

**WRITTEN SCHEME OF INVESTIGATION FOR DEMOLITION AND CONSTRUCTION OF
A NEW DWELLINGHOUSE 2 COPT OAK ROAD, MARKFIELD**

Client: Mr and Mrs Squires
Planning Reference: 23/01148
National Grid Reference: SK 47393 12099
GWH Job ref: 7922
Date: 1st October 2024

1.0 Summary

This document is the written scheme for a programme of archaeological investigations and recordings to be carried out at 2 Copt Oak Road, Markfield, Leicestershire required as a condition of planning consent for the erection of a replacement residential building (23/01148/FUL).

2.0 Site Location and Description

The site is located

3.0 Planning Background

Planning permission has been granted for the replacement of the dwelling (23/01148/FUL).

The planning application was approved with conditions on 02/08/2024. Condition 3 states:

No demolition/development shall take place/commence until a Written Scheme of Investigation (WSI) has been submitted in writing to, and approved in writing by, the Local Planning Authority. For the land that is included within the WSI, no demolition/development shall take place other than in accordance with the agreed WSI, which shall include the statement of significance and research objectives, and:

- 1 - The programme and methodology of site investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works.
- 2 - 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 satisfactory archaeological investigation and recording in accordance with Policies DM11 and DM12 of the adopted Site Allocations and Development Management Policies Development Plan Document (2016), and Section 16 of the National Planning Policy Framework (December 2023).

4.0 Archaeological and Historical Background

The Archaeological and Historical Background outlined below

The Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest. A Middle Iron Age site was recorded c. 50m to the west of the proposed development (HER Ref.: MLE21792). Excavation in 2016 identified three phases of activity: an earlier stock corral, followed by an unenclosed Iron Age site consisting of four structures, which was later enclosed and more structures built. Six roundhouses were recorded in addition to some smaller structures. Roman activity has also been identified northwest of the application area through fieldwork undertaken between 2013-2016 (MLE25806).

Although the site has previously been disturbed by the construction of the current buildings, the proposed development extends beyond the current building footprint and archaeological remains could also be preserved in pockets within the present footprint. In view of the evidence from the surrounding landscape the application area is considered to have good potential for the presence of Iron Age buried remains, including settlement and occupation, and an additional potential for Roman activity.

5.0 Methodology

In order to mitigate the effect of the proposed development upon the archaeological resource it is proposed to do a 2 stage approach to investigations. The client wishes to demolish the buildings during stage 1 as the existing property is in poor condition and unsafe.

Stage 1 –

Existing property to be demolished down to ground level and site cleared.

The applicant will complete an appropriate level of building recording prior to the demolition of the building assessing the understanding of the significance of any heritage assets to be lost in a manner proportionate to their importance (NPPF Section 16, paragraph 205).

This will require provision by the applicant for a level of building recording, to equate with a Level 3 'Analytical Survey', as specified in Historic England's *Understanding Historic Buildings. A Guide to Good Recording Practice*, HE 2016).

The record will comprise an introductory description followed by a systematic account of the building's origins, development and use. It will include an account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records that may be required to illustrate the building's appearance and structure and to support an historical analysis.

This shall be undertaken by an historic buildings specialist acceptable to the planning department and this will be fully agreed prior and reports produced prior to the demolition works being started.

Once the report has been deemed acceptable the building will be demolished down to finished ground level no below ground excavations will occur during this time.

Stage 2 –

Works to create the new dwelling namely drainage and strip footing excavations. This is likely to occur at a later date.

As the works are started on site the excavated trenches will be excavated and monitored as below:-

Topsoil, subsoil and other non-archaeological deposits will be removed by a mechanical excavator in strips not exceeding 100mm in thickness down to the first archaeological horizon. The machine excavation will be monitored at all times by an experienced field archaeologist. No machinery will track across stripped areas at any time during the archaeological works. The works will be done methodically in accordance with the site requirements of the site strip.

Where complex archaeological deposits, structures or groups of features are exposed, these will be hand cleaned using hoes and trowels. Each area of excavation will be photographed and planned at an appropriate scale and GPS located.

All exposed archaeological deposits will be subject to sample excavation. Decisions will then be taken regarding the sampling methodology, which will be based on the following:

- 50% sample of all postholes and pits up to 1.5m in diameter
- 50% minimum sample of pits with a diameter greater than 1.5m (including at least one full profile across the feature). Where pits contain multiple layers (4 or more), and/or have significant assemblages (e.g. collections of bones, pot sherds, flints, environmental evidence), 100% of the feature will be excavated to maximise finds recovery and information retrieval.
- Junctions, terminals and a clear section of all linear features will be excavated, with all significant relationships defined and investigated. Approximately 10% of each linear feature encountered will be excavated to determine its character and composition. If specialised deposits such as localised refuse dumping or industrial waste are encountered then further excavation will be undertaken to maximise artefact retrieval.
- Structures (e.g. wall foundations) and any specialised activity areas (e.g. kilns, hearths or ovens) will be fully or extensively excavated and all relationships recorded.
- Working hollows, quarry pits, etc. will be investigated to define their extent, date and function, with all relationships defined.

All groundworks should be carried out using a mechanical excavator fitted with a toothless bucket, except for where removal of concrete or tarmac surfaces or obstructions necessitates the use of a hydraulic breaker or toothed bucket, at the discretion of the supervising archaeologist.

A full written record of the archaeological deposits will be made on recording sheets. Footings and drainage trenches to be excavated will be marked with site marking paint on the ground surface and allocated an individual drawing number.

A comprehensive record of all drawings will be maintained, and the location of every section drawing plotted onto the site master plan and correctly referenced. All excavated sections will then be drawn at

an appropriate scale (1:10, 1:20 or 1:50), with Ordnance Datum heights being displayed on each drawing.

All archaeological deposits and features will be recorded by full colour photography, with an identification number board, appropriate metric scales and a north arrow. General site shots will also be taken to show the location of the groundworks and the stratigraphic sequence.

Colour photography will form an integral part of the recording strategy. Photography will abide by Historic England guidance document 'Digital Image Capture and File Storage' (2015). All photographs will be taken using the highest quality setting. The photographic record will consist of high-quality digital uninterpolated images of at least 12 megapixels taken using a camera with an APS-C or larger sensor.

Any digital photographs intended for archive purposes will comply with best practice available at the current time – i.e. high quality TIFF images. For other purposes JPEG images will be of a sufficient quality, and will be taken using a camera with an APS-C or larger sensor set up to take the highest quality images (largest file size and least compression (finest)). JPEG images must not be unnecessarily re-opened and re-saved since this will lead to additional image compression. Similarly, duplicating the file to change the name should not be done since this will also degrade image quality.

Graduated metric scales of appropriate lengths will be used, ensuring the use of vertical scales against deep sections in combination with horizontal scales. The photographic record will include high level images to capture the extent of excavated areas using either drone photography or a polecam.

If human burials or cremations are exposed during the groundworks, in the first instance the Senior Planning Archaeologist of Leicestershire County Council will be contacted to discuss an appropriate strategy for the management of the human remains. The client and encumbered archaeological company will obtain a Ministry of Justice licence authorising the removal of the remains. These will be cleaned, photographed and recorded prior to removal for cleaning at the offices of the archaeologists and subsequent analysis by the agreed specialist.

Any artefacts found during the process of fieldwork that are deemed to be 'treasure' (as defined by the Treasure Act 1996 (with subsequent amendments), immediately reported to the Finds Liaison Officer of the Portable Antiquities Scheme covering Leicestershire, so that it is reported to the appropriate Coroner within 14 days of discovery to comply with the requirements of the Act.

All finds of all classes will be collected, other than obviously modern finds from topsoil and subsoil contexts. The spoil from the excavated areas will be examined with a metal-detector for further artefact recovery. Finds collected during the fieldwork will be bagged and labelled with the appropriate deposit context number, while registered finds will be 3D-located and bagged individually with the deposit context number and small find number. If necessary, the relevant specialist will visit the site during fieldwork to advise on the artefact collection and retention strategies.

All finds will be processed (cleaned, marked and labelled as appropriate). These will then be submitted for specialist reporting to the following organisations/persons (depending on their availability):

Sarah Percival
Alice Beasley

Early prehistoric pottery
Later prehistoric and Romano-British pottery

Sarah Bates	Worked lithic materials
Dr Alice Forward	Post-Roman pottery
Bryn Leadbetter	Animal bone
Sue Anderson	Human bone
Adam Daubney	Other artefacts
Bryn Leadbetter	Environmental analysis
York Archaeological Trust	Conservation

6.0 Environmental Works

Samples will be taken from deposits that have the potential to provide information on the preservation conditions and potential of analysis of all biological remains. If appropriate during the investigation, specialist advice will be sought from the environmental archaeologist, including a site visit to develop the sampling strategy.

Bulk samples will be taken from a selection of stratified contexts that have produced secure good dating evidence, and sufficient in number to establish the range and quality of the environmental evidence. Where feasible, bulk samples will be taken as scatter samples, whereby tubs will be filled from different locations within the designated fill to avoid spatial preservation bias or missing biological remains invisible to the naked eye which can form discrete 'clusters' within the fill (English Heritage, 2011, 10).

Animal bone will be hand collected from all excavated features. These will be identified and assessed by the named specialist (Bryn Leadbetter), with any recommendations for future archaeological work on the site.

7.0 Post-Excavation and Reporting

On completion of site excavations and exposure by the on site archaeologist the excavations will be filled to suit the final requirements of the trenches (drainage runs or concrete fills), prior to the backfilling / building works the records produced will be checked and ordered and a stratigraphic matrix of all archaeological features and deposits prepared.

A report will be compiled, comprising a description of the results of the archaeological investigations.

The report will contain:

- A non-technical summary of the results
- A description of the archaeological setting of the site
- Description of the topography and geology of the investigation area
- Description of the methodologies used during the investigation and discussion of their effectiveness in the light of the results
- A text describing the results of the investigation
- Overall plan of the site showing excavated areas, accurately located to the national grid;
- Plans of the excavated areas showing the archaeological features exposed
- Sections of the archaeological features

- Interpretation of the archaeological features exposed and their context within the surrounding landscape
- Specialist reports on the finds from the site
- Appropriate photographs of the site and specific archaeological features or groups of features
- A consideration of the significance of the remains found, in local, regional, national and international terms, using recognised evaluation criteria

The results of the project, even if negative, will be submitted for publication in appropriate academic journals. As a minimum a summary of findings will be provided to the 'Transactions of the Leicestershire Archaeological and Historical Society'. Where wider dissemination is appropriate and the significance of the results warrant, a full copy of the report in an appropriate format shall be submitted for publication in relevant academic journals.

8.0 Archive

The documentation and records generated by the survey will be assembled in accordance with the national guidelines in *'Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation'* (AAF 2011), and the local guidelines in *'The Transfer of Archaeological Archives to Leicestershire Museums, Arts and Records Service'* (LCC 2018). The archive will be submitted to Leicestershire Museums, Arts and Records Service within four weeks of the completion of the report. A museum accession code has been requested and a response is awaited.

9.0 Report Dissemination

The report will be completed within three months of the completion of the fieldwork, and digital copies will be sent to the client, to the Local Planning Authority, and to the Senior Planning Archaeologist at Leicestershire County Council. A summary account on the results of the investigation in the form of an OASIS form will be forwarded to the ADS in York following the completion of the works.

11.0 Curatorial Monitoring

The Senior Planning Archaeologist at Leicestershire County Council will be kept informed of developments during the scheme by the onsite archaeological company. It is recognised that they may visit the site during the fieldwork element to monitor the archaeological work and confirm that the archaeological works are being done to the highest possible standard. Internal monitoring will be by the author of this specification.

12.0 Variations to the Proposed Scheme of Works

Variations to the proposed scheme will only be made following written confirmation from the Senior Planning Archaeologist at Leicestershire County Council.

Should any further investigation be required beyond the scope of the brief for works, or this specification, then the cost and duration of those supplementary examinations will be negotiated between the client and the contractor.

13.0 Conclusion

All work will be carried out in a way that complies with the Health and Safety at Work Act 1974 and its related regulations and codes of practice. All employees or companies allowed on site will perform their duties in accordance with company safety policy, with senior staff responsible for monitoring compliance with health and safety requirements and legislation.

The archaeological site supervisor will be responsible for ensuring that all on-site archaeological work is carried out in a safety-conscious, sensible and responsible manner with due regard for the relevant health and safety requirements and legislation. All staff involved in the scheme will be provided with a Risk Assessment document prior to commencement of site operations.

The 2 stage process will allow the building to be demolished and removed from site and the future archaeological excavations and reporting can occur prior to the new residential building being constructed.

Under Stage 1 –

The client will ensure a satisfactory historic building survey and to record and advance understanding of the significance of the affected resource prior to its loss.

The “Programme of Work” referred to will in this case be the historic building survey recording during development, in accordance with the Specification as above. This will be undertaken by an approved and agreed company.

Under stage 2 - .

The investigations and excavations will be prepared by an archaeological contractor acceptable to the Planning Authority. This will be secured by the owner and will include a signed contract or similar legal agreement between themselves and their approved archaeological contractor.

The Historic and Natural Environment Team, as advisors to the planning authority, will monitor the archaeological work, to ensure that the necessary programme of archaeological work is undertaken to the satisfaction of the planning authority.

This document indicates the methodology behind the archaeological works required for the site and allows for the unsafe building to be removed prior to the main works being undertaken.

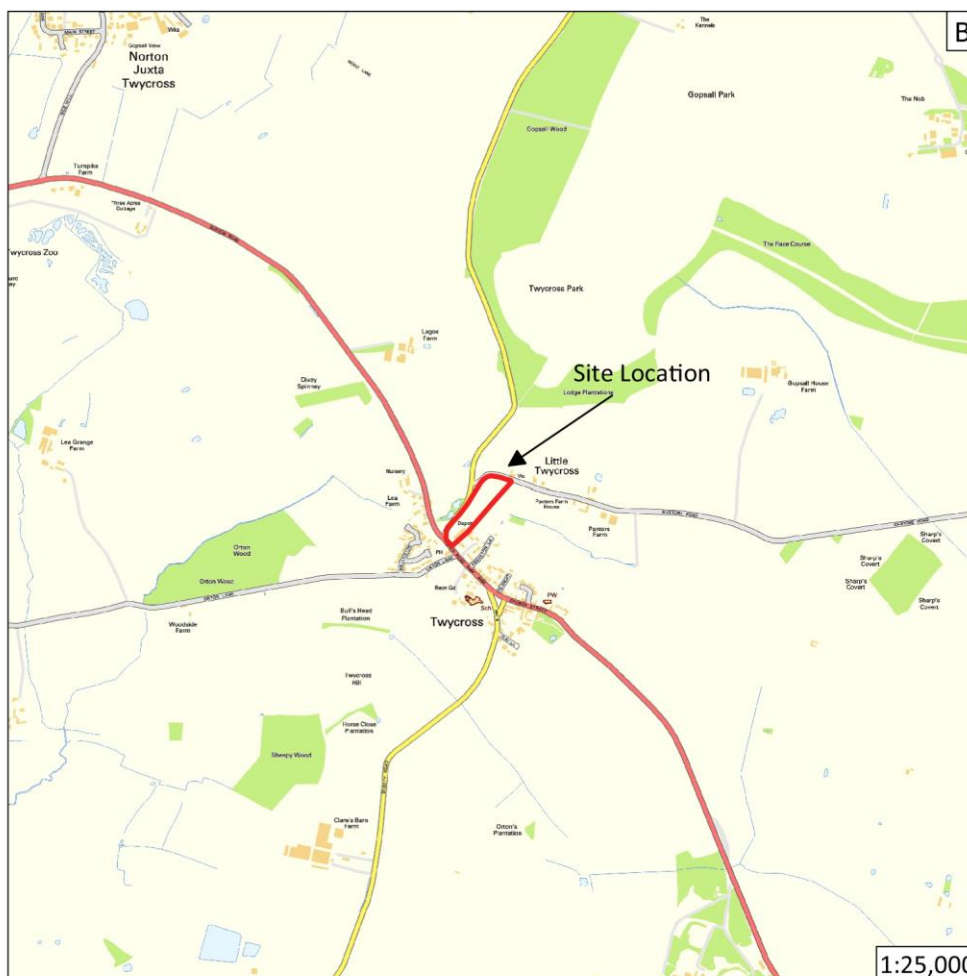
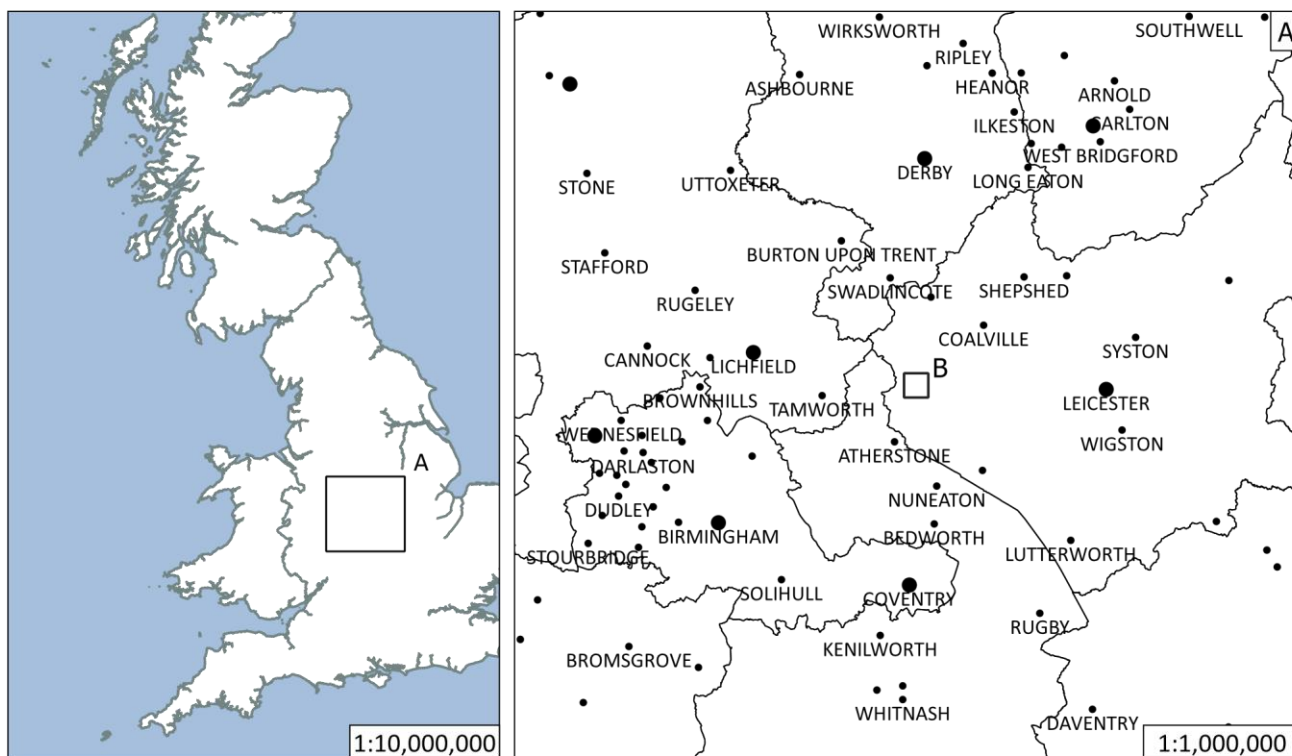


Figure 1: Site location outlined in red

Site Code	TWAR 22
Scale	1:10,000,000 1:1,000,000 1:25,000 @ A4
Drawn by	A Lodoen
Date	08/06/2022

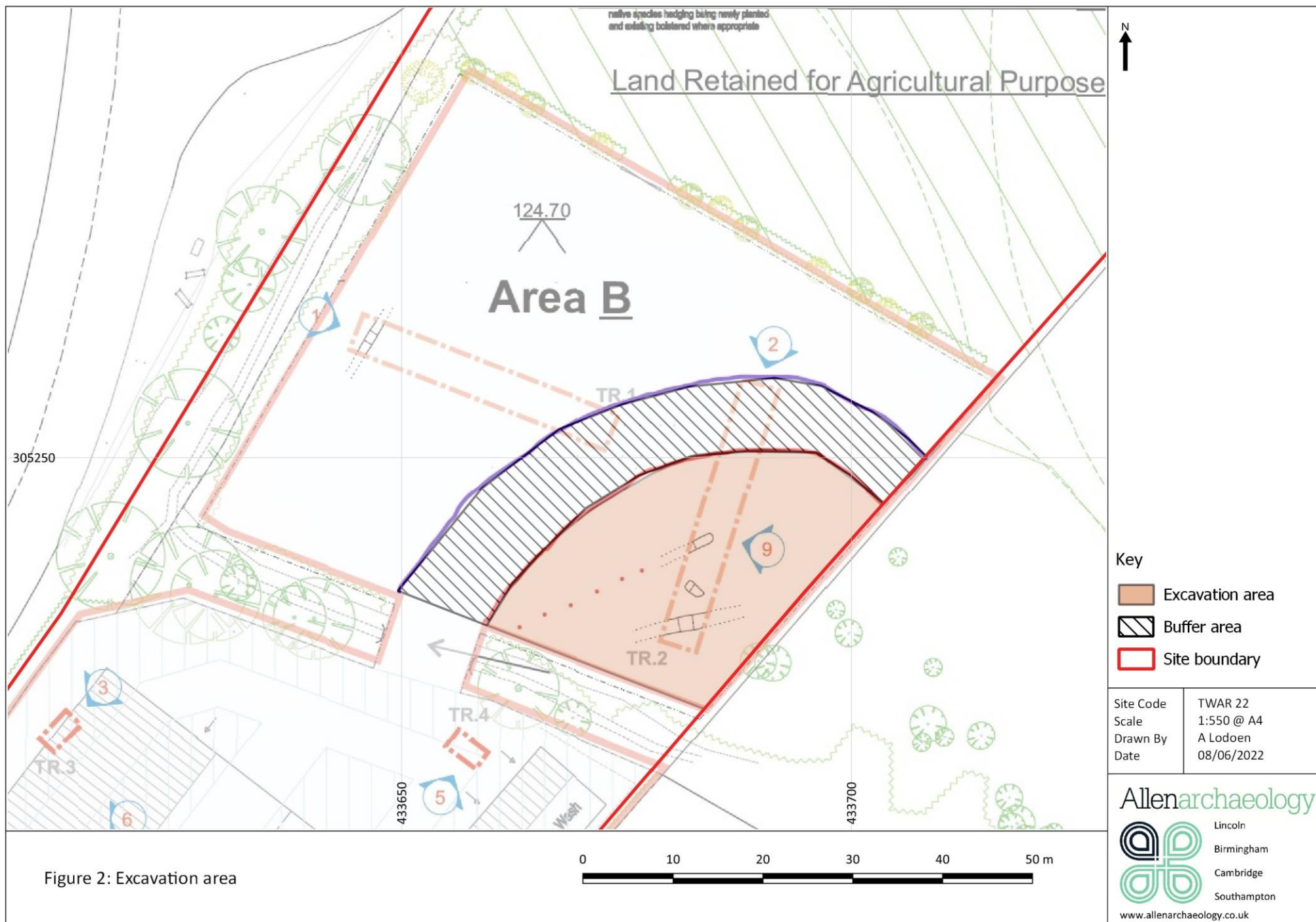


Figure 2: Excavation area