



Archaeological Monitoring and Recording

Written Scheme of Investigation

Land at Mulberry Farm

High Street

Stoke Golding

Leicestershire

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Appendix 1: Data Management Plan

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Figure 1: Site Location

Figure 2: Plan showing buildings to be demolished

S. Non-technical summary

- S1 A planning application (22/00661/FUL) has been approved by Hinckley and Bosworth Borough Council for the “demolition of the existing Mulberry Farm buildings, retention of Mulberry Farmhouse and proposed erection of 25no. residential units with associated parking facilities, amenity space, landscaping, village green, pond and paddock” at Mulberry Farm, High Street, Stoke Golding.*
- S2 Groundworks Archaeology have produced an overarching archaeological management plan (AMP) which covers all aspects of the project. This written scheme of investigation presents the methodology for phase 1 of the project, the archaeological supervision and recording of the demolition.*
- S3 On the completion of the investigation, a summary report will be produced.*

1. Introduction

- 1.1 A planning application (22/00661/FUL) has been approved by Hinckley and Bosworth Borough Council for the “demolition of the existing Mulberry Farm buildings, retention of Mulberry Farmhouse and proposed erection of 25no. residential units with associated parking facilities, amenity space, landscaping, village green, pond and paddock” at Mulberry Farm, High Street, Stoke Golding.
- 1.2 Consultee advice provided by Mr William Kelly (dated 17th July 2024) recommended a staged programme of archaeological mitigation under the overarching principle of an archaeological mitigation plan (AMP).
- 1.3 An AMP was subsequently produced by Groundworks Archaeology (2025) which includes a fully detailed planning background, historical and archaeological background and details regarding resourcing, data management and archive protocol etc. This WSI is intended to provide the detailed methodology for the phase 1 archaeological monitoring and supervision of the demolition program and should be read in conjunction with the AMP.

2. Site location and description

- 2.1 The proposed development site is located in Stoke Golding, in the administrative district of Hinckley and Bosworth. It is situated approximately 4km north-north-west of Hinckley and c.7km north-north-east of Nuneaton. The site is approximately 1.1 hectares and presently occupied by a number of farm buildings. The site is centred on National Grid Reference (NGR) SP 3972 9743 at an approximate height of 106m AOD (figure 1).

Geology

- 2.2 The British Geological Survey records the bedrock geology as the Gunthorpe Member, a mudstone sedimentary bedrock formed between 247.1 and 237 million years ago during the Triassic period.
- 2.3 Superficial deposits are recorded as the Wigston Member, a sand and gravel sedimentary superficial deposit formed between 2.588 million years ago and the present during the Quaternary period. The northern corner of the site is recorded as the Bosworth Clay Member. A sedimentary superficial deposit formed between 480 and 423 thousand years ago during the Quaternary period.

3. Aims and objectives of the project

- 3.1 The Chartered Institute for Archaeologists (CIfA) defines archaeological monitoring and recording as “a formal programme of observation, investigation and recording conducted during works carried out for non-archaeological reasons, where there is a possibility that archaeological deposits may be disturbed or destroyed.”
- 3.2 The general aims of the project are to undertake the detailed monitoring of all development works which have the potential to impact archaeological remains and to examine by hand, record and interpret all archaeological deposits, features, structures, artefacts and ecofacts which will be impacted by the development, in order to facilitate the preservation by record of archaeological remains ahead of their physical loss. The mitigation will also provide an opportunity to identify remains of greater than expected significance ahead of their destruction allowing for further appropriate mitigation measures to be agreed.
- 3.3 The objectives of the project are:
- To establish the presence or otherwise of archaeological features within the demolition zone;
 - To mitigate the impact of the development on any identified archaeological remains;
 - To record stratigraphic information (as detailed in the methodology);
 - To retrieve finds including artefacts and ecofacts from stratigraphic contexts (as detailed in the methodology);
 - To produce a photographic archive detailing any archaeological remains encountered;
 - To produce a summary report which will feed into the phase 2 (and potentially phase 3) report.

4. Methodology

- 4.1 All work will be carried out according to professional standards of the Chartered Institute for Archaeologists, including its Code of Conduct (CIfA 2022a). The work will also conform to the agreed WSI.
- 4.2 All work will be undertaken following all statutory Health and Safety requirements and legislation in operation at the time of the monitoring and a Risk Assessment will be prepared for the site.

- 4.3 The groundworks will comprise of the demolition of the extant buildings within the site. The archaeological monitoring will cover all aspects of the demolition that require ground penetration. These include grubbing out of foundations and removal of floor slabs etc. Should archaeological features be present then the demolition will be paused and sufficient time allowed for their full investigation and recording. The buildings to be demolished are shown on figure 2.
- 4.4 On site survey will be undertaken via Real Time Kinematic (RTK) DGPS. Detailed feature plans will be hand drawn at an appropriate scale where necessary.
- 4.5 Section drawings at a scale of 1:10 will be made of any archaeological features identified in the course of the demolition, including representative sections of trenches at appropriate intervals. These will be related to a site plan drawing at a scale of 1:50, which may also record archaeological features and/or deposits identified. Any significant archaeological features in plan will also be recorded at a scale of 1:20.
- 4.6 Any and all artefacts found during the investigation and thought to come under the provisions of the Treasure Act (1996), will be removed from the site to a secure location, and will be promptly reported to the appropriate coroner's office.
- 4.7 Written descriptions detailing the nature of archaeological features and/or deposits encountered will be compiled on pro-forma context record sheets.
- 4.8 Where practicable, the contractor will metal detect the spoil from the developer's ground works for objects relating to human exploitation of the area and will record their existence or will recover them. Metal detecting could also be undertaken on areas exposed by the demolition works (building foundations, beneath hardstanding/floor slabs etc.) where practicable.
- 4.9 A high quality un-interpolated digital photographic record will be maintained throughout the project. This will include all features along with working shots to represent more generally the nature of the fieldwork. Scale bars and a north arrow will be used in all photographs as appropriate (with vertical scales against deep sections in combination with horizontal scales). A high resolution digital SLR of not less than 12 megapixels with an APS-C or larger sensor will be utilised set to the highest quality setting. The images will be saved as Tiffs for archive purposes. Site photography will follow the Historic England guidance document 'Digital Image Capture and File Storage' (2015). All digital data will be downloaded to secure servers on a daily basis with appropriate backups.

4.10 Any finds recovered will be bagged and labelled according to the individual context from which they were recovered for later washing and further analysis. All relevant finds will be ordered into an archive with appropriate conservation and analysis e.g. X radiography for appropriate items. Most modern material will not be retained, although notes will be made of the appropriate context. An appropriate sample of materials such as ceramic building materials will be made. Appropriate provision will be made for the application of scientific dating techniques such as radiocarbon, dendrochronology, archaeomagnetic, OSL and thermoluminescence. The advice of the English Heritage Regional Scientific Advisor will be sought in advance of the application of these techniques.

4.11 Where appropriate the following (but not limited to) English Heritage/ Historic England Guidance and other specialist papers will be followed:

Archaeometallurgy (2001).

<http://www.english-heritage.org.uk/publications/archaeometallurgy/>

X-radiography of Archaeological Metalwork (2006).

<http://www.english-heritage.org.uk/publications/x-radiography-of-archaeologicalmetalwork/>

Investigative Conservation: Guidelines on How the Detailed Examination of Artefacts from Archaeological Sites can Shed Light on their Manufacture and Use (2008). <http://www.english-heritage.org.uk/publications/investigative-conservation/>

Watkinson, D and Neal V, *First Aid for Finds* (London: Rescue/UKICAS 2001)

Standard and guidance for the collection, documentation, conservation and research of archaeological materials.

http://www.archaeologists.net/sites/default/files/ClfAS&GFinds_1.pdf

4.12 Environmental sampling will be undertaken (where appropriate and if required by the planning archaeologist) of the fills of relevant archaeological features and/or significant archaeological deposits as well as to allow the characterisation of soil profiles, plant remains, molluscs, faunal remains and pollen sequences. Where deposits are dry, bulk samples for the recovery of charred plant remains, small bones and finds, will be taken from sealed and datable features such as pits, ditches, hearths and floors. Each context will normally be sampled. The size of the sample is expected to be in the range of 40 litres per context or 100% of smaller contexts. Samples will not be taken from the intersection of features. Where deposits are wet, waterlogged or peaty, monoliths will be taken along cleaned vertical surfaces for the retrieval of pollen, diatoms,

ostracods and foraminifera. For wet, waterlogged or peaty deposits, bulk samples of 20 litres will be taken from visible layers or spits for the retrieval of plant macro-remains and insects. Environmental samples from dry deposits will normally be processed by flotation following the excavation fieldwork and the residues will be sorted to retrieve small bones, small finds and charcoal that have not floated. The samples will be extracted and recorded in accordance with Environmental Archaeology (English Heritage) and in consultation with the appointed specialist and the Historic England science advisor.

5. Monitoring arrangements

- 5.1 The planning archaeologist will be kept regularly informed of the project progress and provision will be made for monitoring of the works during the fieldwork stage and any other aspect of the archaeological project as required including the post fieldwork analysis and report preparation stages of the project.
- 5.2 The contractor will give the planning archaeologist a minimum of one week's notice prior to the commencement of fieldwork and notification when it has been completed.

6. Post-fieldwork methodology

- 6.1 On the completion of phase 1, all of the written, drawn and photographic records produced by the archaeological monitoring will be checked, ordered, labelled (where appropriate) and catalogued to compile a distinctive site archive. A stratagraphical matrix of the archaeological features and/or deposits present on the site will be compiled.
- 6.2 All finds recovered during the fieldwork will be washed and packaged according to the individual context from which they were recovered. They will also be ordered into (and form part of) the final site archive.
- 6.3 Based upon the relatively small scale of the investigation, it is intended that all material will be collected, and a discard policy agreed with the specialists and other stakeholders in line with the ClfA toolkit for Recording Archaeological Materials. The ClfA toolkit for selecting archaeological archives will be applied to the physical and digital records generated by the project and agreement sought for discard at the final archive stage following phase 2 and phase 3
- 6.4 The documentation and records generated by the archaeological investigation will be sorted and ordered in line with *The Transfer of Archaeological Archives to Leicestershire County Council Museum Collections* (LCC, 2024). The process will also conform to MoRPHE (HE

2015) and the ClfA document “Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives” (2020b). The physical archive will be deposited with the Leicestershire County Council Museums Service under accession number X.A136.2025. The digital archive will be deposited with the Archaeological Data Service.

- 6.5 An electronic copy of the report will be deposited with the OASIS project (On-line Access to the Index of Archaeological Investigations) <http://ads.ahds.ac.uk/project/oasis/index.cfm>.

7. Reporting procedures

- 7.1 A summary report detailing the findings of the archaeological watching brief will be completed immediately following the on-site work. This will include a detailed description of the stratigraphy and any archaeological features identified. The report will be accompanied with detailed plans and sections intended to inform the planning archaeologist and aid in the formulation of the phase 2 (evaluation) investigation.

- 7.2 The report will consist of:

A title page, with project name and location, national grid reference, planning reference, site code, accession number, client name, author and date;

A contents page listing report sections, illustrations and appendices;

A non-technical summary of the results of the investigation;

An introduction, site description and location;

A description of the methodology used in the project;

A section describing the results of the investigation;

Illustrations including plans of all archaeological features and sections thereof (including representative sections); and

Appendices comprising appropriate photographs of the site and of specific and significant archaeological features and representative sections.

8. Copyright

- 8.1 Copyright will remain that of the author. Licence will be given to the client to present any reports, copyright of the author, to the planning authority in good faith of satisfactory settlement of account.

9. Ownership

- 9.1 It will be asked of the client, at the outset, that the ownership of any portable objects discovered in the course of the monitoring be deposited with the Leicestershire Museums service.

10. Insurance

- 10.1 Public indemnity of £2,000,000 with Towergate Insurance.

11. Bibliography

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