the Field Officer dependent on conditions on site, to avoid services or previously unknown obstructions. Any required changes will require the approval of WCC's

Archaeological Information and Advice Team. No changes will be made that affect the aims of the project.

- 4.1.5. The excavation area will be scanned by a CAT prior to commencement of groundworks to identify any services within the immediate vicinity of the site.
- 4.1.6. Machine excavation will be conducted in successive level spits to the depth of the uppermost significant archaeological horizon or natural substrate, whichever is encountered first. When determining the level to which machine excavation can be carried out it should not be assumed that the most recent archaeological remains on the site are the least important.
- 4.1.7. After completion of the strip the site will be hand cleaned and mapped and recorded to regional and national standards using GPS and related to the National Grid.
- 4.1.8. Regular onsite meetings will be held with WCC's Archaeological Information and Advice team, with a final onsite meeting being held once all trial trenches have been completed and results known. The trenches will not be backfilled without agreement of WCC's Archaeological Information and Advice Team.
- 4.1.9. Further work may take the form of excavation of identified archaeological deposits or preservation in situ. All features of significance will be excavated in accordance with the methodology outlined below.

4.2.EXCAVATION METHODOLOGY

- 4.2.1. Examination and cleaning of all archaeological deposits exposed and artefacts disturbed will be by hand using appropriate hand tools, including features and horizontal deposits. Any archaeological deposits excavated will be recorded both in plan and section (see **Section 4.6**). The objective will be to characterise and date features rather than entirely remove them.
- 4.2.2. When investigation occurs, features will be excavated as follows:
 - ◆ 50% of each intrusive/discrete feature (pits, postholes etc);
 - ◆ Slots of 1m width or less in linear features;
 - ◆ Terminals and intersections of linear features;

- ◆ Hand excavation and sampling in 1m x 1m test pits of any horizontal archaeological deposits such as buried soils;
- ◆ 50-100% structural features (beam slots, ring ditches etc). Actual surviving structural elements (walls, collapse/debris fields) only require exposure, cleaning and preservation for excavation in more appropriate circumstances;
- ◆ 50-100% domestic/industrial working features (hearths, ovens) - unless large and structural, in which case see above.

4.2.3. An auger will be on site if required to test the depth of features should a deep feature of likely archaeological origin be encountered. Excavations with the 360 excavator will be permitted subject to agreement with WCC's Archaeological Information and Advice Team. Excavations deeper than 1.2m (bgl) will have to be stepped and no personnel are to work in deep unsupported excavations.

4.2.4. Excavated material will be examined in order to retrieve artefacts to assist in the analysis of their spatial distribution. A metal detector will be used during the excavation process to scan the excavation floor and spoil heaps, to enhance artefact recovery.

4.2.5. Should significant archaeological deposits be encountered that are worthy of preservation in situ, the feature will be defined and the excavation will cease. A site meeting will be held with WCC's Archaeological Information and Advice Team to assess the significance of the deposits and to decide on a strategy for sampling them to provide sufficient data for a useful assessment or subsequent mitigation strategy.

4.2.6. Upon completion of trench excavation and once satisfactory investigation of archaeological features within trenches has been carried out, trenches will be backfilled by machine with spoil as it was removed. Backfilling will not occur until the trenches have been inspected by WCC's Archaeological Information and Advice Team and there is agreement to backfill.

4.2.7. All works will be carried with full adherence to the Chartered Institute for

Archaeologists' (CIfA) *Standard and guidance for archaeological field evaluation* (CIFA 2020B) and in accordance with the *Code of Conduct* as set out by CIfA (CIFA 2021).

- 4.2.8. The site code HSF21 will be used to label (using appropriate materials not adhesive labels) all sheets, plans and other drawings; all context and recording sheets, and all other elements of the documentary archive.

4.3.FINDS

- 4.3.1. All identified finds, artefacts, industrial and faunal remains will be collected and retained. Certain classes of building material can sometimes be discarded after recording if an appropriate sample is retained. No finds will, however, be discarded without the prior approval of WCC's Archaeological Information and Advice Team and in line with the archive requirements of Warwickshire Museum.
- 4.3.2. Excavated material will be examined in order to retrieve information to assist in the analysis of the spatial distribution of artefacts. Finds will be processed at MOLA Stansted's facility in Stansted, Essex.
- 4.3.3. The finds assemblage will be retained for deposition with the site archive at Warwickshire Museum.
- 4.3.4. Marking of finds will follow the requirements of Warwickshire Museum. Bulk finds will be bagged in clear self-sealing plastic bags marked with the same details.
- 4.3.5. All finds which constitute Treasure under the 1996 Treasure Act for England and Wales will be immediately reported to the Portable Antiquities Scheme Finds Liaison Officer and to the coroner within 14 days of discovery. Any treasure will be excavated and moved to a safe storage facility or suitable security will be arranged on site if immediate removal is not possible.
- 4.3.6. Any human remains will be left in situ, covered and protected. If removal is essential it can only take place under appropriate government regulations. Such removal will be in accordance with the *Excavation and Post Excavation Treatment of Cremated and Inhumed Human Remains* (MCKINLEY AND ROBERTS

1993) and the *Updated Guidelines for the Standards for Recording Human Remains* (MITCHELL AND BRICKLEY 2017) as set out by Cifa. Upon identifying human remains and prior to excavation a license for their excavation will be obtained from the Ministry of Justice.

4.3.7. Should finds that require immediate conservation be encountered, they will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the United Kingdom Institute for Conservation *Conservation Guideline No. 2* (UNITED KINGDOM INSTITUTE FOR CONSERVATION 1983). Appropriate guidance set out in the Museums and Galleries Commissions *Standards in the Museum Care of Archaeological Collections* (MUSEUMS AND GALLERIES COMMISSION 1992) and in Cifa's *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (CIFA 2020B). Packaging of all organic finds and metalwork will follow the UKIC/Rescue guidelines, *First Aid for Finds* (LEIGH 1998). Any necessary conservation and treatment of metalwork will be arranged in conjunction with specialist conservators.

4.4. ENVIRONMENTAL SAMPLING

4.4.1. Environmental sampling during the evaluation will target a representative range of contexts from each phase and examine the survival of material and key archaeological contexts. During the works the site will be visited at least once by MOLA's Environmental Archaeology Specialist if appropriate significant deposits are identified, and advice will be sought from WCC's Archaeological Information and Advice Team for the formulation of an appropriate sampling strategy.

4.4.2. Should significant environmental deposits be encountered, samples will be taken and processed in line with English Heritage guidelines (CAMPBELL ET AL. 2011) and the Historic England Regional Science Advisor will be notified. Provision will be made for the requirement of the following samples:

- ◆ Bulk samples of 40-60 litres, or 100% of the context, for process using a floatation tank for the recovery of charred plant remains from the 'flot' and artefacts such as small bones, mineralised plant remains, charcoal

and hammer scale from the residues;

- ◆ Samples of 1-5 litres from waterlogged deposits for analysis of waterlogged plant remains. These may be taken as sub-samples from bulk samples;
- ◆ Samples of 5-15 litres from waterlogged deposits for analysis of insect remains and other macroscopic artefacts. These may be taken as sub-samples from bulk samples;
- ◆ Samples of 2 litres for mollusc analysis, with associated continuous column samples;
- ◆ Monolith samples which may be sub-sampled for diatom, spore or pollen analysis;
- ◆ Monolith samples for soil micromorphology.

4.4.3. All environmental samples will be assessed for potential through summary analysis by an environmental specialist.

4.4.4. Bulk samples will be processed as soon as possible or discarded with the agreement of WCC's Archaeological Information and Advice Team. Residues and any retained samples will be treated as part of the finds assemblage.

4.4.5. Further guidance will be used as appropriate and will include *Waterlogged Organic Artefacts* (HISTORIC ENGLAND 2018), *Investigative Conservation* (ENGLISH HERITAGE 2008), and *Waterlogged Wood* (ENGLISH HERITAGE 2010). The regional archaeological science advisor for Historic England will also be notified of any significant deposits.

4.5.SCIENTIFIC DATING

4.5.1. Where appropriate, samples for scientific dating will be taken. Provision will be made for:

- ◆ Dendrochronological analysis from timbers.
- ◆ C14 dating from organic material, which may be taken as sub-samples from bulk or monolith samples.

- ◆ C14 dating of human remains.
- ◆ Archaeomagnetic dating from hearths or other suitable deposits.

4.6.RECORDING SYSTEM

- 4.6.1. The site code HSF21 will be used to label (using appropriate materials not adhesive labels) all sheets, plans and other drawings; all context and recording sheets and all other elements of the documentary archive.
- 4.6.2. The recording system used will be based on the Museum of London *Archaeological Site Manual* (SPENCE 1994).
- 4.6.3. The integrity of the site archive will be maintained during the course of the project and will be deposited for long term curation with Warwickshire Museum. See **Section 6** or further details on the archive.

THE WRITTEN RECORD

- 4.6.4. The written archive will consist of recording pro forma recording sheets that are based on the Museum of London “single context” system and conform to the standards for archive deposition so as to ensure maximum cross archive compatibility.
- 4.6.5. Trench sheets will be used to record all information about trenches excavated and the presence or absence of archaeological remains. Where further detail is required, register sheets will be employed to act as master indices of all types of documentary resources. In particular a context register will be maintained at all times that acts as a master list of the contexts that have been issued. Sample registers, finds recording sheets, access catalogues, and photo registers will also be used.
- 4.6.6. Record sheets will contain individual descriptions of all archaeological strata and features excavated or exposed. Context sheets when employed will include all relevant stratigraphic relationships and a separate matrix diagram.
- 4.6.7. In the case of trenches absent of archaeological remains, trench sheets will be used to record the stratigraphic sequence.
- 4.6.8. The matrix will be fully checked during the course of the evaluation. The field

officer will be ultimately responsible for ensuring the integrity and completion of the matrix. The matrix will also form an integral part of the digital archive.

4.6.9. Documentary material including the paper archive will be stored in boxes to the standard required for submission into the recipient museum.

4.6.10. If there is any doubt over recording techniques and terminology, the Museum of London Archaeological Site Manual will be used as a guide (SPENCE 1994). Copies of the manual will be available on site in the site office.

DRAWN RECORD

4.6.11. A site location plan will be prepared using a desktop Geographic Information System (GIS) using base data derived from Ordnance Survey's Mastermap series. This data will be supplemented by GIS shapefiles which will show the investigation area and development site in relation to the surrounding locality and the National Grid. This will be supplemented by a detailed plan (at an appropriate scale, usually 1:200 or 1:100), which will show the location of the trial trenches investigated in relation to the site area.

4.6.12. Sections of archaeological features will be hand drawn at an appropriate scale, usually 1:10 or 1:20. Upon completion of each significant feature at least one sample section will be drawn, including a profile of the top of natural deposits where possible (extrapolated from cut features if it has not been fully excavated). This should be at an appropriate scale, usually 1:10 or 1:20. All sections will be related to the Ordnance Datum using spot heights and registers of sections and plans will be kept.

4.6.13. The extent of any visible archaeological deposits will be recorded in plan by the excavator of the context using 6H pencil on pro forma permatrace drawing sheets at 1:20. Long sections showing layers and any cut features will be drawn at 1:50.

4.6.14. At least one representative section of each trench will be drawn to record the stratigraphic composition of the trench, and subsequent representative sections drawn where changes in the stratigraphy occur including a profile of natural deposits. The stratigraphy will be recorded, even if no archaeological deposits

have been identified.

4.6.15. The drawing sheet should be completed in accordance with the Museum of London *Archaeological Site Manual* (SPENCE 1994). Drawing conventions and line types are set out in detail in the manual.

4.6.16. Burials will be hand drawn at 1:10. Other detailed plans will be drawn at an appropriate scale, usually 1:50 or 1:20. Significant or complex deposits can be drawn at a higher scale such as 1:10 provided that the drawing is clearly marked as such.

4.6.17. Sketch plans and other drawings should be made on the back of context sheets, which have a grid printed to assist drawing. Such sketches provide valuable additional information and should be annotated in as much detail as possible.

PHOTOGRAPHIC RECORD

4.6.18. The photographic record will be sufficiently thorough and detailed to illustrate all significant phases, structures, important stratigraphic and structural relationships, photographs of sections and individual items of interest, including artefacts. These will illustrate in both detail and general context the principal features and finds discovered. If in doubt, most completely excavated contexts should be photographed.

4.6.19. All photographs will be taken using a digital SLR. The photographic record will also include working shots to illustrate the general nature of the archaeological works. A register of all photographs taken will be kept on standardised forms.

4.6.20. All feature shots must include an appropriate scale, a north arrow, and a photo board. Photo boards will be positioned in a way that the writing is legible and, as a minimum, include the context number and site code. Photo boards will not obscure the archaeological feature that is being recorded. All digital cameras will have sensors of APS-C (or larger) and all images taken will be at least 10 megapixels in size. High quality non-proprietary RAW files or TIFF images will be saved for the purposes of digital archiving.

SURVEY

4.6.1. The location of the area investigated will be accurately surveyed and related to

the National Grid using Global Satellite Navigation System (GNSS).

4.6.2. Basic site surveying and scale drawing will be undertaken by the excavation team using offset planning between the grid markers.

4.6.3. A GIS will be set up to maintain and manage the site data. It will be set to use the coordinate reference system EPSG:27700 (OS National Grid). Data held within the GIS will include, but not be limited to:

- ◆ Site boundary
- ◆ Constraints such as existing services
- ◆ Survey data
- ◆ Digitised plans
- ◆ Context information, including information of finds and environmental distribution

4.6.1. The entire drawn archive will be scanned, georeferenced to the National Grid, digitised, and maintained within a desktop GIS.

4.7.COMMUNITY INVOLVEMENT

4.7.1. On site staff will be allowed to answer questions from members of the public regarding the archaeology of the area and potential archaeology of the site as described in the WSI and other publicly available documents.

4.7.2. Detailed inquiries from members of the public regarding the results of the works, or sensitive information, will be directed to the project manager.

4.7.3. Given the nature and scale of the works information boards, site tours and other community involvement activities are not considered appropriate.

5. Report

5.1.A formal report on the results of the excavation will be prepared on completion of the fieldwork.

5.2.The excavation report will conform to MoRPHE (HISTORIC ENGLAND 2015), the *Advice Note for Post-Excavation Assessment* (ALGAO 2015), and Annex 2 of CIfA's *Standard and Guidance for Archaeological Excavation* (CIfA 2020A) and will include:

- ◆ A non-technical summary (abstract).
- ◆ Introductory statements and site background to include: the location of the site, relevant references such as site code and planning application reference, a date of the recording fieldwork and a list of staff attending.
- ◆ The aims and methods adopted in the course of the evaluation.
- ◆ A description of the nature, extent, date, condition and significance of all archaeological deposits recorded during the works, with specialist opinions and parallels from other sites if required.
- ◆ Illustrative material including maps, plans, sections, drawings and photographs as necessary.
- ◆ A catalogue of finds, including any specialist reports.
- ◆ A discussion and summary of the results of the trenching including an assessment of the regional context and a statement of significance.
- ◆ An index of the contents and location of the archive.
- ◆ Sources consulted.
- ◆ A copy of the OASIS record sheet.

5.3.A draft digital copy of the report will be produced following the completion of fieldwork and will be supplied to the Warwickshire County Council's Archaeological Information and Advice Team for approval. Following approval, digital copies will be sent to the Warwickshire Historic Environment Record and to the client, and uploaded to OASIS subject to any contractual requirements on confidentiality. Bound copies can be produced on request at the expense of the client.

- 5.4.If requested, a copy of any relevant spatial data, including feature distribution and phase plans where appropriate and registered to the National Grid, will also be sent to Warwickshire Historic Environment Record in ESRI Shapefile format.
- 5.5.A fieldwork summary report or short article in the relevant local journal shall be produced for publication, dependent on the results of the evaluation.
- 5.6.MOLA shall retain full copyright of any report under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it hereby provides an exclusive licence to the client in all matters directly relating to the project as described in this document. Any document produced to meet planning requirements can be copied for planning purposes by the Local Planning Authority. Any information deposited in the HER can be freely copied without reference to the originator for research or planning purposes.

6. Archive

- 6.1. The site code HSF21 will be used to mark all plans, drawings, context and recording sheets, photographs and other site material during the evaluation.
- 6.2. The site archive will be so organised as to be compatible with current requirements of Warwickshire Museum and CIfA's *Standard and Guidance for the creation, compilation, transfer and deposition of Archaeological Archives* (CIFA 2020C).
- 6.3. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto pro forma recording sheets. Relevant context, sample and photograph registers and environmental sample sheets will also be used.
- 6.4. Selection and retention of the archive material will be in line with specialist recommendations and museum guidelines.
- 6.5. On completion of finds analysis, the landowner will be asked to sign a Deed of Transfer transferring title of the finds to Warwickshire Museum.
- 6.6. The integrity of the site archive will be maintained. All finds and records will be properly curated (subject to the Deed of Transfer) by Warwickshire Museum and be available for public consultation.
- 6.7. General guidance is set out in the Society for Museum Archaeology's *Standards and Guidance in the Care of Archaeological Collections* (BOYLE AND RAWDEN 2020) and the *Selection, Retention and Disposal of Archaeological Collections* (SOCIETY OF MUSEUM ARCHAEOLOGISTS 1993) will be followed in all circumstances.
- 6.8. The minimum acceptable standard for the archival report is defined in the *Management of Research Projects in the Historic Environment* (MoRPHE) (HISTORIC ENGLAND 2015). It will include all materials recovered (or the comprehensive record of such materials) and all written, drawn and photographic records relating directly to the investigations undertaken. It will be quantified, ordered, indexed and internally consistent. It will also contain a site matrix, a site summary and brief written observations on the artefactual and environmental data.
- 6.9. United Kingdom Institute for Conservation *Guidelines for the Preparation of Excavation Archives for Long-term Storage* (WALKER 1990) will be followed. With

consent of the landowner, arrangements for the curation of the site archive will be agreed with Warwickshire Museum.

- 6.10. Pursuant to these agreements the archive will be presented to Warwickshire Museum within six months of the completion of the post excavation work (unless alternative arrangements have been agreed in writing with WCC's Archaeological Information and Advice Team). In addition, written confirmation from the client will be provided for the transfer of ownership.
- 6.11. The project will be registered and regularly updated as part of the OASIS project. The OASIS ID for the project is lparchae1-507780. Digital material will be archived through the Archaeology Data Service (ADS) and the unique digital object identifier will be sent to the HER.
- 6.12. Digital archive storage is outlined in the Data Management Plan (see **Section 7**). This is an active document which is updated and refined as appropriate.
- 6.13. Warwickshire Museum shall be granted licence for the use of the archive for educational purposes, including academic research, as long as such use is non profit making and conforms to the Copyright and Related Rights regulation 2003.

7. Data Management Plan

7.1. DATA COLLECTION

7.1.1. The archaeological work will consist of an archaeological evaluation.

7.1.2. The key archaeological techniques expected to be undertaken are excavation, recording and reporting.

7.1.3. Given the nature of the work the following data types are anticipated to be created and stored (exact volumes are undeterminable prior to commencement of works):

Images:

Type	Format	Estimated Volume
Digital SLR Images	.jpg / .tiff/ .raf	<200, av size 6.5MB
Mavic Air 2 Drone	.jpg/ .dnp / .MP4	<100 images, av size 6.5MB <2 footage, av size 30-200MB

Written and Drawn:

Type	Format	Estimated Volume
Text / documents - reports	.pdf	2 objects, size <20MB
Text / documents - site fieldwork sheets and drawings)	.pdf	<200, av size 60KB
Spreadsheets	.xlsx / .pdf	3, av size 300KB

GIS:

Type	Format	Estimated Volume
shapefiles	.shp	10 files, including associated layers <10MB

7.1.4. The standard method of data collection will be applied through out the project to all born data and digitised records, these will adhere to the project Written Scheme of Investigation (WSI) and best practice guidance.

7.1.5. All born digital data and digitised records are kept within a specific project folder on MOLA's secure shared drive. These folders are organised using an in-house style, named with an identifier, descriptor and version.

7.1.6. Site data is regularly is checked and reviewed by the appropriate project staff during the life or the project; with project folders maintained and back up by MOLA's in-house team of IT specialists.

7.1.7. Data collected and created will follow the appropriate Best Practice, Standards and Guidelines, as well as, MOLA's in-house styles and policies.

7.2.DOCUMENTATION AND METADATA

7.2.1. The data collected will include standard formats, which maximise its use and reuse in the future, unless otherwise stipulated within the WSI, Museum Deposition Guidelines or Digital Repository Guidelines.

7.2.2. Data will retain, as far as possible, the original metadata ascribed during creation. All metadata that is incorporated in the creation of the file, particularly date of creation, will be retained.

7.3.ETHICS AND LEGAL COMPLIANCE

7.3.1. MOLA has policies regarding the ethical use of its data which comply with National law and Industry Guidelines.

7.3.2. All data shared and preserved by MOLA adheres to GDPR and is overseen by GDPR manager Michael Johnson.

7.3.3. Copyright for all data collected belongs to MOLA. Where relevant formal permission from external specialists and contractors has been secured on the engagement of specialists or contractors.

7.4.DATA SECURITY AND SETUP

7.4.1. MOLA uses a cloud storage service provider, this is managed by a dedicated in-house digital team, with regular offline physical backups. The server is accessible by staff on and offsite through a secure login.

7.5.SELECTION AND PRESERVATION

- 7.5.1. All data relating to the archaeological understanding of the site is kept within the working project archive.
- 7.5.2. It is understood that not all data accumulated needs to be retained and deposited with the Archaeological Archives. Prior to deposition a selection strategy and DMP will be reviewed and agreed with the appropriate stakeholders, with all relevant data then deposited.
- 7.5.3. A minimum this will include is:
- ◆ All relevant on site and post excavation photographs.
 - ◆ All relevant copies of on site recording sheets (including any relevant sketches or explanatory notes).
 - ◆ All relevant copies of reports associated with the life of the project.
- 7.5.4. Any deselected data may be kept by MOLA within a secure company server, if the data is considered to have intrinsic value. Any material selected for deletion will comply with the standards laid out within MOLA's in-house standards.
- 7.5.5. The long term preservation plan for the dataset is for safe storage with MOLA until it is securely deposited with Archaeological Data Service (ADS), OASIS, the Royal Commission for Historical and Archaeological Monuments Wales (RCHAMW) or Historic Environment Scotland.
- 7.5.6. The relevant Museum will be contacted at the project initiation stage, with confirmation of depositing with a trusted digital repository. ADS will be notified of the intended repository and updated at an appropriate time.
- 7.5.7. Exacting costs of the deposition of digital data are not possible to produce prior to commencement of works. All archaeological projects have the potential to produce a wide range and size of data sets, depending on the scale of the archaeological resource found, the techniques required to record and other environmental factors during works.
- 7.5.8. Taking into consideration our current understanding of the site and the type of archaeological works being undertaken, this project is considered unlikely to produce data in excess of what can be submitted through ADS-easy. These costs

have been estimated and included into the project budget.

7.6.DATA SHARING

7.6.1. Data will be shared with OASIS and via upload to ADS and attached to the project.

7.6.2. There are no known restrictions on data sharing.

7.7.RESPONSIBILITIES

7.7.1. Data capture, metadata production and data quality is the responsibility of the Project Team, assured by the Project Manager.

7.7.2. Storage and backup of data in the field is the responsibility of the field team.

7.7.3. Once data is incorporated into MOLA's server, its storage and backup is managed by an in-house team of specialists.

7.7.4. Data archiving is undertaken by the project team under the guidance of the Archives Officer, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository.

8. Access and Safety

- 8.1. Reasonable access to the site will be arranged for the Local Planning Authority and WCC's Archaeological Information and Advice Team who may wish to make site inspections to ensure that the investigations are progressing satisfactorily.
- 8.2. WCC's Archaeological Information and Advice Team will be given notice of one week's notice prior to the commencement date of site works. All works will be monitored by WCC's Archaeological Information and Advice Team and be kept informed and updated during all stages of work.
- 8.3. Before any site work commences, a full Risk Assessment Document will be produced setting out the site specific health and safety policies that will be enforced in order to reduce to an absolute minimum any risks to health and safety.
- 8.4. All relevant health and safety regulations will be followed. Barriers, hoardings and warning notices will be installed as appropriate. Safety helmets and visibility jackets will be used by all personnel as necessary.
- 8.5. No personnel will work in deep unsupported excavations. Initially, trenches will be widened to allow for deeper excavation. Should this not be sufficient, the installation of temporary support work and other attendance will be provided as required.

9. Staffing and Timetable

- 9.1. The project manager is Sam Dixon with management oversight by John Duffy, both of MOLA.
- 9.2. Sam Dixon will be responsible for the overall coherency of the team during the archaeological works. Additional field officers, when required on site, will be under his direction and will be responsible for particular tasks that he assigns to them.
- 9.3. The on site work will be undertaken by qualified archaeologists. Staffing levels are dependent on the archaeological remains found and whether safe practices in line with government policy can be maintained.
- 9.4. Specialists will be consulted based on the results of the excavation (APPENDIX 1). All specialists will have knowledge of the area and will be acceptable to WCC's Archaeological Information and Advice Team. CVs of all specialists to be used can be provided if required.
- 9.5. A start date for the work is yet to be confirmed and the length of time on site will be determined by the development timetable.
- 9.6. Monitoring of the fieldwork will be undertaken by WCC's Archaeological Information and Advice Team.

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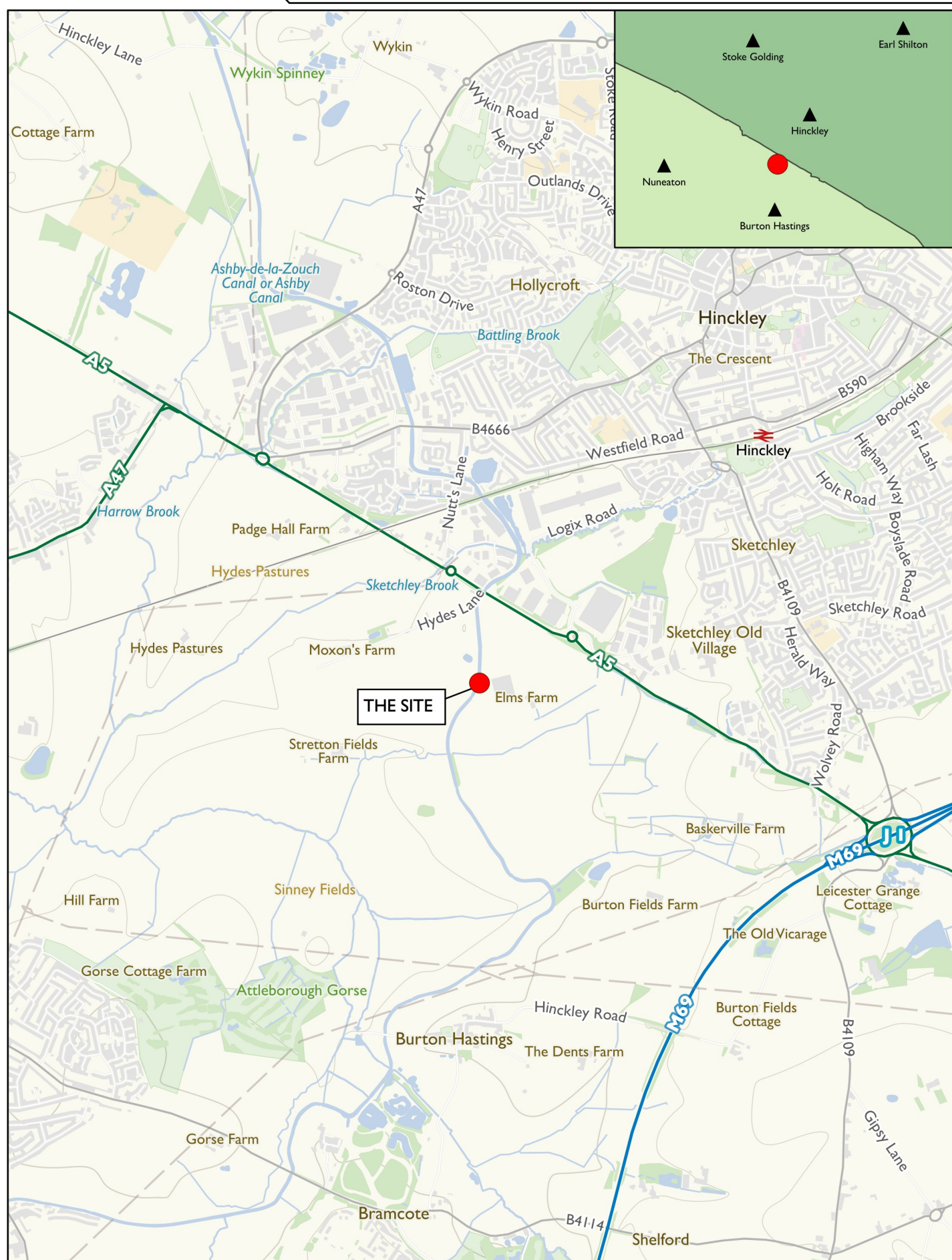
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FIGURES

FIGURE I // Site Location - General



PROJECT // 4073E - Hinckley Solar Farm

DESCRIPTION // Site Location

Contains OS data © Crown Copyright 2022 Open Government Licence 3.0

DOC REF: LP4073E-WSI-v1

L-P:ARCHAEOLOGY

FIGURE 2 // Site Location - Detail

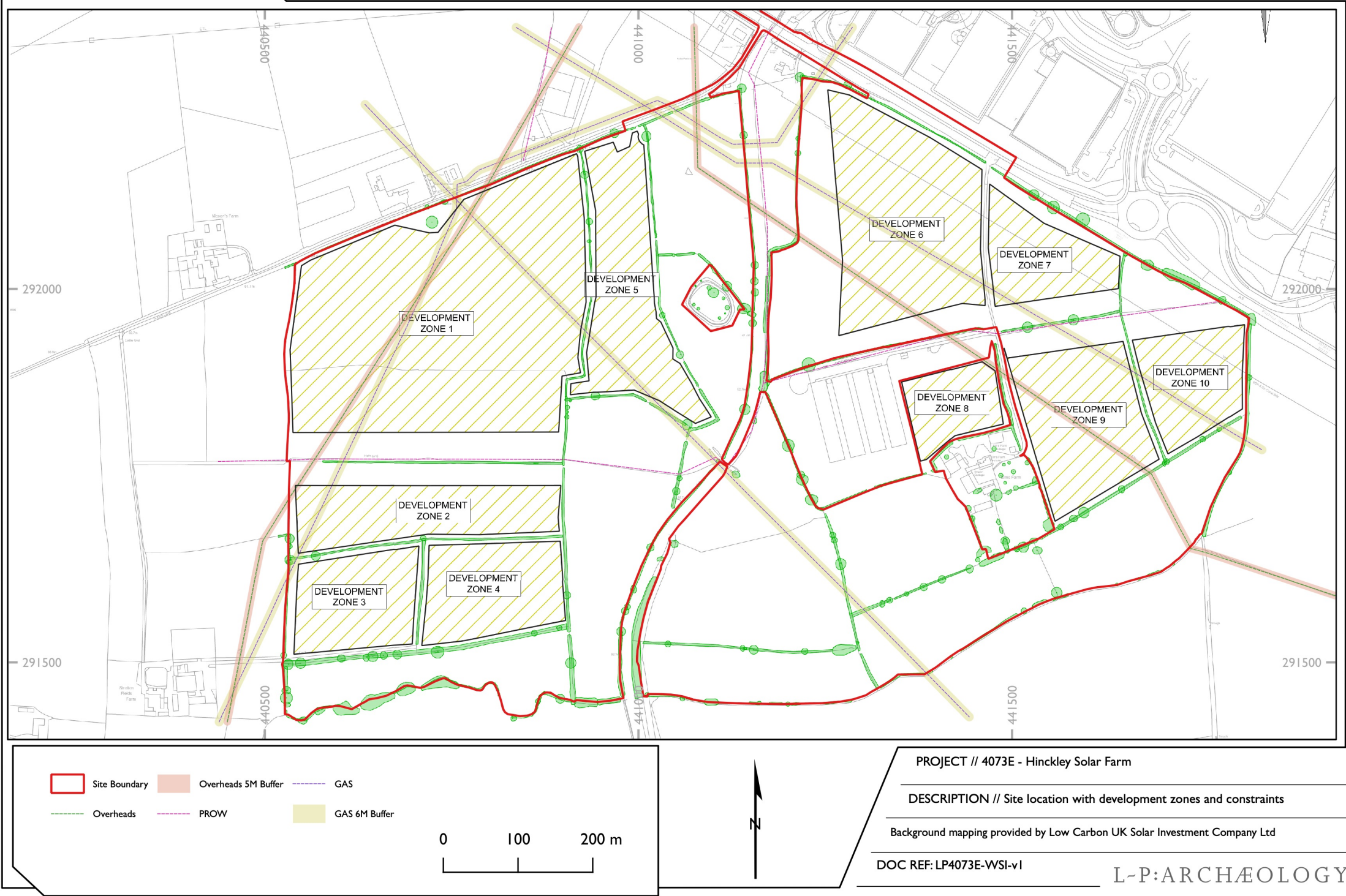
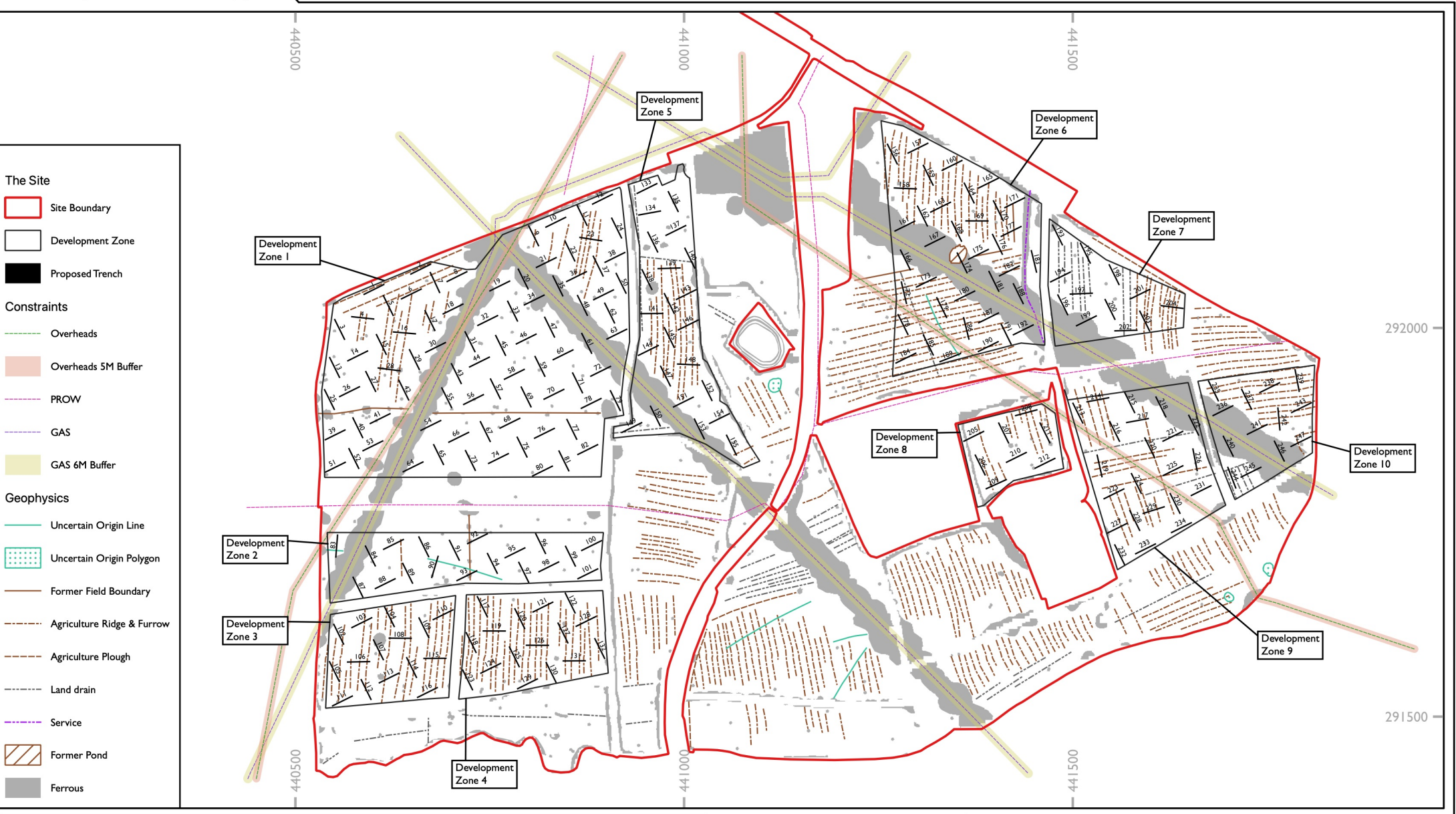


FIGURE 3 // Proposed Trench Location - Geophysics



PROJECT // 4073E - Hinckley Solar Farm

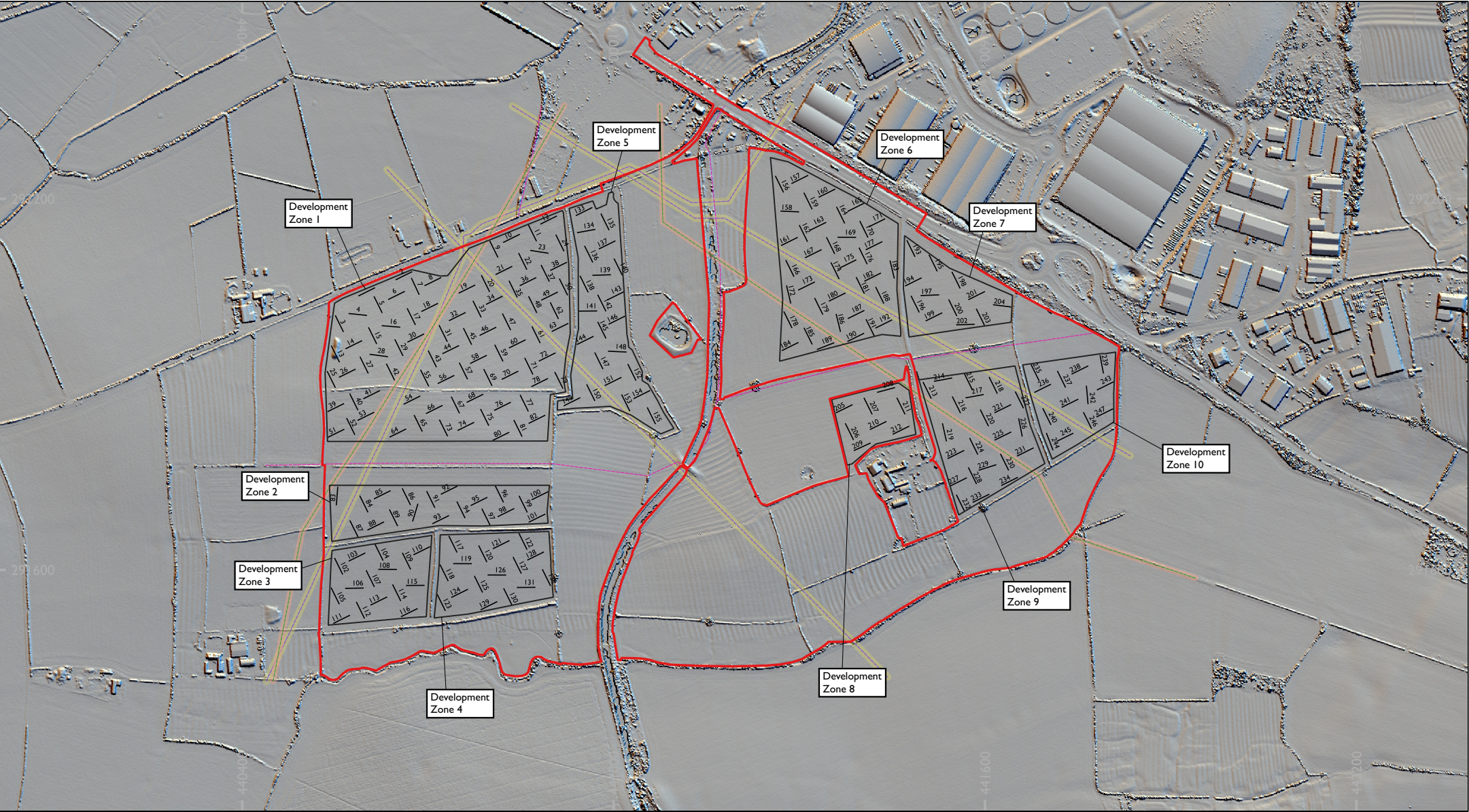
DESCRIPTION // Site location with development zones and constraints overlaying interpreted geophysics results

Interpreted geophysics results provided by SUMO Geophysics Ltd

DOC REF: LP4073E-WSI-v1

L-P:ARCHAEOLOGY

FIGURE 4 // Proposed Trench Location - Lidar



- Site Boundary
- Overheads
- GAS
- Development Zone
- Overheads 5M Buffer
- GAS 6M Buffer
- Proposed Trench
- PROW

0 250 m



PROJECT // 4073E - Hinckley Solar Farm

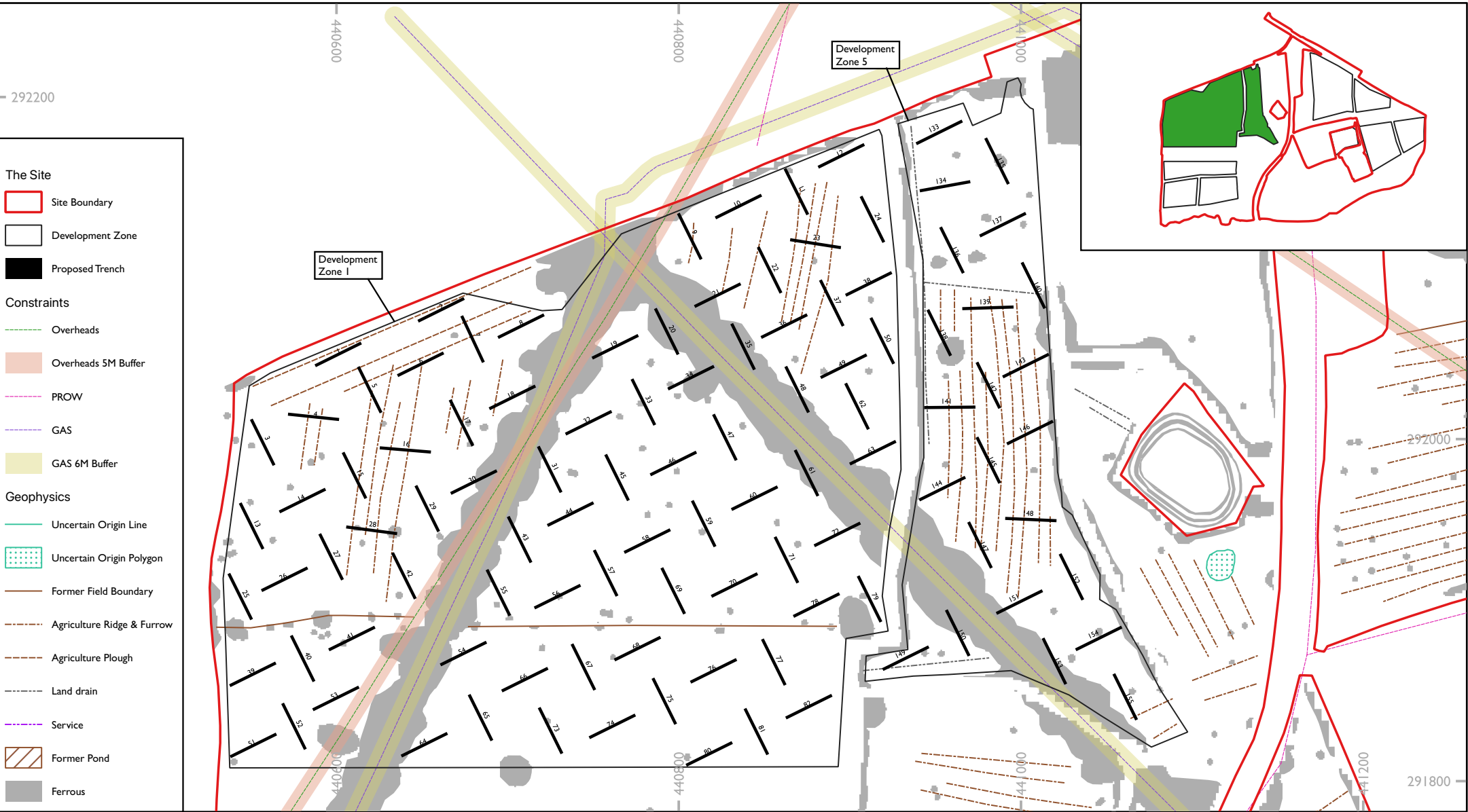
DESCRIPTION // 1m DSM produced as a 16 direction hillshade

Data derived from data.gov.uk. Lidar visualised using RVT © MOLA

DOC REF: LP4073E-WSI-v1

L~P:ARCHÆOLOGY

FIGURE 5 // Development Zone I & 5



PROJECT // 4073E - Hinckley Solar Farm

DESCRIPTION // Development Zone I and 5 overlaying interpreted geophysical results

Interpreted geophysics results provided by SUMO Geophysics Ltd

DOC REF: LP4073E-WSI-v1

L~P:ARCHÆOLOGY

FIGURE 6 // Development Zone 2, 3 & 4



0 100 m



PROJECT // 4073E - Hinckley Solar Farm

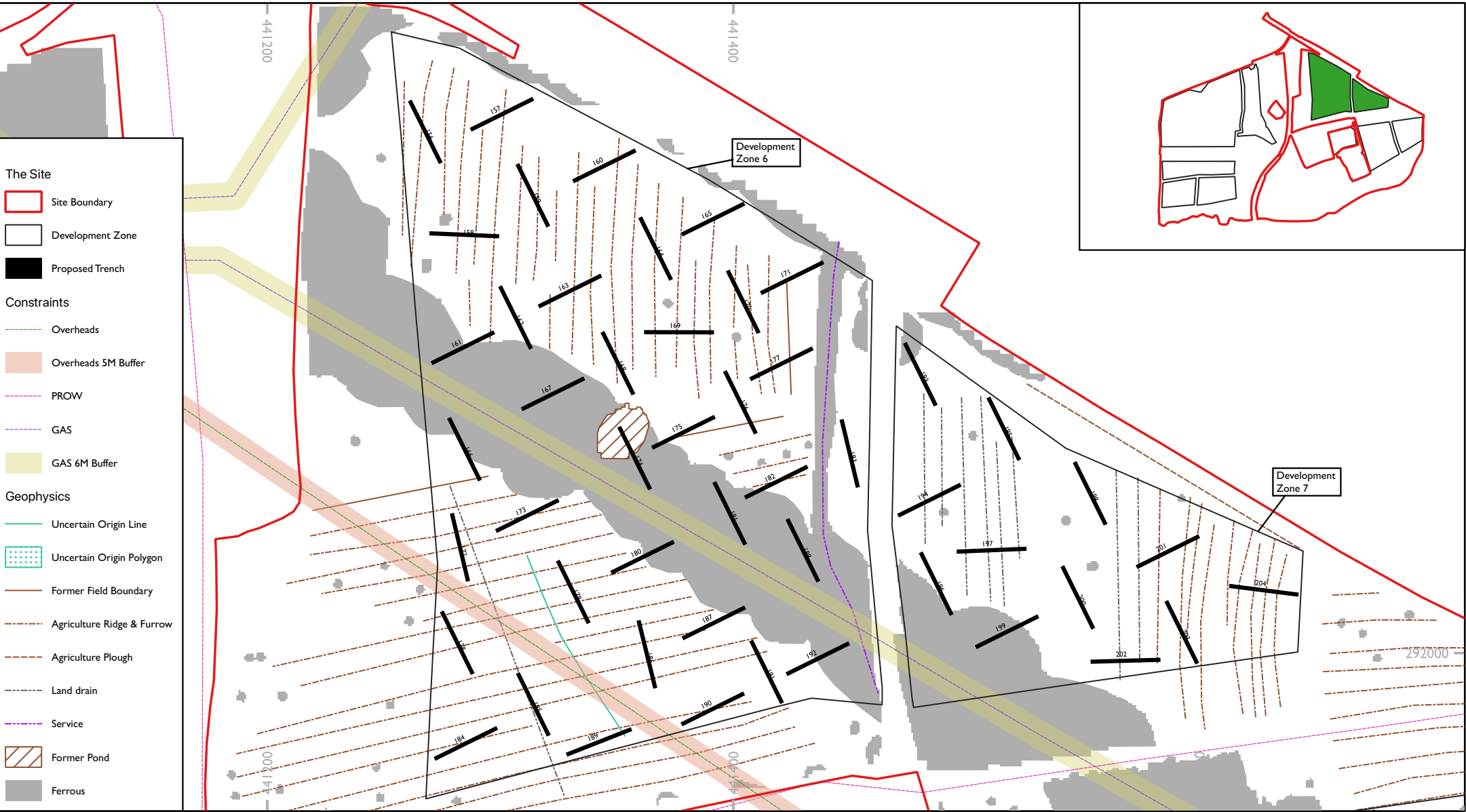
DESCRIPTION // Development Zone 2, 3 and 4 overlaying interpreted geophysical results

Interpreted geophysics results provided by SUMO Geophysics Ltd

DOC REF: LP4073E-WSI-v1

L~P:ARCHÆOLOGY

FIGURE 7 // Development Zone 6 & 7



PROJECT // 4073E - Hinckley Solar Farm

DESCRIPTION // Development Zone 6 and 7 overlaying interpreted geophysical results

Interpreted geophysics results provided by SUMO Geophysics Ltd

DOC REF: LP4073E-WSI-v1

L~P:ARCHAEOLOGY

FIGURE 8 // Development Zone 8, 9 & 10



PROJECT // 4073E - Hinckley Solar Farm

DESCRIPTION // Development Zone 8, 9 & 10 overlaying interpreted geophysical results

Interpreted geophysics results provided by SUMO Geophysics Ltd

DOC REF: LP4073E-WSI-v1

L~P:ARCHAEOLOGY

SPECIALISTS

APPENDIX I

Specialism	Specialist	Organisation
Animal Bone	Dr Hannah Russ Jess Waterworth	Freelance MOLA
Environmental	Dr Matt Law	MOLA
Human Remains	Aileen Tierney James Badger	MOLA MOLA
Post Roman Pottery	Paul Blinkhorn	Freelance
Prehistoric and Roman Pottery	Andy Peachey	Wardell Armstrong
Ceramic Building Material	Dr Phil Mills	Freelance
Plant Macrofossils/Charcoal	Ellen Simmons	University of Sheffield
Molluscs	Dr Matt Law	MOLA