

Twycross House School, 1 Main Road, Twycross Atherstone, Leicestershire

Written Scheme of Investigation for Archaeological Monitoring

Report Number YA/2024/106

**Twycross House School, 1 Main Road, Twycross Atherstone,
Leicestershire**

Written Scheme of Investigation for Archaeological Monitoring



York Archaeology – Nottingham Office
Unit 1 Holly Lane, Chilwell, Nottingham NG9 4AB
+44 (0)115 896 7400 | yaenquiries@yorkat.co.uk | www.yorkarchaeology.co.uk

Copyright

York Archaeological Trust for Excavation and Research Limited (trading as York Archaeology) asserts the right to be identified as the author of this report and all the content within it (Report), as specified in the Copyright, Designs and Patents Act 1988 (chapter IV).

York Archaeology gives permission for this Report to be used in perpetuity by the archives/repository with which it is deposited. This permission allows the archives/repository to reproduce the Report, including for use by third parties for any purpose relating to the titled project or named part thereof referred to in the Report, subject to York Archaeology being suitably identified as the author of the Report and copyright owner by ensuring the following appears within each copy of the Report unless otherwise specified by York Archaeology in writing:

© Copyright York Archaeology 2024.

Disclaimer

This report and all content within it (Report) has been prepared solely for the commissioning person or organisation specifically for the purpose of the titled project or named part thereof referred to in the Report. York Archaeological Trust for Excavation and Research Limited (trading as York Archaeology) accepts no responsibility or liability for use of the Report by anyone, or for any purpose, other than that for which it was prepared and/or provided. Any other person wishing to rely on the Report in a different way should obtain written agreement for that use from York Archaeology.

York Archaeology

York Archaeology operates from offices in Glasgow, York, Sheffield and Nottingham, and is a trading name of © **York Archaeological Trust for Excavation and Research Limited**. Registered Office: 47 Aldwark, York YO1 7BX. A Company Limited by Guarantee. Registered in England No. 1430801. A Registered Charity in England & Wales (No. 09060) and Scotland (No. SCO42846).

York Archaeology is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA), an audited status which ensures that all work is carried out in accordance with Industry good practice.



KEY DOCUMENT INFORMATION

Project name	Twycross House School
Type of project	Archaeological Monitoring
YA archaeological code financial code	9451
National Grid Reference	SK 33706 04862
Planning Reference	23/01136/FUL
Client	Mr and Mrs S Assinder
Report version no. and status	V2 Final
Author Illustrator Editor	Owain Davies-Ellis Marius Ilie
Report approved by date	ET 10/06/2024
Report number date	YA/2024/106 10/06/2024
Filename	YA_9451_Twycross_House_School_WBL_WSI_V1

ABBREVIATIONS

AOD Above Ordnance Datum

BGL Below Ground Level

DCA Development Control Archaeologist

LCCPA Leicestershire County Council Planning Archaeologist

OS Ordnance Survey

WSI Written Scheme of Investigation

YA York Archaeology

SUMMARY

York Archaeology (Nottingham) have been commissioned by Mr and Mrs S Assinder to conduct archaeological monitoring at Twycross House School, during the construction of a single story detached building and associated landscaping. This Written Scheme of Investigation details a scheme of archaeological monitoring within the proposed development area.

This document outlines the principal objectives of the work, and the detailed methodology by which the works will be carried out. Its implementation will be conducted under the approval and monitoring of the Leicestershire County Council (LCC) archaeology team, advisors to Hinckley and Bosworth Borough Council.

This document has also been produced in accordance with the guidelines laid out in the *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers Guide* (Historic England 2015) and the Chartered Institute for Archaeologists' (CIfA) *Standard and Guidance for Archaeological Field Evaluation* (2020a) and *Code of Conduct* (2022).

CONTENTS

KEY DOCUMENT INFORMATION

SUMMARY

1	INTRODUCTION.....	8
2	SITE BACKGROUND	9
2.1	Location, Topography and Geology	9
2.2	Historical and Archaeological Background	9
2.3	Previous Archaeological Work	11
3	RELEVANT LEGISLATION AND GUIDANCE.....	12
3.1	National Planning Policy Framework (NPPF)	12
3.2	Local Planning Policy	13
3.3	Planning Conditions	13
4	AIMS AND OBJECTIVES.....	14
4.1	Aims	14
4.2	Objectives	14
4.3	Research Agenda	14
5	METHODOLOGY	16
5.1	General Conditions	16
5.2	Archaeological Monitoring	16
5.3	Recording	16
5.4	Artefact Recovery	17
5.5	Specialist Sampling.....	17
5.6	Human Remains and Treasure.....	18
5.7	Post Excavation	18
5.8	Report	19
5.9	Archive and Finds Deposition	21
5.10	Monitoring	22
5.11	Access, Health and Safety and Insurance	22
5.12	Timetable	22
5.13	Staffing.....	22
6	REFERENCES.....	23
	APPENDIX 1: SAMPLING STRATEGY.....	24
	FIGURES	25

FIGURES

Figure 1: Location Map

PLATES

Plate 1: Excerpt from the 1885 Ordnance Survey map, with the Site outlined in red

1 INTRODUCTION

- 1.1.1 York Archaeology (Nottingham) have been commissioned by Mr and Mrs S Assinder to conduct an archaeological monitoring during construction a single story detached building and associated landscaping. This Written Scheme of Investigation details a scheme of archaeological monitoring within the proposed development area (herein referred to as the 'Site'). The works are centred on National Grid Reference SK 33706 04862 (Figure 1).
- 1.1.2 Archaeological monitoring is in accordance with the condition of the Planning Approval (ref: 23/01136/FUL). This document outlines the principal objectives of the work, and the detailed methodology by which the works will be carried out. Its implementation will be conducted under the approval and monitoring of the Leicestershire County Council archaeology team.
- 1.1.1 This document has also been produced in accordance with the guidelines laid out in the *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers Guide* (Historic England 2015) and the Chartered Institute for Archaeologists' (CIfA) *Standard and Guidance for Archaeological Field Evaluation* (2020a) and *Code of Conduct* (2022).

2 SITE BACKGROUND

2.1 Location, Topography and Geology

- 2.1.1 Twycross is approximately 10km east of Tamworth (Figure 1). The site is located in a field to the west of Twycross, (SK 335 049), at an elevation of approximately 120m aOD.
- 2.1.2 The underlaying geology of the site comprises Gunthorpe Member Mudstone, sedimentary bedrock formed approximately 237 to 247 million years ago in the Triassic Period (British Geological Survey 2024)
- 2.1.3 This is overlain by glaciofluvial deposits of sand and gravel, laid down during the ice age (ibid.).
- 2.1.4 The overlying soils are characterised as freely draining slightly acidic loamy soils (Cranfield Soil and Agrifood Institute 2024).

2.2 Historical and Archaeological Background

- 2.2.1 The following information was obtained from online sources: Heritage Gateway (<https://www.heritagegateway.org.uk/>), National Library of Scotland mapping (<https://maps.nls.uk/os/6inch-england-and-wales/>), the Archaeology Data Service (<https://archaeologydataservice.ac.uk>) and Historic England's Heritage List (<https://historicengland.org.uk/listing/the-list>).

Palaeolithic-Bronze Age (650,000 BC – 700 BC)

- 2.2.2 The earliest recorded archaeological remains at Twycross comprise a group of flint tools of palaeolithic date (Leicester and Rutland Historic Environment record no MLE22599), collected to the east of the village. These are likely to have been ploughed out of the glacial gravels, and may indicate that there has been some post-glacial reworking of the deposits.
- 2.2.3 There are no other records of prehistoric remains within 1km of Twycross School, with the possible exception of a trackway (MLE19732) seen on aerial photography to the north-east of the village.

Iron Age (700BC – AD 43) and Romano-British (AD43 – AD410)

- 2.2.4 Roman activity within the vicinity is also represented by artefacts, including a brooch, coins, steelyard weight and pottery found at Lea Grange Farm, some 700m to the north-west (MLE8640), a sherd of pottery (MLE16955) 250m to the south-east, and further coins 300m to the south (MLE3897). Although none of these finds were recovered from excavated features, there is enough artefactual evidence to suggest the probable presence of a settlement within the immediate vicinity.

Early Medieval (AD410 – 1066) and High Medieval (AD 1066 – 1539)

- 2.2.1 A brooch of Anglo-Saxon date (MLE8642), found with the Roman material at East Lea Farm, provides the only physical evidence for early medieval activity.
- 2.2.2 A settlement was recorded at Twycross in the 1086' Domesday survey. Twycross' name probably derived from 'double cross', possibly making reference to a crossroad waymarker (Ekwall 1960, 483). The Site is situated just to the south of the projected area occupied by this settlement. Archaeological mitigation conducted by YA in 2019, some 600m northeast of the

Site, and by APS in 2001 on Plumtree Street, revealed evidence that early medieval occupation has survived beyond the projected boundaries of the Domesday' mentioned settlement (Davies 2019; Allen Archaeology 2023).

- 2.2.3 Amongst the ample evidence for the medieval settlement of Twycross, there is the Church of St James, a Grade I listed building built in the 14th century (Heritage List unique ID 1074217), however it is likely that an earlier church existed there. In pasture to the north of the church, 500m to the east of the school, are the earthwork remains of a moated manor and fishponds (a Scheduled Monument, UID 1012524) which, although not having been dated by excavation, are likely to be 13th or 14th century origin.
- 2.2.4 Work by the University of Leicester Archaeological Services in 2000, uncovered two ditches, located 160m to the east of Site (Browning, 2000, University of Leicester Archaeological Services). These were tentatively suggested as being associated with medieval earthworks.
- 2.2.5 Further north is the earthwork remains of 'Little Twycross' (MLE24325), and several investigations within the village have identified limited evidence for medieval activity, including some possible medieval ditches recorded during construction of the school theatre (MLE25379).



2.2.6

Plate 1: Approximate location of the Site, indicated by the red circle. 1885 Ordnance survey map, 1:2500

Post Medieval (AD1540 – AD 1899)- Modern Period (AD 1899- Current)

- 2.2.7 The village has expanded relatively little in the post-medieval period, although almost all of the extant buildings are of 18th-century date or later. The school building itself is a Grade II listed building (UID 1188386), built as a house in 1703, and further extended in the 19th century.

2.3 Previous Archaeological Work

- 2.3.1 Trent & Peak Archaeology (now York Archaeology) were commissioned in 2021 by Twycross House School to conduct a programme of archaeological monitoring and recording during groundworks associated with the installation of an all-weather sports pitch on school grounds (Owen V, 2021.).
- 2.3.2 Groundworks consisted of the monitored excavation of topsoil and partial excavation of subsoil within the footprint of the new sports pitch and associated haul road.
- 2.3.3 The strip revealed a former field boundary visible as a faint cropmark in satellite imagery which was shifted c. 10m north-easterly to become parallel with the rear boundary of Twycross House School. The date of this original field boundary is unknown but it is visible in historic mapping since at least 1889.
- 2.3.4 Due to the inconsistency in the level of the strip, which did not reveal the geological substrate across the field, the monitored excavation was not able to clarify the presence of archaeological finds, features or deposits. As such, the archaeological potential of the Site is still unknown.

3 RELEVANT LEGISLATION AND GUIDANCE

3.1 National Planning Policy Framework (NPPF)

3.1.1 Developments of this nature, and their impact upon the historic environment, are addressed by the revised 2023 National Planning Policy Framework (NPPF) published by the Ministry of Housing, Communities and Local Government (MHCLG), and the NPPF Planning Practice Guide Conserving and Enhancing the Historic Environment (DCLG 2014).

3.1.2 Section 16 of NPPF, paragraph 198 states:

“Local planning authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area and be used to:

a) assess the significance of heritage assets and the contribution they make to their environment; and

b) predict the likelihood that currently unidentified heritage assets, particularly sites of historic and archaeological interest, will be discovered in the future.”

3.1.3 In addition, paragraph 200, states that:

“In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets’ importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes, or has the potential to include, heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation.”

3.1.4 Furthermore, paragraphs 205 and 211 of the NPPF state:

“When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset’s conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

Local planning authorities should require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible. However, the ability to record evidence of our past should not be a factor in deciding whether such loss should be permitted.”

3.2 Local Planning Policy

- 3.2.1 Local Planning Policy for the site is currently provided by the Hinckley & Bosworth Borough Council. The Site Allocations and Development Management Policies document states as part of Development Management Plan 13 (DM13);

“Where a proposal has the potential to impact a site of archaeological interest, developers should set out in their application an appropriate desk-based assessment and, where applicable, the results of a field evaluation detailing the significance of any affected asset.

Where applicable, justified and feasible the local planning authority will require remains to be preserved in situ ensuring appropriate design, layout, ground levels, foundations and site work methods to avoid any adverse impacts on the remains.

Where preservation of archaeological remains in situ is not feasible and/or justified the local planning authority will require full archaeological investigation and recording by an approved archaeological organisation before development commences.”

3.3 Planning Conditions

- 3.3.1 The mitigation will complete the programme of archaeological works required as a condition of planning permission (ref 23/01136/FUL).

- 3.3.2 This work is required to satisfy condition 4 of the planning permission, which stipulates that:

“No development shall take commence until a written scheme of investigation (WSI) has been submitted to and approved by the local planning authority in writing. For land that is included within the WSI, no development shall take place other than in accordance with the agreed WSI, which shall include the statement of significance and research objectives, and;

- *The programme and methodology of site investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works*
- *The programme for post-investigation assessment and subsequent analysis, publication & 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 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)”

4 AIMS AND OBJECTIVES

4.1 Aims

4.1.1 The general aims of this watching brief are:

- To identify the presence of any archaeological remains that might be affected by any intrusive aspects of the development.
- To quantify any archaeological remains and where practical (within the constraints of the development) to assess their preservation, form, nature and relative date.
- To provide evidence so that the potential need for further works can be identified.
- To secure the safe recovery of any archaeological artefacts and ecofacts revealed by the development works.

4.2 Objectives

4.2.1 The objectives for this project are:

- To ensure the recognition and recording of any archaeological remains present in the ground investigations area.
- To identify and document the character, condition and extent of any archaeological remains as well as to record the site lithology.
- To recover artefacts and ecofacts and to submit these to specialist assessment and interpretation with the aim of understanding of the site function and chronology.
- To produce a Site report on all the findings and a consequent interpretation of the data in relation to the pertinent research questions set out below.

4.3 Research Agenda

This archaeological monitoring provides an opportunity to contribute to Research Themes and Objectives outlined in the East Midlands Heritage: An Updated Research Agenda and Strategy for the Historic Environment of the East Midlands (Interactive Digital Platform available at: www.researchframeworks.org/emherf).

Romano-British (AD 43 – c.410)
<i>5H Investigate the landscape context of rural settlements</i>
<i>Further synthetic studies are required to develop further our understanding of the Roman agrarian landscape, and in particular to investigate how landscapes and rural settlements had varied between the upland and lowland zones.</i>

High Medieval (1066 – 1485)
<i>7E Investigate the morphology of rural settlements</i>
<i>Concentrations of royal estates in eastern Leicestershire, northern Nottinghamshire and north-west Derbyshire, documented in Domesday Book but acquired over a period of time, are suggested to have been a springboard for the development of planned villages during the eleventh century. They particularly merit further detailed investigation by techniques such as test-pitting in gardens and open spaces in village cores, as has been undertaken at Kibworth, in Leicestershire and as part of the Whittlewood project in south Northamptonshire and north Buckinghamshire.</i>

5 METHODOLOGY

5.1 General Conditions

- 5.1.1 All ground investigation works undertaken during this watching brief will be happening under archaeological supervision in accordance with the prescribed methodology set out in this WSI under the relevant ClfA standard and universal guidance (2020, 2022, 2023a and 2023b), and under the direction of the Leicestershire County Council Planning Archaeologist (LCCPA).

5.2 Archaeological Monitoring

- 5.2.1 Intrusive groundworks will be conducted under constant archaeological supervision by qualified persons.
- 5.2.2 Prior to the commencement of works, the ground investigation will be located and marked with reference to the Ordnance Survey National Grid by GPS, Leica CS15/GS15 RTK Differential GNSS, or equivalent. If it is impractical to use a GPS due to signal issues, a Leica TS16 Robotic Total Station will be used as an alternative, with Site controls established to the OS grid using either traversals form, known benchmarks or temporary benchmarks set out via Leica GNSS with pint averaging to an error of <0.01m.
- 5.2.3 All machine excavation will be completed with a toothless ditching bucket were possible under archaeological supervision with stripping and soil removal arranged so as to avoid any tracking across the excavated surface. Details of plant to be used will be provided before the start of any excavation by the client.
- 5.2.4 Spoil will be stored at a safe distance from the excavation edge and will be checked for artefacts, including the use of metal detectors.
- 5.2.5 If archaeological features are identified, all intrusive groundworks in the vicinity of the remains will cease until the archaeology has been fully investigated and recorded by the supervising archaeologist. If significant archaeological features or human remains are identified, the works will cease and the LCCPA and the client will be informed.

5.3 Recording

- 5.3.1 Features will be hand-cleaned and planned where it is practical and safe to do so. If practical, features will be sample excavated to sufficiently determine their plan and form and to recovery any datable artefacts. Features will be excavated in such a way as to determine the stratigraphic sequence within the Site.
- 5.3.2 Plans of all contexts including features will be surveyed using a GPS, Leica CS15/GS15 RTK Differential GNSS, and will show at least: context number, all colour and textural changes, principal slopes, levels expressed as AOD (Above Ordnance Datum) values, or levelled to permanent features if a benchmark is absent, sufficient details to locate the subject in relation to OS 1:2500 mapping.
- 5.3.3 Sections will be drawn on drafting film in pencil at a scale of 1:10/1:20/1:50 (as appropriate) and will show the same information, but levelling information will be given in the form of a datum line with O.D/arbitrary value. The locations of all sections will be surveyed.

- 5.3.4 The photographic record will comprise digital photography carried out using a DSLR with a minimum sensor size of 12 megapixels. All photography will adhere to Historic England guidance for Digital Image Capture and File Storage (HE 2015). Graduated metric scales of appropriate lengths will be used, with the placement of vertical scales against deep sections in combination with horizontal scales.
- 5.3.5 Each context will be photographed and further digital photographs of general views will be taken, to illustrate the principal features of the excavations and provide spatial locations.
- 5.3.6 Written records will be maintained as laid down in the York Archaeology recording manual (YA 2015). A running Site plan and stratigraphic matrix will be maintained where applicable, to inform interpretation during the archaeological monitoring.
- 5.3.7 The location of any artefacts, including those recovered in the topsoil/subsoil will be recorded by context/spit, or three-dimensionally if determined to be of exceptional archaeological significance.

5.4 Artefact Recovery

- 5.4.1 Artefacts, including those recovered in the topsoil and subsoil, will be safely removed, bagged or packed, labelled and recorded by context or spit. Finds of particular interest will be retrieved as Registered Finds and 3D-located on the site plans. No finds, other than clearly modern objects, will be discarded without prior approval. Support and guidance for the correct identification and dating of finds will be sought with the YA Post- excavation team. All artefacts requiring immediate conservation will be sent to Ian Panter of York Archaeology.
- 5.4.2 All retained artefacts shall be removed from site for specialist examination and analysis, and if deemed necessary, conservation. Cleaning and catalogue of objects will take place on YA facilities, to ensure a controlled environment and provide and appropriate response to each material type and individual object.
- 5.4.3 All the site recovery, recording, preliminary cleaning and storage of finds will be undertaken in accordance with the Chartered Institute for Archaeologists' Standards and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials and the First Aid for Finds (Watkinson and Neal 1998).

5.5 Specialist Sampling

- 5.5.1 Where appropriate features are identified, soil samples will be retrieved in order to undertake paleoenvironmental sampling. The sampling of features will follow procedures set out within the English Heritage (now Historic England) guidelines in Environmental Archaeology (Historic England 2011). Samples will generally be 40 litres if possible, and will be processed within the York Archaeology Environmental Lab, under the supervision of York Archaeology Environmental Officer, Stacey Adams.
- 5.5.2 Where appropriate, soil samples will also be taken from waterlogged deposits. Such samples will have 20 litres and will be taken at measured intervals throughout a stratigraphic sequence. These will be kept sealed to prevent from drying out, following the procedures set out in the guidelines in Environmental Archaeology (Historic England 2011).
- 5.5.3 Depending on the type of deposits identified, samples for specialist environmental analysis and scientific dating, including retrieving industrial residue, pollen analysis, Optically

Stimulated Luminescence, soil profiles, archaeomagnetic dating, dendrochronology, etc., should be taken if suitable material is encountered during the excavation. The range of techniques applicable to differing preservation and depositional environments is set out in Table 1 (Appendix 1). If it is deemed necessary to take specialist samples, the LCCPA will be consulted, as a contingency cost may need to be agreed with the Client.

5.6 Human Remains and Treasure

- 5.6.1 In the event of the discovery of human remains or artefacts classified as treasure the LCCPA, the local coroner and the Client will be immediately notified.
- 5.6.2 Any human remains will be left in-situ, covered and protected until removal is fully considered and deemed essential. Removal will only take place under appropriate Home Office and environmental health regulations and the Burial Act 1857. Prior written notice is also to be given to the Local Planning Authority. The necessary burial license will be obtained in line with the current Ministry of Justice procedures. The excavation of any human remains will be carried out in accordance with the Updated Guidelines for the Standards for Recording Human Remains (Mitchell and Brickley 2017).
- 5.6.3 Any remains classified as ‘treasure’ under the Treasure Act 1996 (updated March 2024), will be removed to a secure location. Where removal cannot be undertaken on the same day of the discovery, suitable security measures will be put in place to protect the find(s) from theft. A Treasure Receipt (obtainable from either the Finds Liaison Officer (FLO) or the DCMS website) must be completed and a report submitted to the Coroner’s Office and the FLO within 14 days of understanding the find is Treasure. Hand cleaning of archaeological features, sections and surfaces, will be sufficient to establish the stratigraphic sequence exposed.

5.7 Post Excavation

- 5.7.1 All finds will be cleaned, conserved, marked, packed and stored as recommended in the “First Aid for Finds” (Watkinson and Neal 1998) and following the “Standards and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials” (ClfA, 2014). The selected artefacts, following agreement with the receiving museum, will be marked with the site, find and accession codes, according to depository specifications.
- 5.7.2 The retention of finds will be considered by specialists who will act according to the selection strategy using the ClfA Toolkit for Selecting Archaeological Archives - (<http://archaeologists.net/selection-toolkit>). The project archive will be deposited with the appropriate repository on completion and approval of the final report.
- 5.7.3 The following table of specialists is an example of those who may perform post-ex artefact identification and reporting. The final list of individuals who are consulted for this project will be assembled and subject to approval, if required.

Class	Specialist	Int	Ext
Animal Bones	Kris Poole / Niamh Rushton	X	
Architectural Stone	Lindsay Banfield		X
CBM	Paul Blinkhorn	X	
Clay Tobacco Pipe	Rosemary Hughes	X	
Coins	Steve Malone	X	
Conservation (inc X Ray)	Ian Panter (YAT Conservation Lab)	X	
Enviro Analysis/Reporting	Stacey Adams	X	
Enviro. Processing	Site assistant (TBC)	X	
Finds Illustration	Cameron Black	X	
Flint	George Loffman	X	
Geoarchaeology	Kristina Krawiec	X	
Glass – Roman/medieval	Ian Riddler	X	X
Glass – Post-medieval	Rosemary Hughes		
Leather	Ian Riddler		X
Metalwork	Ian Riddler		X
Osteoarchaeology	Victoria Owen / Carina Summerfield Hill	X	
Pollen	Tom Hill		X
Prehistoric Pottery	Sarah Percival / Rachel Hall / Diana Fernandes	X	X
Roman Pottery	Ian Rowlandson		X
Medieval Pottery	Paul Blinkhorn		X
Post-Medieval Pottery	Paul Blinkhorn		X
Radiocarbon Dating	SUERC		X
Shell	Matt Law		X
Slag/Industrial Residues/XRF	Gerry McDonnell		X
WL Wood	Kristina Krawiec / Steve Allen / Mike Bamforth (University of Sheffield)	X	X

5.8 Report

5.8.1 A report will be produced within 4-6 weeks of the completion of fieldwork.

5.8.2 The final report will include:

- A) Cover Page and Key project information** – To contain the full site address (name if applicable); the site code, the museum accession number and Oasis number; an OS National Grid Reference for the site; planning application number; the name of the author of the report and/or its originating body; date of the report (month and year).
- B) List of contents, figures, tables, appendices, etc.**
- C) Non-technical summary** – Summary of the excavation results;
- D) Introduction** – Overview of the project scope;
- E) Planning Background** – Contextualisation of the archaeological works including the nature of the works, dates of fieldwork, personnel, commissioning body, and nature of the Proposed Development;

- F) Location, Geology and Topography** – Overview over the geological and topographical traits of the Site;
 - G) Archaeological and Historical Background** – Detailed research and historiography of the site and immediate surrounding areas;
 - H) Regional Research Objectives** – Specification and update on the research themes and objectives based on the archaeological results;
 - I) Methodology** – Description of investigation methodology applied during the fieldwork, including any agreed changes in the research methods;
 - J) Results** – Description of physical characteristics of all archaeological features and structures, according to their contextual, stratigraphical nature and phasing. Integration and relation of artefactual and ecofactual data. The results section will be supplemented by illustrations (including plans, section drawings and photographs) as appropriate.
 - K) Specialist reports** – Section dedicated to the presentation of the results resulting from the artefactual and ecofactual investigation, with possible recommendations for further work;
 - L) Discussion** - Examination on the nature, extent, date, condition and overall significance of the features, finds and environmental results, site phasing and interpretation. Description of areas of disturbance, non-archaeological deposits and changes in the natural substrate, where appropriate. Discussion of the results within the local and regional context, including specialist analysis;
 - M) Conclusion** – Final summary of the results including the main archaeological areas and their chronological range;
 - N) OASIS Cover Sheet** – Oasis Form, as submitted;
 - O) Appendices** – Supporting appendices containing context lists, tables and any additional supporting appendices as necessary;
 - P) Plates** – Selected photographs of the Site, with specific contexts, general views and work in progress;
 - Q) Figures** – Illustrative material including location maps, phased plans, section of excavated features, drawings and photographs as necessary.
- 5.8.3 A digital copy of the draft report will be delivered to the Client for initial review, with any edits to be actioned by YA. Further rectifications and amendments will also be undertaken by YA, after the review by the Planning Archaeologist. The edited report will be submitted within 3 weeks of their comments and, once approved, a final copy will be submitted. Any variation to the reporting protocol will need to be agreed with the Planning Archaeologist in advance.
- 5.8.4 A summary of the evaluation will be produced and submitted to a local journal. If significant results are discovered then an individual report of an appropriate level of detail, will also be submitted for publication to a suitable academic journal and a presentation made to local archaeology/history societies or similar bodies.

- 5.8.5 York Archaeology shall retain full copyright of any commissioned reports, tender documents, or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved excepting that it hereby provides exclusive licence to the client and their appointed agent/consultant for the use of such documents in all matters directly relating to the project, with no limitation on the number of times that the client/consultant may reproduce any report.

5.9 Archive and Finds Deposition

- 5.9.1 The archive will be fully catalogued and prepared to recognised standards (Brown 2011), and the Transfer of Archaeological Archives to Leicestershire County Council Museum Collections, and contain where relevant: copies of correspondence relating to fieldwork, site notebooks/diaries, original photographic records, site drawings (plans, sections, elevations), original context records, matrix diagrams showing stratigraphic sequence of all contexts, artefacts, original finds records, original sample records, original skeleton records, and printouts. The digital archive will be maintained with reference to the Archaeological Data Service Guides to Good Practice (2024) and the ClfA Dig Digital toolkit (2019).
- 5.9.2 Contact with Leicestershire County Council Museum Collections **has taken place and accession code for the Site has been attributed: X.A55.2024. Further contact** will be made prior to the commencement of fieldwork **and the final deposition of the archive** will be made using the appropriate notification from and adhering to all relevant Conditions.
- 5.9.3 The Leicester County Archaeologist and museum curator will be notified in writing on completion of fieldwork, with a proposed timetable for deposition of the archive. This should be confirmed in the project report. The Leicester County Archaeologist and HER must be informed in writing on final deposition of the archive.
- 5.9.4 The paper and digital archive generated by York Archaeology will remain the property of the unit until deposited with the appropriate museum (for the paper archive) and the digital archive will be deposited with the Archaeology Data Service (ADS).
- 5.9.5 Digital photographs intended for archive purposes will comply with AAF and ADS guidance (i.e., high quality non-proprietary raw files (DNG) or TIFF images). Photographic board and records will include information detailing: site code; date; context(s); section number; a north arrow and a scale, unless they are to be used for publication purposes. All photographs will be listed and indexed in the archive. The photographic record will be included in the archive.
- 5.9.6 Where necessary the documentary archive will be sent to the HER for copying.
- 5.9.7 Finds will remain the property of the landowner with deposition to the appropriate museum being made subject to their approval.
- 5.9.8 At the start of works (immediately before fieldwork commences) and OASIS online record <http://ads.ahds.ac.uk/projects/oasis/> will be initiated and key fields completed on Details, Location and Creators Forms. All appropriate parts of the OASIS online form will be completed for submission to the County HER. A digital copy of the report will be uploaded with the online OASIS record, which will be released onto the Archaeological Data Services (ADS) at an appropriate time.
- 5.9.9 The archive will be deposited within 6 months of the completion of the project.

- 5.9.10 A digital copy of the report in pdf/A-1a format will be deposited with Leicestershire and Rutland HER.

5.10 Monitoring

- 5.10.1 Where possible a minimum of five working days prior notice of the commencement of the development is to be given to the LCC Archaeological Advisor.
- 5.10.2 The LCC Archaeological Advisor may make monitoring visits throughout the duration of the monitoring and will be kept informed of all material facts relating to the excavation.

5.11 Access, Health and Safety and Insurance

- 5.11.1 The client will arrange safe access to the land. The Site is fenced in and no additional fencing is required for the archaeological mitigation.
- 5.11.2 The client will provide plans showing all services/service routes within the development area.
- 5.11.3 All health and safety requirements will be adhered to. York Archaeology will complete a task-specific risk assessment and safe working method statement before the commencement of the fieldwork, and copies of this will be approved by the client. This will be in compliance with the industry guidelines laid out in the Federation of Archaeological Managers and Employers (FAME) Manual Health & Safety in Field Archaeology (2006).
- 5.11.4 York Archaeology staff will wear appropriate personal protective equipment (PPE) at all times.
- 5.11.5 York Archaeology carries the appropriate insurance, copies of which are available for inspection if required.

5.12 Timetable

- 5.12.1 The timetable for the works associated with the archaeological monitoring within the Site will be agreed with the City Archaeologist prior to the work commencing.
- 5.12.2 After the completion of the fieldwork a report will be produced within 4-6 weeks.

5.13 Staffing

- 5.13.1 Provisional list of staffing, full CVs can be supplied on request.
- *Project Manager: Edmund Taylor, Project Manager: etaylor@yorkat.co.uk*
 - Project Team staff will be selected from the supervisory tier staff at York Archaeology, with selected individuals' dependant on timetable and availability, and to be confirmed at a later date. It is currently envisaged that the work will be undertaken on site by one member of staff.

6 REFERENCES

- Archaeological Data Service. 'Digital Archiving: Help and guidance. Guides to Good Practice,' *Archaeology Data Service* [website] (2023), <https://archaeologydataservice.ac.uk/help-guidelines-to-good-practice/digital-archiving/about-these-guidelines/>, accessed 14th November 2023.
- British Geological Survey. 'Geology of Britain Viewer,' *British Geological Survey* [website] (2023), <http://mapapps.bgs.ac.uk/geologyofbritain/home.html>, accessed 11th April 2024.
- Brown, D. 2011. *Archaeological Archives – A guide to best practice in creation, compilation, transfer and curation* (2nd ed.). London, Archaeological Archives Forum.
- Chartered Institute for Archaeologists (CIfA) 2020a. Standard and Guidance: For an Archaeological Field Evaluation. Reading: Chartered Institute for Archaeologists.
- Chartered Institute for Archaeologists (CIfA) 2020b. Standard and Guidance: For the creation, compilation, transfer and deposition of archaeological archives. Reading: Chartered Institute for Archaeologists.
- Chartered Institute for Archaeologists (CIfA) 2020c. Standard and Guidance: For the collection, documentation, conservation and research of archaeological materials. Reading: Chartered Institute for Archaeologists.
- Chartered Institute for Archaeologists (CIfA) 2022. Code of Conduct. Reading: Chartered Institute for Archaeologists.
- Cranfield Soil and Agrifood Institute. 'Soilscapes,' *Cranfield University* [website] (2023), <http://www.landis.org.uk/soilscapes/>, accessed: 11th April 2024.
- Department for Communities and Local Government. 2014. National Planning Policy Framework Planning Practice Guide: Conserving and Enhancing the Historic Environment. London: Department for Communities and Local Government.
- Historic England. 2011. *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation* (second ed.). Swindon: Historic England.
- Historic England. 2015. *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers Guide*. Swindon: Historic England.
- Knight, D., Vyner, B. and Allen, C. 2012. *East Midlands Heritage: An Updated Research Agenda and Strategy for the Historic Environment of the East Midlands*. Nottingham: University of ingham and York Archaeological Trust. Available at: www.researchframeworks.org/emherf , accessed: 11th April 2024
- Ministry of Housing, Communities and Local Government. 2023. National Planning Policy Framework (NPPF). London: Ministry of Housing, Communities and Local Government.
- Watkinson, D. and Neal, V. 1998. *First Aid for Finds*. London: Rescue/UKIC.
- York Archaeology. 2015. 'Recording Manual'. York Archaeology: Unpublished Document.
- Eilert Ekwall 1960, *The concise Oxford dictionary of English place names*. Clarendon Press
- Hinkley and Bosworth Borough Council, Local Plan, 2008-2026, Site Allocations and Development Management Policies DPD.
- Browning, J, 2000 An archaeological evaluation on Land to the Rear of 17/19 Church Street, Twycross, Leicestershire/Report No 2000/73. University of Leicester Archaeological Services
- Owen V, 2021 New All-Weather Sports Pitch, Twycross House School, Atherstone: Report on Archaeological Monitoring and Recording, Trent and Peak Archaeology.

APPENDIX 1 SAMPLING STRATEGY

Feature type	Sediment conditions	Overall scope of sampling	MM	Charred material	C14	OSL	Pollen/Diatom	Ch	BP/BS	Bo	Wood
Sampling method:			Undisturbed block sample small kubiena tin	Loose bulk sample, representative of particle size, and quantity for desired methods	A4x1 cm (sea)	Light-tight canister, moisture/sediment sample; where available, gamma spec background radiation measurement.	column in gutter + Clingfilm	Min.40L for dry deposits or 20L from waterlogged deposits (specialists to advise as to appropriate level of sub sampling of deposit)			In bags with water
Archaeological Feature/ buried soil	Waterlogged organic (looks 'peaty')	Each occurrence series of samples if thick (>150mm)		x			x	x	x	x	X
	Dry visible charred material	Each occurrence (C14 selected: best is twigs then layer)	x	x	x			x		x	
	Waterlogged organic	Each occurrence, at thickest point or every 10cm	x		x		x	x	x	x	X
	Dry visible charred material	Each occurrence, at thickest point, series of samples if thick (>150mm)	x		x		x	x		x	
	Buried soil horizon	Across soil profile	x			x	x	x			
Sediment change, reaction to environmental change	Laminated or changes in sediment in profile	Sample of each sedimentation type, in middle of sediment unit, or over equal interval		x	x	x	x				
Any	Wood structure	Retain all, keep damp, bag each timber separately			x						x
Industrial residues / debris etc.		All process stages to be represented							x		
Abbreviations MM Micromorphology C14 Radiocarbon BP Waterlogged Beetles/Plant remains Bo small bone. BS –Bulk Sample (industrial waste/residues/processing debris) CS Sediment sample											

FIGURES

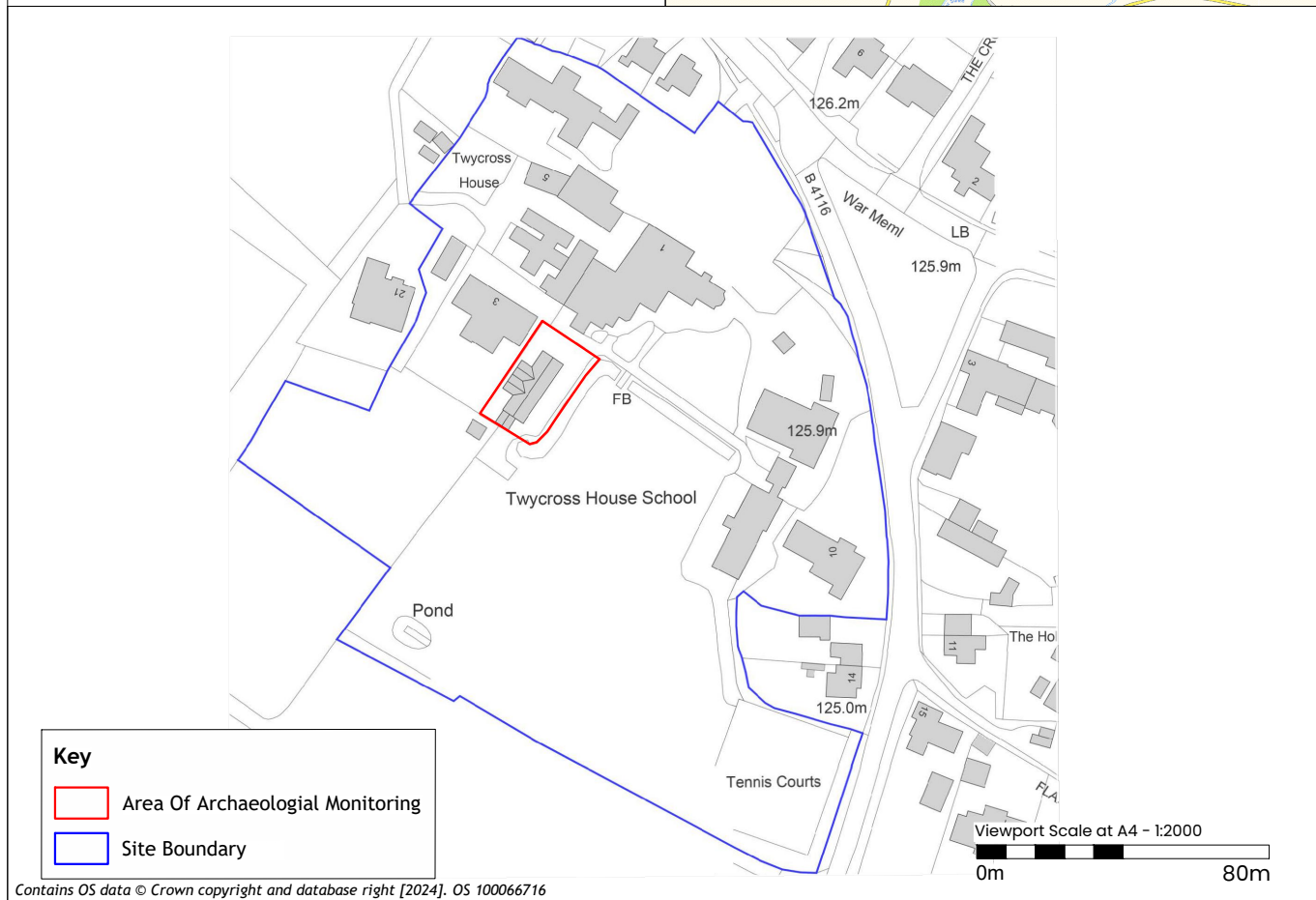


Figure 01 - Location Map
9451 - Twycross House School

Scale at A4 - varies
Drawn by MI