LAND AT 21 CHURCH ROAD
GREAT STUKELEY
CAMBRIDGESHIRE

WRITTEN SCHEME OF INVESTIGATION FOR AN ARCHAEOLOGICAL EVALUATION

LOCAL PLANNING AUTHORITY:
HUNTINGDONSHIRE DISTRICT COUNCIL

PLANNING REFERENCES:
24/01734/FUL AND 25/00394/FUL
CHER EVENT NO: ECB7573
OASIS REF: preconst1-532665

MARCH 2025

PRE-CONSTRUCT ARCHAEOLOGY

APPROVED (VERSION 3)

Land at 21 Church Road, Great Stukeley, Cambridgeshire: Written Scheme of Investigation for an Archaeological Evaluation

Local Planning Authority:	**Huntingdonshire District Council**
Planning Reference:	**24/01734/FUL and 25/00394/FUL**
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QUALITY CONTROL

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0	Draft	31st March 2025	For client review	[redacted]
1	Final	8th April 2025	For CCCHET review	
2	Approved	7th May 2025	CCCHET comments addressed	
3	Approved	29th May 2025	Amended trench location	

1 INTRODUCTION

1.1 This *Written Scheme of Investigation* (WSI) has been prepared by Pre-Construct Archaeology Ltd (PCA) for an archaeological evaluation of a plot of land at 21 Church Road, Great Stukeley, Cambridgeshire (site centred on NGR TL 21629 74556; Fig. 1). The work, which has been instructed by [redacted] through the agency of Pegasus Group, is being carried out to inform two separate planning proposals that have been submitted to Huntingdonshire District Council (HDC) for the demolition of an existing building and erection of a replacement dwelling, and the construction of a new building in the northern part of the existing grounds (HDC planning refs 24/01734/FUL and 25/00394/FUL respectively).

1.2 The applicant was advised to undertake the archaeological work by Cambridgeshire County Council's Historic Environment Team (CCCHET), providers of archaeological advice on planning matters in the county. This was in accordance with *National Planning Policy Framework*, Section 16, paragraphs 202 to 221 (MHCLG 2024), as the site was considered to lie within an area of high archaeological potential, immediately adjacent to the medieval parish church and close to the historic core of the village, with Ermine Street, the Roman road from London to York, and at least two Scheduled Roman barrows lying less than 300m distant from the site.

1.3 The scope of the archaeological evaluation, which is to be undertaken following the demolition of the existing buildings to slab level, has been outlined in a *Design Brief for Archaeological Evaluation* issued by CCCHET (CCCHET 2025). In total, it will consist of the excavation of 4no. 30m trial trenches (a total of 120 linear metres at 1.8m wide; Fig. 2), which will target areas that are to be impacted by the proposed redevelopment. There is a contingency for additional trial trenching (up to 20 linear metres), should this be required by CCCHET to clarify the nature and extent of any archaeological remains that may be revealed by the initial trenching.

1.4 Once approved by CCCHET, all work relating to this project will be carried out in accordance with this WSI and will abide by *Standards for Field Archaeology in the East of England* (Gurney 2003) and the Chartered Institute for Archaeologists' *Code of Conduct* (CIfA 2022), *Standard for Archaeological Evaluation* (CIfA 2023a) and *Universal Guidance for Archaeological Field Evaluation* (CIfA 2023b).

1.5 The project will be managed in accordance with the Historic England procedural document *Management of Research Projects in the Historic Environment (MoRPHE): Project Manager's Guide* (HE 2015).

1.6 This WSI is for the archaeological evaluation only; this document alone will not result in the discharge of the archaeological condition. If archaeological mitigation is required to counter the impact of development on any archaeological remains that may be identified by the evaluation, the scope and methodology for this work will be led by a further *Design Brief*. Should it be necessary to make any changes to this WSI following approval by CCCHET, this will only be undertaken with their express approval.

2 SITE BACKGROUND

2.1 Site location, topography and geology

2.1.1 The site is located in a residential area on the western edge of the Cambridgeshire village of Great Stukeley, which lies approximately 3km north-west of Huntingdon town centre (Fig. 1). The property comprises a roughly rectangular plot of land, *c.* 2.65ha in extent, with the house (Moat House, 21 Church Road) and a complex of outbuildings and garages occupying the north-east corner of the plot, the remainder landscaped with lawns, trees, an orchard and a pond. Only the site of the existing house and the land in northern part of the site (a total of *c.* 0.75ha) are covered by the planning applications and will be subject to redevelopment.

2.1.2 Topographically, the site is situated on a gradual, south-west facing slope overlooking the floodplain of Alconbury Brook, a tributary of the River Great Ouse, its confluence with which lies *c.* 4km to the south. Ground level within the part of the site that is to be redeveloped lies at between 30-35m above Ordnance Datum (aOD).

2.1.3 The solid geology within the site consists of Jurassic mudstone of the Oxford Clay Formation (BGS 2025). This is overlain by diamicton of the Oadby Member, a Quaternary glacigenic deposit characterised by Cretaceous and Jurassic rock fragments with subordinate lenses of sand and gravel, clay and silt.

2.2 Archaeological and historical background

2.2.1 The following is a summary of records of archaeological sites and monuments within 1km of the development area held by the Cambridgeshire Historic Environment Record (CHER), as supplied with the *Design Brief* (CCCHET 2025). CHER references are given in parentheses.

Prehistoric (pre-AD 43)

2.2.2 An archaeological investigation *c.* 900m south-east of the site identified the remains of a probable Middle Iron Age settlement (MCB19111; Philips 2009). It featured enclosure ditches as well as evidence for a roundhouse, consisting of two curved ditches, daub fragments and non-metallurgical ash suggesting a burned-down roundhouse. The presence of two possible waterholes was another indication of prehistoric occupation. The pottery found on site was also of domestic nature.

Roman (AD 43-AD 410)

2.2.3 Ermine Street, the Roman road from *Londinium* (London) to *Eboracum* (York), passes

through Great Stukeley and comes within 300m of the site (CB15034).

2.2.4 Two Roman barrows, both of which are scheduled monuments, are located adjacent to Ermine Street, near the centre of the village. One is located *c.* 290 east of the site and consists of a small, round tumulus, with a shallow depression in the centre of the mound and a surrounding ditch (02591; Scheduled Monument ID 1018973). The second barrow, which is located *c.* 180m north-west of the first, consists of a large mound with a diameter of 23m and height of 3m, surrounded by a shallow ditch that is cut by the road (02592; Scheduled Monument ID 1018972).

2.2.5 Roman coins are reported to have been found in the vicinity if the site (02558).

Anglo-Saxon and medieval (AD 410-1485)

2.2.6 The church of St Bartholomew, which is located immediately north of the site, has rubble walls with oolite dressings; the roofs are covered with tiles and lead (CB14991). There was an earlier church on the site, and from a number of fragments of Norman stone found in the walls during a modern restoration it appears to have been of 12th-century date. To this church a north aisle with an arcade of four bays was added about the middle of the 13th century. Shortly after a south aisle with a four bay arcade was built; at the same time the chancel was rebuilt. About 1300 the north aisle was rebuilt and considerably widened, and the east and west bays of the north arcade probably rebuilt. In the 15th century the chancel arch was rebuilt, the middle part of the south wall of the south aisle appears to have been rebuilt and the south porch added, though this was partly rebuilt or altered in the 17th or 18th century. The west tower was built late in the 15th century but a difference between the walling of the upper and lower stages suggests that the work was not all carried out at the same time. The clerestory to the nave is about the same date or a little later. In 1909-10 the church was completely restored; work then done included the stripping of the modern internal wall-plaster and the rebuilding of most of clerestory south wall with old material. The south porch was restored in 1913 and the south part rebuilt.

2.2.7 Medieval gravestones have been recorded in the graveyard of the church (02557).

2.2.8 In 2008, an evaluation *c.* 600m east of the site provided evidence for small scale occupation activity, dated to the late 11th century (MCB18131; Lyons 2008). The area contained the well-preserved remains of medieval ridge and furrow, which sealed the features in the southern part of the site. The southernmost trench revealed a substantial sequence of deposits and shallow grooves, suggesting the presence of a hollow way with cart tracks at right angles to Ermine Street. Other features were recorded in this part of the site, including a beam slot, a posthole and a pit containing charcoal, providing

evidence of small scale occupation. A single fragment of human skull was also recovered, possibly from a disturbed or truncated Roman burial in the vicinity of the two Roman barrows.

2.2.9 Remnants of ridge and furrow ploughing of medieval date have been identified from LiDAR images and from aerial photographs *c.* 600m north of the site (08740) and *c.* 100m to the south (CB15503).

2.2.10 In 2013, an archaeological evaluation of land between 4 and 10 Ermine Street, *c.* 300m east of the site, revealed a single posthole with some sherds of Late Saxon pottery and a drainage ditch backfilled during the early 20th century (MCB20088; Pilkington 2013).

2.2.11 At 67 Ermine Street, an open area excavation revealed four north-west to south-west aligned ditches and a number of pits and postholes. Pottery dating to the 11th century was recovered from one of the ditches. The postholes were in three groups. Close by Posthole Group 2 was a possible beam slot. All the postholes were undated with the exception of two, one of which contained a Late Saxon pottery sherd and the other a 12th-century sherd (MCB20151; Upson-Smith 2011).

2.2.12 In Stukeley Park, *c.* 800m north-east of the site, earthworks shown on aerial photographs may be the remains of a medieval manor or other farming settlement (09294). The site appears as a large rectangular platform abutting the present lane. This is surrounded by a possible moat on three sides and there is a single large rectangular sunken area to the south which may be the remains of a fishpond. The extensive earthwork remains of ridge and furrow ploughing can be seen throughout the park. A distinct hollow way can be seen extending across the park from the southern side of the earthworks, north-west to the southern side of Stukeley Hall where there are possible traces of a few platforms of village remains. The hollow way can be traced south-east of the possible manor site as a green lane skirting Green End.

2.2.13 Cropmarks shown on aerial photographs reveal a large rectilinear enclosure, a number of smaller enclosures and associated linear features, possibly connected with medieval settlement at Owl End, *c.* 900m north-eat of the site (MCB20013).

Post-medieval to modern (1485-present)

2.2.14 An L-shaped earthwork located in the eastern part of the site, which is shown on the First Edition Ordnance Survey map of *c.* 1885 and on LiDAR imagery of the area, is likely to be associated with an ornamental pond, although they could be the remains of a post-medieval moat (MCB30822).

2.2.15 The village of Great Stukeley contains a great many post-medieval buildings and monuments of historical interest, a number of which are Listed.

2.2.16 The park and gardens of Stukeley Park, a post-enclosure park associated with Stukeley Hall, are located *c.* 600m north-east of the site (12102).

2.2.17 Manor Farm, which is located *c.* 300m north-east of the site, is a 17th-century two-storey farmhouse with a timber-framed and weatherboarded barn, probably of early 18th-century date, to the south (02704).

2.2.18 At Cartwrights Farm, *c.* 1km north-east of the site, is a dovecote of possible 18th-century date. The square building is built of gault brick and has a peg-tiled, saddle back roof (10369).

2.2.19 The airfield of RAF Alconbury is located to the north of the village (CB15126). Built in 1938 as a satellite for RAF Wyton, the airfield initially had three runways. Until 1942, it was the base for 15, 40 and 156 Squadrons of the Royal Air Force. In 1942 the airfield was expanded to a 200ha. site, the length of the runways was increased, and 26 hardstanding loops were added. In 1943 a Strategic Air Depot was built on the east side of the site in the village of Little Stukeley, including engineering workshops and extra hardstanding. From 1942 onward the site was used by the 8th United States Army Air Force. The 93rd bomber group flying B-24 Liberators were the first American Unit at the base, from September to December 1942; they were followed by the 92nd Bombardment Group, nicknamed "Fame's Famous Few", operating B-17 Flying Fortresses. For a short time between April and June of 1943 they were joined by the 95th Bomber Group. On May 27th 1943, as aircraft were being armed, there was an accidental detonation of some of the 500 pound bombs, which killed and injured a number of men and destroyed or damaged 15 aircraft. In September 1943 the 92nd moved out to be replaced by 482 Bombardment Group's pathfinders, operating Flying Fortresses and Liberators. From March 1944 they concentrated on testing and training with radar devices. The depot to the east side of the site was run as a separate station by 2nd Strategic Air Depot. After World War Two the base continued to be used by the United States Air Force (Europe), flying F-4 Phantoms in the 1970s.

2.2.20 In 2024, an archaeological evaluation of the farmyard at Washingley Farm, *c.* 900m east of the site, identified a number of ditches and pits of 19th to 20th-century date, along with a Victorian structure shown on historic Ordnance survey maps that measured approximately 3.4m long by 1.2m wide (MCB33000; Thompson 2024). Although medieval pottery was recovered from a pit, it was considered residual as later post-medieval finds

were also recovered.

Undated

2.2.21 Approximately 750m north-east of the site, a rectilinear mound of unknown date is shown in the grounds of Stukeley Park on the First Edition Ordnance Survey map of Huntingdonshire dated to 1885 (02573), adjacent to another undated mound considered to be a building platform (02582).

2.2.22 Two areas of possible archaeological features are visible on aerial photographs *c.* 1km south-east of the site (MCB16939). The complexes comprise ditches on a common alignment and are thought to be pre-medieval in date. A concentration of ditch-type anomalies were detected in this area by a gradiometer survey, suggesting a series of enclosures. Within the enclosures, several pits and short ditch-type anomalies were also evident.

3 AIMS AND OBJECTIVES

3.1 The aim of the evaluation will be to assess the archaeological potential of the site by trial trenching. This will be achieved through the identification, sample excavation and recording of any archaeological remains that may be encountered by the evaluation and determining their extent, date, character and state of preservation. The results of the evaluation will assist CCCHET in determining the nature and extent of any mitigation works that may be required.

3.2 Where appropriate, soil samples will be taken for assessment, primarily to establish the palaeoenvironmental potential of the site but also to gain an insight into the range of activities (i.e. domestic, industrial, agricultural) that were undertaken at the site in the past.

3.3 To determine the significance of the results of the evaluation in a local, regional and national context (as appropriate), reference will be made to the East Anglian regional research agendas in the *East of England Regional Research Framework* (https://researchframeworks.org/eoe/).

4 METHODOLOGY

4.1 The evaluation will consist of the excavation of 4no. 30m trenches at 1.8m wide (a total of 120 linear metres), the locations of which are shown in Figure 2. There is a contingency for additional trial trenching (up to 20 linear metres), should this be required by CCCHET to clarify the nature and extent of any archaeological remains that may be revealed by the initial trenching.

4.2 Demolition of the existing building will be undertaken down to slab level in order to allow for the excavation of trial trenches within the footprint of (currently) standing building/s. Once the slab level is reached, the archaeological evaluation will be undertaken in its entirety.

4.3 Archaeological mitigation works may be required. These works, if needed, would be subject to a further *Design Brief* and WSI, with an ensuing mitigation stage of work on site and associated reporting and archiving. CCCHET will advise whether such mitigation works are necessary, where and why. This decision will be informed by findings within the trial trenches.

Survey and machine excavation

4.4 The trenches will be set out in accordance with the approved trench plan using Geomax Global Positioning System (GPS) equipment. Prior to machine excavation, the locations of each trench will be scanned with a CAT (Cable Avoidance Tool) to check for services. If necessary, trenches may be moved slightly from their agreed locations to avoid services and other site constraints that may be encountered (e.g., trees, vegetation etc.). Agreement will be sought from CCCHET if significant changes to the agreed trench plan are required.

4.5 Using a tracked 360-degree excavator fitted with a toothless ditching bucket, the overburden will be removed in level spits down to the surface of the geological substrate or first significant archaeological horizon, whichever is encountered first. A breaker may be required to peck out the concrete slab prior to trench excavation. The resultant spoil will be stored in temporary bunds adjacent to each trench.

4.6 Exposed archaeological features and deposits will be cleaned using hand tools to define their boundaries and extent within the trenches. Limits and locations of all trenches, pre-excavation and post-excavation plans of archaeological features and heights above Ordnance Datum (m OD) will be recorded using GPS equipment.

4.7 The trenches will only be backfilled with the agreement of CCCHET. The trenches will be

simply backfilled and tracked in by the machine; PCA will not be responsible for any specialist reinstatement.

Hand-excavation and recording

4.8 Field excavation techniques and recording methods are detailed in the PCA *Operations Manual I: Fieldwork Induction Manual* (Taylor and Brown 2009). All archaeological features and deposits will be investigated, unless agreed otherwise with CCCHET, to fulfil the project aims stated in Section 3 above.

4.9 Drawn records will be in the form of survey plans, drawn plans and section drawings of all excavated archaeological features at an appropriate scale (1:10, 1:20, 1:50), while all individual deposits and cuts will be recorded using PCA's tablet-based digital recording system linked to a Geographical Information System (QGIS) that will be used to interrogate the data.

4.10 Linear features will be investigated by means of slots excavated across their width and measuring at least 1m in length, positioned to avoid areas of intercutting/disturbance in order to provide uncontaminated finds assemblages. If stratigraphic relationships between features are not visible in plan, slots will also be positioned to determine inter-feature relationships, although care will be taken not to compromise the integrity of the archaeological record by excavating complex features or groups of features that would be better understood if they were investigated at the mitigation stage. Discrete features such as pits and postholes will be at least 50% excavated and when considered appropriate 100% excavated.

4.11 If buried soils are encountered during trenching, the trench strip depth should be raised to enable hand excavation in 1m square test pits on a grid along the trench to examine the artefact content and for sampling such old land surfaces soils. This could be on a 5m grid if the soils occur along the full length of the trench, or a suitable array of grouped test pits if the soils are found in discrete patches. The remaining soil layer should then be stripped out by machine or by hand accordingly.

4.12 Further trenching or deposit testing may be a requirement of the site monitoring visit if unclear archaeological remains or geomorphological features present difficulties of interpretation, or to assist with the formulation of a mitigation strategy.

4.13 Appropriate photographs of the archaeological remains encountered by the evaluation, supported by general photographs of the site, its setting and working shots, will be taken using high resolution digital cameras with an APS-C or larger sensor (minimum 18

megapixels). Graduated metric scales of appropriate lengths will be used as appropriate. Digital photographs intended for archive purposes will be high quality non-proprietary raw files (DNG) or TIFF images.

4.14 Artefacts and ecofacts will be collected by hand and retained, receiving appropriate care prior to removal from site (CIfA 2020; Brown *et al.* 2016).

Environmental sampling

4.15 Bulk soil samples will be taken, in consultation with the project's environmental specialist where practicable, in order to recover micro- and macro-biological environmental remains and other evidence for past domestic/industrial/economic activity. Particular interest will focus on the presence/absence of buried soil horizons, the character of deposits and their contents within negative features, palaeochannels and site formation processes.

4.16 Samples will be up to 40 litres in volume, where obtainable. Environmental sampling will be carried out in accordance with *Environmental Archaeology: A Guide to the Theory and Practice of Methods from Sampling and Recovery to Post-excavation* (EH 2011) and paras 3.4 to 3.11 of the *Brief* (CCCHET 2023). The results of the palaeoenvironmental, industrial residue and scientific assessments will be included in the evaluation report, a copy of which will be sent to the Historic England Science Advisor for the East of England.

4.17 If buried soils are encountered, the advice of a suitably qualified geoarchaeologist will be sought as to whether soil micromorphology or other analytical techniques will enhance understanding of depositional processes and transformations at the site. If so, suitable samples will be taken from relevant deposits or features for assessment and inclusion in the report. A hand-held auger will be used as appropriate to test features that cannot be excavated to their full depth due to safety constraints. If necessary, stepping of trenches may be required to investigate deeper deposits at depth (over *c.* 1.2m).

4.18 Finds from the topsoil and subsoil will be collected by hand-sorting through *c.* 90 litres of soil (a machine bucket's contents) from the deposit at either end of the trench. Finds bags will be labelled so that the location of the recovered material can be plotted, and any spatial distribution patterns identified.

Metal detecting and Treasure

4.19 The spoil heaps, the bases of the trenches (regardless of the presence of any archaeological remains) and the trench sides will be scanned with a metal detector by an experienced detectorist to maximise the recovery of metal objects. The metal detector will not be set to discriminate against iron.

4.20 Any finds that could be considered Treasure under the terms of the Treasure Act 1996 (as amended by the Treasure Designation Order 2002 No. 2666), made during the process of fieldwork or post-excavation, will be immediately reported to the Finds Liaison Officer of the Portable Antiquities Scheme at the Cambridgeshire Historic Environment Team office, using the Cambridgeshire County Council's online form[1]. In line with the Act, CHET, the client and the landowner will also be notified in this time frame. Where removal cannot be affected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.

Human remains

4.21 If human remains are encountered, CCCHET, Pegasus Group and the client will be informed immediately. Except under particular circumstances, human remains will be left *in situ,* with hand-excavation limited to confirming the identification of human remains and the interpretation of the feature, without disturbing/recovering any human bone.

4.22 No further excavation will take place unless removal becomes necessary and will only be carried out in accordance with all appropriate Environmental Health regulations and only after a Ministry of Justice license has been obtained. Excavation may be required where the remains are under imminent threat or dating/preservation information is required for costing purposes.

Monitoring

4.23 Pegasus Group will be responsible for notifying CCCHET of the proposed start date at least ten working days in advance of the commencement of fieldwork, allowing sufficient notice to arrange a monitoring meeting. PCA will keep Pegasus Group updated on developments both during the site works and subsequent post-excavation work so that CCCHET can be kept informed.

[1] https://www.cambridgeshire.gov.uk/asset-library/guidance-for-completing-treasure-receipts-for-archaeological-treasure-ca.pdf [Accessed 11/12/2023]

5 ACCESS AND SAFETY

5.1 Permission to access the site will be arranged by the client or the Principal Contractor so that the field team can start work promptly on the first day of their arrival at site. It is expected that there will be suitable, safe access to the site, and it will be suitably clear of vegetation, rubble and other obstructions to allow the free movement of plant and the excavation of the trenches.

5.2 Welfare facilities will be provided by the client for the use of PCA site staff, sub-contractors and visitors.

5.3 All excavations will be secured with orange netlon fencing. Trenches excavated to depths greater than 1.2m will be stepped, where it is safe to do so, although such depths are not anticipated at this site. With the agreement of CCCHET, sondages may be excavated by machine to test deep deposits (e.g. quarry pits, ponds), provided the trenches are stepped to make the trench sides safe.

5.4 All relevant health and safety legislation, regulations and codes of practice will be respected. The Health & Safety policies will be those of PCA and will be in accordance with all statutory regulations. A site-specific *Risk Assessment and Method Statement* (RAMS) will be prepared before fieldwork commences and all staff will be briefed on the content of the RAMS at an induction that they will be required to attend on arrival. If present on site during the evaluation, the Principal Contractor may require PCA site staff, sub-contractors and visitors to attend their own site induction.

5.5 There is a duty of care for the client to provide all information reasonably obtainable on contamination, environmental constraints (e.g., Tree Protection Orders, controlled invasive species) and the location of live services before site works commence.

6 TIMETABLE AND STAFFING

6.1 The project will be managed by [redacted] MCIfA, Senior Project Manager, and the fieldwork will be directed by [redacted], Project Supervisor assisted by up to two Site Assistants drawn from PCA's team of qualified and experienced staff, as required.

6.2 The duration of the evaluation is estimated at three days (including backfilling), although additional days may be required if significant archaeological remains are encountered. Working days are based on a 5-day working week, Monday to Friday, 8am–4pm.

6.3 The provisional start date for the fieldwork has yet to be arranged but is likely to be in the autumn of 2025. The consultant will confirm the start date with CCCHET at least ten working days before fieldwork commences.

6.4 Where required, the following PCA specialists may be invited to advise on aspects of the project and contribute to the excavation report:

[redacted]–worked flint
[redacted]–medieval pottery
[redacted]–medieval pottery and clay pipe
[redacted]–Roman pottery
[redacted]–prehistoric pottery
[redacted]–CBM/stone
[redacted]–animal bone
[redacted]–environmental remains

6.5 Other specialists may be consulted, depending on the types of artefacts recovered or the nature of the deposits encountered by the excavation. A full list of specialists currently used by PCA is presented in Appendix 1. Illustrations will be prepared by the PCA Graphics Department.

7 REPORTING

7.1 Following completion of all fieldwork, all artefacts and environmental samples will be processed, assessed, conserved and packaged in accordance with PCA guidelines (Brown *et al.* 2016). The MPRG's *A Standard for Pottery Studies in Archaeology* (Barclay *et al.* 2016) will be adhered to. Post-excavation tasks and report writing will take four weeks to complete following the end of fieldwork. Specialists will be employed for consultation and analysis as necessary. Finds recording shall be carried out in a manner compatible with existing typological series for Cambridgeshire, particularly in respect of pottery and ceramic tiles.

7.2 An illustrated report on the investigation will be prepared to present the results of the fieldwork and the assessment of the artefacts and palaeoenvironmental samples. The report will include: a non-technical summary; an archaeological and historical background to the site, supported by relevant historical maps; a description of the methodology employed; plans and sections showing the location and extent of any archaeology encountered; a site narrative, with a discussion of the archaeological results; an assessment of the impact of the proposed groundworks on the significance of any archaeological remains; specialist reports; photographs supporting the text.

7.3 Contingency will be made for the publication of results. The minimum requirement will be for an appropriate note to be made available in the *Archaeology in Cambridgeshire* section of the journal *Proceedings of the Cambridge Antiquarian Society*.

7.4 The unique site code for this project (**ECB 7573**, the Event Number issued by CHER), will be clearly indicated on relevant ensuing reports and on the OASIS data collection form.

7.5 Following comment from the client, draft copies of reports resulting from the project (either in .pdf or .doc format) will be submitted to CCCHET for approval. On approval, one hard copy will be submitted to the CHER and one copy will be included in the site archive. Digital versions of the approved report (either in .pdf or .doc format) will be sent to the CHER.

7.6 A summary of information from the project will also be entered onto the OASIS online database of archaeological projects in Britain (http://ads.ahds.ac.uk/project/oasis) and an OASIS summary form will be included in all reports.

7.7 The archaeological advisory and planning role of CCCHET will be acknowledged in any report or publication generated by this project.

8 OWNERSHIP OF FINDS, STORAGE AND CURATION OF ARCHIVE

8.1 The site will use the CHER Event Number as a unique identifier (**ECB7573**). This reference will be used to identify the archive (including finds, paper and digital archive). It will be cross-referenced with any reports and the OASIS data collection form.

8.2 All artefactual material will be held in storage by PCA until signed agreement (*Deeds of Transfer Agreement)* has been obtained from the client (as 'landowner') over the transfer of ownership of archaeological finds to the Cambridgeshire Archive Facility.

8.3 The project archive shall be compiled in accordance with the advice contained in *Deposition of Archaeological Archives in Cambridgeshire* (Croft *et al.* 2020), Archaeological Archives Requirements for Post Excavation Assessment (CCCHET 2017), Guidelines for the Preparation of Excavation Archives for Long Term Storage (UKIC 1990), *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (CIfA 2020) and *Standards and Guidance in the Care of Archaeological Collections* (Society for Museum Archaeology 2020).

8.4 A copy of the report will accompany the archive when it is deposited with the Cambridgeshire Archive Facility. The site's digital archive will be deposited with the Archaeology Data Service or another publicly accessible CoreTrustSeal certified repository on completion of the archaeological programme.

8.5 The CHER is registered with the Online Access to Index of Archaeological Investigations (OASIS) project. PCA will provide appropriate details relating to this project by completing the OASIS form at http://ads.ahds.ac.uk/project/oasis, in accordance with the guidelines provided by Historic England and the Archaeology Data Service. The report will include a downloaded version of the completed OASIS form and will be submitted to CHER via the OASIS V website within two weeks of approval. An online OASIS record has been initiated (**preconst1-532665**).

8.6 All data will be gathered, collated and stored in accordance with PCA's data management plan (Appendix 2).

9 INSURANCES

9.1 Pre-Construct Archaeology Ltd is covered by is covered by the following insurances:

- Public & Products Liability £5,000,000 with £5,000,000 Excess Layer (Aviva Insurance Ltd. & Zurich Insurance Ltd.), Policy nos: 000133 & PC00788;
- Employers Liability £10,000,000 (Aviva Insurance Ltd.) Policy no: 000133;
- Professional Indemnity £5,000,000 (Hiscox Underwriting Ltd.). Policy no: PL-PSC10002112906/00;
- Hired in Plant and Equipment £500,000 (Aviva Insurance Ltd.) Policy no: 000133.
- Unmanned Aircraft Systems £5,000,000 (Tokio Marine Kiln Ltd.) Policy no: B0831TMKDRO2020/8688.

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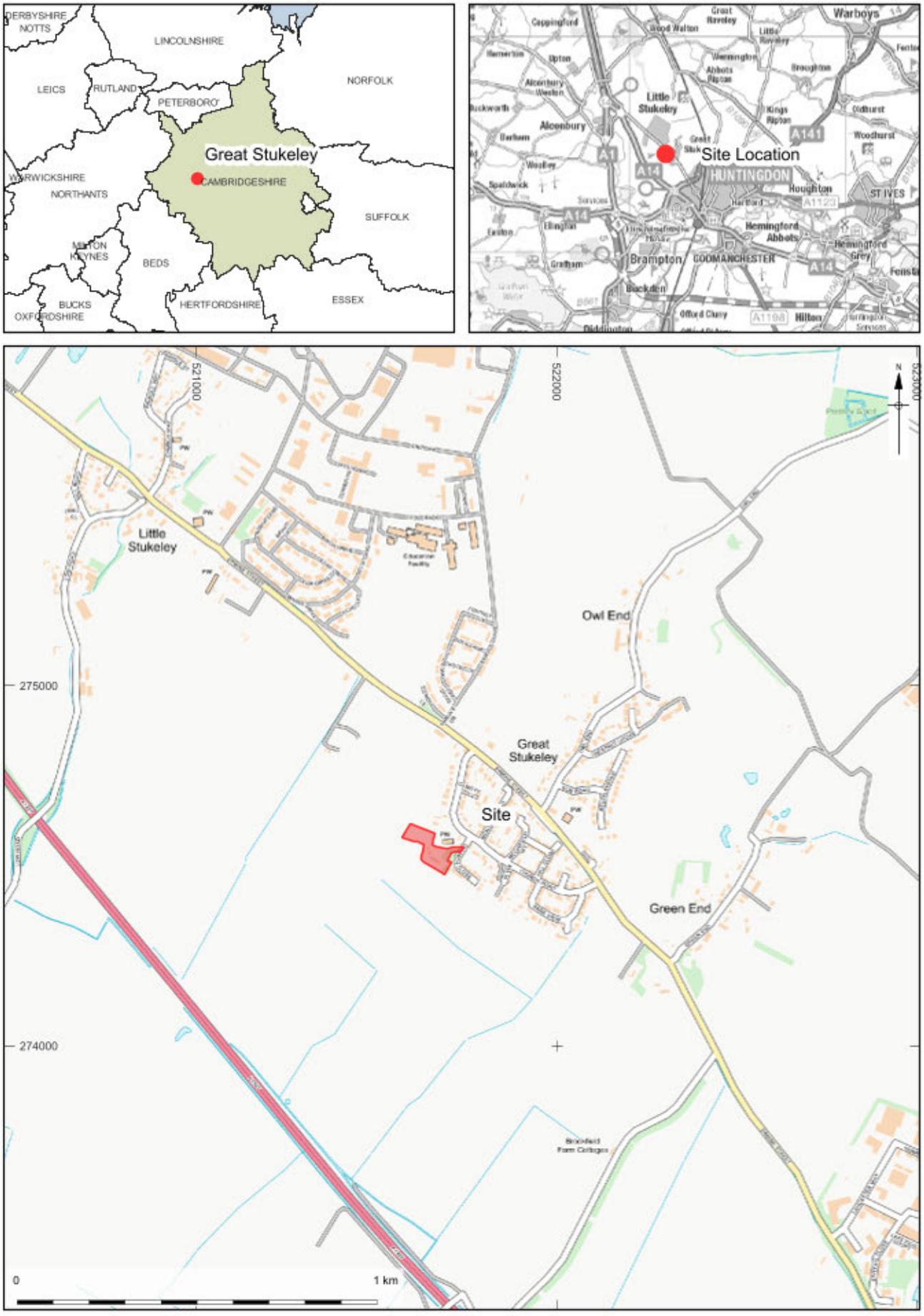
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Figure 1
Site Location
1:2,000,000, 1:250,000, 1:15,000 at A4

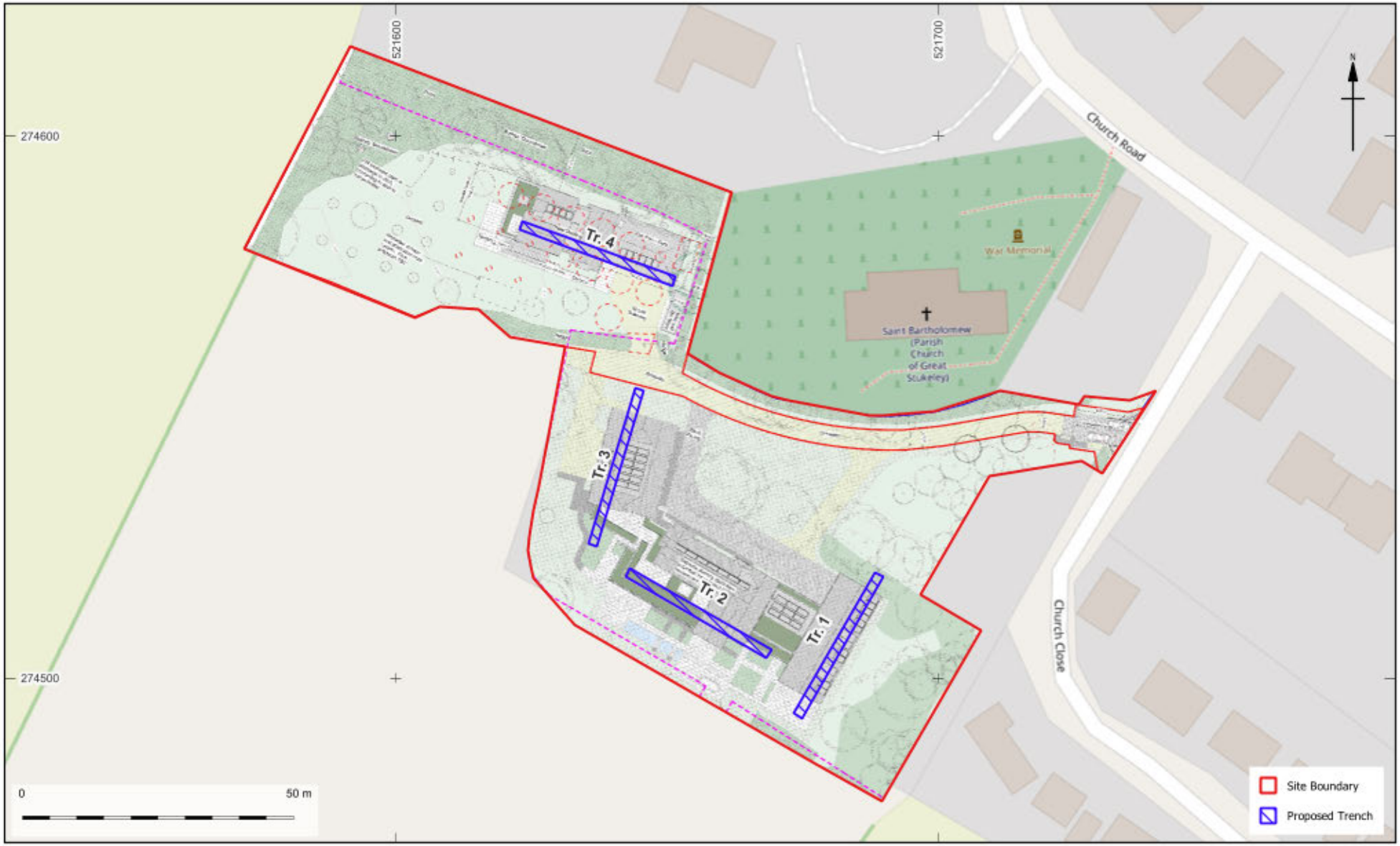


Figure 2
Proposed Trenches
1:1,000 at A4

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APPENDIX 1: FINDS, ENVIROMENTAL AND OTHER SPECIALIST SERVICES

Prehistoric Pottery:

Roman Pottery:

Post-Roman Pottery:

Clay Tobacco Pipe:

CBM:

Stone & Petrological Analysis:

Glass:

Coins:

Inscriptions & Graffiti:

Animal Bone:

Lithics (inc Palaeolithic):

Osteology:

Timber:

Leather:

Small Finds:

bone),

Metal slag:

Textiles:

Conservation

(Colchester Museums)

Dendrochronology:

Archaeomagnetic dating:

Environmental:

University of Reading

Documentary Research:

Industrial Archaeology:

Finds Illustration:

Metal Detecting:

APPENDIX 2: DATA MANAGEMENT PLAN

Section A: Project Information			
HER# (Site Code):	ECB7573	Other Site Codes	N/A
Full Site Location	Land at 21 Church Road, Great Stukeley, Cambridgeshire PE28 4AP		
OASIS ID:	preconst1-532665	K-Code:	K9434
Museum Acc. #	tbc	NGR #	TL 21629 74556
Planning Ref #:	24/01734/FUL and 25/00394/FUL	Planning Authority	Huntingdonshire District Council
DMP Written	28-3-2025	DMP Last Updated	
Project Manager/ Primary Contact:	[redacted]	Project Type:	Evaluation
Client:	Pegasus Group	Site Supervisor:	[redacted]
Data Sharing Agreement in Place?	tbc		
Data Management Responsibility	Pre-Construct Archaeology Limited	Who will take possession of the generated data at the end of the project	Archaeology Data Service (ADS)

Section B: Estimated Volume of Data			
File types generated as part of the project archive by PCA:			
Data Type	Format	Estimated Volume	Details/Comment
Spreadsheets	Excel (.xlsx), .csv	512MB	
Database	Access (.accdb)	512MB	
Text/Documents	.pdf, Word (.docx)	512MB	
Images	.jpeg, .png, .DNG	4GB	
Graphics	.dwg,	512MB	
GIS	.shp	512MB	
Will existing or external data be utilised?			YES

If yes, list type of data and source:

Data Type	Format	Estimated Volume	Source	Details/Comment
Images	.jpeg, .png, .DNG			
Graphics	.dwg,			
Text/Documents	.pdf, Word (.docx)			

Section C.: Data Acquisition, Processing, and Analysis

What methods and data standards will be undertaken?

Field data will be collected through digital and analogue means as set out within the project design. All data that will be collected will aim to work to best practice guidelines as outlined by CIFA and the ADS whenever possible and will be updated as the project progresses, or as guidance is modified. It will also conform with the requirements of Deposition of Archaeological Archives in Cambridgeshire 2020.

What file naming/structure is in place and how will version control be maintained? Display example below.

Example file name: PCA_ECB6240_BRADLEY ROAD_EVAL_MH_rev1
Key: PCA (Organisational identifier) ECB6240 (site code) BRADLEY ROAD (Site name) EVAL (report type) MH (author identifier) rev1 (version control identifier)

The project archive will be stored in a project specific folder, with sub folders being utilised to further sub-classify data as appropriate (e.g. databases, photos, reports, etc.).

What Quality Assurances of the data are in place?

All digital instruments used to capture data on site and during post-ex (e.g. cameras, GPS/RTK units, etc.) will be appropriately calibrated and checked to be in full working order prior to fieldwork and subsequent analysis to ensure accurate data capture. Site records and data will be reviewed during project delivery to guarantee all digital data is both secure and correct.

Section D: Documentation and Metadata:

How can the data be read?

Data collected during the course of the project will include standard formats as listed within section B.

What documentation and metadata will be provided when the data is archived?

A catalogue of the digital archive, material archive, paper archive, and the supporting metadata will be provided to the digital repository

Section E: Ethics and Legal Compliance:
How can the identity of individuals be protected if required
Personal data will be removed from the digital archive prior to deposition, and permission to include personal data will be gained during the project if required.
Is the data GDPR 2018 compliant?
All digital archive data is compliant with GDPR as outlined within PCA's GDPR policy.
Who owns the data generated during the course of this project?
Copyright for all data generated or collected by the project team belongs to PCA. However, if external data is utilised, formal permission or licences will be obtained prior to use, and correct citation given during reporting and when archived. Any licences agreed with external parties will be included within the project archive.

Section F: Storage and Backup:
Is sufficient storage in place?
All project data will be held on a server based at our regional office. The server has sufficient space to hold all data generated during the project.
What backups are in place?
Project data will be stored on a companywide intranet and on servers located at our regional office.
What data security is in place?
All project data is restricted by permission-based access and single factor authentication. The only exception to this is when external finds or data specialists are consulted, with only files pertinent to their role are shared directly.

Section G: Selection and Preservation:	
Which data will be selected for inclusion within the project archive?	
Selection of data that will be included within the project archive will be informed by the WSI, Project Brief, research aims, and specialist recommendations. All data selected for preservation will be logically named, identified, and structured, and will adhere to the formats listed in section B. Any deselected data will be deleted after deposition with the ADS or relevant archival repository.	
What is the long-term preservation plan for the project dataset?	
The digital archive will be deposited with the ADS.	
If this is a larger project, has the ADS been contacted regarding accession of the project dataset?	NO
Has the Museum or depository been contacted	NO

Section H: Data Dissemination:
How will the dataset or parts of it be shared?
The final project report will be uploaded to the HER via OASIS and subsequently released onto ADS's report library.

Additionally, the report will be published either through a full publication, or as a note in the regional archaeological journal. After deposition of the digital archive, the ADS and relevant depository are able to share the data under licence.

Section I: Responsibilities:		
Who will manage the data?		
The project manager will be responsible for implementing the data management plan and its security.		
Roles and Responsibilities:		
Action	Responsible Person(s)	Details/Comment
Field Data	Field team	Including initial storage and backup
Data Analysis and Interpretation	Site Supervisor/Project Manager	
Data Archiving	Archives Officer	
Data Dissemination	Project Manager/Archives Officer	Archives officer will be responsible for uploading report onto OASIS.
GDPR Compliance	Project Manager/Archives Officer/ IT Specialist	
General Data backup	IT Specialist/Archives Officer	

PRE-CONSTRUCT ARCHAEOLOGY 30 years

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