

**Land at Hill Top Farm
(Phase 2)
Earl Shilton
Leicestershire**

*Written Scheme of Investigation for
an Archaeological Evaluation*

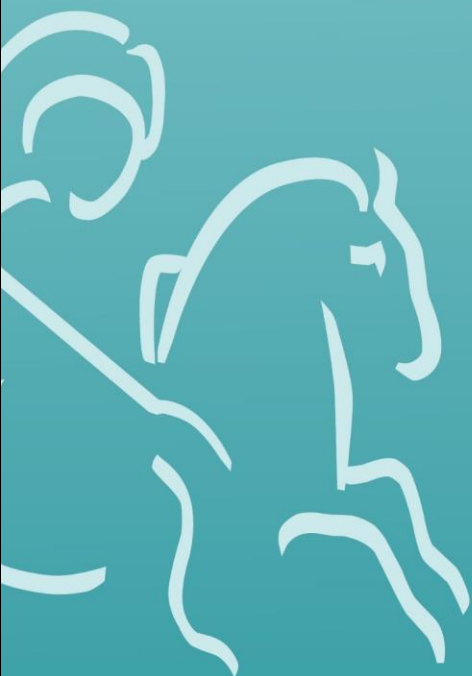


for:
Tricas Construction Ltd

on behalf of:
Midland Heart

CA Project: MK0943
CA Site Code: EARL23
Accession Number: X.A67.2023

August 2023



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Cirencester Building 11 Kemble Enterprise Park Cirencester Gloucestershire GL7 6BQ t. 01285 771 022	Milton Keynes Unit 8, The IO Centre Fingle Drive, Stonebridge Milton Keynes Buckinghamshire MK13 0AT t. 01908 564 660	Andover Stanley House Walworth Road Andover Hampshire SP10 5LH t. 01264 347 630	Suffolk Unit 5, Plot 11 Maitland Road Lion Barn Industrial Estate Needham Market Suffolk IP6 8NZ t. 01449 900 120
e. enquiries@cotswoldarchaeology.co.uk			

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FIGURES

FIG. 1 SITE LOCATION PLAN (1:25,000)

FIG. 2 PROPOSED TRENCH LOCATION PLAN WITH PREVIOUS ARCHAEOLOGICAL INVESTIGATIONS AND GEOPHYSICAL RESULTS

1. INTRODUCTION

1.1. This document is a Written Scheme of Investigation (WSI) by Cotswold Archaeology (CA) for an archaeological evaluation of land at Hill Top Farm, Earl Shilton, Leicestershire (centred at NGR: 446811 298313; hereafter 'the Site'). This WSI has been prepared at the request of Tricas Construction Ltd, acting on behalf of Midland Heart.

1.2. Planning permission has been granted by Hinckley and Bosworth Borough Council (HBBC; planning ref.: 20/00916/FUL) for residential development of the Site, comprising *demolition of farm buildings and Ashby House and development of 50 dwellings comprising 49no. affordable houses and 1no. bungalow to replace Ashby House, with access road off Leicester Road, open space, landscaping, drainage basin, and foul pumping station*. Condition 24 of this planning permission requires a programme of archaeological work in accordance with an approved WSI:

24. No development shall commence until a programme of archaeological work, comprising post determination trial trenching, specific metal detecting and as necessary targeted archaeological investigation. The full programme and timetable will be detailed within a Written Scheme of Investigation, submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:

- The programme and methodology of site survey, investigation and recording (including assessment of results and preparation of an appropriate mitigation scheme)*
- The programme for post-investigation assessment*
- Provision to be made for analysis of the site investigation and recording*
- Provision to be made for publication and dissemination of the analysis, interpretation and presentation of the site investigation*
- Provision to be made for archive deposition of the analysis and records of the site investigation*
- Nomination of a competent person or persons/organisation to undertake the works, with particular reference to the metal detecting survey, as set out within the Written Scheme of Investigation.*

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

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. Comments provided prior to the determination of the application by Richard Clark, Principal Archaeologist at Leicestershire County Council (PALCC), acting as archaeological advisor to HBBC, suggested that pre-determination archaeological evaluation of the Site would be required on the basis that its potential to contain archaeological remains was unknown, and that the results of a previously completed programme of geophysical survey were insufficient to adequately evaluate the Site's potential. A first phase of evaluation was subsequently carried out in February 2022 within those parts of the Site that were accessible for trenching at that time (CA 2022).
- 1.4. The scope of this second phase of evaluation trenching, which follows on from the granting of planning permission for the scheme, was set out by William Kelly, Senior Planning Archaeologist at Leicestershire County Council (SPALCC) and reflected in this WSI, which will be submitted to the SPALCC for review and approval prior to the commencement of fieldwork.
- 1.5. This WSI has also been guided in its composition by the *Standard and guidance for archaeological field evaluation* (CIfA 2014; updated October 2020), *Management of Research Projects in the Historic Environment (MoRPHE) PPN 3: Archaeological Excavation* (Historic England 2015a) and *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide* (Historic England 2015b).

The site

- 1.6. The development site is approximately 1.6ha in extent and is located on the northern edge of the village of Earl Shilton, bounded to the east by Leicester Road, to the south by residential properties fronting onto Keats Lane, and to the north and west by agricultural land. The Site currently comprises a number of farm buildings arranged along a narrow yard/access track in the southern and central areas of the Site, surrounded by overgrown pasture fields or former paddocks (see Fig. 1). The

Site lies at approximately 111m above Ordnance Datum (aOD), rising slightly towards the east and south.

- 1.7. The underlying bedrock geology of the site is mapped as Gunthorpe Member mudstone, a sedimentary bedrock formed approximately 237 to 247 million years ago in the Triassic Period. This is overlain in the southern parts of the Site by Wigston Member sand and gravel, formed up to 3 million years ago in the Quaternary Period (BGS 2022). No superficial deposits are recorded for the northern portion of the Site.

2. ARCHAEOLOGICAL BACKGROUND

- 2.1. The archaeological background of the area has previously been presented as part of a Heritage Statement (Savills 2021) produced for an adjacent development site to the west and north of the Site itself. The information presented within that document has been supplemented by the results of a geophysical survey (SUMO 2021) and the results of the first phase of trial trenching (CA 2022).

Prehistoric

- 2.2. The only known evidence of prehistoric activity within the immediate area is a pit alignment recorded via aerial photography to the south of Folly Farm, just over 1km to the north of the Site. The findspot of a prehistoric mace head is recorded at Brockley Farm, approximately 300m to the north-west, with another Neolithic mace head recorded 700m to the south-west at Wood Street.
- 2.3. Excavations along the route of the Earl Shilton bypass, approximately 1.2km to the south of the Site, recorded a number of prehistoric sites including two Bronze Age barrows and an adjacent Middle Iron Age pit alignment to the south of Thurlaston Lane. An assemblage of 66 worked flints, mostly of mid to late Bronze Age date were also recovered from the same site. Between Mill Lane and Thurlaston Lane, further evidence of prehistoric settlement was encountered, including an Iron Age enclosure straddling the line of Mill Lane.

Roman

- 2.4. During the early 2nd century a small scale pottery industry was established in the area, on Shilton Heath, producing relatively low-grade greyware vessels for everyday storage and cookery uses.

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- 2.5. Other than this, evidence of Roman activity within the area is sparse, comprising isolated findspots including 2 sherds of greyware recovered during groundworks c.600m to the east of the Site, as well as a single sherd of 3rd to 4th century Oxfordshire Ware. A number of Roman coins have also been found during metal detecting adjacent to Shilton Road, to the north.

Medieval

- 2.6. Earl Shilton is recorded in the Domesday Book of 1086 as Scelftone, granted to Hugh de Grandmesnil after the Conquest. Following the death of Hugh in 1094, his son Ivo de Grandmesnil became Sheriff of Leicester, and lord of Earl Shilton. In order to finance his participation in a Crusade to the Holyland, Ivo pledged all his domains, including Earl Shilton to Robert de Beaumont. Ivo died in Jerusalem and de Beaumont, Earl of Leicester became lord of Earl Shilton.
- 2.7. Robert de Beaumont's son inherited Earl Shilton in 1118 and sided with King Steven during the Anarchy of the 12th century and the wars between Steven and Matilda. It is likely that it was during this period that Earl Shilton castle was built. In 1173 Prince Henry raised a rebellion against his father, Henry II; the Earl of Leicester joined the Prince. The Earl was captured in Suffolk and imprisoned at Falaise in Normandy. Henry II set about destroying the Earl of Leicester's castles, including Earl Shilton, by now a hunting lodge and Simon de Montfort was created the 5th Earl of Leicester. It was during this period that the Earl prefix was added to the village placename.
- 2.8. King Henry briefly held Shilton manor after the death of Simon de Montfort, before handing to his son Edmund, who had been created Earl of Leicester and Lancaster in 1272. Following the death of Edmund in 1298, his son, Thomas of Lancaster became Lord of Earl Shilton, at that time the Manor consisted of the main house and gardens and 240 acres of land.
- 2.9. In 1359, John of Gaunt the fourth son of Edward III married Blanche, the younger daughter of Henry Plantagenet, Duke of Lancaster, as part of her dowry; the Manor of Earl Shilton was given to Gaunt. Following the Wars of the Roses Earl Shilton was granted to Edward Trussel and during the reign of Henry VIII, land in Earl Shilton was granted to Trinity Hospital, Cambridge.
- 2.10. The Leicestershire HER records a number of medieval features within the area, particularly centred on the historic settlement core of Earl Shilton. The most

significant of these is the Earl Shilton Castle, designated as a Scheduled Monument (NHLE 1010302). East of the Castle is the Church of St Simon and St Jude (Figure 2), a Grade II* listed building, with an associated burial ground (NHLE 1074259). The church is thought to have originated in the 13th century as a chapel associated with the castle. Immediately to the south-east of the church an early, un-dated map records "Pinfold Close", suggesting the location of the medieval pound.

- 2.11. Approximately 800m north of the Site, early mapping records Mill Holme, suggesting the location of a medieval water mill. The HER also identifies the forest of Leicester and one of the four parks within it, Tooley deer park, to the northeast of the Site, which at one time belonged to the Castle at 'Earle Shilton'.
- 2.12. Medieval find spots within the area include an Edward I penny found east of the allotments to the east of the Site. Further medieval coins were found east of Brockley Farm to the west. Metal detecting adjacent to Shilton Road, to the north-west of the proposed development area, recovered a Henry III hammered penny. A fragment of medieval mortar, 5" high, with a diameter of 6 3/4" was found in 1966 in the Old Vicarage garden.

Post-medieval and modern

- 2.13. By the reign of Elizabeth I in 1564, there were 10 families living in Earl Shilton. In 1640 William Iliffe introduced the first knitting frame to nearby Hinckley, the first recorded outside London, thus changing the whole economy of the area. The Stocking frames soon spread to Earl Shilton, with each stocking maker renting his frame and working from his cottage. This marked the beginning of larger-scale industrialisation of the area.
- 2.14. In 1778 an Act of Enclosure was passed enclosing Earl Shilton's open fields, meadows as well as some 1,500 acres of heath, the bulk of which went to Thomas, Viscount Wentworth. By the early 19th century the village, as a satellite of Hinckley, became dependent on the framework knitting industry with a population in 1831 of 2017. Framework knitters almost exclusively worked in their own home, renting their frame; and in 1844 there were 650 stocking frames, all in the houses for the workers. Following the introduction of the factory system of working, stocking making at home faded. Boot and shoe, as well as the hosiery industry eagerly adopted factory working and so, factories began appearing in Earl Shilton.

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- 2.15. In the later years of the 19th century boot and shoe making became the predominant employer in the town, replacing framework knitting. Between the 19th and late 20th centuries, Earl Shilton was an industrial village with numerous shoe, hosiery and knitwear factories. A group of historic shoe factories are grouped to the south of the Site, these now house local businesses.
- 2.16. The HER identifies a number of features and buildings of the post-medieval period within the wider area. A majority of the heritage assets identified from this period are located along the main high street and within the conservation area itself. Early mapping records a windmill to the south-east of Westfield Farm, located to the south-west of the Site.

Geophysical survey

- 2.17. A detailed magnetometer survey (SUMO 2021) was previously conducted within the accessible areas of the Site. The survey did not identify any anomalies of definite archaeological interest. Three former field boundaries were mapped, while the remainder of the data were dominated by areas of strong ferrous disturbance and made ground. The area of made ground identified by the survey is likely to be associated with a ruined building, and its debris was noted within the Site during the works.

Evaluation Phase 1

- 2.18. Ten trenches were excavated across the accessible portions of the Site as part of the first phase of trial trenching. Though the topsoil across the evaluation area contained large quantities of modern brick, barbed wire and vehicle tyres, in trenches 1 and 5-10 in particular, with the exception of trenches 5 and 9, the natural substrate was exposed with no visible modern disturbance or truncation.
- 2.19. Trench 2 exposed a single north-west/south-east ditch that corresponded with an anomaly identified by the geophysical survey (SUMO 2021) and a boundary depicted on the 1892-1914 Ordnance Survey Map.

3. AIMS AND OBJECTIVES

- 3.1. The general objective of the evaluation is to provide further information on the likely archaeological resource within the site, including its presence/absence, character, extent, date and state of preservation. This information will enable HBBC, as advised by the SPALCC, to identify and assess the particular significance of any

archaeological heritage assets within the site, consider the impact of the proposed development upon that significance and, if appropriate, develop strategies to avoid or minimise conflict between the conservation of those heritage assets and the development proposal. This process is in line with the *National Planning Policy Framework* (MHCLG 2021). A further objective of the project is to compile a stable, ordered, accessible project archive (see Section 7).

- 3.2. If significant archaeological remains are identified, the evaluation report will make reference to the *East Midlands Historic Environment Research Framework* (2020) so that the remains can, if possible, be placed within their local and regional contexts.

4. METHODOLOGY

- 4.1. The second phase of evaluation will comprise the excavation of eight trenches, comprising 7no. measuring 20m long by 2m wide and 1no. 10m long by 2m wide, in the locations shown on Figure 2. Together with the trenches excavated during the first phase of evaluation, this will equate to a 4% sample of the Site area. The trenches have been located to test geophysical anomalies and to provide a representative sample of the remainder of the Site that were not previously accessible for trenching.
- 4.2. Trenches will be set out on OS National Grid co-ordinates using Leica GPS. They will be 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 positions of the trenches 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 trenches 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). Topsoil and subsoil will be stored separately adjacent to each trench.
- 4.4. Following machining, any archaeological features present will be investigated, planned and recorded in accordance with *CA Technical Manual 1: Fieldwork Recording Manual*. Each context will be recorded by written and measured description. 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*. Photographs (digital colour) will be taken as appropriate.

- 4.5. All spoil heaps and any archaeological features encountered will be metal detected to maximise finds recovery. Settings of the metal detector will not be set to discriminate against ferrous objects.
- 4.6. Sample excavation of archaeological deposits will be sufficient to achieve the aims and objectives identified in Section 3 (above). All exposed archaeological features will be investigated and recorded by hand, unless otherwise agreed with the SPALCC. Investigation slots through all linear features will be at least 1m in length. Discrete features will be half-sectioned or excavated in quadrants where they are large or deep and a hand auger will be used where excavation of deep features is not practicable or safe. Where structural features, hearths, kilns, ovens or areas of complex remains are encountered then any excavation will not compromise the integrity of the archaeological record and will be carried out in such a way as to allow for the subsequent protection of remains, either for conservation or to allow more detailed investigations to be conducted at a later date.
- 4.7. Upon completion of the evaluation, all trenches will be backfilled by a mechanical excavator. No trenches will be backfilled without the prior approval of the SPALCC.

Artefacts

- 4.8. 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

- 4.9. 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*.

- 4.10. 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.
- 4.11. 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.
- 4.12. 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.
- 4.13. 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.
- 4.14. 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

- 4.15. Upon discovery of treasure, CA will notify the client and SPALCC immediately. CA will comply fully with the provisions of the Treasure Act 1996 and the Code of Practice referred to therein. Findings will be reported to the Coroner within 14 days.

Human remains

- 4.16. Upon discovery of human remains, CA will notify the client and SPALCC immediately. Any human remains (skeletal or cremated) will be treated with due decency and respect at all times.
- 4.17. Small slots will be hand-excavated across any suspected burial features (inhumations or cremated bone deposits) in order to confirm the presence and condition of any human bone. Once confirmed as human, the buried remains will not normally be disturbed through any further investigation at the evaluation stage and will be left *in situ* where possible.
- 4.18. Where further 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. PROGRAMME

- 5.1. It is anticipated that the project fieldwork will require approximately three to four days on site to complete, including backfilling. Subsequent analysis of the results and reporting will likely require up to a further four weeks.

6. PROJECT STAFF

- 6.1. This project will be under the management of Adrian Scruby, Project Manager, CA. The Project Manager will direct the overall conduct of the evaluation during the period of fieldwork. Day-to-day responsibility will, however, rest with the Project Leader, who will be on-site throughout the project.

6.2. The field team will consist of a maximum of three staff (1 Project Officer, and up to 2 Archaeologists as required).

6.3. Specialists who may be invited to advise and report on specific aspects of the project as necessary are:

- **Ceramics:** Ed McSloy MCIfA (CA), Alejandra Gutierrez MCIfA (CA) and Peter Banks LLB LLM PCIfA (CA)
- **Metalwork:** Ed McSloy MCIfA (CA)
- **Flint:** Jacky Sommerville PCIfA (CA)
- **Animal bone:** Andy Clarke ACIfA BA (Hons) MA (CA) and Matilda Holmes PhD BSc MSc ACIfA (freelance)
- **Human bone:** Sharon Clough MCIfA (CA)
- **Environmental remains:** Sarah Wyles MCIfA (CA) and Emma Aitken (CA)
- **Conservation:** Pieta Greeves BSc MSc ACR (Drakon Heritage and Conservation)
- **Geoarchaeology:** Dr Keith Wilkinson (ARCA)

6.4. 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.

7. POST-EXCAVATION, REPORTING AND ARCHIVING

Reporting

7.1. An illustrated typescript report will be compiled on the evaluation results. This report will include:

- an abstract preceding the main body of the report, containing the essential elements of the results;
- a summary of the project's background;
- a description and illustration of the site location;
- a methodology of the works undertaken;
- integration of, or cross-reference to, appropriate cartographic and documentary evidence and the results of other research undertaken, where relevant to the interpretation of the evaluation results;
- a description of the evaluation results;

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- an interpretation of the evaluation results, including a consideration of the results within their wider local/regional context;
 - a site location plan at an appropriate scale on an Ordnance Survey (or equivalent) base-map;
 - a plan showing the locations of the trenches in relation to the site boundaries;
 - plans of each trench, or part of trench, in which archaeological features were recorded. These plans will be at an appropriate scale to allow the nature of the features to be shown and understood. Plans will show the orientation of trenches in relation to north. Section drawing locations will also be shown on these plans. Archaeologically sterile areas will not normally be illustrated;
 - appropriate section drawings of trenches and archaeological features. These drawings will include OD heights and will be at scales appropriate to the stratigraphic detail being represented. Drawings will show orientation in relation to north/south/east/west;
 - photographs showing significant archaeological features and deposits that are referred to in the text. All photographs will contain appropriate scales, the size of which will be noted in the photograph captions;
 - summary tables of the recorded contexts and recovered artefacts;
 - a summary of the contents of the project archive and details of its location;
 - 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.

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

Academic and public dissemination

- 7.3. It is anticipated that a short note on the evaluation results will be produced for inclusion within an appropriate local archaeological journal.
- 7.4. 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.

A digital (pdf) copy of the final report will also be made available for public viewing via CA's *Archaeological Reports Online* web page at: (<http://reports.cotswoldarchaeology.co.uk>).

Archive deposition

- 7.5. All artefacts and environmental samples will be processed, assessed, conserved and packaged in accordance with CA technical manuals and Leicestershire County Council Museum guidelines.
- 7.6. An ordered, indexed, and internally consistent site archive will be prepared in accordance with the *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (ClfA 2014; updated October 2020), *Archaeological Archives: A Guide to Best Practice in Creation, Compilation, Transfer and Curation* (Archaeological Archives Forum 2007) and *Standard and Guide to Best Practice for Archaeological Archiving in Europe: EAC Guidelines 1* (Europae Archaeologia Consilium 2019), as well as the relevant Leicestershire County Council Museum guidelines.
- 7.7. Depending on the nature and scope of any subsequent programme of archaeological mitigation works at the site, the evaluation 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.
- 7.8. CA will make arrangements with Leicestershire County Council Museum for the deposition of the site archive and, subject to agreement with the legal landowner(s), the artefact collection.

Selection strategy

- 7.9. As noted in para. 4.8, 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.
- 7.10. 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 Leicestershire County Council Museum Curator and the CA Finds Managers/Officers, it is possible that no material postdating AD 1800 will be retained for inclusion in the preserved archive.

Digital archive

- 7.11. 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

- 7.12. 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.
- 7.13. Selected digital files will be transferred to the ADS, in line with the relevant guidance (ADS 2021). In adherence to CA's *Guidelines for essential archive tasks and the preparation of archives* (2017), 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* (2017) and *Digital Image Capture and File Storage: Guidelines for Best Practice* (Historic England 2015c). Data produced by external specialists or sub-contractors will be granted under license to CA to allow inclusion in the digital archive as required.

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 evaluation and check on the quality and progress of the work. Trenches will not be backfilled without the agreement of 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* (CIfA 2014; updated October 2020)..
- 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 evaluation will afford opportunities for public engagement or participation during the course of the fieldwork. However, the evaluation results will be made publicly available on the ADS and CA websites, as set out in Section 7.

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

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ClfA (Chartered Institute for Archaeologists) 2019 *Code of Conduct*

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ClfA (Chartered Institute for Archaeologists) 2020b *Standards and guidance for field evaluation*

ClfA (Chartered Institute for Archaeologists) 2020c *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives*

East Midlands Historic Environment Research Framework 2020

<https://archaeologydataservice.ac.uk/researchframeworks/eastmidlands/wiki/Main>

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HE (Historic England), 2018. *Role of the Human Osteologist in an Archaeological Fieldwork Project*

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SUMO (SUMO Geophysics Ltd) 2021 *Geophysical Survey Report: West of Leicester Road, Earl Shilton, Leicestershire* SUMO report no. **03163**

APPENDIX A: COTSWOLD ARCHAEOLOGY SPECIALISTS

Ceramics

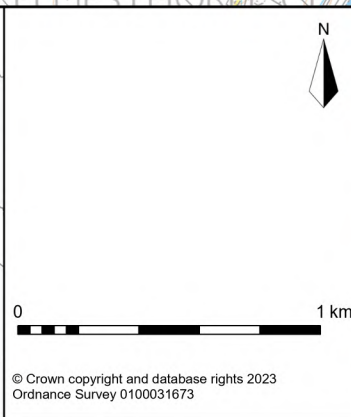
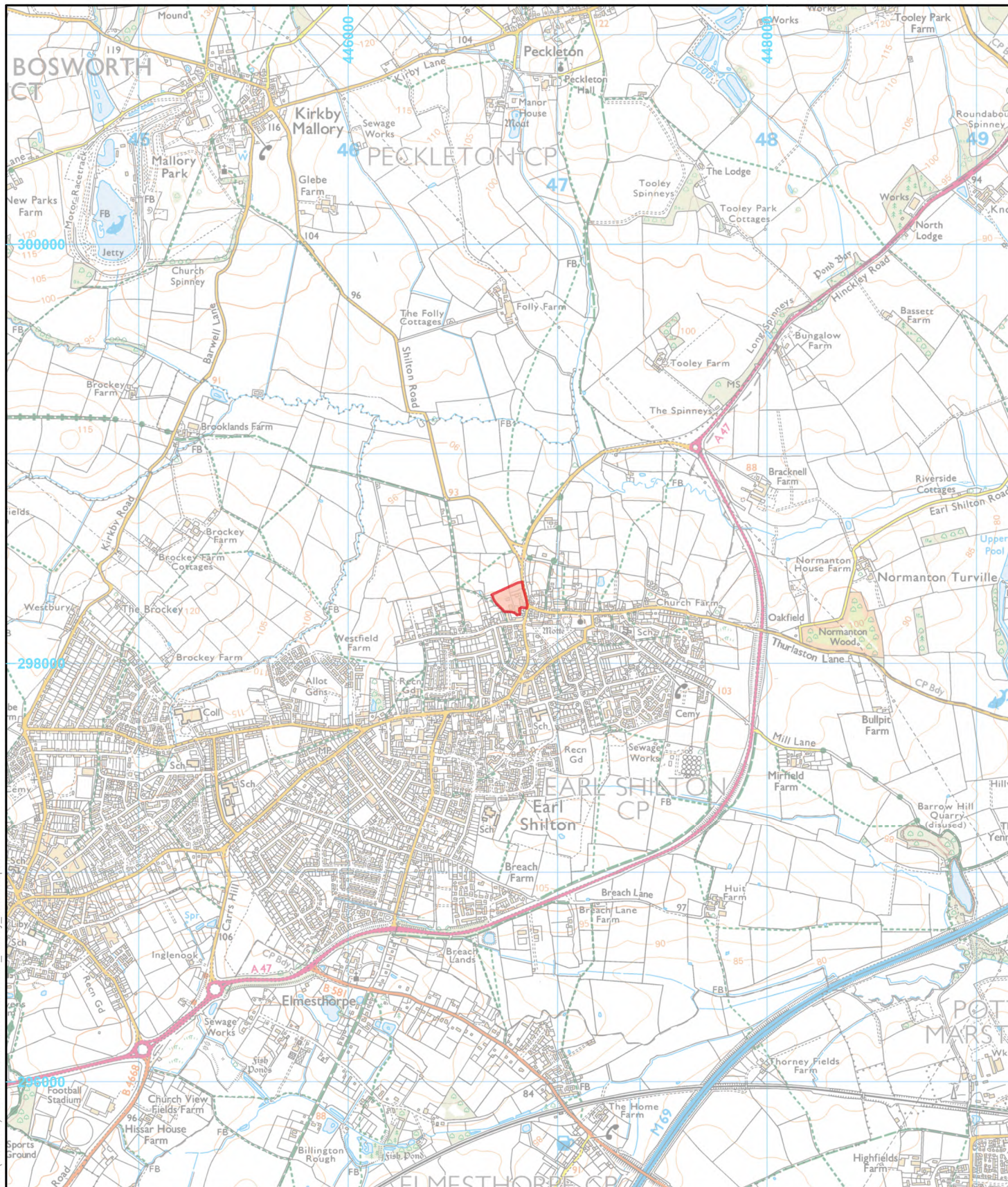
Neolithic/Bronze Age	Ed McSloy BA MCIFA (CA) Emily Edwards (freelance) Dr Elaine Morris BA PhD FSA MCIFA (University of Southampton) Anna Doherty MA (Archaeology South-East) Sarah Percival MA MCIFA (freelance) Steve Benfield BA (CA)
Iron Age/Roman	Ed McSloy BA MCIFA (CA) Peter Banks LLB LLM PCIfA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Steve Benfield BA (CA)
(Samian)	Gwladys Montell MA PhD (freelance) Steve Benfield BA (CA)
(Amphorae stamps)	Dr David Williams PhD FSA (freelance)
Anglo-Saxon	Alejandra Gutierrez (CA) Paul Blinkhorn BTech (freelance) Dr Jane Timby BA PhD FSA MCIFA (freelance) Sue Anderson, M Phil, MCIFA, FSA (freelance)
Medieval/post-medieval	Alejandra Gutierrez (CA) Ed McSloy BA MCIFA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Stephanie Ratkai BA (freelance) Paul Blinkhorn BTech (freelance) John Allan BA MPhil FSA (freelance) Richenda Goffin BA MCIFA (CA) Sue Anderson M Phil, MCIFA, FSA (freelance)
South-West	Henrietta Quinnell BA FSA MCIFA (University of Exeter)
Clay tobacco pipe	Reg Jackson MLitt MCIFA (freelance) Marek Lewcun (freelance) Kieron Heard (freelance) Richenda Goffin BA MCIFA (CA)
Ceramic building material	Ed McSloy MCIFA (CA) Peter Banks LLB LLM PCIfA (CA) Richenda Goffin (Roman painted wall plaster) CBM, BA MCIFA (CA) Steve Benfield BA (CA) Dr Peter Warry PhD (freelance) Sue Anderson M Phil, MCIFA, FSA (freelance)

Other finds

Small finds	Ed McSloy BA MCIFA (CA) Richenda Goffin, (non-metalwork) BA MCIFA (CA) Steve Benfield CA Dr I Riddler (freelance) Dr Alison Sheridan, National Museum of Scotland
Metal artefacts	Ed McSloy BA MCIFA (CA) Dr Jörn Schuster MA DPhil FSA MCIFA (freelance) Dr Hilary Cool BA PhD FSA (freelance) Dr I Riddler (freelance)

Lithics	Ed McSloy BA MCIFA (CA) Jacky Sommerville BSc MA PCIFA (CA) Michael Green (CA) Sarah Bates BA (freelance)
(Palaeolithic)	Dr Francis Wenban-Smith BA MA PhD (University of Southampton)
Worked stone	Dr Ruth Shaffrey BA PhD MCIFA (freelance) Dr Kevin Hayward FSA BSc MSc PhD PCIFA (freelance)
Inscriptions	Dr Roger Tomlin MA DPhil, FSA (Oxford)
Glass	Ed McSloy MCIFA (CA) Dr Hilary Cool BA PhD FSA (freelance) Dr David Dungworth BA PhD (freelance; English Heritage) Dr Sarah Paynter (Historic England) Dr Rachel Tyson (freelance) Dr Hugh Wilmott (University of Sheffield)
Coins	Ed McSloy BA MCIFA (CA) Dr Ruth Beveridge (CA) Dr Peter Guest BA PhD FSA (Cardiff University) Dr Richard Reece BSc PhD FSA (freelance) Jude Plouviez (freelance) Dr Andrew Brown (British Museum) Dr Richard Kelleher (Fitzwilliam Museum) Dr Philip de Jersey (Ashmolean Museum)
Leather	Quita Mould MA FSA (freelance)
Textiles	Penelope Walton Rogers FSA Dip Acc. (freelance) Dr Sue Harrington (freelance)
Iron slag/metal technology	Dr Tim Young MA PhD (Cardiff University) Dr David Starley BSc PhD Lynne Keys (freelance)
Worked wood	Michael Bamforth BSc MCIFA (freelance)
<i>Biological remains</i>	
Animal bone	Dr Matilda Holmes BSc MSc ACIFA (freelance) Julie Curl (freelance) Lorrain Higbee (Wessex Archaeology)
Human bone	Sharon Clough BA MSc MCIFA (CA) Sue Anderson M Phil, MCIFA, FSA (freelance)
Environmental sampling	Sarah Wyles BA MCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Anna West BSc (CA) Val Fryer (freelance)
Pollen	Dr Michael Grant BSc MSc PhD (University of Southampton) Dr Rob Batchelor BSc MSc PhD MCIFA (QUEST, University of Reading)
Diatoms	Dr Tom Hill BSc PhD CPLHE (Natural History Museum) Dr Nigel Cameron BSc MSc PhD (University College London)
Charred plant remains	Sarah Wyles BA MCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA)

Wood/charcoal	Sarah Cobain BSc MSc ACIFA(CA) Dana Challinor MA (freelance) Dr Esther Cameron (freelance)
Insects	Enid Allison BSc D.Phil (Canterbury Archaeological Trust) Dr David Smith MA PhD (University of Birmingham)
Mollusca	Sarah Wyles BA MCIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Dr Mike Allen (Allen Environmental Archaeology)
Ostracods and Foraminifera	Dr John Whittaker BSc PhD (freelance)
Geoarchaeology	Dr Keith Wilkinson BSc PhD MCIFA (ARCA)
Soil micromorphology	Dr Richard Macphail BSc MSc PhD (University College London) Dr Mike Allen (Allen Environmental Archaeology)
Scientific dating	
Dendrochronology	Robert Howard BA (NTRDL Nottingham)
Radiocarbon dating	SUERC (East Kilbride, Scotland) Beta Analytic (Florida, USA)
Bayesian chronological modelling	Dr Derek Hamilton (SUERC) Professor John Hines (Cardiff University)
Archaeomagnetic dating	Dr Cathy Batt BSc PhD (University of Bradford)
TL/OSL Dating	Dr 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)





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

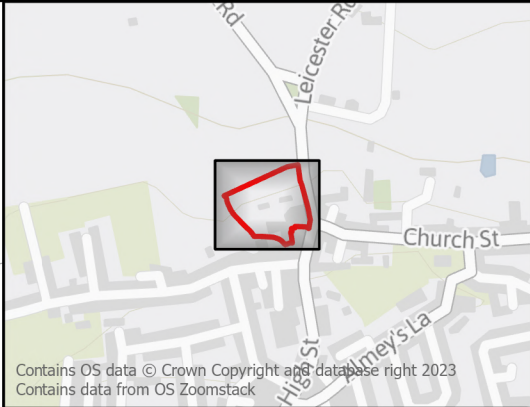
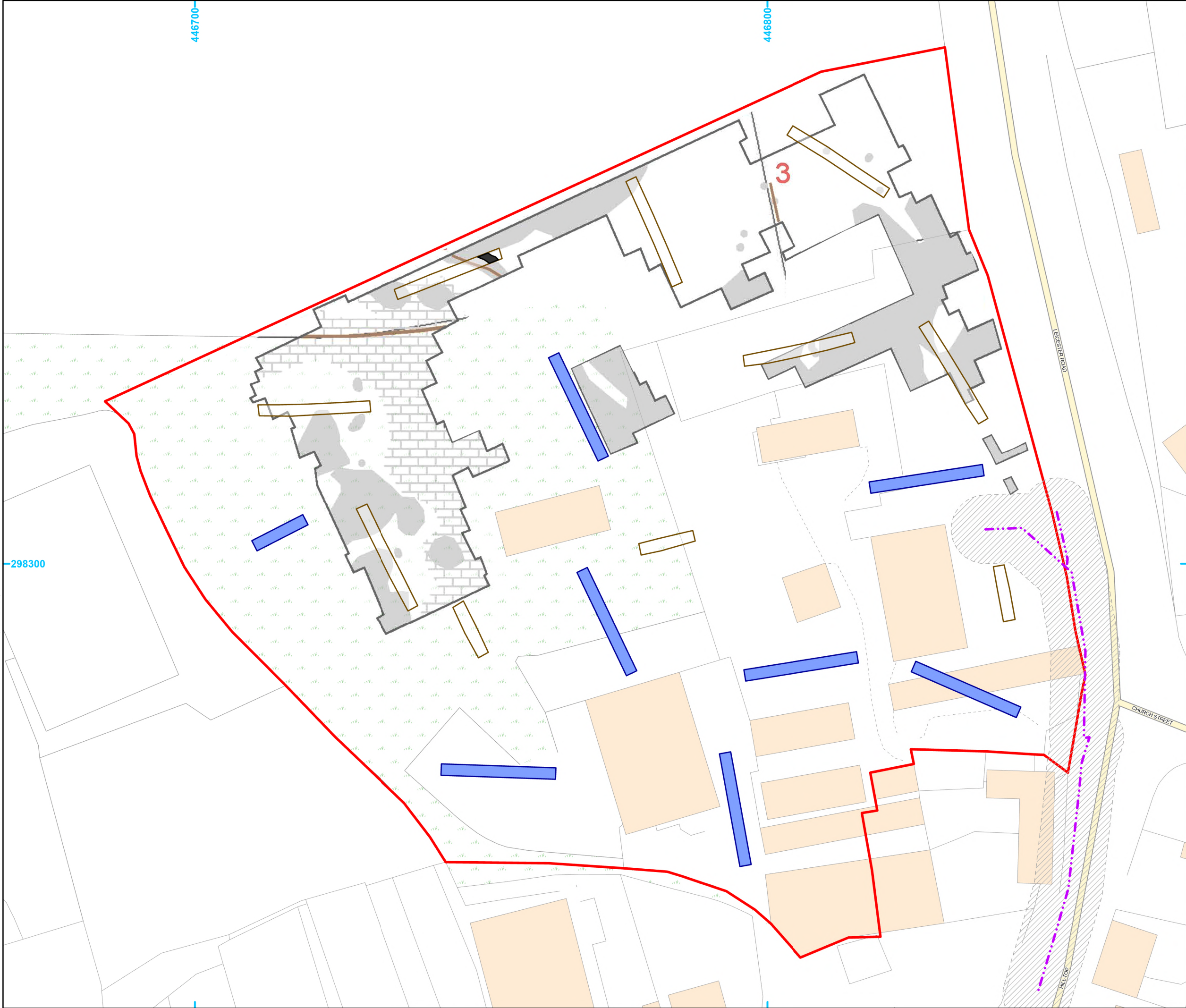
www.cotswoldarchaeology.co.uk
enquiries@cotswoldarchaeology.co.uk

PROJECT TITLE
Hill Top Farm, Earl Shilton,
Leicestershire (Phase 2)

FIGURE TITLE
Site location plan

DRAWN BY	DL	PROJECT NO.	MK0943	FIGURE NO.
CHECKED BY	AW	DATE	11/07/2023	1
APPROVED BY	AS	SCALE @ A4	1:25,000	

Document Path: P:\MK0943 - Hill Top Farm, Earl Shilton, Leics (Phase 2) - Eval\GIS\ArcGIS Pro\MK0943_survey_master.aprx



Legend

- Site Boundary
- Proposed evaluation trench
- Underground Electric
- Constraint Buffer
- Previous features (Ply)
 - previous trench/loe
 - previous feature

Geophysical Interpretations (SUMO 2021)

	Former field boundary (corroborated)
	Magnetic disturbance - made ground
	Ferrous



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Cotswold Archaeology

Andover 01264 347630
Cirencester 01285 771022
Milton Keynes 01908 564660
Suffolk 01449 900120
w www.cotswoldarchaeology.co.uk
e enquiries@cotswoldarchaeology.co.uk

PROJECT TITLE
Hill Top Farm, Earl Shilton,
Leicestershire (Phase 2)

FIGURE TITLE
**Proposed Trench Plan with
Previous Archaeological Investigations
and Geophysical Results**

DRAWN BY	DL	PROJECT NO	MK0943	FIGURE NO.
CHECKED BY	AW	DATE	11/08/2023	2
APPROVED BY	AS	SCALE@A3	1:624	

Andover Office

Stanley House
Walworth Road
Andover
Hampshire
SP10 5LH

t: 01264 347630

Cirencester Office

Building 11
Cotswold Business Park
Cirencester
Gloucestershire
GL7 6BQ

t: 01285 771022

Milton Keynes Office

Unit 8 - The IO Centre
Fingle Drive, Stonebridge
Milton Keynes
Buckinghamshire
MK13 0AT

t: 01908 564660

Suffolk Office

Unit 5, Plot 11, Maitland Road
Lion Barn Industrial Estate
Needham Market
Suffolk
IP6 8NZ

t: 01449 900120

e: enquiries@cotswoldarchaeology.co.uk

