

Land West of Ratby Hinckley Leicestershire

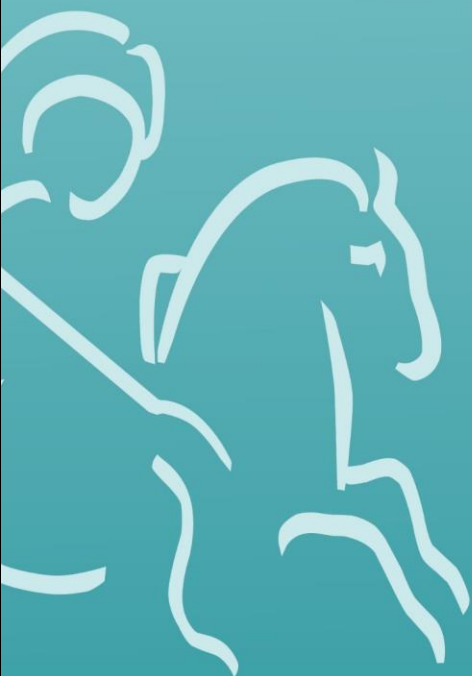
*Written Scheme of Investigation for
an Archaeological Excavation*



for:
Lagan Homes

CA Project: MK1074
CA Site Code: RATB24
Accession Number: X.A47.2023

May 2024



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FIGURES

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INTERPRETATIONS (1:500)

1. INTRODUCTION

1.1. This document is a Written Scheme of Investigation (WSI) by Cotswold Archaeology (CA) for an archaeological excavation to be carried out on Land West of Ratby, Hinckley, Leicestershire (centred at NGR: 450526 306406, see Fig. 1; hereafter ‘the Site’). This WSI has been prepared for Lagan Homes (the Client).

1.2. Hinckley and Bosworth Borough Council (HBBC) has granted outline planning permission (ref: 22/00648/OUT) for *residential development of up to 75 dwellings alongside associated site infrastructure and open space (All matters reserved except for access)*. Condition 14 of this planning permission requires the implementation of a staged programme of archaeological work:

14. No demolition/development shall take place on site unless and until a staged programme of archaeological work, commencing with an initial phase of trial trenching has been undertaken. Each stage will be completed in accordance with a written scheme of investigation (WSI), which has been submitted to and approved in writing by the local planning authority. For land that is included within the WSI, no demolition/development shall take place other than in accordance with the agreed WSI, which shall include the statement of significance and research objectives, and:

- The programme and methodology of site investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works.

- The programme for post-investigation assessment and subsequent analysis, publication and dissemination and deposition of resulting

No development shall then take place other than in accordance with the approved Written Scheme of Investigation.

Reason: *To allow proper investigation and recording of the site, which is potentially of archaeological and historic significance in accordance with Policies DM11, DM12 and DM13 of the adopted Site Allocations Development Management Policies Development Plan Document (2016).*

1.3. A programme of geophysical survey was initially carried out (Phase 2023), followed by targeted trial trenching (CA 2023), which revealed two Late Iron Age/Early Roman

ditches in Trench 23 at the southern end of the Site (see *Archaeological Background*, below).

- 1.4. Based on the results of the trial trenching, a recommendation was made by William Kelly, Senior Planning Archaeologist at Leicestershire County Council (SPALCC), for targeted excavation to be undertaken to mitigate the impact of development upon the archaeological remains (SPALCC comments on application to discharge condition - ref 24/00003/DISCON). This WSI will be submitted to the SPALCC for review.
- 1.5. This WSI has been guided in its composition by the *Standard for archaeological excavation* (CIfA 2023a), *Universal guidance for archaeological excavation* (CIfA 2023b), *Management of Research Projects in the Historic Environment* (MoRPHE) PPN 3: *Archaeological Excavation* (HE 2015a); and *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide* (HE 2015b).

The Site

- 1.6. The Site is approximately 5.47ha in extent and is located on the north-western edge of the village of Ratby. An additional 0.39ha field, adjacent to the northeastern edge of the main development Site was also included within the boundary of the previous trial trench evaluation.
- 1.7. The Site currently comprises arable fields and is bounded by Markfield Road to the north, residential properties to the east, further fields to the south, and woodland to the west. The ground levels within the central and eastern parts of the Site undulate gently between 105m and 110m above Ordnance Datum (aOD), whereas a sudden 9m slope is present along the western edge of the Site.
- 1.8. The underlying bedrock geology across the majority of the Site is mapped as Edwalton Member mudstone, formed between 237 and 228.4 million years ago during the Triassic Period. This is overlain by superficial deposits of Thussington Member diamicton, formed between 480 and 423 thousand years ago during the Quaternary Period (BGS 2024). Deposits of sandstone of the Cotgrave Sandstone Member (formed 237-228.4m years ago) and Gunthorpe Member mudstone (formed 247.1-237 million years ago) are mapped along the western edge of the Site, where superficial alluvial deposits are also recorded (formed around 11.8 thousand years ago; BGS 2024).

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- 1.9. Modern made ground deposits measuring between 0.18 and 1.1m thick are present in the central, north-western and north-eastern fields, having been built up with topsoil and subsoil from the adjacent first phase of development. Spoil heaps resulting from recent groundworks activities are present in the south-eastern portion of the Site, in the location of the targeted excavation area.

2. ARCHAEOLOGICAL BACKGROUND

- 2.1. The archaeological background of the Site has been presented in detail as part of a recent Historic Environment Desk-Based Assessment (HEDBA; CA 2024) for the wider development site. The HEDBA included a summary of records held by the Leicestershire Historic Environment Record (LHER), a programme of geophysical survey (Phase Investigations 2023), and of the trial trench evaluation (CA 2023). The following text represents a summary of these sources.

Prehistoric

- 2.2. A number of Mesolithic artefacts has been identified in the area, indicating seasonal occupation. These include a Mesolithic flint scatter and pebble hammer (MLE7063 and MLE2775) and two flint microliths (MLE7062) c.700m to the north and c.1km to the west of the proposed excavation area.
- 2.3. Neolithic and Bronze Age artefacts have also been recorded within the wider area, including a Neolithic axe (MLE7245) c.1km south-west of the targeted excavation area and two Neolithic or Bronze Age flints (MLE7558) C. 1.2km north of the excavation area. A flint knife (MLE7246) and Bronze Age pottery (MLE6361) from Bury Camp hillfort (see below) were recorded c.1km west and c.1km south-west of the targeted excavation area respectively.
- 2.4. A univallate hillfort known as Bury Camp (1005079, MLE3100) is located c.1km south-west of the targeted excavation area. Bury Camp hillfort is rectangular in plan with banks and ditches with four entrances, one of which is the original entrance (VCH 1907), and unusually is noted as not having extensive views from within and appears not to have been laid out with strategic positioning in mind (McWhirr 1971). This could indicate that the enclosure was set within woodland, so long distance views would not have been possible and as such they were not planned for. The highest point of the camp is c. 112m aOD and the valley to the south-east is at c. 75m aOD.

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- 2.5. A possible enclosure of probable Iron Age date (MLE3112) is located c.800m north of the targeted excavation area. This enclosure was identified through cropmarks on aerial photography and assigned a rough Iron Age date by the HER due to its morphology; the date, however, has not been confirmed and Historic England identify this as a medieval enclosure. Additional remains include the findspot of an Iron Age bridle bit (MLE9392) 500m to the west of the targeted excavation area.

Roman

- 2.6. Locally, the most important focal point during the Roman period is Ratae (Roman Leicester), c.7.5km to the east of the targeted excavation area, and its associated hinterland.
- 2.7. The HER records the putative route of a potential Roman road, the Via Devana, extending across the northern edge of the Site on a north-west/ south-east alignment leading from Markfield Road towards Leicester. Excavation in 1954/5 identified earthworks of a road from Whittington Grange Farm to Markfield Lane, north of the Site, with an evaluation dating the road to the Roman period (ML4345). No evidence of the Roman road was identified within the Site or the adjacent field to the east during the recent geophysical surveys and trial trenching. The exact alignment of the road remains unknown, and the alignment through the Site is not supported by archaeological evidence to date.
- 2.8. Remains of Roman date have however been identified within the wider area. These include a settlement identified c.1.1km east of the Site during a watching brief (Coward 2010; MLE17523), as well as evidence of pottery and a tessellated floor (MLE3107) identified c.800m south-west of Site, suggesting further evidence for settlement.
- 2.9. Additional known remains of Roman date include pottery sherds recovered c.600m south of the Site within Bury Camp. Numerous findspots are also recorded within the surrounding area by the Portable Antiquities Scheme (PAS), including coins, pottery, and brooches.

Early medieval and medieval

- 2.10. The Domesday survey records the settlement as comprising six ploughlands (two Lords teams and four men's teams) and a mill (Powell-Smith 2022). The settlement of Ratby (and likely the Site) fell within the land of Lord Hugh de Grandsmenil. The

HER records the extent of the medieval and post-medieval village as bordering the eastern edge of the Site (MLE10075).

- 2.11. During the 11th century Ratby and the surrounding land was, along with land at Bromkinsthorpe c. 7km east of the Site, under the ownership of Lord Hugh de Grentemesnil, who passed the lands to the Earl of Leicester in the 12th century. By the 13th century there is evidence of two manors in Bromkinsthorpe but no evidence of a manor in Ratby has been identified.
- 2.12. The land surrounding the village comprised its agricultural hinterland, which as recorded in the Domesday Survey was partially owned by the Lord of the Manor. Several areas of possible medieval ridge and furrow are known, one of which lies partially with the north of the Site and was also recorded by the 2005 geophysical survey of the Site (AS 2005).
- 2.13. A medieval deer park, known as Burgh Park (921296) is located c. 190m north of the Site. Burgh Park was first mentioned in 1270 and is mentioned up until 1512. A second post-medieval park known as Groby Park (MLE2779) is also located within the area, c. 280m west of the Site.
- 2.14. An earthwork bank is also recorded c. 675m east of the Site. This is noted in the HER as medieval in date, marked on landscape maps and likely a trackway; however, given its location next to a Roman settlement, there is a potential that this feature is of Roman date.
- 2.15. Additional medieval remains within the area include findspots including coins c. 230m north-west and between c. 360m and 600m south of the Site, a manuring scatter (MLE21666) c. 100m north of the Site, pottery c. 770m and 900m east of the Site (MLE15779; MLE16413), a horse pendant (MLE9777) c. 550m north-east of the Site, and a papal bull (MLE9384) c. 560m north-east of the Site.

Post-medieval and modern

- 2.16. During the post-medieval period the Site and surrounding area were subject to enclosure, both in the form of agricultural field enclosure, and post-medieval parks. The parks themselves were later converted to agricultural land, with the exception of a small part of Groby Park which became Martinshaw Wood. The land within the Site and the majority of the surrounding area was enclosed into small irregular shaped fields, with subsequent field boundary changes.

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- 2.17. The Enclosure map of Ratby was produced in 1773, showing the Site to be made up of 19 parcels of land under mixed ownership. There is no indication of the land use in this map, however it appears that the Site was under agricultural cultivation.
- 2.18. The establishment of the Leicester to Swannington Railway (MLE18026) in 1846, running north-east to south-west c. 650m south of the Site, encouraged more hosiers into the village and by 1852 there were seven hosiers in Ratby (Hinckley Borough Council 2013). The railway also encouraged coal merchants to the area and a number of quarries were expanded in Groby. As a result of these profitable industries, the village expanded through the 19th and 20th centuries.
- 2.19. The field boundaries within the Site had been altered by the 1885 Ordnance Survey Map, which shows fields were amalgamated to create larger fields. A change in use is observed within the Site on the 1930s Ordnance Survey Map, where two areas of allotment gardens are depicted along the western Site boundaries, to the north and the south of Burroughs Road.
- 2.20. By the turn of the 21st century, the textile factories and the rail line had closed. The village became instead became a commuter village for people employed within Leicester. The pattern of boundary loss continued into the 1970s, although the parcels of land along the western Site boundaries, to the north and the south of Burroughs Road, are no longer in use for allotments by this point but have reverted to arable farmland.

Previous investigations

- 2.21. A geophysical survey has recently been carried out within the Site (Phase 2023). The majority of the anomalies identified during the survey were interpreted as result of modern material, agricultural activity or possible natural variations. Some trends of uncertain origin were also identified but none of them could be interpreted as archaeological. The targeted excavation area could not be surveyed due to the presence of soil heaps resulting from recent groundworks activities, and the features identified during the subsequent trial trench evaluation in Trench 23 had not been picked up by the survey.
- 2.22. Following on from the geophysical survey, a two-staged trial trench evaluation was subsequently carried out within the Site (CA 2023). A Late Iron Age ditch terminus and one Late Iron Age/Early Roman ditch were identified in the south-east part of the Site, in Trench 23. None of the recorded features had been identified by the

geophysical survey. North-east/south-west aligned furrows of possible medieval or post-medieval date were encountered across the central and southern parts of the Site, matching the approximate orientation of weak, broadly parallel trends identified by the geophysical survey.

- 2.23. The adjacent area to the east of the targeted excavation area, currently under development (planning ref: 20/00462/FUL) has also been subject to several archaeological investigations. This includes a desk-based assessment (ULAS 2005), geophysical surveys (AS 2005 and Stratascan 2014) and fieldwalking (Browning 2014), which again included a small part of the current Site. The geophysical survey undertaken in 2014, included the present targeted excavation area, but no archaeology was identified due to extensive magnetic disturbance in the area; the field walking identified two medieval pottery sherds and a scatter of post-medieval pottery. A trial trench evaluation was subsequently undertaken in 2021 (ARS 2021) that identified plough furrows and a single undated ditch.

3. AIMS AND OBJECTIVES

- 3.1. The general objectives of the archaeological excavation are to:
- identify, investigate and record any significant buried archaeological deposits/features at the site prior to their destruction by the proposed development;
 - recover and analyse any artefactual evidence;
 - sample and analyse environmental remains to create a better understanding of past land use and economy;
 - report on and publish the archaeological results at a level appropriate to their significance; and
 - compile a stable, ordered, accessible project archive.
- 3.2. The specific objective of the excavation is further investigate and record the Late Iron Age/Early Roman ditches recorded by the previous evaluation (CA 2023).
- 3.3. The report will make reference to the relevant sections of the online *East Midlands Historic Environment Research Framework* (RFN 2022 <https://researchframeworks.org/emherf/>), and previous version of the research framework, including *The Archaeology of the East Midlands: An Archaeological Resource Assessment and Research Agenda* (Cooper 2006) and *East Midlands*

Heritage: An Updated Research Agenda and Strategy for the Historic Environment of the East Midlands (Knight et al. 2012), so that the remains can, if possible, be placed within their local and regional contexts.

4. METHODOLOGY

- 4.1. One excavation measuring c. 2875sqm will be opened at the Site, in the location shown on Figures 2-3. The area has been located to investigate a Late Iron Age ditch terminus and one Late Iron Age/Early Roman ditch identified in Trench 23 during the trial trench evaluation phase (see *Archaeological background*, above).
- 4.2. The excavation area will be set out on OS National Grid co-ordinates using Leica GPS and scanned for live services by trained CA staff using CAT and genny equipment, in accordance with the *CA Safe System of Work for avoiding underground services*. The position and size of the excavation area may be adjusted on site to account for services or other constraints, with the approval of the SPALCC.
- 4.3. Overburden will be stripped from the excavation areas by a mechanical excavator fitted with a toothless grading bucket. All machining will be conducted under archaeological supervision and will cease when the first significant archaeological horizon or natural substrate is revealed (whichever is encountered first). It is currently anticipated that the southern half of the excavation area will be stripped and investigated first, with spoil stored on the unexcavated northern half. After works are complete on the southern half of the excavation area and confirmation of sign-off has been received from the SPALCC, the spoil heaps will be relocated onto the southern portion of the excavation area, before stripping and investigating the northern half.
- 4.4. The following excavation strategy will be employed:
 - all funerary/ritual activity and domestic/industrial deposits will be 100% excavated;
 - all discrete features (e.g. postholes, pits) will be sampled by hand excavation (average sample unlikely to exceed 50% of each individual feature), unless their common/repetitious nature suggests they are unlikely to yield significant new information;
 - all linear features will be sampled to a minimum of 10% of their lengths, with slots measuring at least 1m in width wherever possible. All intersections,

entrances/terminals will be investigated, together with representative samples of the remainder of the features;

- bulk horizontal deposits will as a minimum be 10% by area hand excavated, after which a decision may be taken (in conjunction with the SPALCC) to remove the remainder with machinery.

4.5. Archaeological features will be investigated, planned and recorded in accordance with *CA Technical Manual 1: Fieldwork Recording Manual*. Records will be entered directly into the CA Digital Recording System (DRS) and/or onto pro-forma site recording sheets. Hand-drawn sections of excavated archaeological features will be prepared (scale 1:10 or 1:20, as appropriate). Features/deposits will be recorded in plan using Leica GPS or Total Station (as appropriate), in accordance with *CA Technical Manual 4: Survey Manual*. A photographic record utilising high resolution digital photography of a minimum of 12 megapixels and in RAW format, will be maintained during the course of the fieldwork. All photography will be in accordance with *CA Technical Manual 1: Fieldwork Recording Manual* and conform to industry best practice (e.g. HE 2015). Images will be converted to uncompressed baseline v.6 TIFF for archiving. All images will have accompanying metadata specifying; photo ID, capture device, converting software, colour space, bit depth, resolution, date of capture, photographer, caption, and any alterations made to the image. General Site photographs will also be taken in order to provide a visual overview of the Site. All photographs, except general site shots or specific shots for publication, will include a north arrow and suitable photographic scale(s).

Artefacts

4.6. Artefacts will be recovered and retained for processing and analysis in accordance with *CA Technical Manual 3: Treatment of Finds Immediately after Excavation*. Artefacts will be collected and bagged by context. Artefacts from topsoil, subsoil and unstratified contexts will normally be noted but not retained unless they are of intrinsic interest. All artefacts from stratified excavated contexts will be collected, except for large assemblages of post-medieval or modern material. Such material may be noted and not retained or, if appropriate, a representative sample may be collected and retained.

Environmental remains

4.7. The selection, collection and processing of environmental samples will follow the guidelines outlined in *Environmental Archaeology: A guide to the Theory and Practice*

of Methods, from Sampling and Recovery to Post-excavation (English Heritage 2011) and *CA Technical Manual 2: The Taking and Processing of Environmental and Other Samples from Archaeological Sites*.

- 4.8. Due care will be taken to identify deposits which may have environmental potential and, where appropriate, a programme of environmental sampling will be initiated. The sampling strategy will be adapted for the specific circumstances of the site, in close consultation with the CA Environmental Officer and the SPALCC, but will follow the general selection parameters set out in the following paragraphs.
- 4.9. Secure, phased deposits, especially those related to settlement activity and/or structures, will be considered for sampling for the recovery of charred plant remains, charcoal and mineralised remains. Any cremation-related deposits (where excavated; see *Human remains*, below) will be sampled appropriately for the recovery of cremated human bone and charred remains. If any evidence of *in situ* metal working is found, suitable samples will be taken for the recovery of slag and hammerscale.
- 4.10. Where sealed waterlogged deposits are encountered, samples will be considered for the recovery of waterlogged remains (including insects, molluscs and pollen) and any charred remains. The taking of sequences of samples for the recovery of molluscs and/or waterlogged remains will be considered through any suitable deposits, such as deep enclosure ditches, barrow ditches, palaeochannels, or buried soils. Monolith samples may also be taken from suitable deposits as appropriate to allow soil and sediment description/interpretation, as well as sub-sampling for pollen and other micro/macrofossils such as diatoms, foraminifera and ostracods.
- 4.11. The need for more specialist samples (such as OSL, archaeomagnetic dating and dendrochronology) will be evaluated on site. If required, any such samples will be taken in consultation with the relevant specialists.
- 4.12. Sample processing will be carried out in conjunction with the relevant specialists. Flotation or wet sieve samples will be processed to 0.25mm. More specialist samples, such as those for pollen, will be prepared by the relevant specialists.

Treasure

- 4.13. Upon discovery of treasure, CA will notify the Client and the SPALCC immediately. CA will comply fully with the provisions of the Treasure Act 1996 and the Code of

Practice referred to therein. CA will also comply with the Treasure (Designation) (Amendment) Order 2023. Findings will be reported to the Coroner within 14 days.

Human remains

- 4.14. In the event that human remains are encountered, CA will notify the client and the SPALCC immediately. Any human remains (skeletal or cremated) will be treated with due decency and respect at all times.
- 4.15. Where human remains are encountered, these will not be excavated unless their disturbance by the development is unavoidable. In cases where disturbance is unavoidable, or where full exhumation of the remains is deemed necessary, exhumation will be conducted following the provisions of the Coroner's Unit in the Ministry of Justice. All excavation of human remains and associated post-excavation processes will be in accordance with the standards set out in *Updated Guidelines to the Standards for Recording Human Remains* (ClfA 2017), *The Role of the Human Osteologist in an Archaeological Fieldwork Project* (Historic England 2018) and *Guidance for Best Practice for the Treatment of Human Remains Excavated from Christian Burial Grounds in England* (Advisory Panel on the Archaeology of Burials in England 2017).

5. POST-EXCAVATION, REPORTING AND ARCHIVING

Reporting

- 5.1. The level of post-excavation analysis and reporting required will depend upon the nature of the archaeological results and will be confirmed with the SPALCC once the archaeological fieldwork has been completed. At present, based on the evaluation results, it is anticipated that, as a minimum, an archive report will be produced. However, should a greater density and complexity of archaeological remains be revealed, then after discussion with the SPALCC, a Post-eXcavation Assessment (PXA) will be undertaken and a PXA report will be issued.
- 5.2. The report will include:
- an abstract preceding the main body of the report, containing the essential elements of the results;
 - a summary of the project background;
 - a description and illustration of the site location;
 - a methodology of the works undertaken;

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- a description of the project results;
 - an interpretation of the results in the appropriate context;
 - a summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
 - a plan showing the location of the excavation area and the exposed archaeological features and deposits in relation to the site boundaries;
 - detail plans of archaeological features as appropriate. These will be at an appropriate scale to allow the nature of the features to be shown and understood. Plans will show orientation in relation to north. Section drawing locations will also be shown. Archaeologically sterile areas will not normally be illustrated;
 - appropriate section drawings of excavation area and features will be included, with OD heights and at scales appropriate to the stratigraphic detail being represented. The orientations of the drawings in relation to north/south/east/west will be shown;
 - site matrices, if appropriate;
 - photographs showing significant features and deposits that are referred to in the text. All photographs will contain appropriate scales, the sizes of which will be noted in the illustration captions;
 - a consideration of the results within their wider local/regional contexts;
 - a summary table and descriptive text showing the features, classes and numbers of artefacts recovered and soil profiles with interpretation; and
 - specialist assessment or analysis reports (where undertaken). Specialist artefact and palaeoenvironmental assessments will take into account the wider local/regional contexts and will include:
 - specialist aims and objectives;
 - processing methodologies (where relevant);
 - any known biases in recovery, or problems of contamination/residuality;
 - quantities of material; types of material present; distribution of material;
 - for environmental material, a statement on abundance, diversity and preservation;
 - a summary and discussion of the results, to include significance in a local and regional context.

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- 5.3. The draft report will be distributed to the Client and the SPALCC for review prior to finalisation. All copies of the report (draft and final) will be issued in pdf format.

Academic and public dissemination

- 5.4. Should a full PXA report be required and identify the potential for further analysis and/or reporting, then an updated project design (UPD) will be prepared for inclusion in the PXA report. This UPD will detail the further analysis/reporting to be carried out, for the agreement of the Client and SPALCC. Depending on the excavation results, the UPD may detail arrangements for an appropriate level of academic publication. As a minimum, a short note on the project results will be produced for inclusion in an appropriate local archaeological journal such as the *Transactions of the Leicestershire Archaeological and Historical Society*.
- 5.5. Subject to any contractual constraints, a summary of information from the project will be entered onto the OASIS online database of archaeological projects in Britain. This will include a digital (pdf) copy of the final report, which will also appear on the Archaeology Data Service (ADS) website once the OASIS record has been verified.
- 5.6. A digital (pdf) copy of the final report will also be made available for public viewing via CA's *Archaeological Reports Online* web page (<http://reports.cotswoldarchaeology.co.uk>).

Archive deposition

- 5.7. CA will make arrangements with Leicestershire County Museum Service for the deposition of the site archive and, subject to agreement with the legal landowner(s), the artefact collection, under accession number X.A47.2023.
- 5.8. An ordered, indexed, and internally consistent site archive will be prepared in accordance with the relevant recipient museum guidelines. The archive will also be prepared in accordance with:
- *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (CIfA 2014; updated October 2020);
 - *Archaeological Archives: A Guide to Best Practice in Creation, Compilation, Transfer and Curation* (Archaeological Archives Forum 2011);
 - *Standard and Guide to Best Practice for Archaeological Archiving in Europe: EAC Guidelines 1* (Europae Archaeologia Consilium 2019); and

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- *Toolkit for Selecting Archaeological Archives* (ClfA/Historic England 2019; updated March 2022).

- 5.9. All artefacts and environmental samples will be processed, assessed, conserved and packaged in accordance with CA technical manuals and Leicestershire County Museum Service guidelines.
- 5.10. Depending on the nature and scope of any subsequent programme of archaeological works at the site (if applicable), the excavation archive may be combined with that for any subsequent works and deposited as a single archive. Confirmation of this will be included in any forthcoming WSI.

Selection strategy

- 5.11. As noted above, artefacts from topsoil, subsoil and unstratified contexts will normally be noted but not retained unless they are of intrinsic interest. All artefacts from stratified excavated contexts will be collected, except for large assemblages of post-medieval or modern material. Such material may be noted and not retained or, if appropriate, a representative sample may be collected and retained.
- 5.12. The site-selected material archive returned to the CA offices will be reviewed following analysis. Stakeholders will make selection decisions based on CA Finds Manager/Officer reports and selection recommendations. The selection will take place during archive compilation. After discussion with the relevant museum Curator and the CA Finds Managers/Officers, it is possible that no material post-dating AD 1800 will be retained for inclusion in the preserved archive.

Digital archive

- 5.13. A digital archive will be deposited with the Archaeology Data Service (ADS). This archive will be compiled in accordance with the *ADS Guidelines for Depositors*.

Data management

- 5.14. All born-digital and digitally-transferred project data created during fieldwork and post-excavation (other than duplicated files) will be stored by CA. Upon project completion and deposition, the data will be transferred to a secure external server. Data will be selected for inclusion in the final digital archive, as detailed below. It is proposed that data selection will occur following completion of post-excavation work.
- 5.15. Selected digital files will be transferred to the ADS, in line with the relevant guidance and standards. In adherence to CA's *Guidelines for essential archive tasks and the*

preparation of archives, it is proposed that the selected files will include final versions only. Digital photographs will be selected for inclusion in the archive in line with CA's *Guidelines for essential archive tasks and the preparation of archives* and *Digital Image Capture and File Storage: Guidelines for Best Practice* (Historic England 2015). Data produced by external specialists or sub-contractors will be granted under license to CA to allow inclusion in the digital archive as required.

6. PROGRAMME

- 6.1. It is anticipated that the project fieldwork will require approximately 10 days to complete.
- 6.2. It is anticipated that the post-excavation analysis and reporting would require up to 8 weeks following the completion of the fieldwork, depending on the complexity of the results and volume of finds. A full draft PXA report (if required) would be issued within 12 months of the completion of archaeological fieldwork. The draft publication report (if required) will follow within six months of the completion of the PXA report.

7. PROJECT STAFF

- 7.1. This project will be under the management of Daniele Pirisino, Project Manager, CA. The Project Manager will direct the overall conduct of the excavation during the period of fieldwork. Day-to-day responsibility will, however, rest with the Project Leader, who will be on-site throughout the project.
- 7.2. The field team will consist of a maximum of ten staff (one Project Officer, and nine Archaeologists).
- 7.3. Specialists who may be invited to advise and report on specific aspects of the project as necessary are:
- **Ceramics:** Ed McSloy BA (Hons) MCIfA (CA), Grace Jones BA MA PhD MCIfA (CA), Alejandra Gutierrez BA (Hons) PhD MCIfA (CA), Stephen Benfield BA (CA), Jacky Sommerville BSc MA PCIfA (CA), Peter Banks LLB LLM PCIfA (CA) and Alistair Barclay BSc PhD FSA MCIfA (CA)
 - **Metalwork:** Ed McSloy MCIfA (CA), Grace Jones BA MA PhD MCIfA (CA)
 - **Flint:** Jacky Sommerville PCIfA (CA) and Pippa Bradley BA MPhil Dip Post-Ex MCIfA (CA)

- **Animal bone:** Andy Clarke BA ACIfA (Hons) MA (CA) and Matilda Holmes PhD BSc MSc ACIfA (freelance)
- **Human bone:** Sharon Clough BA MSc MCIfA (CA)
- **Environmental remains:** Sarah Wyles MCIfA (CA)
- **Conservation:** Pieta Greeves BSc MSc ACR (Drakon Heritage and Conservation)
- **Geoarchaeology:** Holly Rogers BA (Hons) MSc (CA), Keith Wilkinson PhD (ARCA)

7.4. Depending on the nature of the deposits and artefacts encountered, it may be necessary to consult other specialists not listed here. A full list of specialists currently used by CA is given as Appendix A.

8. HEALTH, SAFETY AND ENVIRONMENT

8.1. CA will conduct all works in accordance with the Health and Safety at Work Act 1974 and all subsequent health and safety legislation, as well as the CA Health and Safety and Environmental policies and the CA Safety, Health and Environmental Management System (SHE). Any client/developer/Principal Contractor policies and/or procedures will also be followed. A site-specific Construction Phase Plan (form SHE 017) will be formulated prior to commencement of fieldwork.

9. INSURANCES

9.1. CA holds Public Liability Insurance to a limit of £15,000,000 and Professional Indemnity Insurance to a limit of £10,000,000.

10. MONITORING

10.1. Notification of the start of site works will be made to the SPALCC so that there will be opportunities to visit the site and check on the quality and progress of the work. No part of the excavation area will be handed over for development without prior approval from the SPALCC.

11. QUALITY ASSURANCE

11.1. CA is a Registered Organisation (RO) with the Chartered Institute for Archaeologists (RO Ref. No. 8). As a RO, CA endorses the Code of Conduct (CIfA 2019) and the *Standard and guidance for commissioning work or providing consultancy advice on*

archaeology and the historic environment (ClfA 2014; updated October 2020). All CA Project Managers hold Member status within the ClfA.

- 11.2. CA operates an internal quality assurance system as follows: projects are overseen by a Project Manager, who is responsible for the quality of the project. The Project Manager reports to the Chief Executive, who bears ultimate responsibility for the conduct of all CA operations. Matters of policy and corporate strategy are determined by the Board of Directors and, in cases of dispute, recourse may be made to the Chairman of the Board.

12. PUBLIC ENGAGEMENT, PARTICIPATION AND BENEFIT

- 12.1. It is not anticipated that this excavation will afford opportunities for public engagement or participation during the course of the fieldwork. However, the excavation results will be made publicly available on the ADS and CA websites, as set out in Section 5.

13. STAFF TRAINING AND CPD

- 13.1. CA has a fully documented mandatory performance management system for all staff. This system reviews personal performance, identifies areas for improvement, sets targets and ensures the provision of appropriate training within CA's adopted training policy. In addition, CA has developed an award-winning career development programme for its staff. This ensures a consistent and high-quality approach to the development of appropriate skills.
- 13.2. As part of CA's requirement for continuing professional development, all members of staff are required to maintain a personal development plan and an associated log; these are reviewed within the performance management system.

14. REFERENCES

AAF (Archaeological Archives Forum) 2011 *Archaeological Archives: A Guide to Best Practice in Creation, Compilation, Transfer and Curation*

ADS (Archaeology Data Service) 2021 *Guidelines for Depositors*

-
- APABE (Advisory Panel on the Archaeology of Burials in England) 2017 *Guidance for Best Practice for the Treatment of Human Remains Excavated from Christian Burial Grounds in England*
- AS (Archaeological Surveys) 2005 *Ratby, Leicestershire: Magnetic Susceptibility and Magnetometer Survey*
- BGS (British Geological Survey) 2024 BGS Geology Viewer https://geologyviewer.bgs.ac.uk/?_ga=2.85880985.1050205140.1659354252-1913367769.1659354252 Accessed April 2024
- CA (Cotswold Archaeology) 2023 *Land West of Ratby, Hinckley, Leicestershire, Archaeological Evaluation* CA Report: MK0912_1
- CA (Cotswold Archaeology) 2024 *Land West of Ratby, Leicestershire, Historic Environment Desk-Based Assessment* CA Report: MK0985_1
- ClfA (Chartered Institute for Archaeologists) 2017 *Updated Guidelines to the Standards for Recording Human Remains*
- ClfA (Chartered Institute for Archaeologists) 2019 *Code of Conduct*
- ClfA (Chartered Institute for Archaeologists) 2020 *Standard and Guidance for Commissioning Work or Providing Consultancy Advice on Archaeology and the Historic Environment*
- ClfA (Chartered Institute for Archaeologists) 2023a *Standard for archaeological excavation*
- ClfA (Chartered Institute for Archaeologists) 2023b *Universal guidance for archaeological excavation*
- Cooper, N. (ed) 2006 *The Archaeology of the East Midlands. An Archaeological Resource Assessment and Research Agenda*
- DLUHC (Department for Levelling Up, Housing and Communities) 2023 *National Planning Policy Framework*
- EAC (Europae Archaeologia Consilium) 2019 *Standard and Guide to Best Practice for Archaeological Archiving in Europe: EAC Guidelines 1*
- EH (English Heritage) 2011 *Environmental Archaeology: A guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation*

-
- HE (Historic England) 2015a *Management of Research Projects in the Historic Environment (MoRPHE) PPN 3: Archaeological Excavation*
- HE (Historic England) 2015b *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide*
- HE (Historic England) 2015c *Digital Image Capture and File Storage: Guidelines for Best Practice*
- HE (Historic England) 2018 *Role of the Human Osteologist in an Archaeological Fieldwork Project*
- Knight D. et al. 2012 *East Midlands Heritage: An Updated Research Agenda and Strategy for the Historic Environment of the East Midlands*
- LCC (Leicestershire County Council) 2015 *Leicestershire County Council Communities and Well Being. Museums Collection Management Framework 105 -2019*
- Phase (Phase Site Investigations) 2023 *Land west of Ratby, Leicestershire, Archaeological geophysical survey* Project No. ARC/3425/1294
- RFN (Research Frameworks Network) 2022 *East Midlands Historic Environment Research Framework* <https://researchframeworks.org/emherf/>
- Stratascan 2014 *Land South of Markfield Road, Geophysical Survey Report*
- ULAS (University of Leicester Archaeological Services) 2005 *An Archaeological Desk-Based Assessment for land at Markfield Road and Burroughs Road, Ratby, Leicestershire*

APPENDIX A: COTSWOLD ARCHAEOLOGY SPECIALISTS

Ceramics

Neolithic/Bronze Age	Ed McSloy BA MCIfA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Elaine Morris BA PhD FSA MCIfA (University of Southampton) Anna Doherty MA (Archaeology South-East) Sarah Percival MA MCIfA (freelance) Steve Benfield BA (CA) Ciar Boyle Gifford BA, MA (CA), Apprentice: Archaeological Specialist Level 7
Iron Age/Roman	Ed McSloy BA MCIfA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Peter Banks LLB LLM PCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Kayt Marter Brown BA MSc MCIfA (freelance) Steve Benfield BA (CA) Claire Collier Jones BA MA (CA) Ciar Boyle Gifford BA, MA (CA), Apprentice: Archaeological Specialist Level 7 Laura Pearson BA, MA, PCIfA (CA), Apprentice: Archaeological Specialist Level 7
(Samian)	Gwladys Montell MA PhD (freelance) Steve Benfield BA (CA)
(Amphorae stamps)	David Williams PhD FSA (freelance)
Anglo-Saxon	Alejandra Gutierrez BA (Hons) PhD MCIfA Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Paul Blinkhorn BTech (freelance) Jane Timby BA PhD FSA MCIfA (freelance) Sue Anderson, M Phil, MCIfA, FSA (freelance) Richenda Goffin BA MCIfA (freelance)
Medieval/post-medieval	Alejandra Gutierrez BA (Hons) PhD MCIfA Ed McSloy BA MCIfA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Stephanie Ratkai BA (freelance) Paul Blinkhorn BTech (freelance) John Allan BA MPhil FSA (freelance) Richenda Goffin BA MCIfA (freelance) Sue Anderson M Phil, MCIfA, FSA (freelance)
South-West	Henrietta Quinnell BA FSA MCIfA (University of Exeter)
Clay tobacco pipe	Marek Lewcun (freelance) Kieron Heard (freelance) Richenda Goffin BA MCIfA (freelance)
Ceramic building material	Ed McSloy MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Peter Banks LLB LLM PCIfA (CA) Claire Collier Jones BA MA (CA) Laura Pearson BA, MA, PCIfA (CA), Apprentice: Archaeological Specialist Level 7 Ciar Boyle Gifford BA, MA (CA), Apprentice: Archaeological Specialist Level 7 Richenda Goffin (Roman painted wall plaster) CBM, BA MCIfA (freelance) Steve Benfield BA (CA) Peter Warry PhD (freelance) Sue Anderson M Phil, MCIfA, FSA (freelance)

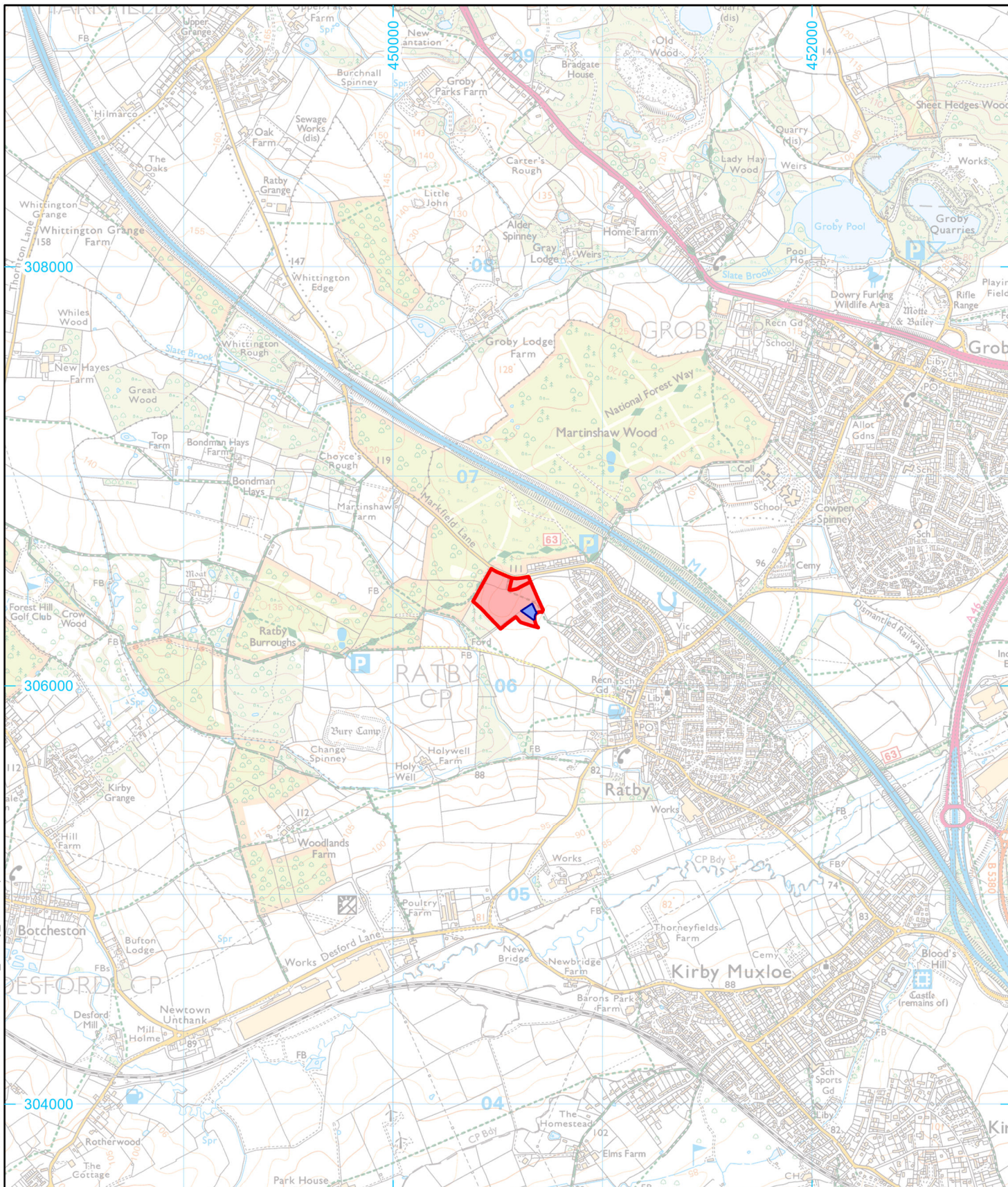
Other finds

Small finds	Ed McSloy BA MCIfA (freelance) Grace Jones BA MA PhD MCIfA (CA) Claire Collier Jones BA MA (CA) Richenda Goffin, (non-metalwork) BA MCIfA (CA) Steve Benfield CA I Riddler PhD (freelance) Alison Sheridan PhD (National Museum of Scotland)
Metal artefacts	Ed McSloy BA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Alex Bliss BA, AlfA (CA) Claire Collier Jones BA MA (CA) Jörn Schuster MA DPhil FSA MCIfA (freelance) Hilary Cool BA PhD FSA (freelance) I Riddler PhD (freelance)
Lithics	Ed McSloy BA MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Pippa Bradley BA MPhil Dip Post-Ex MCIfA (CA) Michael Green (CA) Sarah Bates BA (freelance)
(Palaeolithic)	Francis Wenban-Smith BA MA PhD (University of Southampton)
Worked stone	Ruth Shaffrey BA PhD MCIfA (freelance) Kevin Hayward FSA BSc MSc PhD PCIfA (freelance)
Inscriptions	Roger Tomlin MA DPhil, FSA (Oxford)
Glass	Ed McSloy MCIfA (CA) Hilary Cool BA PhD FSA (freelance) David Dungworth BA PhD (freelance) Sarah Paynter PhD (Historic England) Rachel Tyson PhD (freelance) Hugh Wilmott PhD (University of Sheffield)
Coins	Ed McSloy BA MCIfA (CA) Alex Bliss (CA) Peter Guest BA PhD FSA (Cardiff University) Richard Reece BSc PhD FSA (freelance) Jude Plouviez (freelance) Andrew Brown PhD (British Museum) Richard Kelleher PhD (Fitzwilliam Museum) Philip de Jersey PhD (Ashmolean Museum)
Leather	Quita Mould MA FSA (freelance)
Textiles	Penelope Walton Rogers FSA Dip Acc. (freelance) Sue Harrington PhD (freelance)
Iron slag/metal technology	Tim Young MA PhD (Cardiff University) David Dungworth BA PhD (freelance) David Starley BSc PhD Lynne Keys (freelance)
Worked wood	Michael Bamforth BSc MCIfA (freelance)

Biological remains

Animal bone	Clare Randall MCIfA (CA) Matilda Holmes BSc MSc PhD ACIfA (freelance) Andrew Clarke ACIfA CA Julie Curl (freelance)
Human bone	Sharon Clough BA MSc MCIfA (CA) Frankie Wildmun (CA) Sue Anderson M Phil, MCIfA, FSA (freelance)

Environmental sampling	Sarah Wyles BA MCIfA (CA) Sarah Cobain BSc MSc ACIfA (CA) Anna West BSc (CA) Keith Wilkinson BSc PhD MCIfA (ARCA)
Pollen	Michael Grant BSc MSc PhD (University of Southampton) Rob Batchelor BSc MSc PhD MCIfA (QUEST, University of Reading)
Diatoms	Tom Hill BSc PhD CPLHE (Natural History Museum) Nigel Cameron BSc MSc PhD (University College London)
Charred plant remains	Sarah Wyles BA MCIfA (CA) Sarah Cobain BSc MSc ACIfA (CA) Anna West BSc (CA)
Wood/charcoal	Sarah Cobain BSc MSc ACIfA(CA) Dana Challinor MA (freelance) Sheils Bordman (freelance)
Insects	Enid Allison BSc D.Phil (Canterbury Archaeological Trust)
Mollusca	Sarah Wyles BA MCIfA (CA) Keith Wilkinson BSc PhD MCIfA (ARCA)
Ostracods and Foraminifera	John Whittaker BSc PhD (freelance)
Geoarchaeology	Holly Rogers BA (Hons) MSc (CA) Keith Wilkinson BSc PhD MCIfA (ARCA)
Soil micromorphology	Richard Macphail BSc MSc PhD (University College London)
Scientific dating	
Dendrochronology	Robert Howard BA (NTRDL Nottingham)
Radiocarbon dating	Alistair Barclay BSc PhD FSA MCIfA (CA) SUERC (East Kilbride, Scotland) Beta Analytic (Florida, USA)
Bayesian chronological modelling	Derek Hamilton PhD (SUERC) Frances Healey PhD (freelance) Professor John Hines (Cardiff University)
Archaeomagnetic dating	Cathy Batt BSc PhD (University of Bradford)
TL/OSL Dating	Phil Toms BSc PhD (University of Gloucestershire)
Conservation	Karen Barker BSc (freelance) Pieta Greaves BSc MSc ACR (Drakon Heritage and Conservation) Julia Park-Newman (Conservation Services, freelance)



- Site Boundary
- Excavation Area



0 1km



Andover 01264 347630
Cirencester 01285 771022
Milton Keynes 01908 564660
Suffolk 01449 900120

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PROJECT TITLE
**Land West of Ratby,
Leicestershire**

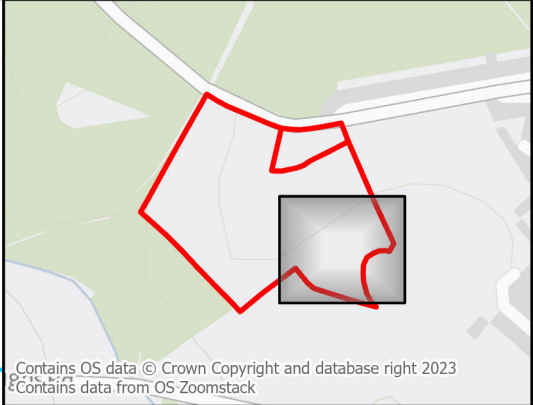
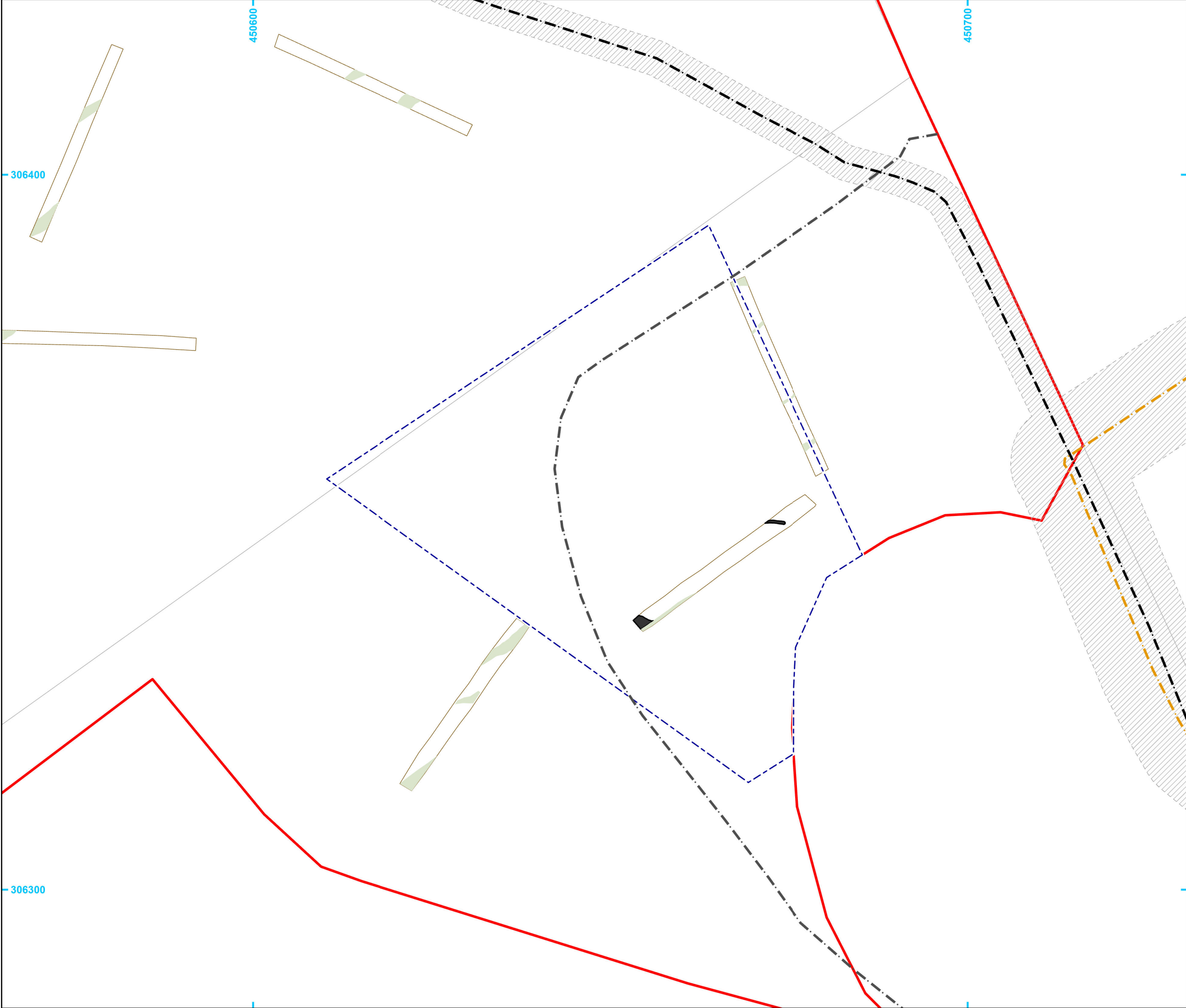
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Site location plan

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CHECKED BY DP DATE 09/04/2024
APPROVED BY DP SCALE @ A4 1:25,000

FIGURE NO.

1

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Legend

- Site Boundary
- Excavation Area

Constraints

- Overhead Electric
- Telecomms
- Footpath
- Footpath (Unofficial)
- Constraint

Previous features (Ply)

- Previous trench/loe
- Previous feature
- Previous furrow

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PROJECT TITLE

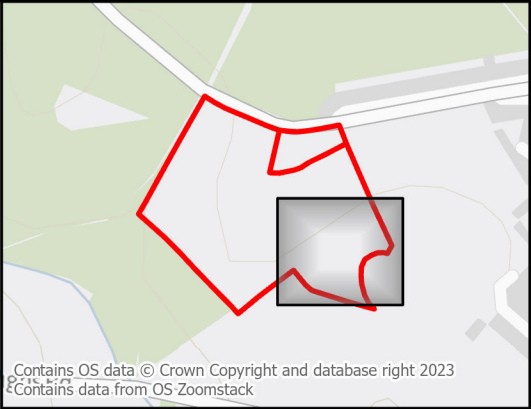
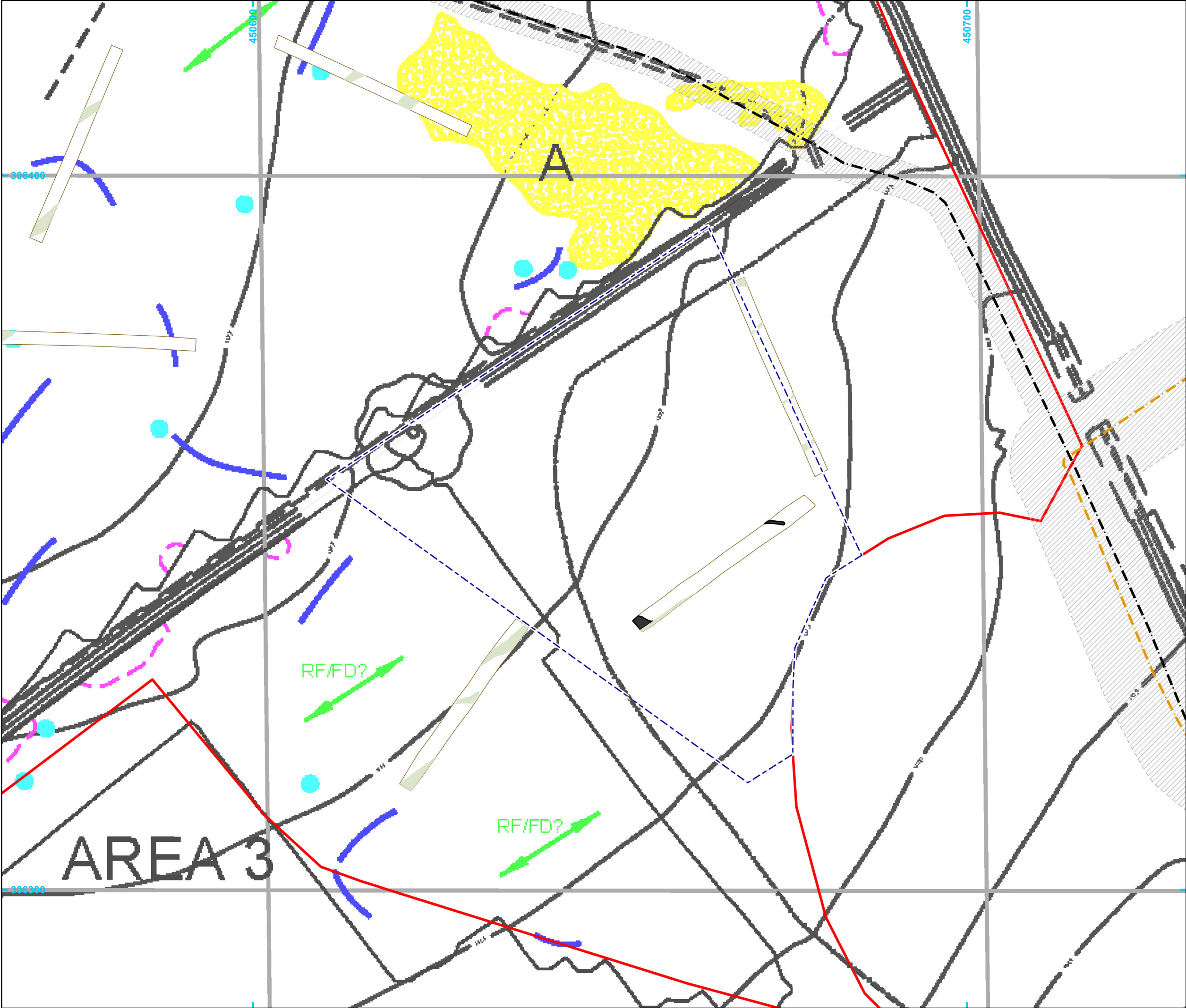
Land West of Ratby,
Leicestershire

FIGURE TITLE

Proposed excavation area

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APPROVED BY	DP	SCALE@A3	1:500	

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Legend

- Site Boundary
- Excavation Area

Constraints

- Overhead Electric
- Telecomms
- Footpath
- Footpath (Unofficial)
- Constraint

Previous features (Ply)

- Previous trench/loe
- Previous feature
- Previous furrow



Geophysical Interpretations (Phase 2022)

ANOMALY TYPE	INTERPRETATION
AREA OF STRONG DIPOLAR / BIPOLAR RESPONSES (MAGNETIC DISTURBANCE)	SURFACE / NEAR-SURFACE FERROUS OR FIRED MATERIAL (PROBABLE MODERN)
LIMIT OF VERY STRONG RESPONSE	INTERFERENCE CAUSED BY MODERN MAGNETIC FEATURE (FEATURE MAY BE LOCATED BEYOND THE SURVEY AREA)
STRONG LINEAR RESPONSE	ARTIFICIAL ANOMALY CAUSED BY ISOLATED SENSOR MOVEMENT. THIS HAS NOT AFFECTED THE RELIABILITY OF THE SURVEY OR THE INTERPRETATION
APPROXIMATE ORIENTATION OF WEAK, BROADLY PARALLEL POSITIVE LINEARS	AGRICULTURAL FEATURES. PROBABLE MODERN PLOUGHING REGIME
APPROXIMATE ORIENTATION OF BROADLY PARALLEL POSITIVE LINEARS	AGRICULTURAL FEATURES. POSSIBLE RIDGE AND FURROW BUT COULD ALSO BE A REGIME OF FIELD DRAINS
LINEAR / CURVI-LINEAR TREND (WEAK OR DIFFUSE RESPONSE)	UNCERTAIN ORIGIN. POSSIBLE DRAINAGE, AGRICULTURAL OR OTHER MODERN BUT COULD BE NATURAL OR REMNANT OF OTHER INFILLED SUB-SURFACE FEATURE
ISOLATED POSITIVE RESPONSE	PROBABLE BURIED MODERN FERROUS / FIRED MATERIAL OR NATURAL VARIATION, BUT SOME COULD BE RELATED TO SUB-SURFACE FEATURES

0 25m

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PROJECT TITLE

Land West of Ratby,
Leicestershire

FIGURE TITLE

Proposed excavation area overlying
geophysical interpretations (Phase 2022)

DRAWN BY DL PROJECT NO MK1074 FIGURE NO.
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APPROVED BY DP SCALE@A3 1:500

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