



Archaeological Mitigation Plan

Land at Mulberry Farm

High Street

Stoke Golding

Leicestershire

Draft

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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 The proposed development site lies in a rich archaeological landscape and within the Registered Bosworth Battlefield. Consultee advice has recommended that the consent is conditioned to provide for a staged programme of archaeological mitigation. This would comprise of three phases, an initial phase of archaeological attendance and metal detecting on the demolition of the extant farm; a second phase of trial trench evaluation, and depending on the results potentially a focused phase 3 excavation of any significant archaeological features identified in the evaluation.*
- S3 This document is intended to provide an overarching archaeological mitigation plan with a separate written scheme of investigation produced for each phase of investigation.*

1. Site location and description

- 1.1 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

- 1.2 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.
- 1.3 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.

2. Planning background

- 2.1 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 (see figure 3).
- 2.2 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).

2.3 The recommended condition wording is:

1. No demolition/development shall take place/commence until the programme of archaeological mitigation has been defined within an Archaeological Mitigation Plan (AMP), which has been [submitted to and] approved by the local planning authority in writing. For land that is included within the AMP, no demolition/development shall take place other than in accordance with the agreed programme. The AMP will make provision for three fieldwork stages and their associated post-excavation requirements:
 - an initial phase of archaeological attendance (including metal detecting) to be undertaken on all demolition works;
 - a programme of trial trenching, and

- a final stage archaeological investigation and recording of significant archaeological remains.

Reason: To ensure satisfactory programme of archaeological mitigation and to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.

2. Prior to the commencement of each stage of the AMP (condition 1 above), a written scheme of investigation (WSI), will be [submitted to and] approved by the local planning authority in writing. The WSI will define the required archaeological work, and will include a 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 & dissemination and deposition of resulting material. This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI

Reason: To ensure each stage of the archaeological investigation is undertaken in accordance with best practice, including its investigation, recording, dissemination and archiving.

3. Historical and Archaeological Background

- 3.1 A Heritage Impact Assessment was prepared by Allen Archaeology (Strachen and Clempson 2021) to accompany the planning application which is summarised below (and which should be read in conjunction with this AMP). An Historic Environment search was also commissioned to ensure that the background is up to date.

- 3.2 There are five sites dating to the Prehistoric period within the search area. Although no definite settlement remains have been uncovered, a large amount of unstratified worked flint has been recovered, much of which appears to be heat affected, alongside charred animal bone. In 2006, fieldwork c.650m south-south-west of the proposed development site yielded a significant amount of material for a number of periods, including eight pieces of seemingly Palaeolithic flint comprising flakes, a hand axe, and two core re-cortifications amongst others. Additionally, around 300 pieces of worked flint dating from the Mesolithic to the Bronze Age was discovered.

- 3.3 Excavations at Park Lodge, c.270m south of the site, in 2005, recovered a small amount of Prehistoric flint (MLE20476), with further flint pieces found in spoil reportedly dumped from Park House c.380m south-west, and near Higham Lane c.780m east of the proposed development site during fieldwalking (MLE20477 and MLE204714). Additionally, a plano-convex knife, a scraper and a flake dating to the late Neolithic or early Bronze Age were found in a garden on Hinckley Road, c.305m south-east of the site (MLE9174).
- 3.4 Within the search area six sites date to the Roman period. Excavations at Park House, c.260m south of the development site, in 2005, revealed a piece of Roman tile which could suggest some sort of building in the vicinity (MLE20475). Furthermore, during fieldwalking that same year, 24 sherds of Roman pottery and a piece of glass were found in spoil that had apparently been dumped from the aforementioned Park House in a field c.400m south-west of Mulberry Farm (MLE20478). Additional fieldwalking events have revealed further finds of Roman pottery c.760m and c.700m south-south-west of the development site (MLE20472 and MLE20291). A sherd of Roman greyware was found on a spoil heap c.80m south of the site in the 1990s (MLE8504). To the north of the village, approximately 800m north-north-east of the site, a single Roman brooch was discovered by metal detecting close to Dadlington House Farm (MLE20612).
- 3.5 A settlement appears to have been established by the Early-medieval period, evident in the three sites dating to this period which have been identified within the search area.
- 3.6 An Anglo-Saxon burial mound, known as a *hlaew*, has been identified through surviving earthworks approximately 380m south of the development site in the grounds of Park House. The mound stands 2m high and 14m in diameter, and is surrounded by a now infilled ditch. Excavations carried out on the mound in the 1930s revealed pottery and three enamelled escutcheons from a 7th century hanging bowl. The site is a Scheduled Monument (1017678), and also contains the earthworks of two large fishponds, and a Medieval farmstead within a rectangular enclosure, and a platform believed to represent the site of a Medieval farmhouse in the south-eastern corner of the site. Several small low banks and drainage channels surround the platform, possibly representing small closes.
- 3.7 Furthermore, Anglo-Saxon pottery sherds were recovered from the spoil dumped from Park House, c.400m south-west of the site (MLE20480), and a spearhead which could date to this period was also recovered c.200m west of the site (MLE9171), although such items were used later too. Spear heads (and other forms of weaponry), however, have often been associated with Early-Medieval burials. The evidence seems to suggest that there was

some form of settlement within the south-western part of the village during this period.

- 3.8 The village, however, is not recorded in the Domesday Book. This does not appear to be because there was no settlement in the village at the time, but more likely due to it being a chapelry of Hinckley township, within which it was located (Hinckley and Bosworth Borough Council 2013). Hinckley is recorded under the ownership of Earl Aubrey with a population of 69 households, accommodating 42 villagers, 3 freemen, 16 smallholders and 8 slaves (Williams and Martin 2002).
- 3.9 The origin of the name Stoke Golding reveals little about the village's earlier history. According to Hoskins, *Stoke* appears to relate to a 'place' or 'stump' although alternative interpretations suggest the name came from a family known as *Stoke* or *de Stoke* who were living in the village in the 12th century. *Golding* does not appear to have been added to the name until the 18th century, according to documentary sources (Hoskins 1935; Stoke Golding Heritage Trail undated).
- 3.10 There are twenty sites dating to the Medieval period within the search area. These are primarily focused within two historic settlement cores that have been deduced using historic mapping and landscape maps. These are located at Dadlington, approximately 730m north-east of the site (MLE3263), and within Stoke Golding itself (MLE2908). The historic core of Stoke Golding is centred on the main thoroughfares of Main Street, Upton Lane and High Street. The south-eastern quarter of the proposed development site lies within this presumed historic core.
- 3.11 Two possible Medieval moated sites have been identified within the search area, one within the historic settlement core of Dadlington c.940m north-east of the development site (MLE3262), and one c.700m north of it at Field Farm (MLE3255), the latter of which was recorded in the Victoria County History (1907), however no trace is visible on site, suggesting the location could be incorrect.
- 3.12 Previous archaeological fieldwork has revealed evidence of Medieval activity within the village of Stoke Golding to the south of the proposed development site. Ditches containing Medieval pottery, reflecting boundaries dating from the 12th to 13th century onwards, were uncovered during excavations at Laburnham Cottage c.250m south-south-west of the site (MLE23399), with further ditches and gullies recorded during the Park House excavations, including the recovery of a 10th century silver penny, alongside Post-medieval features seemingly indicating continuous or at least regular use of the site (MLE16635). Further linear features, some containing 12th and 13th century Medieval pottery, have been found on Station Road (MLE16036), High Street (MLE24596) and Main Street

- (MLE21734), all within 300m of the proposed development site. These sites are in addition to the aforementioned Scheduled farmstead, located near to the Early-medieval burial mound in the south-west part of the village.
- 3.13 The rural agricultural history of the village is reflected in the well-preserved ridge and furrow earthworks located c.800m east of the proposed development site at the edge of the village on the west side of Hinckley Road (MLE21977). This is identified clearly on LiDAR imagery of the area. Other areas of ridge and furrow of unknown date are located around Stoke Golding, particularly in the field immediately north of the proposed development site, in fields to the west of the village, and at the southern edge of Dadlington.
- 3.14 The Grade I listed church and churchyard of St Margaret of Antioch are located approximately 100m south of the site (MLE13096 and MLE21736). It was believed to have been rebuilt in the early 13th century as a chapel connected to Hinckley. The south aisle, Lady Chapel, tower and spire were added in the later 13th and 14th centuries. The chancel was rebuilt in 1882, but the rest of the fabric remains largely in its original form, and is a significant feature within the landscape of the village. Within the historic settlement core of Dadlington is the Grade II* listed church of St James, which also dates to the 13th century, but includes more Victorian restoration (MLE12170).
- 3.15 Undoubtedly the most famous heritage asset in Stoke Golding, part of which falls inside the boundary of the proposed development site itself, is Bosworth Battlefield, which is designated as a Registered Battlefield (1000004). Stoke Golding is one of five parishes in which the battlefield is located, and lies on the south-eastern perimeter of it. As the location for the final defeat of Richard III during the Wars of the Roses in 1485, the battlefield remains a nationally significant site historically and archaeologically. Some stories suggest that villagers climbed up onto the roof of St Margaret's Church to watch the battle unfold. Recent research undertaken as part of the Bosworth Battlefield Survey directed by the Battlefields Trust, has identified the location of the battle to have been on the marshy terrain of Redemore Plain, c.1.7km west-north-west of the village, on the south side of Fenn Lane. Following his victory, Henry rode to Stoke Golding to be crowned at Crown Hill, c.300m west-south-west of the proposed development site.
- 3.16 The aforementioned spoil dump from Park House, discussed in earlier paragraphs, also revealed extensive evidence of domestic occupation within the village during this period, recovering 257 sherds of pottery, and sundry items such as an Elizabethan coin, a loomweight, a gaming piece and two buckles (MLE20479).

- 3.17 A good number of Medieval items have been found within close proximity to the site through fieldwalking and archaeological fieldwork. These include a later Medieval pilgrim flask found less than 80m north of the site (MLE6793), Medieval pottery (MLE20473 and MLE20293), a belt fitting (MLE9172), and a scabbard chape or saddle pommel (MLE9173). Medieval activity was also recorded in features and pottery on a site on High Street, which may have been associated with a dwelling on the site. A later cottage appears to have been constructed in the 18th or 19th centuries, into features containing pottery dating to the 17th century onwards, indicating some form of continued domestic occupation on the site (MLE23398).
- 3.18 The Post-medieval period is represented by 28 sites, many of which reflect the primarily agricultural history of the village.
- 3.19 Park House, including its range of barns and outbuildings, is the principal house within the village, and was originally a prominent farm. Although the existing building dates to the 18th century, it appears to have been built on the site of an early Post-medieval farmstead which was recorded on Striller's map of 1637. Indeed, the extant building contains reused roof timbers, doors and a sandstone cellar. A building assessment undertaken in 2007 concluded that the property appeared to cease as a working farm during the 19th century, but had much money spent on it, seemingly as part of a process of gentrification (Richards 2007). The associated barns and outbuildings date to the early 19th century and have changed little. Excavations in 2006 revealed evidence suggesting a timber outbuilding, which was associated with Medieval and Post-medieval pottery (MLE20060) (Hayward 2006).
- 3.20 A possible windmill is believed to have been located c.900m south of the proposed development site during the earlier Post-Medieval period, although it is not noted on first edition OS mapping (MLE2906).
- 3.21 A possible prospect mound is located c.160m south of the proposed development site (MLE2907). It's steep sides, at a height of 2m, are suggestive of a Post-Medieval date.
- 3.22 The agricultural economy of the village is reflected in the number of surviving farmsteads in the search area dating from the 18th century onwards, including Grange Farmhouse c.1km west of the proposed development site (MLE13110), Crown Hill Farm c.360m to the south-west (MLE15782) and Millfield Farm c.870m to the south (MLE21972). Home Farmhouse (MLE12169) and Manor Farm (MLE20660) both lie within the historic settlement core of Dadlington, in the north-north-eastern perimeter of the search area. Grange Farmhouse and Home Farmhouse are both listed Grade II.

- 3.23 Within the historic settlement core of Stoke Golding, a number of the properties dating to the 18th and 19th centuries are Listed at Grade II. These include Woodyard Cottage (MLE13094), The Birches (MLE13095), The Limes (MLE13097) and, unlisted, Laburnham Cottage (MLE24595).
- 3.24 The 1814 Ordnance Survey drawing of Stoke Golding shows the core of the village extending along what is now Station Road and High Street. St Margaret's Church, and Crown Hill and the nearby farm, are also evident, as is the Ashby Canal. The proposed development site appears undeveloped, although The Birches (MLE13095) is evident immediately to the east of the site boundary
- 3.25 The Tithe Map of the area, dating to 1845, shows little change in the size of the village. Field boundaries are more clearly visible, and there appears to have been further subdivision of some of larger fields outside the village. Field boundaries clearly depict the site of Mulberry Farm where the extant buildings are located, and the two paddocks to the north of it. The two (formerly three) redbrick cottages, located along the eastern perimeter of the proposed development site also appear to have been constructed at some point between the production of the 1814 OS drawing, and the 1845 map. These buildings, Mulberry Farmhouse, are recorded in the Neighbourhood Plan as being 'Locally Valued Heritage Assets' (NPAC 2020). Aside from these buildings, the site remains undeveloped. Park House and Crown Hill Farm are clearly identifiable, alongside The Birches, Woodyard Cottage and The Limes.
- 3.26 From the 19th century onwards the spiritual welfare of the population was catered for not only at the aforementioned St Margaret's Church, but also in the nonconformist chapels that were constructed, likely partly in response to the growing number of those employed in the hosiery manufacturing industry which, although had been established by the end of the 17th century, was growing quickly in the later Post-medieval period. The Baptist 'Zion Chapel' was built in 1853 (MLE17183), whilst a Primitive Methodist Chapel was constructed in 1855, although later replaced by another chapel in a different location (MLE25621). An Independent Chapel was also opened in Dadlington, between 1801-1802 (MLE24644).
- 3.27 Transport networks around the village improved significantly from the 18th century onwards. The road between Market Bosworth and Hinckley along the eastern edge of the village was turnpiked in 1759 to 1760 (MLE20918), and the section of the Ashby Canal which snakes around the north and western edge of the village opened in 1804, following the development of coalfields to the north (MLE8916). In terms of the railways, the Hinckley and Stoke Golding Branch Line was constructed at some point during the 19th century but was reportedly never used (MLE16050). The Ashby and Nuneaton Joint Railway, which opened in 1873 and runs west of the village in a north-north-east to south-south-west direction saw more success, not

- ceasing in use until 1971, and now used in part by the historic Battlefield Line (MLE16051). A railway station and a goods shed were also built c.500m west of the site in 1873 (MLE22817 and MLE22816).
- 3.28 Alongside agriculture, Stoke Golding, like many other rural Leicestershire villages, was also an important location for framework knitting. From the 19th century, the industry became largely factory based, and three small hosiery factories were established in the village. The Hall & Sons hosiery factory, located c.300m south-west of the development site, was one such factory. It was constructed in 1882 and remained in business until 1977 when the company relocated to a larger site (MLE25622).
- 3.29 This factory is recorded on the First Edition Ordnance Survey map of the village, which dates to 1888. The Methodist and Baptist Chapels are also evident, alongside a school and two public houses. The Ashby Canal with an associated wharf, and the railway line are also clear to the west of the village. The Mulberry Farm site remains largely undeveloped, although some buildings of unknown use do appear to have been constructed on the site by this time, although demolished by the time of the production of the 1928-29 Ordnance Survey map. The two small red brick outbuildings at the entrance to Mulberry Farm are evident on the 1928-29 Ordnance Survey map.
- 3.30 By 1967-68 three buildings had been constructed at Mulberry Farm. It is unclear whether they still survive on site or were replaced by later buildings. According to cartographic evidence, and the extant buildings on the site, it is clear that the major expansion of Mulberry Farm therefore occurred after the late 1960s.
- 3.31 The LRHER records the cemetery on Hinckley Road (MLE21735), and some quarrying activity in and around Dadlington, c.840m north-east of Stoke Golding (MLE21738 and MLE21737). Further evidence of Post-medieval activity was found during fieldwalking in 2006, where 107 unstratified sherds of Post-medieval pottery were recovered (MLE20474), c.780m south-south-west of the proposed development site.
- 3.32 There are four sites dating to the modern period within the search area.
- 3.33 The second Methodist chapel, replacing that built in 1855 on Station Road, was built on Main Street in 1905 (MLE25623).
- 3.34 A war memorial commemorating those who died in both World Wars is located approximately 430m south-west of the development site and forms a focal point of the cemetery. It is listed at Grade II (MLE18728).

- 3.35 An observation post dating to the Second World War was located approximately 730m south of the proposed development site, and although initially demolished it has since been rebuilt (MLE23856). Adjacent to this is a largely intact Royal Observer Corps underground monitoring post, dating to 1960, which was designed to monitor radioactive fallout following a nuclear attack, during the Cold War (MLE16015).
- 3.36 There is one site within the search area of which the date is uncertain (MLE20292), a fieldwalking exercise north of Millfield Farm, which recovered two glass beads, and four pieces of melted glass, alongside some charred bone, which were undatable.

4. Aims and objectives of the project

- 4.1 A programme of post-determination archaeological work has been recommended as a condition should planning consent be granted. The purpose of this Archaeological Mitigation Strategy is to define the scope of work required which would fall within a staged programme of archaeological mitigation.
- 4.2 The consultee comments recommend an initial phase of archaeological attendance (including metal detecting) to be undertaken on all demolition works. This would be followed by a programme of trial trenching which may lead on to a final stage of archaeological investigation and recording of significant remains.
- 4.3 This document is intended to provide an overall strategy with a separate written scheme of investigation produced for each of the three phases.

Research Objectives

- 4.4 The East Midlands Historic Environment Research Framework (EMHERF) identifies areas where there are major gaps in our current understanding and key research questions that need to be addressed. The results of the mitigation will be analysed and provision will be made for updating the research framework where the results of the fieldwork contribute towards agenda topics.

5. Methodology

5.1 Phase 1 Archaeological Attendance

- 5.1.1 Phase 1 of the mitigation plan requires archaeological attendance during the demolition phase.
- 5.1.2 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” (CIfA 2023a).

5.1.3 The general aim is to undertake the detailed monitoring of all below ground demolition work such as the lifting of floors and grubbing out of foundations. This will allow the opportunity to examine by hand, record and interpret all archaeological deposits, features, structures, artefacts and ecofacts which may be exposed 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.

5.1.4 The archaeological attendance will also include metal detecting by an experienced detector registered with the PAS scheme. The entirety of the area subject to development activity will be scanned.

5.2 Phase 2 Evaluation

5.2.1 Phase 2 will comprise an evaluation of the proposed development area. This will be undertaken following the demolition phase but prior to any further development work within the site. CIfA defines field evaluation as “a programme of non-intrusive and/or intrusive fieldwork which seeks to determine the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts. It may form a single or final phase of work within a defined area or site on land, in an inter-tidal zone or under water.” (CIfA 2023b).

5.2.2 Its purpose is to “gain information about the archaeological resource within a given area or site (including its presence or absence, character, extent, date, integrity, state of preservation and quality), in order to make an assessment of its merit in the appropriate context, leading to one or more of the following:

a. the formulation of a strategy to ensure the recording, preservation or management of the resource:

b. the formulation of a strategy to mitigate a threat to the archaeological resource:

c. the formulation of a proposal for further archaeological investigation within a programme of research.

5.2.3 Specific objectives of the project are:

- To establish the presence/absence of archaeological remains within the area of the development site;

- To determine the type, extent, condition, nature, character, quality, function, and date, of any archaeological remains encountered;
- To gain information about heritage assets identified within the area of the proposed development site;
- To mitigate potential threats;
- To interpret the archaeology of the site within its local, regional and national context; and
- To provide sufficient data to formulate a suitable archaeological mitigation plan.

5.3 Phase 3 Archaeological Excavation

5.3.1 Subject to the results of the initial evaluation further archaeological mitigation may be required. This is likely to comprise focussed excavation targeting any significant features identified in phase 2.

5.3.2 ClfA defines field archaeological excavation as “a programme of intrusive fieldwork with defined research objectives which examines, records and interprets archaeological deposits, features and structures and, as appropriate, retrieves artefacts, ecofacts and other remains within a specified area or site on land, in an inter-tidal zone or under water” (ClfA 2023c).

5.3.3 The objectives would be:

- To establish the nature and extent of the deposits identified in the phase 2 investigation;
- To mitigate the impact of the development on the identified archaeological remains via excavation;
- 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 archaeological remains encountered;
- To produce a fully illustrated report drawing together the results and conclusions of the programme; and

- To consider the evidence within local and regional contexts, where appropriate.

5.4 General Principles

- 5.4.1 Each of the three phases will be preceded by the production of a Written Scheme of Investigation which will be approved in writing by the planning authority prior to commencement. This will provide a detailed methodology with phases 2 and 3 being informed by the results of the preceding phases.
- 5.4.2 All work will be carried out according to the agreed written scheme of investigation and will comply with Chartered Institute for Archaeologists (CIfA) standards.
- 5.4.3 A risk assessment will be prepared for each phase of the on site work which will be undertaken following statutory health and safety requirements and legislation in operation at the time of the fieldwork.
- 5.4.4 At the start of work, immediately before fieldwork commences an OASIS online record will be initiated and key fields completed on details, location and creators forms. Transfer of title will also be secured prior to undertaking the fieldwork.
- 5.4.5 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 jpegs 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.
- 5.4.6 Site survey will be undertaken via Real Time Kinematic (RTK) positioning via DGPS.
- 5.4.7 Any and all artefacts found during the monitoring 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 Portable Antiquities Scheme, coroner's office and the planning archaeologist.
- 5.4.8 Should human remains be encountered, they will be left in situ and reported to the planning archaeologist. It is not intended that such remains will be excavated at the evaluation stage, but should removal be required, the

appropriate Ministry of Justice Licence will be obtained prior to the removal of the remains. In addition, any remains will be reported to the local Environmental Health Department, coroner and the police will be informed, where appropriate.

6. Monitoring arrangements

- 6.1 The planning archaeologist (on behalf of the Local Planning Authority) will monitor the works and an official sign off will be sought for each phase.
- 6.2 All aspects of the archaeological programme will be undertaken in accordance with the relevant WSI.
- 6.3 Any variation to the project programme in terms of works or recording on or off site will be fully discussed and agreed in advance with the planning archaeologist.
- 6.4 The planning archaeologist shall be kept fully informed of any unexpected or unforeseen discoveries made during the course of the archaeological investigation.

7. Post-fieldwork methodology

- 7.1 On the completion of each phase all of the written, drawn and photographic records produced during the project will be checked, ordered, labelled (where appropriate) and catalogued to compile a distinctive site archive. A stratigraphical matrix of the archaeological features and/or deposits present on the site will be compiled.
- 7.2 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 site archive. An assessment of significant finds will be made in light of general site information. Any finds requiring specialist treatment and/or conservation will be sent to Bianca Madden (ACR) and treated in consultation with the relevant curator.
- 7.3 The site archive will be examined to enable the determination of various phases of activity on the site (if appropriate).
- 7.4 Relevant finds will be sent to specialists for identification and dating.
- 7.5 Given the nature of the site it is intended that all material will be collected, and a discard policy agreed in post excavation 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 archive stage (see 9.3 below).

8. Reporting Procedures

8.1 A summary report will be produced on the results of the phase 1 investigation. Phase 2 will generate a full evaluation report intended to inform a strategy should a phase 3 investigation be required. If a phase 3 investigation is undertaken then this will generate a separate report detailing its results with full analysis.

8.2 The phase 2 and 3 reports will adhere to the following format:

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;

Planning background to the project;

A section on the archaeological and historical background to the project;

A description of the methodology used in the project;

A section describing the results of the investigation;

A section on the discussion and results of the project including a consideration of the findings of the project in a local and regional context;

A consideration of the effectiveness of the project methodology and a confidence rating of the results;

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

Appendices comprising appropriate photographs of the site and of specific and significant archaeological features and representative sections, a list of contexts, any specialist reports on finds from the site and a photographic register.

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>.

8.3 The draft report will be submitted to the Planning archaeologist for approval.

Following acceptance of the draft report, a hard copy and a PDF/A digital copy will be submitted to the Leicestershire and Rutland HER. The contractor will also deposit a full-colour paper copy of the report as part of the archive.

- 8.4 If required, at the appropriate time the contractor will send a short report of the evidence for inclusion in the summaries of the County Journal and other relevant journals (these are defined as any or all of: "Past", "Britannia", "Medieval Archaeology", "Post-medieval Archaeology"). If full journal publication is required, the developer will be responsible for the costs involved. As a minimum a summary of the findings will be provided to the *"Transactions of the Leicestershire Archaeological and Historical Society"*.

9. Archive and Deposition

- 9.1 The archive will consist of the full written, drawn and photographic records (including working drawings, notes, digital records, etc). It will be quantified, ordered, indexed and internally consistent. The site Accession Number will be appropriately marked on all elements forming part of the site/project archive.
- 9.2 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* (Leicestershire County Council, 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" (2014b).
- 9.3 Groundworks Archaeology follows national guidelines on selection and retention (SMA 1993; Brown 2011, section 4). In accordance with these, and any specific guidance prepared by the Leicestershire Museums Service, a process of selection and retention will be followed so that only those artefacts or ecofacts that are considered to have potential for future study will be retained. The selection policy will be agreed with the museum, and fully documented in the project archive. Material not selected for retention may be used for teaching or reference collections by the museum, or by Groundworks Archaeology.
- 9.4 Groundworks Archaeology will endeavour to secure transfer of title for the finds at the beginning of the project. Should the legal owner(s) decide to retain any of the finds they will be made aware of their responsibility for their future preservation and maintenance. The finds will only be transferred to the legal owner following the completion of analysis, conservation, publication and provision for long term storage and accessibility has been established. If the finds are to remain with the landowner a full paper copy

- of the archive shall be housed with the receiving museum. The report will include details of the title to the finds.
- 9.5 The archive will be deposited with the Leicestershire County Council Museums Service under a unique accession number which will cover all phases of the project and which will be included in the WSI. A summary of the contents of the archive shall be supplied to the Leicestershire and Rutland Historic Environment Team at the time of deposition.
 - 9.6 The digital archive will be deposited with the Archaeological Data Service (ADS).
 - 9.7 Should the investigation prove negative then the archive will comprise of a digital archive as specified in the ClfA toolkit "Archaeological archives from sterile projects" which will be uploaded as a single document via OASIS for curation via ADS.

10. Data Management Plan

- 10.1 The digital data management plan (DMP) is presented in Appendix 1.

11. Resources

- 11.1 Post-excavation analysis will be undertaken by James Roberts and where necessary specialist analysis from MOLA (Northampton) and the named individuals below.

Paul Blinkhorn	Medieval and Post-medieval Ceramics
Jane Timby	Roman ceramics and CBM
Alex Beaby	Prehistoric ceramics
Dr Lynne Bevan	Flint and small finds
Wendy Rogers	Environmental
Malin Holst	Osteoarchaeology
Dr Tom Hoyle	Geoarchaeology
Dr Sheila Hamilton-Dyer	Zooarchaeology
James Wright	Stone
Leigh Allen	Metalwork

- 11.2 Small finds requiring conservation will be conserved by Bianca Madden (ACR).
- 11.3 Recognised specialists will be sought in the event that other data are retrieved in the course of the monitoring.

12. Bibliography

- ADS 2013 *Caring for Digital Data in Archaeology: a guide to good practice*. Archaeology Data Service & Digital Antiquity Guides to Good Practice
- Brown, D H 2011 *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (revised edition). Archaeological Archives Forum
- ClfA 2020a *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*. Reading, ClfA
- ClfA 2020b *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives*. Reading, ClfA
- ClfA 2022a *Code of Conduct*. Reading, ClfA
- ClfA 2022b *Regulations for Professional Conduct*. Reading, ClfA
- ClfA 2023a *Universal Guidance for Archaeological Monitoring and Recording*. Reading, ClfA
- ClfA 2023b *Universal Guidance for Archaeological Field Evaluation*. Reading ClfA
- ClfA 2023c *Universal Guidance for Archaeological Excavation*. Reading ClfA
- English Heritage 2011 *Environmental Archaeology: A Guide to the Theory, Practice of Methods, from Sampling and Recovery to Post-excavation* (second edition). Portsmouth, English
- Heritage Historic England 2015 *Management of Research Projects in the Historic Environment: the MoRPHE project managers' guide*. Swindon, Historic England
- Hinkley and Bosworth Borough Council 2013 *Stoke Golding Conservation Area Appraisal*. Hinckley: Hinckley and Bosworth Borough Council.
- Historic England 2015 *Geoarchaeology: Using Earth Sciences to Understand the Archaeological Record*. Swindon, Historic England
- Hoskins W.G 1935 *The Anglian and Scandinavian Settlement of Leicestershire*. Leicester, W. Thornley & Son
- Strachen, C and Clempson, L 2021 *Heritage Impact Assessment, Land at Mulberry Farm, High Street, Stoke Golding, Leicestershire* Allen Archaeology (Report No. AAL 2021073)
- Watkinson, D and Neal, V 1998 *First Aid for Finds: practical guide for archaeologists*. United Kingdom Institute for Conservation of Historic & Artistic Works
- Williams, A and Martin G.H 2002 *Domesday Book: A Complete Translation*. London, Penguin Books Ltd

Appendix 1

Project Data Management Plan

Project Code: **CSS25**

Project Name: **Land Adjacent 4 Cross Street**

Project Manager: **James Roberts**

Client: **Stronghold Homes**

Date Created	Revisions	Document Ref:
30 th July 2025	-	V1
	06/10/2025	V2

Overview

This Data Management Plan (DMP) is intended to cover the digital data created during an archaeological mitigation programme at Mulberry Farm, Stoke Golding.

Data Collection

The born digital and derived digital data that is expected to be generated during the lifetime of the project will include:

Format	Volume	Description
.Doc		Text Reports
.XLS		Project data including registers, artefact list etc
.TIFF		Image including site photography
.DXF		GPS data
.CDR		Drawing files including site plans, section and layout
.PDF		PX Assessment, UPD and Final Report
.SHP		GIS data
.DBF		GIS data
.SBN		GIS data
.SBX		GIS data
.PRJ		GIS data
.MDX		GIS data

Standard methods of data collection will be applied throughout the project, working to best practice guidance where applicable / available. In general, data acquisition standards are defined against *ADS Guides to Good Practice*. Specific or additional guidance relevant to this project are listed below, and will be updated as the project progresses.

Methods of collection are specified within the WSI and will meet the requirement set out in the Project Brief, relevant ClfA Standards and guidance and the receiving museum.

Where appropriate, project contributors external to the organisation will be required to include data standards, collection methodology and metadata with individual reports and data.

- Specific guidance:
 - HE *Digital Image Capture and File Storage: Guidelines for Best Practice* 2015
 - HES *Applied Digital Documentation in the Historic Environment* 2018

Data Storage and File Naming

The working project archive will be stored in a project specific folder or data specific folder on the Groundworks Archaeology data server which is backed up daily to maintain a security copy of the data. The project folders are named following established organisational procedures based upon site code and location. The standard procedures followed are laid out below:

- Data collected will be downloaded and raw data will be stored in the appropriate folder.
- File naming conventions following established organisational procedures, based on ADS file naming guidance, and include version control management.
- All files included as part of this project archive will include an organisational identifier, the Site ID (CSS25), the file descriptor (eg Project Design) and Version number (eg V2-0).
- Final versions of files will include 'FINAL' within the filename.

Quality Assurance

- Instruments used in the collection of data are calibrated prior to use and checked to ensure they are in full working order.
- All site records and data collected will be reviewed during project delivery to ensure data is accurate and secure.
- Data collection and management are reviewed regularly including a quarterly review of internal project folders to ensure our organisational data management standards are being met.

Metadata

For images technical metadata is generated by the camera at the time of photography. Additional descriptive and administrative metadata will include project code, site code, photograph number, and description.

Raw GPS data will be processed in QGIS. The metadata is generated in the post excavation phase, with additional descriptive and administrative metadata to include project code and site code.

A Collection Level Metadata Summary will be created within the project workflow document as the project is delivered. A working copy will be kept on the Groundworks

Archaeology server in the Project Folder. The Collection Level Metadata Summary will include the overarching project details with a register of data types and number of objects included in the archive, along with all other archive components.

Metadata tables for each data type will be populated as the project progresses and will use the standard format for each data type as recommended by ADS, who are the intended repository for the digital data archive.

An archive catalogue documenting both physical and digital archive products will be maintained and submitted with both the Museum and ADS deposition.

Ethics and Compliance

We have a GDPR compliant Privacy Policy which underpins the management of personal data; any personal data is managed through a secure cloud-based database and not retained on the project specific folders or published publicly.

Personal data will be removed from the archaeological project archive and where relevant permission to include individual's names in any reporting is gained prior to use. Copyright for all data collected by the project team belongs to the organisation, and formal permission to include data from external specialists and contractors is secured on the engagement of the specialist or contractor. Where formal permissions and/or license agreements are linked to data sharing, they will be included in the project documentation folders and will accompany the archaeological project archive.

Storage and Backup

The Groundworks Archaeology server data is backed up daily with sufficient data storage space including two-factor authentication and permissions-based access. The server is accessible by staff on and offsite through a secure log-in. Off-site access to the project files on the Groundworks Archaeology server is provided to support back-up of raw data while fieldwork is ongoing. Where internet access for data back up is not possible, the raw data will be backed up to a separate media device (such as laptop and portable external hard drive).

Project files will be shared with external specialists and contractors directly using the same system, with the wider project team gaining access to only the files needed using permissions-based access.

Selection and Preservation

The Selection Strategy and DMP will be reviewed and updated as part of the Post Excavation Assessment and Updated Project Design, and following full analysis. Updated documentation will be included in all reporting stages. Where projects produce limited results the selection strategy will be reviewed at the archive stage

The assumed selection will include:

- A selection of photographs relevant to the site archive
- Digitally created site records (including digitised hand drawn plans and sections)
- GIS Data (areas of excavation, cut features, any other site relevant data sets)

- Specialist catalogue and data bases)

Prior to deposition, the Selection Strategy and DMP will be updated and finalised in agreement with all project stakeholders (including the Local Planning Archaeologist, Client, Museum, ADS). Selection will be informed by the Project Design, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project results.

The data archive will be ordered, with files named and structured in a logical manner, and accompanied by relevant documentation and metadata, as outlined above.

Data Sharing

A summary of the project will be included on the OASIS Index of Archaeological Investigation and the museum and digital archive repository. The investigations are likely to result in a number of documents: Project Design, Post Excavation Assessment and Updated Project Design, Final Report, Journal submission.

The final report is expected to be completed within 6 months of the completion of fieldwork. A final version of the project report will be submitted to OASIS and where necessary supplied to the Historic Environment Record.

The location (s) of the final Archaeological Archive will be added to OASIS when appropriate. The ADS will disseminate the digital elements of the Archaeological Archive online under a creative commons licence and the dataset will receive a unique identifier (DOI).

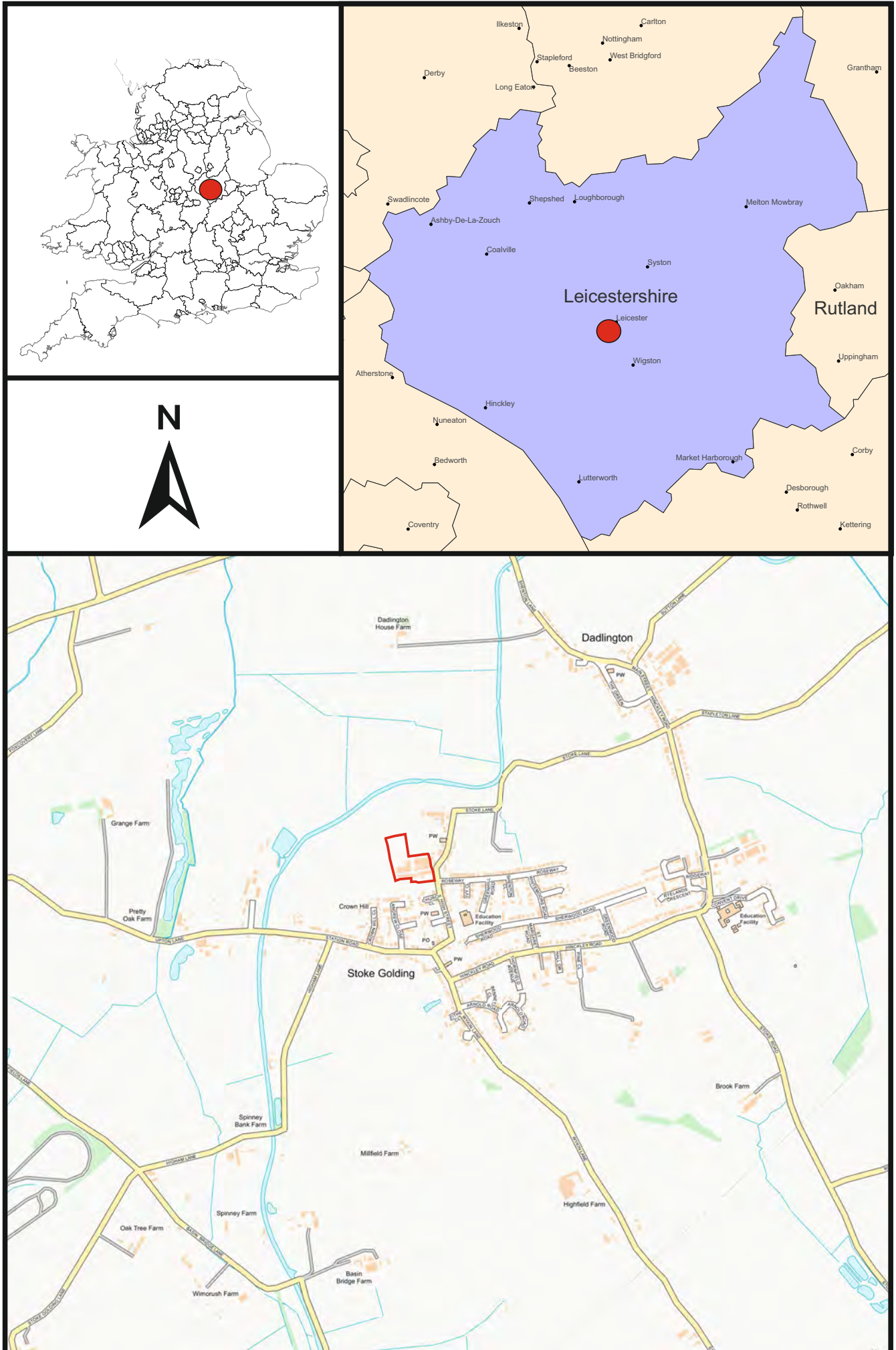
Costing

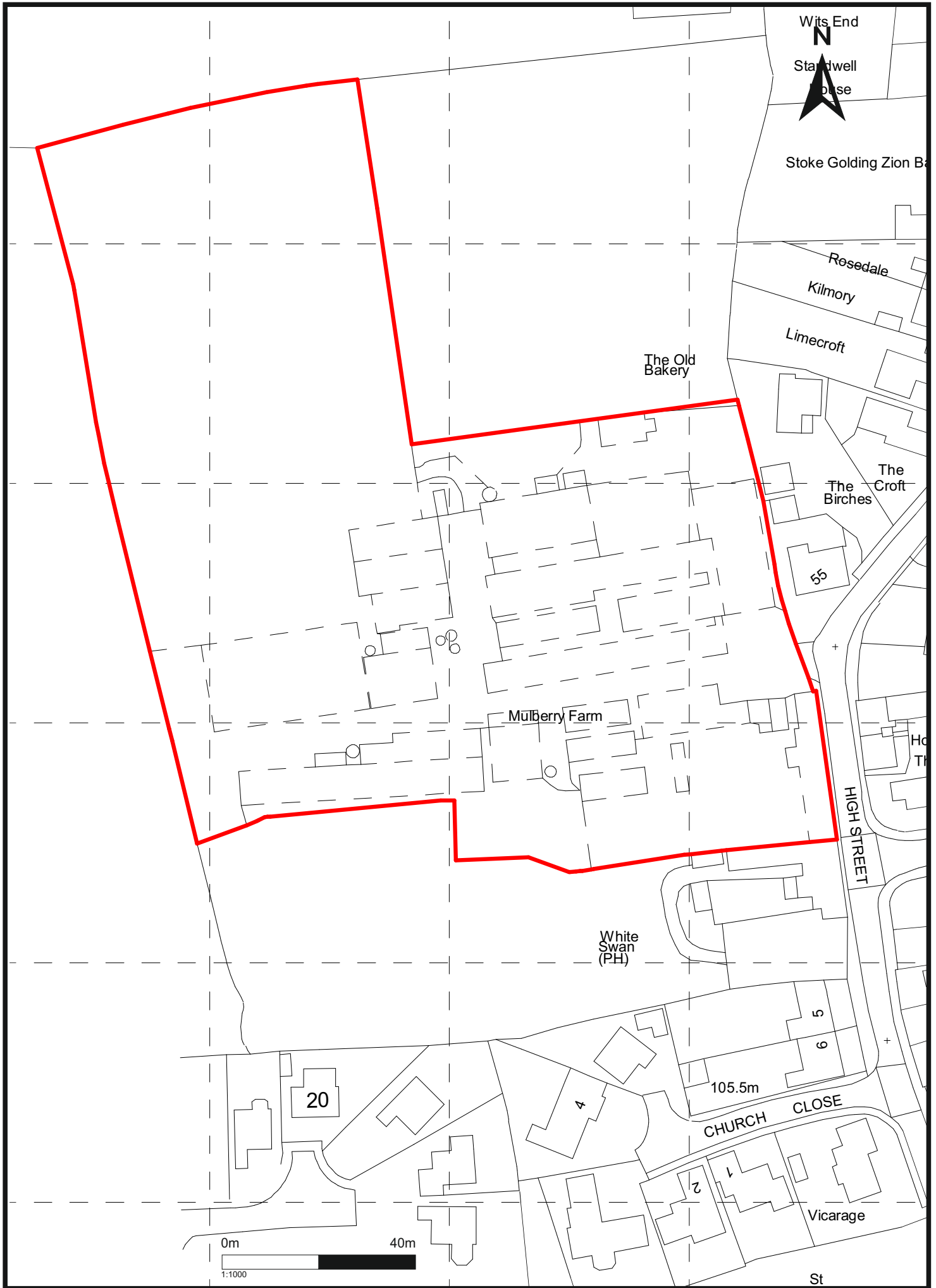
A costing estimate has been produced using the ADS Costing Calculator and sufficient resources to cover these costs, and to allow for the preparation of the archive, have been included in the project budget.

Responsibilities

The Project Manager will be responsible for implementing the DMP, and ensuring it is reviewed and revised at each stage of the project. Data capture, metadata production and data quality is the responsibility of the Project Team, assured by the Project Manager.

Storage and backup of data in the field is the responsibility of the field team. Once data is incorporated into the Groundworks Archaeology project server, storage and backup is managed internally until the archive is deposited with the ADS (at which point the project files will be deleted from the Groundworks server).







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Project Title Proposed Development Mulberry Farm Stoke Golding					
Drawing Title Presentation Site Plan - Revised Scheme					
Scale 1:500	Date Dec 22	Sheet A2	Job No. 21/39	Drawing No. 41J	
Author LJW	Checked by -				
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Figure 3: Proposed Site Layout