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**R.H. WATERWORTH LTD**

# CHESTERTON LODGE, MANOR FARM, GREAT NORTH ROAD, CAMBRIDGESHIRE

## WRITTEN SCHEME OF INVESTIGATION (PROJECT DESIGN) FOR AN ARCHAEOLOGICAL EVALUATION

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# R.H. WATERWORTH LTD

# CHESTERTON LODGE FARM, GREAT NORTH ROAD, CAMBRIDGESHIRE

# PROJECT DESIGN FOR AN ARCHAEOLOGICAL EVALUATION

# NOVEMBER 2024

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# 1 INTRODUCTION AND CONTEXT HISTORY

1.1.1 Wardell Armstrong LLP (WA), a Registered Organisation with the Chartered Institute for Archaeologists (CIfA), has been commissioned by R. H. Waterworth Ltd (hereafter referred to as 'the Client') to prepare a Written Scheme of Investigation (WSI) for an Archaeological Evaluation at Chesterton Lodge, Manor Farm, Great North Road, Chesterton, Cambridgeshire PE7 3UE (hereafter referred to as 'the Site'). The Site is centred on NGR: TL 11709 95847 (Figure 1).

1.1.2 The Huntingdonshire District Council planning authority (HDC) was placed a condition (No. 6) on planning consent 24/00617/FUL requiring a program of archaeological work in accordance with a WSI. The proposed development comprises the demolition of an existing farmhouse and outbuilding and the erection of two dwellings with associated parking, access and amenity space.

1.1.3 Historic Buildings Recording is also required at the site, prior to any alterations of and before the demolition of the existing farmhouse; a separate WSI has been prepared for this work. Only after completion of the HBR and approval of the HBR report, may demolition to slab level commence.

1.1.4 Demolition must be to slab level only. Following demolition, the archaeological evaluation can commence.

1.1.5 Lewis Busby, of the CCCHET, produced a Brief (CCCHET 2024) confirming that the scope of the required archaeological work should first consist of a programme of linear trial trenching, or test-pitting in confined areas, to adequately sample all expected construction impacts within the development area.

1.1.6 The Evaluation will follow a Level 3 Historic Building Recording (HBR) of the buildings currently on site. A separate Brief and WSI have been produced for the HBR.

1.1.7 This document provides a methodology for the archaeological trial trench evaluation of the Site only; **this document will NOT result in the discharge of the archaeological condition.**

1.1.8 The WSI addresses the requirements of the Brief, and conforms to the guidelines and standards laid down in the following documents:

- *Management of Archaeological Research Projects in the Historic Environment (MoRPHE).* Historic England: London (HE 2015a).
- *Standards and guidance for archaeological field evaluation (*CIfA 2023a & b).

- *Code of Conduct: Professional Ethics in Archaeology.* Chartered Institute for Archaeologists: Reading (CIfA 2022).
- *Standards for Field Archaeology in the East of England.* East Anglian Archaeology Occasional Papers 14 (Gurney 2003).
- *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials.* Chartered Institute for Archaeologists: Reading (CIfA 2020a).
- *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives*. Chartered Institute for Archaeologists: Reading (CIfA 2020b).
- *Deposition of archaeological archives in Cambridgeshire. Version 5. (Cambridgeshire County Council 2020).*

1.1.9 The results of the trial trenching will determine the extent, character and significance of archaeology present and will allow the scope of any mitigation, such as full excavation or monitoring of development groundworks, to be defined by CCCHET.

1.1.10 In the event that further stages of archaeological fieldwork are required it is expected that a new WSI or Project Design (PD) will be issued for each stage of work in response to a new CCCHET Brief. Multiple WSI's/PD's may be required depending on the sequence of fieldwork, archaeological findings and research objectives. Any archaeological investigation should be undertaken in accordance with the above cited guidance and the additional guidance referenced below:

- *Standard* and *Guidance for archaeological excavation.* Chartered Institute for Archaeologists: Reading (CIfA 2023c & d).
- *Standard* and *Guidance for archaeological monitoring and recording.* Chartered Institute for Archaeologists: Reading (CIfA 2023e & f).

1.1.11 For client information all further works will incur additional fees and each WSI/PD, which will set out the scope and extent of specific required additional work, will form a document against which a subsequent cost estimate can be acquired.

# 2 BACKGROUND

## 2.1 Location and Geological Context

2.1.1 The Site lies within the parish of Chesterton, which is located with the district of Huntingdonshire and the county of Cambridgeshire. The village of Chesterton is situated at the western extent of the city of Peterborough, whilst the settlement of Alwalton is located 1.6km to the east. The Site, however, lies 1.1km to the north-west of Chesterton village and 1.75km to the south-east of the village of Water Newton. The north-west to south-east aligned route of the A1 Great North Road is situated 1.35km to the east, as well as 850m to the north, of the Site.

2.1.2 The Site forms part of the complex of Chesterton Lodge Farm, which is accessed from the south-east via a long farm drive located off the northern frontage of Oundle Road. The Site consists of the eastern section of the farm complex, specifically comprising the extant, detached dwelling of Chesterton Lodge Farmhouse, its surrounding garden and an outbuilding to its north. Further west and north-westwards of the Site stand modern agricultural sheds. It is proposed to demolish the existing farmhouse and outbuilding, and erect two dwellings with associated parking, access and amenity space (Huntingdonshire District Council (HDC) planning application Ref. 24/00617/FUL).

2.1.3 The Site is situated within the floodplain of the River Nene, which flows eastwards 1.05km to the north-east of the Site. Billing Brook, which is a tributary of the River Nene, also flows northwards only 380m to the west, whilst a well is situated just beyond the Site's southern boundary. The surrounding relief is therefore variable, sloping both down to the river in the north-west and the brook to the west. However, the Site is situated upon an outcrop of higher ground at approximately 26m AOD, rising to a spot height of 28m AOD located 390m to the south-east of the Site.

2.1.4 The Site lies upon a solid geology of Cornbrash Formation limestone, which dates to the Jurassic period (BGS 2024), whilst its drift geology remains undefined. Soils of the area comprise those of the Sherborne association, which are described as shallow well drained brashy calcareous clayey soils over limestone, which are associated with slowly permeable calcareous clayey soils (SSEW 1983).

## 2.2 Historical and Archaeological Background

2.2.1 Early occupation of the Nene valley is attested by finds of Palaeolithic implements in secondary post-glacial deposits on the Nene gravel terraces. Within the vicinity of the

Site, however, early prehistoric activity is relatively limited, with only a single Levallois core, which dates to the Palaeolithic period, found at Water Newton and approximately 950m to the north-west of the Site (CHER 01928). A Mesolithic flint core and four flint flakes are also known from the Chesterton and were found beside the A1 Great North Road and 900m to the north-east of the Site (CHER 07852).

2.2.2 The later prehistoric period is represented in the Chesterton and wider area by a large number of ring ditches, which are commonly judged to date to the Bronze Age (CHERs MCB17580, MCB17581, MCB17582, MCB17584, MCB17585, MCB17593, MCB17594, MCB17595, MCB17596, MCB17597, MCB17598, MCB17601 & MCB17603). The majority of the ring ditches are situated to the north-north-east of the Site and within the Scheduled Monument extent of the Roman settlement of *Durobrivae* (NHLE 1021429). Further Iron Age to Roman cropmark enclosures and ditches associated with the same Roman settlement lie to the north-west of Water Newton Bridge and almost 1km to the north-west of the Site (CHER 09091), whilst further Iron Age to Roman enclosures, trackways and ring ditches are recorded to the east of Water Newton (CHER MCB32016).

2.2.3 The Site lies in an area of high archaeological potential, situated only 400m to the south-south-west beyond the nationally important Scheduled Monument extent of the Roman settlement of *Durobrivae* (NHLE 1021429), which occupied an important crossing point of the River Nene. The Scheduled extent includes the buried and surviving earthwork remains of the fort and Roman walled town, its west, south and east suburbs and extramural cemeteries, as well as the buried remains of earlier prehistoric structures. The Roman settlement of *Durobrivae*, also known as The Castles (CHER 01877), includes a Roman villa partly excavated by Edmund Tyrell Artis, who was house steward to Lord Fitzwilliam, in 1826 (CHERs 01710 & 04457), Roman buildings located to the south of Great North Road (CHER 02073), two 3rd century milestones (CHER 01871), the possible site of a Roman house (CHER 01876), as well as a Roman cemetery along Ermine Street (CHER 04320).

2.2.4 The Scheduled Monument of *Durobrivae* has also yielded a vast number of Roman remains, including Roman stone coffins (CHERs 04319 & 07669), iron works (CHER 05707), tessellated and mosaic floors and hypocausts (CHER 09094), kilns (CHER 09095), and pottery (CHER 09170a). The cropmarks of a large multiple ditched Roman fort and two camps have been identified on aerial photographs (CHERs 05316 & 09093). More significantly, *Durobrivae* is the location of a hoard of Roman gold coins

found in 1974 (CHER 01866) and the Water Newton Treasure, which is an international import Romano- British Christian silver hoard comprising the earliest group of Christian religious silver from the whole Roman Empire (CHER 01867).

2.2.5 The Roman settlement of *Durobrivae* stood along the course of the north-west to south-east aligned Roman Ermine Street (CHER CB15034), which now comprises the A1 Great North Road. Sections of further Roman roads branching from Ermine Street are also recorded at Water Newton and to the north of the Site (CHERs 01577, 09092, 09094A, 09123, 09168, 09175 & MCB29403). This road network locates the Site only 140m to the south of the intersection between two Roman roads; namely a road, that also incorporates an enclosure, heading south-westwards from *Durobrivae* (CHER 09168), and another visible as a cropmark and parchmark on a north-west to south-eastern alignment only 195m to the north-east of the Site (CHER 09175).

2.2.6 Beyond the extent of *Durobrivae,* Roman remains are also known from Manor Farm, which lies in Chesterton and 800m to the south-east of the Site. The finds include a Roman coin found in 1889(CHER 00965), and Roman metalwork comprising a bronze key, ring, buckle and six coins discovered in 1880 (CHER 01604). In 1920, a stone coffin of probable Roman date was also found in a field on the western side of the A1 Great North Road, and thus 600m to the north-east of the Site (CHER 01607). It is also possible that undated cropmarks located in the field to the immediate east of the Site (CHER 09096) may prove to be Roman in date and relate to the aforementioned Roman road (CHER 09175). The cropmarks are currently described as parts of two enclosures and associated ditches.

2.2.7 There is evidence for the continuity of settlement of *Durobrivae* into the Anglo-Saxon period, as attested by the discovery of a Saxon bronze spoon handle from *Durobrivae* (CHER 01877a). Both Roman and Saxon features, specifically a ditch, gully, pit and wall, were recorded during an archaeological investigation to the east of Mill Lane in Water Newton and almost 1km to the north-north-west of the Site (CHER CB15353). A Saxon and medieval settlement has been identified at Water Newton, where excavations in 1958 revealed evidence of late Saxon structures and 13$^{th}$ century stock enclosures (CHER 01578). A possible Anglo-Saxon cemetery has also been identified to the north of the A1 Great North Road and 970m to the north of the Site (CHER 09171). Whilst there are no Anglo-Saxon remains from the immediate Chesterton area, as opposed to Water Newton, place-name evidence nevertheless takes the Old English form from '*ceaster*' and '*tun*' in reference to the Roman camp enclosure (Mawer & Stenton

1926).

2.2.8 By 1086, Domesday Book records Chesterton as a sizable settlement with a population of 21 households (Williams & Martin 1992). It is also listed under two owners; forming part of the lands of Count Eustace (of Boulogne) and that of Eustace the sheriff. The latter manor included a priest in Chesterton (Page, Proby & Inskip Ladds 1936), which includes a Norman origin for St Michael's Church, which stands in Chesterton and almost 1km to the south-east of the Site. The extant Grade I listed church, however, dates only to the 12th century (CHER MCB17087; NHLE 1130089). Medieval gravestones are recorded in the vicinity of St Michael's Church (CHER 01606), whilst medieval lead weights and a possible moat are also within Chesterton village (CHERs 07841 & 01603). The majority of medieval remains, however, refer to cropmark remains of ridge and furrow through the parishes of both Chesterton and Water Eaton (CHERs 01442, 01577, 01602, 01605, 08749, MCB30390), with attests to their agricultural predominance.

2.2.9 The post-medieval period witnessed the continued dominance of agriculture in the Chesterton area. Farming in Chesterton was dominated by Manor Farm, which stands 800m to the south-east of the Site and includes a post-medieval barn (CHER MCB26979) and where an archaeological evaluation identified two stone wall foundations of a possible post medieval date (CHERs MCB26976, ECB5472 & ECB5482), as well as 19th century barns (CHER MCB26978) and a Grade II listed stable range (CHER MCB26977; NHLE 1237958).

2.2.10 Within Chesterton, the post-medieval period is also represented by a smithy and a pond along Oundle Road (CHERs MCB25028 & MCB26975), whilst the Grade II listed The Manor House at Water Newton and 1km to the north-north-west of the Site is a former farmhouse and inn dated to the early to mid 18th century (CHER 01582; NHLE 1274401). The Alconbury to Wansford Turnpike Trust, which was responsible for the Great North Road to the north-east of the Site, was created by Act of Parliament in 1710 (CHER MCB31379). The early modern period is documented only in the Water Newton area, as presented by the Grade II listed buildings of a gazebo and garden boundary wall to south of Mill Farmhouse, a boundary post east of Water Newton Bridge, and No. 2 Great North Road (NHLEs 1222424, 1237951 & 1237952), as well as a blacksmith's workshop (CHER MCB17591).

2.2.11 The Site comprises the detached dwelling of Chesterton Lodge Farmhouse, which stands at the eastern extent of the Chesterton Lodge complex. The CHER database

records the extant building as a 19th century farmhouse (CHER MCB25029), which is recorded on 1st edition Ordnance Survey map of 1885 as '*Lower Lodge*'. Although the early history and development of '*Lower Lodge*', later Chesterton Lodge, is relatively unknown, the farm is clearly depicted on the Ordnance Survey surveyors drawing of 1814, which, despite its small-scale, shows a standing building within the immediate vicinity of the extant farmhouse.

2.2.12 The 1st edition Ordnance Survey map of 1885 clearly depicts the Chesterton Lodge Farmhouse at the eastern extent of the 'Lower Lodge' farm complex, yet with the associated farm building is much greater proximity to the farmhouse than the present modern farm sheds. In 1885, the farmhouse was abutted to the north-west by a large L-shaped farm range, which stood between the farmhouse and the outbuilding to its north, which is included within the Site. To its south, the farmhouse in 1885 was abutted by a small, narrow range, which similarly formerly stood within the Site, whilst the remainder of the Site consisted of associated grounds with a pond located to the immediate south-west of the Site.

2.2.13 The 2nd edition Ordnance Survey map, which dates to 1901, depicts no visible changes or alterations to the Site and the wider '*Lower Lodge*' complex in the late 19th century. On 24th September 1902, however, an advertisement in the *Peterborough Advertiser* reveals that the tenancy with possession was offered for '*Chesterton Lower Lodge Farm*' in consequence of the recent death of Mr Edmund Porter (the tenant). In 1902, the farm was described as comprising 131 acres of arable and 238 acres of pasture, with homestead and two cottages. By July 1905, '*Lower Lodge Farm, Chesterton*' was advertised for sale as part of the wider Orton Longueville estate, Peterborough (Historic England Archive Refs. SC00504 & SC00505). The property was advertised for sale by auction once again in July 1913 (Huntingdonshire Archives Ref. 1889/89). A notice in the *London Evening Standard* dated Wednesday 9th July 1913 reveals that '*Lower Lodge*', consisting of 374 acres 3 perches, formed Lot 3 of the wider Haddon and Chesterton Estates.

2.2.14 Despite the changers of ownership, the 3rd Ordnance Survey map, which dates to 1926, depicts very limited change to the Site and the wider '*Lower Lodge*' complex. The farmhouse remained unaltered, yet the former small, narrow range that abutted it in 1885 – 1902 had been reduced in size to form the small outbuilding that still stands in the southern section of the Site. In particular, the large L-shaped farm range, which stood between the farmhouse and the outbuilding to its north from at least

1885, still abutted the north-western corner of the farmhouse in 1926. Similarly, the same layout of buildings remained in all the Ordnance Survey maps dated 1958, 1964 and 1970. By 1970, however, modern farm sheds had been established further westwards of the original farm complex, whilst a small, single-storey outbuilding to the immediate north-east of the farmhouse had been incorporated into the footprint of the building (PPS 2024).

2.2.15 An aerial photograph dated 2020 (EH Ref. HEA_S3336_V_0155) confirms that the former large L-shaped farm range that once abutted Chesterton Lodge Farmhouse was demolished at some point between 1970 and 2020, replaced by further modern farm sheds to its west and north-west. The Planning, Design and Access Statement (PPS 2024) indicates that Chesterton Lodge Farmhouse was historically subdivided and occupied by two families as separate self-contained units, which were divided between the western and eastern portions of the building, but has since been amalgamated as one unit. The farmhouse comprises a predominantly three storey structure constructed of orange/red pre-industrial brick with a tiled pitched roof, external chimney stack (PPS 2024) and coped gables and likely to be of 18th or very early 19th century date (Jessica Cooper-Dunn, Archaeological Officer comments). Despite later unsympathetic alterations, Chesterton Lodge Farmhouse is nevertheless regarded as a non-designated heritage asset on the basis of its historical and archaeological interest (*ibid.*).

## 3 AIMS AND OBJECTIVES

3.1.1 The purpose of the requested trial trenching is to investigate the potential of the historic and archaeological resource and, where present, to determine the location, date, extent, character, condition significance and quality of any archaeological remains liable to be threatened by the proposed development. The results of the trial trench investigation will determine the scope of further pre-application investigation or mitigation work if a planning application is granted consent.

3.1.2 The general aims of the archaeological trial trenching are to:

- determine the presence or absence of buried archaeological remains within the specified targeted areas of the site;
- determine the character, date, extent and distribution of any archaeological deposits revealed as well as their potential significance;
- determine levels of disturbance to any archaeological deposits from later building and landscaping activities;
- determine the likely impact on any archaeological deposits present from the proposed scheme; and
- disseminate the results of the fieldwork through an appropriate level of recording.

3.1.3 Specific aims referenced within the Brief are to determine:

- the presence/absence of palaeosoils and old land surface soils/deposits;
- the character of deposits and their contents within negative features;
- palaeochannels; and
- site formation processes generally.

3.1.4 Dependent upon the results of the archaeological trial trenching, research objectives presented in the East of England Regional Research Framework (RFN 2021, Medlycott 2011) should be acknowledged.

# 4 ARCHAEOLOGICAL EVALUATION: METHOD STATEMENT

## 4.1 Introduction

4.1.1 The project will be directly managed by a full Member of the Chartered Institute for Archaeologists (Rhodri Gardner MCIfA) or an archaeologist of equivalent standing.

4.1.2 The project will be undertaken according to the brief and WSI. It will also be undertaken in accordance with the *Code of Conduct* of the Chartered Institute for Archaeologists. The investigation will adhere to the CIfA's *Standard for field evaluation* (2023a).

## 4.2 Monitoring and Liaison

4.2.1 A minimum notice period of at least one week will be provided to CCCHET prior to the commencement of fieldwork.

4.2.2 Wardell Armstrong will ensure that access to the investigations is granted at all times to representatives of the Client and CCCHET.

4.2.3 Wardell Armstrong or the Client's representatives will liaise closely with CCCHET throughout the course of the project and will arrange for onsite meetings at key decision points, such as inspection of the trial trenches prior to backfill. Any variations to this WSI will be agreed with the CCCHET prior to carrying them out.

4.2.4 Wardell Armstrong will allow the Site records to be inspected and examined at any reasonable time during or after the archaeological fieldwork by the Client or any designated representative of the CCCHET.

## 4.3 Trial Trench Evaluation

4.3.1 A scheme for archaeological trial trenching has been designed in order to satisfy the stated objectives of the project as set out under Section 3 above. The event number for the Evaluation will be ECB7499.

4.3.2 The evaluation will comprise a total of 2no. 20m x 1.8m trenches. The trenches have been positioned to target the footprints of proposed new dwelling whilst also targeting the garden and foundations of the existing property.

4.3.3 Contingency trenching will be made available for judgemental use in the field and will be used to extend trenches over whole features, to investigate orientations and to allow safe working in deeper features. Any additional trenching will be discussed and agreed with both the Client and CCCHET.

4.3.4 Notwithstanding any information on constraints already supplied, in advance of any fieldwork Wardell Armstrong must request that the Client has demonstrated that all reasonable measures have been taken to identify any constraints to ground disturbance and that they have been provided with all reasonable information regarding the confirmation of the presence of services, any ecological constraints any areas of potentially contaminated land and/or any other known risks to health and safety.

4.3.5 Wardell Armstrong will undertake the opening of all trenches using a mechanical excavator equipped with a toothless ditching bucket to maximise the chance for identification of any archaeological remains should they be present. All mechanical works will be monitored by a suitably experienced archaeologist who will control the level excavated to and stop machining at the top of the first potentially significant archaeological horizon, or the top of the natural substrate, whichever is higher.

4.3.6 All trenches will be cleaned by hand (where necessary), photographed and recorded as appropriate. Once cleaned all trenches will be inspected and potential features/deposits excavated to retrieve artefactual and ecofactual material, as well as determine their character, significance and date.

4.3.7 If deep deposits are encountered, or significant deposits of made ground are encountered, the upper levels of the trenches may be stepped as necessary in order to ensure safe working practices. The trenches will be no less than 1.80m at the base. The trenches will not exceed the safe working depth of 1.20m unless steps have been taken to ensure the safety of staff.

4.3.8 An auger will be available as part of the site toolbox to gain information from very deep deposits/features. CCCHET will be consulted should a different approach be needed.

4.3.9 Prior to backfilling, all deposits, including the trench sides will be again inspected for artefactual material to ensure that finds are recovered from as many contexts as possible regardless of date.

### 4.4 Investigation and Sampling Strategy

4.4.1 All archaeological features will be investigated, unless otherwise agreed with CCCHET. Archaeological features will be sampled sufficiently to characterise, date them and determine their significance. Slots, no less than 1m in width, will be excavated in linear features. 50% of pit fills will be excavated where possible. Smaller discrete features

such as postholes will be 100% sampled.

4.4.2 Any preserved buried soils encountered will be excavated by hand and sampled as appropriate (see Brief, para 3.9) prior to full removal by hand or machine.

4.4.3 Measures will be taken to protect particularly significant, valuable or sensitive archaeological remains from exposure, accidental damage and/or theft.

4.4.4 Upon completion of trenches, and following approval by CCCHET, trenches will be backfilled appropriately, with material reinstated in the same order that it had been excavated. No further provision for reinstatement has been provided for.

4.5 **Recording**

4.5.1 All fieldwork will be carried out in accordance with codes and practices outlined by the Chartered Institute of Field Archaeologists regarding archaeological evaluations (CIfA 2023a, Standards for Archaeological Evaluation).

4.5.2 All features will be recorded using a Leica GPS unit (or equivalent) with sub-centimetre accuracy with each point recorded in relation to the OSGB36 geod model and coded to an internal database to provide a dataset that records feature type, context number, associated drawing numbers and any other feature specific information that may be relevant.

4.5.3 Plans and sections will be drawn on water resistant permatrace. Plans will be drawn to a scale of 1:20 and sections at 1:10. All plans and sections will be levelled in respect to AOD and are to be drawn on polyester based drafting film and clearly labelled. A combination of multi and single context planning will be utilised.

4.5.4 A full digital photographic record of the work is to be maintained. All images are to be taken using a digital SLR camera with a minimum megapixel resolution of 10mp (and fitted with an APS-C or larger sensor) and will comprise of high quality DNG or TIFF files. All photographs will include a clearly visible, graduated metric scale and north arrows. Graduated metric scales of appropriate lengths should be used, ensuring the **use of vertical scales against deep sections** in combination with horizontal scales.

4.5.5 The photographic record is to be regarded as part of the site archive and the digital files will be labelled appropriately and cross-referenced in relation to a site-specific photography register detailing as a minimum feature number, location, and direction of shot.

4.5.6 Wardell Armstrong will ensure that the complete site archive including finds and

paleoenvironmental samples is to be kept in a secure place throughout the period of fieldwork and post-excavation process.

### 4.6 Recording Human Remains

4.6.1 In the event that human remains, both inhumations and/or cremations, are exposed during the course of the archaeological evaluation then all works are to cease immediately, and the Client and CCCHET will be informed. The area will be screened from view and discussions will be held with the Client and CCCHET on options for their appropriate preservation *in situ* or for their removal in accordance with professional standards and guidelines (see below) once the antiquity of the remains has been suitably proven. It is anticipated that human remains will be left *in situ* except in those cases where damage or desecration are anticipated, or where analysis of the remains is considered to be a necessary requirement for satisfactory evaluation of the site.

4.6.2 Wardell Armstrong will have an appropriately qualified and experienced osteoarchaeologist (see Appendix 2) available to consult for excavation and sampling strategies and to supervise the excavation and removal of any human remains (where this is necessary) from the Site.

4.6.3 In the event that human burials are to be removed, a Ministry of Justice Licence will be required (in accordance with Section 25 of the Burial Act 1857) before the remains can be lifted. The need for a Ministry of Justice Licence applies to both inhumation and cremated remains. Application for a Licence will be made by Wardell Armstrong.

4.6.4 Wardell Armstrong will adhere to the following guidelines: *Code of Ethics* (BABAO 2019a), *Code of Practice* (BABAO 2019b), *Guidelines to the Standards for Recording Human Remains* (Brickley & McKinley, 2004), *Updated Guidelines to the Standards for Recording Human Remains* (Mitchell & Brickley, 2017), *The Role of the Human Osteologist in an Archaeological Fieldwork Project* (HE 2018), *Guidance for Best Practice for the Treatment of Human Remains Excavated from Christian Burial Grounds in England* (APABE 2017).

### 4.7 Metal Detecting

4.7.1 The use of metal detectors on site to aid the recovery of artefacts will be conducted. The metal detecting will be carried out by an experienced professional freelancer (Steve Clarkson PCIfA) or a member of the WA team suitably experienced in the use of metal detectors and retention methodologies, such as Principal Archaeologist Gareth Barlow, who has over 25 years of experience conducting metal detector

surveys across East Anglia.

4.7.2 Topsoil, subsoil or other overburden will be scanned with a metal detector before and during its excavation, including when it is excavated by machine.

4.7.3 Exposed features and layers including deep section faces will be scanned by metal detector prior to, and periodically during, their excavation.

4.7.4 All spoil heaps, whether of topsoil/overburden or from excavated archaeological deposits are to be scanned with a metal detector. Spoil heaps will be kept as low in height and as spread-out as possible to allow for metal detecting.

4.7.5 The detector will not be set to discriminate against iron. Metal detected finds will be plotted on suitable areas plans.

### 4.8 Finds recovery and processing

4.8.1 All artefacts recovered during the course of the archaeological evaluation are the property of the landowner/Client. They will be suitably bagged, boxed and marked in accordance with the *Standards and Guidance for the Collection, Conservation and Research of Archaeological Materials* (CIFA 2020b), the *Standard and Guide to Best Practice for Archaeological Archiving in Europe* (Perrin et al. 2014).

4.8.2 All artefacts and samples will be processed and analysed by our team of specialists based at our Bury St Edmunds office. Basic profiles and a list including our regularly used external specialists is provided in Appendix 2.

4.8.3 All artefacts revealed will be recovered regardless of date so that the provisional dating of as many contexts as possible can be ascertained. In circumstances where the quantity of finds present preclude total recovery then a representative sample will be taken and this noted on the context sheet.

4.8.4 On completion of the project, discard of artefacts should only take place following discussion and agreement with CCCHET.

4.8.5 The primary archive records will clearly state how all artefact assemblages have been recovered, sub-sampled and processed.

4.8.6 Once assessed, all retained material will be packed and stored in optimum conditions, as described in First Aid for Finds (Watkinson & Neal 2001).

### 4.9 Treatment of treasure

4.9.1 Finds falling under the statutory definition of treasure (as defined by the Treasure Act of 1996 and its revision of 2002) will be reported immediately to the Finds Liaison

Officer (FLO), the landowner/client and CCCHET. A treasure receipt (obtainable from either the FLO or the DCMS website) will be completed and a report submitted to the Coroner's Office and the FLO within 14 days of understanding that the find is treasure. Failure to report within 14 days of discovery is a criminal offence.

4.9.2 The treasure receipt and report will include the date and circumstances of the discovery in addition to the identity of the finder (Wardell Armstrong) and the location of the find in relation to Ordnance Survey.

4.10 **Palaeoenvironmental Sampling**

4.10.1 In respect to any environmental sampling attention should be paid to:

- The retrieval of charred plant macro and microfossils, faunal remains and land molluscs from former dry-land palaeosols and cut features;
- The retrieval of plant macro and microfossils, insect, faunal remains, molluscs, pollen and other biological remains from waterlogged deposits located;
- Provision for the absolute dating of critical contacts should be made, i.e. the basal contacts of peat over former dryland surfaces.

4.10.2 The strategy and methodology for the sampling of deposits will be in accordance with *Environmental Archaeology – A guide to the theory and practice of methods, from sampling and recovery to post-excavation* (HE 2011). Where deemed appropriate the advice of the relevant Historic England Regional Science Advisor will be sought in relation to the collection of palaeoenvironmental material, industrial residues or other relevant scientific material. Historic England's guidance on geoarchaeology will also be referred to as necessary (Historic England 2015b) as will their guidance on animal bones and archaeology (Historic England 2019).

4.10.3 Where deposits are dry, bulk samples for the recovery of charred plant remains, small bones and finds, will be taken from sealed and datable features such as pits, ditches, hearths and floors. Each context will be sampled in isolation. The size of the sample is expected to be in the range of 40-60 litres per context or 100% of smaller contexts. Samples will not be taken from the intersection of features or where context horizons are not fully defined.

4.10.4 Mollusc samples of two litres each will be taken vertically from appropriate sections to investigate the changes of vegetation through time.

4.10.5 Where deposits are wet, waterlogged or peaty, monoliths will be taken along cleaned

vertical surfaces for the retrieval of pollen, diatoms, ostracods and foraminifera. The numbers to be taken will be agreed with the client and the CCCHET. Where bulk samples are to be taken a minimum of 20 litres will be taken from visible layers or spits for the retrieval of plant macro-remains and insects.

4.10.6 Environmental samples from dry deposits will normally by processed by floatation following the fieldwork and the residues will be sorted to retrieve small bones, small finds and charcoal that has not floated. Environmental samples from wet deposits will normally be sent to specialists for processing in laboratory conditions.

4.10.7 Waterlogged organic deposits are not anticipated but in the event that waterlogged wood or other delicate organic deposits are uncovered Historic England's guidance (2010, 2018b) will be followed.

4.10.8 The results of the palaeoenvironmental investigation, industrial residue analyses and scientific analyses will be included in full in the evaluation report and the results sent to the Historic England Regional Science Advisor.

### 4.11 Assessment and Reporting (Evaluation Report)

4.11.1 Following the completion of the fieldwork, a report will be undertaken to provide an assessment of the results. A draft of the report will be prepared within 4-6 weeks of completion of onsite activities and submitted to CCCHET for approval. Should significant or substantial archaeological features be encountered, additional time may be needed to appropriately assess and analyse the gathered evidence and present this in relation to relevant research objectives. In both cases, the completion of the report does not indicate the discharge of planning conditions. Following approval the report will be submitted to the Cambridgeshire HER via upload to OASIS (see 4.13 below) within 2 weeks.

4.11.2 The report will be prepared in accordance with CCCHET's Requirements for the Production of Archaeological Evaluation Reports and CIfA's *Standard for field evaluation* (CIfA 2023a). As a minimum, this report will include:

- a summary of the project's background and results;
- event number (**ECB7499**) and OASIS ID (**wardella2-529976**);
- circumstances of the project such as planning background, the archaeological background, an outline nature of work, the site description (including size, geology and topography, location), when the project was undertaken and by whom;

- aims and objectives;
- methodology used, including the detail of any variation to the agreed project design or WSI;
- compilation of a site narrative;
- an interpretation of the results in an appropriate context;
- an assessment of the stratigraphic and other written, drawn and photographic records;
- a catalogue and assessment of each category of artefact recovered during the excavation (including a conservation assessment), and a discussion of appropriate discard policy;
- a catalogue and assessment of all faunal remains and a discussion of appropriate discard policy;
- processing and sorting of all soil samples, and a catalogue and assessment of ecofacts;
- an impact assessment referencing the consented scheme;
- a statement of the significance of the remains encountered and discussion of the evidence in the local/regional/national context;
- a summary of the potential for further analysis (post excavation) if appropriate;
- an appendix containing a list and summary description of all contexts recorded;
- a summary of the contexts of the project archive and its location; and
- a bibliography.

4.11.3 The evaluation (assessment) report will be accompanied by plans, sections and photographs where appropriate.

4.11.4 A completed downloaded Data Collection Form from OASIS should be included in the report.

4.11.5 In the event that analysis of finds and samples (in addition to processing and assessment) is required to assist in determining the scope of mitigation, a revised timetable for report production would be agreed with CCCHET and the Client.

### 4.12 Archive Preparation and Deposition

4.12.1 Wardell Armstrong will make arrangements for the deposition of the final Site archive with the Cambridgeshire Archaeology Archive and all documents, artefacts and any other material associated with the project will be marked with a unique site code, Event number **ECB7499**. Following completion of the fieldwork, preparation of the site archive will follow all guidance from the archive regarding deposition (Cambridgeshire County Council 2020). **All artefacts recovered are the property of the landowner who will be asked to sign a Transfer of Title document which will be included in the archive.**

4.12.2 The final Site archive will include all project records and cultural material produced by the evaluation, and will be prepared in accordance with Guidelines for the Preparation of Excavation Archives for Long Term Storage (Brown 2011) and A Standard Guide to Best Practice for Archaeological Archiving in Europe (Perrin *et al* 2014). The receiving archive's guidelines will also be adhered to.

4.12.3 The digital archive will be deposited with the Archaeological Data Service, a CoreTrustSeal certified repository. Please refer to Appendix 1 for arrangements for the digital archive.

### 4.13 Dissemination/Publication

4.13.1 This project has been registered with the Online Access to the Index of archaeological investigations (OASIS – Ref no. wardell2a-529976) and a digital copy of the archaeological report will be made available upon its completion.

4.13.2 A summary of the work will be submitted to the editor any relevant journals agreed with the LPA should the results of the fieldwork warrant this.

4.13.3 A copy of the report in .pdf format will be issued to the Cambridgeshire Historic Environment Record (CHER). Hard copies will be available on request.

## 5 TIMETABLE & STAFFING

5.1.1 It is anticipated that the evaluation on Site would be completed within 2 days depending on the quantity, size and depth of any archaeological features or deposits encountered. Thereafter we would expect the assessment report to be complete within 4-6 weeks of the completion of fieldwork (dependant on specialist input).

5.1.2 Details of Wardell Armstrong staff likely to be involved with the project are provided in Appendix 2.

5.1.3 Up to 2 members of Wardell Armstrong staff would be on site during trial trenching, depending on the quantity, depth and significance of archaeological remains uncovered during the initial cutting of the trenches. The field team will be drawn from a pool of experienced field staff, as determined by availability at the time, fully competent in the recognition and recording of archaeological stratigraphy, features and finds. Details of the field Project Officer will be forwarded to CCCHET prior to the commencement of fieldwork.

## 6 HEALTH AND SAFETY

6.1.1 Wardell Armstrong will produce an internal RAMS document for the project which will be read by all site staff, in conjunction with this WSI, prior to the commencement of fieldwork.

6.1.2 The Client will be asked to provide all information reasonably obtainable on contamination and confirm the location of any known services before the archaeological works commence.

6.1.3 Site staff will have an appropriate level of training to enable them to carry out fieldwork safely. Appropriate PPE as directed by the Client will be worn by field staff at all times.

6.1.4 The Client will be requested to provide details of their own risk assessment and specify PPE required before fieldwork commences.

6.1.5 Wardell Armstrong will abide by the Client's health and safety methodology if provided. If there is conflict between the Client's risk assessment and that of Wardell Armstrong's then the Client's will take priority, unless it is perceived to be placing the field team at greater risk.

6.1.6 All staff will assist the Client in maintaining the Site in a safe condition. Hazards will be

appropriately identified and managed including identification of buried and above ground services/utilities.

6.1.7 In addition to the risk assessment and method statement, where appropriate a COSHH assessment will also be undertaken. Once onsite, these documents will be assessed, and any variations will be highlighted and added to the appropriate assessment. These will be re-evaluated periodically during the course of the fieldwork to make sure that they remain consistent to the Site-specific risks. All staff and visitors will be required to be inducted and sign these documents on first arrival to Site to show that they have read and understood the contents and any variations will be communicated as required.

6.1.8 WA maintains appropriate insurance cover for the project, including Public and Employers Liability (£10 million each) and Professional Indemnity cover of £2m as standard.

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# APPENDICES

# Appendix 1

## Data Management Plan for Chesterton Lodge

# Data Management Plan (DMP)

## Section 1: Project Administration

| Project ID / OASIS ID |
|---|
| Project No: BE11074<br>ECB Reference: **ECB7499**<br>OASIS ID: wardella2-529976<br>NGR: TL 11709 95847<br>Planning Application: 24/00617/FUL |
| **Project Name** |
| Chesterton Lodge, Manor Farm, Great North Road, Cambridgeshire |
| **Project Description** |
| Trial Trenching Evaluation |
| **Project Funder / Grant Reference** |
| R.H. Waterworth Ltd |
| **Project Manager** |
| [redacted] MCIfA |
| **Principal Investigator / Researcher** |
| [redacted] LP |
| **Data Contact Person** |
| Project Manager |
| **Date DMP Created** |
| 27/11/2024 |
| **Date DMP Last Updated** |
| 27/11/2024 |
| **Version** |
| 1 |
| **Related Data Management Policies** |
| A requirement for a digital data management plan is listed under section 7.7 of the CHET brief for the project.As stipulated in the project brief, the DMP will be treated as a 'living' document and will be periodically reviewed and amended throughout each stage of the project. In the event of any major amendments to the DMP, a revised version will be submitted to CHET for review.<br><br>The data management policy follows the 'Dig Digital' DigVentures guidance and template for managing and producing digital archives & data management plans, as well as implementing standards and guidance fromCifA & the Archaeology Data Service (ADS).<br>https://digventures.com/projects/digital-archives/. |
| **ECB Reference Number – ECB7499** |
| At the archiving stage of the project research, the ECB reference will be labelled clearly on everything withinthe project's digital, documentary, and physical archive to maintain consistency and accuracy throughout. |

## Section 2: Data Collection

| Data Collection & Creation - Selection Strategy |
|---|
| Following a strategy of selection after the project has been completed, many digital files may be removed from the archive in prep as they will not be necessary for deposition or may be duplicates of other files already included within the archive.<br><br>The CCC guidelines will be consulted to see what files are required to be retained within the archive: https://www.cambridgeshire.gov.uk/residents/libraries-leisure-culture/archaeology/archives/depositing- archaeological-archive-in-cambridgeshire.<br>Advice and guidance on the selection strategy will also involve consulting with other colleagues internally withinthe company, to ensure that all relevant data produced for the project is included within the project archive. Useful resources such as the CIfA selection toolkit & digital archive guidance will be considered in this processof archiving via:<br>https://www.archaeologists.net/selection-toolkit https://www.archaeologists.net/projects/digital-archives-archaeology.<br><br>The data that will be selected for inclusion within the archaeological archive will largely be present within theinitial project folder. However, by reviewing the files within each project, the archive can be reduced significantly and become much more succinct and useful for potential future research. For example, multiple copies of the same image can be removed so that the 'Photos' folder contains a clear and organised representation of each shot taken on site. Likewise, duplicates of the report can be reduced to inclusion only of the final PDFA copy rather than including all the previous versions which otherwise might cause confusion ifthe archive is later re-visited.<br><br>However, just as data can be removed from the archive, data will also be added. For example, any finds data or specialist reports will be copied over to the digital archive and reviewed in the same process.<br>These files are stored in the internal Projects drive N:\BE\BE11016 – Washingley Farm, Great Stukeley. Relevant admin data (WA document formats) will also be created and added to the archive, such as a completed 'Transfer of Ownership Form' (evidence of the agreed transfer of the archaeological archive to theCambridgeshire County Council Archaeological Archive Facility signed by the landowner), the 'Documentary Archive Form' (an index to the contents of the documentary archive), 'Licence of Copyright Form', 'Archive Transfer Form' & a 'File List/Metadata' for the project. |

| Data Collection & Creation - File Re-Naming, Conversion & Selection Procedures/Examples |
|---|
| Documents:<br>In addition to reviewing the CCC guidelines, the following ADS 'Guides for Good Practice' resources may alsobe reviewed for guidance on relevant data collection and acceptable file formats which support long-term access and preservation of an archive:<br>http://guides.archaeologydataservice.ac.uk/g2gp/Contents<br>https://archaeologydataservice.ac.uk/advice/FileFormatTable.xhtml.<br><br>As part of the archiving process, all DOC & PDF files will be converted to a PDFA standard (via software suchas PDFCreator or PDF24).<br>Each file within the project archive will also be re-named in the following order, ensuring all spaces areremoved from file names: ECBRef_WorkPhase_FileName (_PDFA if it is a converted PDF file).<br>Examples:<br>- ECBRef_TT_OASIS-Form_PDFA<br>- ECBRef_TT_Archive-Transfer-Form_PDFA<br>- ECBRef_TT_Finds-Concordance<br><br>Graphics:<br>Once complete, all graphics files will be reviewed as part of the selection strategy. Any PDF files will |

be combined into 1 PDFA file and added to the main graphics folder for the project archive, then re-named as below.
Examples:

- ECBRef_TT_Combined-Figs_PDFA
- ECBRef_TT_Layout
- ECBRef_TT_Fig-2_DSLP

Within the selection strategy, any graphics files that do not have 'Fig' in the name or any .bak & .dxf files arelikely to be deemed unnecessary for deposition and will be removed from the digital archive.

Photos:
During the selection strategy, any exact duplicates of photos from the site will be deleted before being compiling into 1 folder (or folders separated by different work phases). These will then be re-named in bulk with the ECBRef_WorkPhase_Photo-Number- with shot numbers added to the end of the file names – see below:
Examples:

- ECBRef_TT_Photo-001_ID-Shot
- ECBRef_TT_Photo-002_Site-Shot
- ECBRef_TT_Photo-003_Shot-1
- ECBRef_TT_Photo-004_Shot-1a
- ECBRef_TT_Photo-005_Shot-2

When re-named, a contact sheet of the digital photos will be created and added to the 'Primary-Docs' file in the digital SiteRecords folder.

Folder Structure & File Organisation
The project folder will be re-named to include the ECB Reference (**ECB7499**) and any spaces will be removed from the site name.
Example:

- ECBRef_Washingley Farm, Great Stukeley

Within the main project folder, the following generic folder structure will be implemented, with each fileorganised into the appropriate folders:

- Admin (File List & Metadata; PDFA versions of the following: Transfer of Ownership Form, DocumentaryArchive Form, Licence of Copyright Form, Archive Transfer Form; OASIS Form, Brief & WSI)
- Database (Finds Concordance, Sample Concordance & any other relevant SpecialistSpreadsheet/Database Files)
- Finds (PDFA versions of any Specialist Finds Reports)
- Graphics (PDFA combined version of the PDF Figures used in the report, Any CDR, DWG & JPG figures)
- Photos (Digital Site Photos)
- Report (PDFA version of the Final Report)
  - Appendices (PDFA versions of the following: Any Appendix, the Photo Index & Finds Concordance)
- SiteRecords ('Primary-Docs': A scanned copy of the Documentary Archive compiled with necessary digital files created for the archive)

## Section 3: Documentation and Metadata

| Metadata Documentation Format |
| --- |
| When all digital files have been prepped, a File List & Metadata are required to be created and included within the digital archive.<br><br>**A file list in the format of a text (.txt) document will be generated through WA software and procedures and will feature basic information of the project archive data (file names, date/time of creation and file sizes in bytes).** |

Information from the file list will also be transferred and expanded on into a more detailed metadata file and saved as a text (.txt) document. The metadata file will therefore provide further file-specific information such as: software/camera type (examples: Adobe Acrobat/Microsoft Word/AutoCAD/CANON), software/camera versions (examples: Adobe Acrobat X Professional/Microsoft Office 2016/AutoCAD 2012 LT/Canon EOS 4000D), file conversions (example: 'The.pdf figure was created from the CoralDRAW original using CoralDRAW Graphics Suite X6 and converted to PDFA'), as well as a brief summary of the contents of the documentary and physical archives (example of an WA metadata structure below).

```
ECB5757_TT_Metadata

PAPER ARCHIVE -  <1 Box
DOCUMENT FILE -  Report, Field Records, Photographs & Drawings

REPORT - 5931
INTRO / OASIS FORM / BRIEF / WSI
EVALUATION TRENCH RECORD SHEET
CONTEXT REGISTER
CONTEXT SHEETS (1000 - 1039)
SHEET REGISTER
DRAWING REGISTER
DIGITAL PHOTO REGISTER / CONTACT SHEETS - SHOTS 1 - 44
EVALUATION TRENCH ARTEFACT SAMPLING OF TOPSOIL & SUBSOIL SHEET
SAMPLE REGISTER
A3 PERMATRACE DRAWINGS
MISC

FINDS

<1 Box of Finds

DIGITAL FILES

The Word processed documents were created in Microsoft Office Word using Microsoft Office 2016.
PDF/A versions were created directly from Microsoft Word using the Adobe PDF maker 9.0 plugin.
All PDF/A files conform to PDF/A-1b and have been verified using Adobe Acrobat Professional V.9.0.

DOCUMENTS

Admin

DATE AND TIME OF              FILE                  FILE_NAME / CONTENT
CREATION                      (BYTES)

01/12/2020 - 09:32            148,043               ECB5757_TT_Brief_PDFA.pdf
21/01/2021 - 10:29            36,230                ECB5757_TT_Documentary-Archive-Form_PDFA.pdf
21/01/2021 - 10:24            62,253                ECB5757_TT_Licence-of-Copyright-Form_PDFA.pdf
21/01/2021 - 10:24            60,040                ECB5757_TT_Museum-Transfer-Form_PDFA.pdf
01/12/2020 - 09:31            91,546                ECB5757_TT_OASIS-FORM_PDFA.pdf
01/12/2020 - 09:30            274,428               ECB5757_TT_Report-Approval_PDFA.pdf
01/12/2020 - 09:31            160,036               ECB5757_TT_Transfer-of-Ownership_PDFA.pdf
01/12/2020 - 09:31            766,758               ECB5757_TT_WSI_PDFA.pdf
28/01/2021 - 08:29            10,421                ECB5757_TT_File-List.txt
28/01/2021 - 08:33            12,184                ECB5757_TT_Metadata.txt

SiteRecords

DATE AND TIME OF              FILE                  FILE_NAME / CONTENT
CREATION                      (BYTES)

26/01/2021 - 09:13            31,152,154            ECB5757_TT_Primary-Docs_PDFA.pdf
```

*Example section of a metadata document*

It will be ensured that all files from the file list are also present in the metadata document under the relevant subject area. When all checks have been made, the file will be saved as ECBRef_TT_Metadata.txt.

## Section 4: Ethics and legal compliance

| Management of Ethical, Copyright and Intellectual Property Rights (IPR) Issues |
|---|
| Compliance of all ethics and legal matters will be maintained and verified throughout each stage of theproject by the Project Manager.<br><br>Where formal permissions and/or license agreements are linked to data sharing, these will be included in the project archive folder. During the compilation of the digital archive, appropriate documents such as the'Transfer of Ownership', 'Licence of Copyright Form', 'Archive Transfer Form', 'Purchase Order Form' & 'Deposition Letter' will be completed by the Archives Officer to accompany the archive and maintain compliance of legal archive management procedures.<br><br>The archive will also not be deposited until every effort to contact the original landowner has been made togain a completed 'Transfer of Ownership Form'. However, after 3 failed attempts to contact the landowner,a 'Due Diligence Form' will be completed and will serve as sufficient transfer of ownership for the archive asper WA procedures. |

## Section 5: Data Security: Storage and Backup

| Data Accessibility, Storage & Preservation Procedures |
|---|
| As previously specified, all data from the working project archive will be stored in a project specific folderon internal servers. These servers are routinely backed up at each stage of the project research, to maintainan up-to-date security copy of all the project data. Furthermore, all site records and data collected will bereviewed throughout stages of the project delivery to maintain data accuracy and security.<br><br>Project files will be shared with external specialists directly using the same servers, with the wider project team gaining access to only the files needed using a controlled permissions-based access. |

## Section 6: Selection and Preservation

| Which Selection of Data to be Retained, Shared, and/or Preserved |
|---|
| The guidelines for deposition of archives in Cambridgeshire (2020) are stored digitally on the internal WA Server and are also available online via the CCC website. However, as the guidelines may be altered in the future, the most up to date guidance will be checked regularly, and any changes/new versions of the guidelines will be used to update internal WA systems accordingly to ensure the new information is integrated into archive preparation.<br><br>As previously stated, a selection strategy of data will be implemented whilst maintaining compliance with the Cambridgeshire guidelines to create a project archive that can be effectively used for future research purposes. |
| Long-Term Preservation Plan |
| The guidelines for Cambridgeshire state that the digital archive generated as part of this project should bedeposited with the Archaeology Data Service (ADS) - a Core Trust Seal certified data repository. The ADS guidelines for depositors is available online and will be consulted during the preparation of the digital archive:<br>http://archaeologydataservice.ac.uk/advice/guidelinesForDepositors. |
| Digital Archive Completion & Deposition |
| Upon finalisation of the digital archives, as per the county guidelines, the archives will be uploaded to the ADS repository, ensuring sustainable long-term preservation for the data. The ADS will be contacted and consulted when the project reaches the archiving stage. The data will then be uploaded to the ADS only whena deposition has been formerly arranged with Cambridgeshire County Council Archaeological Archive Facility in case there is further data to be added to the archive. |
| Archive Data Costing |

All costs of archiving will have been considered within the initial costing breakdown of the project work. This costing will also follow the current CCC guideline requirement of an archive deposition fee being priced at £100 per box (or a minimum of £50 per archive). However, as the cost of archiving may change in the future,the most current guidance and costs schedule will be checked regularly, and any changes will be updated. on this document and internal systems accordingly to ensure the new costs are integrated into deposition costs.

All costs of digital archiving will have been considered within the initial costing breakdown of the project work. This will ensure that the cost of depositing the digital archive with the appropriate repository (Archaeology Data Service) is acknowledged at the forefront of the project research, as well as consideringthe cost of the overall data management and archiving process.

## Section 7: Data Sharing

| Data Sharing & Accessibility Procedures |
| --- |
| The project archive will facilitate suitable public access to any evidence acquired during the investigation through the records gathered and produced:<br><br>This objective will be achieved through implementing the selection strategy of the digital data (outlined in Section 2 of this document), ensuring that the archive contains a concise and coordinated record of the investigation that will allow efficient use in any potential future research.<br><br>Once the deposition of the archive has taken place, the digital data will remain preserved and accessible via the ADS. |
| Data Sharing Restrictions |
| Any data specific requirements or legal/ethical restrictions and issues which are linked to specific dataformats will be added to an updated version of this DMP and documented within the project archive. |

## Section 8: Responsibilities

| Data Management Plan Responsibilities |
| --- |
| The Cambridgeshire Guidelines - specifically regarding digital archiving requirements will be checked and implemented throughout the course of the project by all staff involved with producing data for the digital archive.<br><br>The Project Manager will be responsible for developing the Written Scheme of Investigation (WSI) for the project, alongside updating and implementing the DMP for the project; ensuring that the DMP is reviewed and revised at each stage of the project research.<br><br>The Admin Team will be responsible for such processes as checking that the site to be deposited has been signed off and the report completed, as well as ensuring that the digital OASIS Form has been completed forthe site to be archived.<br><br>The Field Team will be responsible for maintaining accuracy of documentation and data captured on site, which will be digitised upon completion of the fieldwork.<br><br>The Graphics Team will be responsible for creating and maintaining graphics files to be used in the production of the project report, which will be written by the Post-Excavation Team.<br><br>The overall compilation of the archive, including producing relevant forms, metadata, file conversions/re- naming, strategic selection and general archiving of all digital data in conjunction with digitising all relevantdocumentary material will be undertaken and verified by the Archives Officer.<br><br>The Finds Coordinator will prepare any relevant finds data (such as concordances) to be used for archiving.Finds Specialists will also be responsible for reviewing the finds and creating a digital dataset |

of the projectfindings.

Both the Archives Officer & Finds Coordinator are therefore responsible for respecting and following the county guidelines throughout the preparation of the project during the archive stage, as well as ensuring thefinal transfer of the archaeological project archive to Cambridgeshire County Council Archaeological Archive Facility.

Further details of the core project team are included within the Written Scheme of Investigation for the project.

# Appendix 2

## Staff Profiles

# MANAGEMENT TEAM

**REGIONAL DIRECTOR**
**[redacted] PhD MSc BA MCIfA**

*Qualifications:* PhD, Archaeology, UCL (2000)
MSc, Bioarchaeology & Geoarchaeology (Distinction), UCL, (1993)
BA Hons, Archaeological Studies, University of Leicester (1993)

*Experience:* [redacted] has been a professional Archaeologist for over 20 years. [redacted] is currently a Technical Director for Archaeology within Wardell Armstrong based at the Bury St Edmunds Office. [redacted] was previously Head of Cotswold Archaeology's Suffolk Office and their Head Fieldwork.

[redacted] is an experienced senior manager who has worked on a large variety of archaeological projects throughout East Anglia for several different leading commercial contractors in the region. [redacted] is responsible for the delivery and overall quality of our archaeological projects undertaken in the East of England.

In a c.23 year career [redacted] has built up a wide range of experience on variety of rural and urban sites, including complex multi-period urban excavations in Ipswich and London as well as large rural projects across East Anglia. These have included a number of Road Schemes in Suffolk and Norfolk (e.g. Bury St Edmunds eastern relief Road for SCC and the recent A47 evaluation works for Highways England/Galliford Try). Predominantly working in the south of England, [redacted] has experience of all periods.

[redacted] is also an experienced osteologist and zooarchaeologist and has worked as both a human and animal bone specialist.

**ASSOCIATE DIRECTOR - PROJECT MANAGER**
**[redacted] BA MCIfA**

*Qualifications:* BA Hons, Ancient History and Archaeology, University of Birmingham (2001)

*Experience:* [redacted] has been working as a professional Archaeologist in East Anglia since the mid 1990's, in various roles at Suffolk County Council, Suffolk Archaeology, Cotswold Archaeology and AOC Archaeology, before joining Wardell Armstrong in 2021 where [redacted] is responsible for the management of projects from initial client contact to completion.

An experienced field archaeologist and Project Manager [redacted] has previously assisted on, directed or managed a wide range of archaeological fieldwork and related heritage projects in the region, including extensive multi-period sites in west Suffolk across the airbases of RAF Lakenheath and RAF Mildenhall, for a broad range of commercial, private and public clients. [redacted] has an extensive record of producing project designs, desk-based assessments, post-excavation assessments and client reports and of team-wide archaeological data management and quality assurance.

[redacted] also takes an interest in disseminating the results of archaeological investigation to a wide variety of audiences and has managed several well-received Heritage Lottery funded community projects.

**ASSOCIATE DIRECTOR - POST-EXCAVATION MANAGER & ARTEFACT SPECIALIST (POTTERY, LITHICS AND CBM RESEARCHER)**
**[redacted] BA MCIfA**

*Qualifications:* BA Hons, Archaeology and History, University of Reading (2001)

*Experience:* [redacted] has been working as a specialist across East Anglia and adjacent regions since 2002, with a particular interest in prehistoric and Roman pottery and ceramic building materials, as well as in the prehistoric technology and use of struck flint. Working as an internal specialist for Archaeological Solutions Ltd/Wardell Armstrong and accepting work as an external specialist for other contracting archaeological units has afforded [redacted] a diverse and wide-ranging portfolio of projects and experience. Projects have included Neolithic pit groups at Coxford and flint assemblages from Blakeney Norfolk, extensive Neolithic to Iron Age assemblages from a riverside site at Dernford, Cambs and an important fenland occupation and ritual site at Sawtry, Cambs. Significant Roman pottery and CBM assemblages have included a large farmstead complex and pottery production site at Stowmarket, Suffolk and a Roman villa at Bottisham, Cambs; as well as from intensive agro-industrial sites at Soham, Cambs; Beck Row and Newmarket, Suffolk. A large pottery production and industrial site at East Winch Norfolk has recently been published as an East Anglian Archaeology monograph, while other kiln sites have included early Roman production at Snape, Suffolk (published in the Journal of Roman Pottery Studies) and Horningsea, Cambs (published in the Proceedings of the Cambridge Antiquarian Society). [redacted] is a long-standing committee member and contributor to the Study Group for Roman Pottery.

**ASSOCIATE DIRECTOR & ENVIRONMENTAL ARCHAEOLOGIST**
**[redacted] PhD MSc BSc**

*Qualifications:* PhD "The Architecture of Food", University of Bradford (2010)
MSc, Biological Archaeology, University of Bradford (2006)
BSc Hons, Bioarchaeology, University of Bradford (2005)

*Experience:* [redacted] is an archaeobotanist with a primary specialism in the analysis of carbonised plant macrofossils and charcoal. [redacted] has undertaken archaeobotanical analyses for numerous excavations, mainly in the Eastern region, including assemblages from a number of large Romano-British, medieval and multi-phased sites. In addition to work on Archaeological Solutions Ltd/Wardell Armstrong projects, [redacted] undertakes archaeobotanical assessment and analysis for a number of other archaeological units. [redacted] also maintains a connection with research projects in Scotland, including recent work with the University of

Bradford's Covesea Caves Project. In addition to archaeobotanical investigations [redacted] is responsible for co-ordinating field survey with GPS and total station, as well as in house magnetic gradiometer surveys. With Archaeological Solutions Ltd/Wardell Armstrong, [redacted] has co-ordinated and written up a number of gradiometer surveys, including a number of large areas (up to 140ha) and cart-based surveys, in conjunction with our external consultant.

**ASSOCIATE DIRECTOR - PROJECT MANAGER**
**[redacted] BA ACIfA**

*Qualifications:* BA Hons, Archaeology and Geography, University of Southampton (2017)

*Experience:* [redacted] has over 5 years' experience supervising and coordinating archaeological fieldwork and geophysics projects across East Anglia [redacted] has led numerous small to large trial trench evaluations, excavations and geophysical surveys (both handheld and cart based). [redacted] plays a leading role in geophysics at the Bury St Edmunds office and has trained multiple members of staff to correctly use magnetometry and GPS equipment.

[redacted] now assists with the preparation of quotes, written schemes of investigation and the day-to-day management of the field team.

**ARCHAEOLOGIST - ARCHIVES CO-ORDINATOR & FINDS MANAGER**
[redacted]

*Qualifications*: A-Level History, English Literature and Language and AS-Level Government and Politics, Northampton College (2006)

*Experience*: Since completing [redacted] advanced education, [redacted] has held a number of professional administrative roles with companies and institutions including Nationwide Building Society (2007–2011) and Civica (2013–2014). [redacted] duties and responsibilities in these posts included the supervision and coordination of co-workers, the handling of customer enquiries and the categorisation, collation and digitalisation of paper records. [redacted] has also gained valuable clerical experience through voluntary roles and work experience. Since joining Archaeological Solutions Ltd/Wardell Armstrong [redacted] has received training in finds recognition, finds and environmental processing/ storage, archiving and the deposition of archaeological archives.

# POST-EXCAVATION TEAM

## PRINCIPAL ARCHAEOLOGIST - PROJECTS MANAGER (POST-EXCAVATION)
[redacted] **MPhil PCIFA**

*Qualifications:* MPhil, University of Bradford (2004)
BSc (Hons), Archaeology, University of Bradford (2003)
Dip Professional Archaeological Studies, University of Bradford (2002)

*Experience:* [redacted] has carried out geophysical surveys for GeoQuest Associates on sites throughout the UK and has worked as a site assistant with BUFAU. During 200[redacted] worked as a researcher for the Yorkshire Dales Hunter-Gatherer Research Project, a University of Bradford and Michigan State University joint research programme, and has carried out voluntary work with the curatorial staff at Beamish Museum in County Durham. [redacted] is a member of the Society of Antiquaries of Newcastle-upon-Tyne and a Practitioner Member of the Institute for Archaeologists. [redacted] joined Archaeological Solutions Ltd/Wardell Armstrong in 2005 as Project Officer writing desk-based assessments, [redacted] has since gained considerable experience in post-excavation work and his principal role is conducting post-excavation research and authoring site reports for publication. Significant post-excavation projects [redacted] has been responsible for include the Ingham Quarry Extension, Fornham St. Genevieve, Suffolk – a site with large Iron Age pit clusters arranged around a possible wetland area; the late Bronze Age to early Iron Age enclosure and early Saxon cremation cemetery at the Chalet Site, Heybridge, Essex; and, the high status Anglo-Saxon cemetery at Burwell Road, Exning, Suffolk. [redacted] work on the Iron Age settlement at Black Horse Farm, Sawtry, Cambridgeshire was recently published by BAR and [redacted] co-authored the recent *East Anglian Archaeology* monograph on the Romano-British industrial site at East Winch, Norfolk. [redacted] also writes and co-ordinates Environmental Impact Assessments and has worked on a variety of such projects across southern and eastern England. In addition to [redacted] research responsibilities, Andrew undertakes outreach and publicity work and carries out some fieldwork.

## PRINCIPAL ARCHAEOLOGIST - PROJECT OFFICER (POST-EXCAVATION)
[redacted] **BSc MPhil PhD**

*Qualifications:* PhD, Archaeology, University of Cambridge (2008)
MPhil, Archaeological Research, University of Cambridge (2005)
BSc (Hons), Archaeology, Institute of Archaeology, UoL (1992)

*Experience:* [redacted] has over 25 years' experience in archaeology working on a wide variety of contract and research projects. As well as working in East Anglia for the Norfolk Archaeological Unit (1992), the Cambridge Archaeology Unit (repeatedly between 1995 and 2010), and most recently for Pre-Construct Archaeology (2016-2018), [redacted] work and research has taken [redacted] to Belize (1992), the Netherlands (1992-1995), Sweden (1997-2004), India (1996-2005), Egypt (2002-2004), Malaysia (2000-2017), the Philippines (2006), Vietnam (2009), and South Korea (2011-2015). [redacted] was a member of the Niah Caves Project, Borneo (University of Cambridge, 2000-2004), which led on to his post-graduate research (MPhil,

PhD) into later prehistorical mortuary practice in Island Southeast Asia. Following this, [redacted] was a Post-Doctoral Research Associate on the Cultured Rainforest Project, University of Cambridge (2007-2011), responsible for archaeological fieldwork investigating the prehistory of the central highlands of Borneo. [redacted] spent four years (2011-2015) working as an Assistant Professor at the Institute for East Asian Studies, Sogang University, Seoul, South Korea, where [redacted] taught Area Studies and Southeast Asian Archaeology and directed the Early Central Borneo Project (2013-2016). During this time [redacted] also was lead editor for the newly launched journal *TRANS: Trans –Regional and –National Studies of Southeast Asia* published by Cambridge University Press. Returning to the UK in 2015, [redacted] worked at Leicester University as an Associate Tutor in the School of Archaeology and Ancient History where [redacted] designed and wrote a Distance Learning Masters Module in Archaeology and Education. [redacted] joined Archaeological Solutions Ltd/Wardell Armstrong in June 2018 and is responsible for the post-excavation management of large excavation projects, from the assessment, interpretation and synthesis of site data to the production of archaeological reports from assessment to publication level.

**PRINCIPAL ARCHAEOLOGIST - POTTERY RESEARCHER**
**[redacted] MA**

*Qualifications:* MA, Landscape Archaeology, University of Bristol (1999)
BA (Hons), Archaeology, University of Bristol (1998)

*Experience:* [redacted] has over two years commercial site excavation experience mainly with Bristol and Region Archaeological Services and the Bath Archaeological Trust. [redacted] joined HAT (now Archaeological Solutions Ltd/Wardell Armstrong) in 2002 to specialise in Anglo-Saxon and Medieval pottery research covering East Anglia and the Greater London areas, and also has good knowledge of Prehistoric pottery identification. Publications include pottery assemblages from a Late Bronze Age and Early Iron Age enclosure and Early Saxon cemetery at Heybridge, Essex (*Essex Archaeology and History 2008, Vol 39);* Saxon and Medieval settlement at Marham, Norfolk (*Norfolk Archaeology 2012, Vol 46*); Iron Age settlement and burials and Early Anglo-Saxon settlement from Harston Mills, Cambs (*East Anglian Archaeology 2016 Vol 157*); two rural Suffolk Anglo-Saxon sites at Snape and Oulton (*Anglo-Saxon Studies in Archaeology and History 2018, Vol 21*); A Medieval Grimston ware pottery assemblage at Pott Row, Norfolk *(Norfolk Archaeology 2014 Vol 48*); a medieval rural landscape at Stone, Bucks (*Records of Buckinghamshire 2018, Volume 58 part 1*); and a late medieval kiln site at Stowmarket, Suffolk (*forthcoming*). [redacted] has also written more than 100 Desk-Based Assessments primarily for commercial developers in both rural and urban locations. These include particularly archaeologically sensitive sites such as a double Scheduled Ancient Monument site at Kings Langley, Herts, and The Great Hospital in Norwich.

## PRINCIPAL ARCHAEOLOGIST – SMALL FINDS SPECIALIST

[redacted] **BA MA PhD**

*Qualifications:* PhD, Archaeology, Institute of Archaeology, University College London (2000)
MA, Archaeology, Institute of Archaeology, University College London (1992)
BA (Hons), Archaeology, University of Exeter (1987)

*Experience:* [redacted] has been a professional archaeologist for over 30 years, beginning [redacted] career at the Museum of London as a field archaeologist working on urban excavations in central London. Moving into post-excavation [redacted] has been working with artefact assemblages on a range of sites across the country, with particular focus on East Anglia. Since 2008 [redacted] has worked as a metalwork and small finds specialist, beginning as freelance and then working full time for both Suffolk Archaeology CIC and Cotswold Archaeology [redacted] has reported on a wide variety of assemblages from multi-period urban sites in Norwich, Ipswich and Bury St Edmunds to a range of rural settlements of all periods across the eastern region. More recently [redacted] has written publication reports on medieval urban metalwork assemblages from Gloucester and Bristol. In addition to working on Wardell Armstrong projects, [redacted] undertakes assessment and analysis on small finds for other archaeological units.

[redacted] undertook seven seasons of fieldwork in Vietnam between 1994 to 2000, ranging from excavation to survey and museum-based studies. [redacted] has maintained contact with the European Association of South-East Asian Archaeologists and the Indo-Pacific Prehistoric Association, for whom [redacted] has regularly provided conference presentations, most recently in 2018 in Hue, Vietnam

In addition to [redacted] specialist work, [redacted] has considerable experience with archaeological archiving and the reporting, recording and closing of archaeological treasure cases.

## PRINCIPAL ARCHAEOLOGIST - HISTORIC BUILDING RECORDING

[redacted] **BSc MSt**

*Qualifications:* MSt Building History, University of Cambridge (2015)
BSc (Hons), University of Sheffield, Archaeological Sciences (2002)

*Experience:* [redacted] archaeological experience has been gained on diverse sites throughout England, Ireland, Scotland and Wales. [redacted] joined Archaeological Solutions Ltd/Wardell Armstrong in 2004 where she developed skills in graphics, backed by [redacted] grasp of archaeological interpretation and on-site experience, to produce hand drawn illustrations of pottery, and digital illustrations using a variety of packages such as AutoCAD, Corel Draw and Adobe Illustrator.

She is a historic building specialist with over fifteen years experience investigating and recording historic buildings, and is skilled in all aspects of such projects including technical analysis, research, drawn and photographic surveys. [redacted] knowledge was consolidated by completing, with Distinction, the MSt in Building History at the University of Cambridge. [redacted]

dissertation focused on the under-researched topic of the marking of Baltic timber imported into Britain in the 18th and 19th centuries.

[redacted] has authored over 150 historic building reports from pre-application appraisals and impact assessments through to condition-based recording with monitoring during planned works that adhere to Levels 1 to 4 as outlined in guidance documents by Historic England. These projects include a number of regionally and nationally significant buildings, for example a previously unrecognised medieval aisled barn belonging to a small group of nationally important agricultural buildings, one of the earliest surviving domestic timber framed houses in Hertfordshire, a Cambridgeshire house retaining formerly hidden 17th century decorative paint schemes. Larger projects include The King Edward VII Sanatorium in Sussex, RAF Bentley Priory in London as well as the Grade I Listed Balls Park mansion in Hertfordshire.

**SENIOR ARCHAEOLOGIST - HISTORIC BUILDING RECORDING**
**[redacted] BA**

*Qualifications*: BA (Hons), Archaeology, Newcastle University (2016)

*Experience:* Throughout [redacted] higher education, [redacted] has gained extensive practical archaeological experience, assisting in the excavation of the Hasting Hill Neolithic Monument Complex in Sunderland and the excavation of an early Bronze Age metallurgy site in Sicily with the *Case Bastione Project*. After graduating [redacted] trained in the practical conservation of historic structures with the *National Heritage Training Group* and went on to work as a project manager, restoring and renovating numerous listed historic buildings. [redacted] joined Archaeological Solutions Ltd/Wardell Armstrong as a field archaeologist, working on a variety of commercial fieldwork projects, developing his practical skills and gaining a good understanding of various archaeological periods across the East of England. In 2019 [redacted] joined the historic buildings team, since then Liam has authored reports for a wide range of building types; both timber-framed and brick-built buildings with date ranges varying from the medieval period to the 20th century [redacted] also conducts background research and contributes to archaeological report writing. [redacted] is CSCS certified and is trained in Emergency First Aid at Work.

**SENIOR ARCHAEOLOGIST - DESK-BASED ASSESSMENTS**
**[redacted] MA (Oxon)**

*Qualifications:* MA (Oxon), Archaeology & Anthropology, St Hilda's College University of Oxford (2004)

*Experience:* [redacted] has archaeological experience dating from 1999, having taken part in clearance, surveying and recording of stone circles in the Penwith area of Cornwall. During the same period, [redacted] also assisted in compiling a database of archaeological and anthropological artefacts from Papua New Guinea, which were held in Scottish museums.

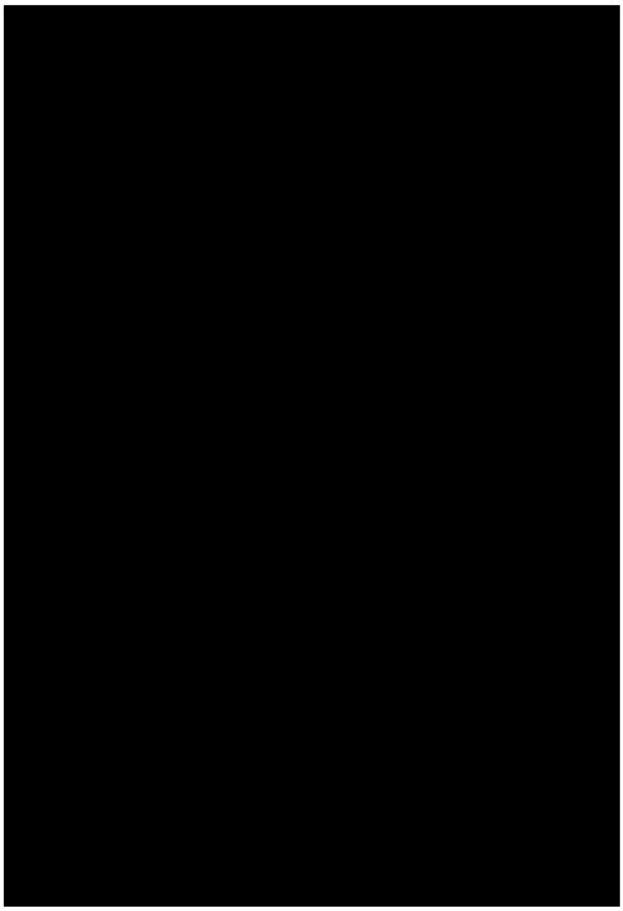
[redacted] has varied archaeological experience from [redacted] years at Oxford University, including participating in excavations at a Roman amphitheatre and an early church at Marcham/ Frilford in Oxfordshire, with the Bamburgh Castle Research Project in Northumberland, which also entailed the excavation of human remains at a Saxon cemetery, and also excavating, recording and drawing a Neolithic chambered tomb at Prissé, France. [redacted] has also worked in the environmental laboratory at the Museum of Natural History in Oxford, and as a finds processor for Oxford's Institute of Archaeology. Since joining Archaeological Solutions Ltd/Wardell Armstrong in November 2004, [redacted] has researched and authored a variety of reports, concentrating on desk-based assessments in advance of archaeological work and historic building recording.

# POST-EXCAVATION TEAM

## PRINCIPAL SPECIALISTS LIST

GEOPHYSICAL SURVEYS

AIR PHOTOGRAPHIC ASSESSMENTS
PHOTOGRAPHIC SURVEYS
PREHISTORIC POTTERY
ROMAN POTTERY
SAXON & MEDIEVAL POTTERY
POST-MEDIEVAL POTTERY
FLINT
GLASS
COINS
SMALL FINDS
SLAG
ANIMAL BONE
HUMAN BONE:
ENVIRONMENTAL CO-ORDINATOR
POLLEN AND SEEDS:
CHARCOAL/WOOD
SOIL MICROMORPHOLOGY
CARBON-14 DATING:
CONSERVATION



# SENIOR SITE STAFF

**PRINCIPAL ARCHAEOLOGIST - SENIOR PROJECT OFFICER**
**[redacted] BSc**

*Qualifications:* BSc Archaeology, University of Reading (2011)

*Experience:* During [redacted] undergraduate degree at the University of Reading Kerrie worked on the Lyminge Archaeological Project (2008), the Silchester 'Town Life' Project (2009) and the Ecology of Crusading Research Programme (2011). Through [redacted] academic and professional career, [redacted] has gained good experience of archaeological fieldwork and post-excavation techniques. Since joining Archaeological Solutions Ltd/Wardell Armstrong [redacted] has gained enhanced experience of commercial archaeological practice, and has managed the fieldwork elements of various large projects, including the excavation of Chilton Leys, Stowmarket. [redacted] other responsibilities include the training and management of field staff, and professional liaison with clients and local authority representatives. [redacted] has contributed towards the dissemination of project outcomes through the production of 'grey' literature and published works. [redacted] is CSCS certified.

**PRINCIPAL ARCHAEOLOGIST - SENIOR PROJECT OFFICER**
**[redacted] MSc BA**

*Qualifications:* MSc, Environmental Archaeology & Palaeoeconomy, University of Sheffield, (2003)
BA (Hons), Archaeology, King Alfred's College, Winchester (2002)

*Experience:* [redacted] worked on a number of excavations in Cambridgeshire before pursuing [redacted] degree studies and worked on many archaeological projects across the UK during [redacted] university days. Gareth joined Archaeological Solutions Ltd/Wardell Armstrong in 2003 and has worked on numerous archaeological projects throughout the South East and East Anglia. Gareth is CSCS and First Aid at Work (St Johns Ambulance) qualified.

**PRINCIPAL ARCHAEOLOGIST – PROJECT OFFICER**
**[redacted]**

*Experience:* [redacted] has extensive experience of working within the construction sector, including as a company director of a landscaping business. [redacted] duties and responsibilities in these posts included the supervision and coordination of co-workers, liaising with stakeholders to determine specific project design elements and managing projects to ensure deadlines were realised. Since joining Archaeological Solutions Ltd/Wardell Armstrong [redacted] has worked on a variety of commercial fieldwork projects, developing [redacted] knowledge and excavation, surveying and supervisory skills. [redacted] is a CPCS trained operator of 360 Excavators. [redacted] is also CSCS certified, passed the CITB Health and Safety Awareness Course and is trained in Emergency First Aid.

**PRINCIPAL ARCHAEOLOGIST – PROJECT OFFICER**
**[redacted] BSc**

*Qualifications:* BSc (Hons), Archaeology, Bournemouth University (2018)

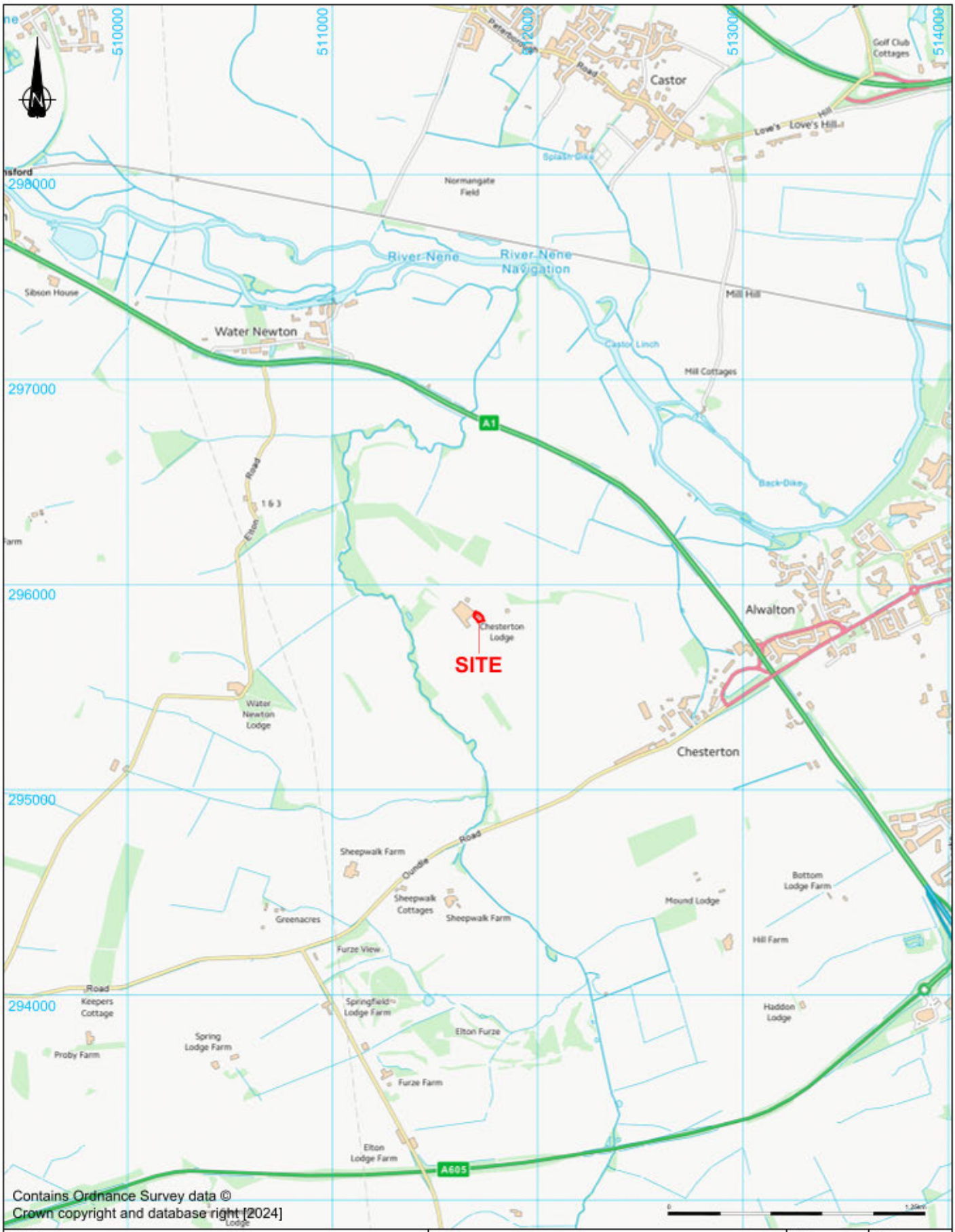
*Experience:* During [redacted] Undergraduate degree, [redacted] worked with several universities and professional companies across multiple sites in the U.K and in the western Hebrides, most notable of which was on the island of Islay on several Mesolithic, Neolithic and Bronze Age sites including; 'Sloch Mesach', a Neolithic Clyde Cairn used through to the Bronze Age and 'Rubha Port an t-Seilich', a Mesolithic campsite. During [redacted] time at university [redacted] also worked in Dorset with the Durotriges project, a Bournemouth university led excavation, investigating the transition from the Iron Age to Roman Britain. Since leaving university and joining Wardell Armstrong as a site assistant [redacted] has worked on a great many projects in the East Anglian area, these include an Anglo-Saxon cemetery at Oulton, Suffolk and a Bronze Age ring ditch at Thorley, Hertfordshire. [redacted] has gained valuable experience in site coordinating, excavation strategies and efficient and professional interpreting and recording systems. As a Supervisor [redacted] duties include the carrying out of Watching Briefs and direction of small/medium scale evaluations, management and supervision of site staff, liaison with clients and local authority representatives and managing fieldwork timescales with deadlines. [redacted] also assists in the creation of 'grey' literature and published literature during the post excavation processes [redacted] is CSCS qualified and has completed a First Aid at Work Course.

**SENIOR ARCHAEOLOGIST - SUPERVISOR**
**[redacted] BA, PCIfA**

*Qualifications:* BA (Hons), Archaeology, University of York (2019)

*Experience:* [redacted] has over four years' experience in commercial archaeology, working on a variety of projects within North Yorkshire and across East Anglia. [redacted] has an extensive knowledge of Osteology through university studies, analysing monastic cemeteries in Yorkshire to produce skeletal reports. This has transferred to the field where [redacted] spent time excavating a large Anglo-Saxon cemetery in Oulton, Suffolk. Since joining Archaeological Solutions Ltd/Wardell Armstrong in 2019, [redacted] has been involved in small and large trial trenching evaluations, excavations and monitoring construction projects. [redacted] has led several trial trench evaluations and excavations, including large quarry projects. [redacted] is proficient in supervising geophysical projects using the handheld methodologies, GPS and total station in order to stakeout or survey fieldwork projects. [redacted] regularly liaisons with clients, county archaeologists and communicates with project staff to create a happy working environment, ensuring projects are completed to schedule. [redacted] often assists in writing archaeological reports of her own sites. [redacted] frequently takes responsibility for the training and development of staff on site. [redacted] has a CSCS card and Emergency First Aid training.

# DRAWINGS

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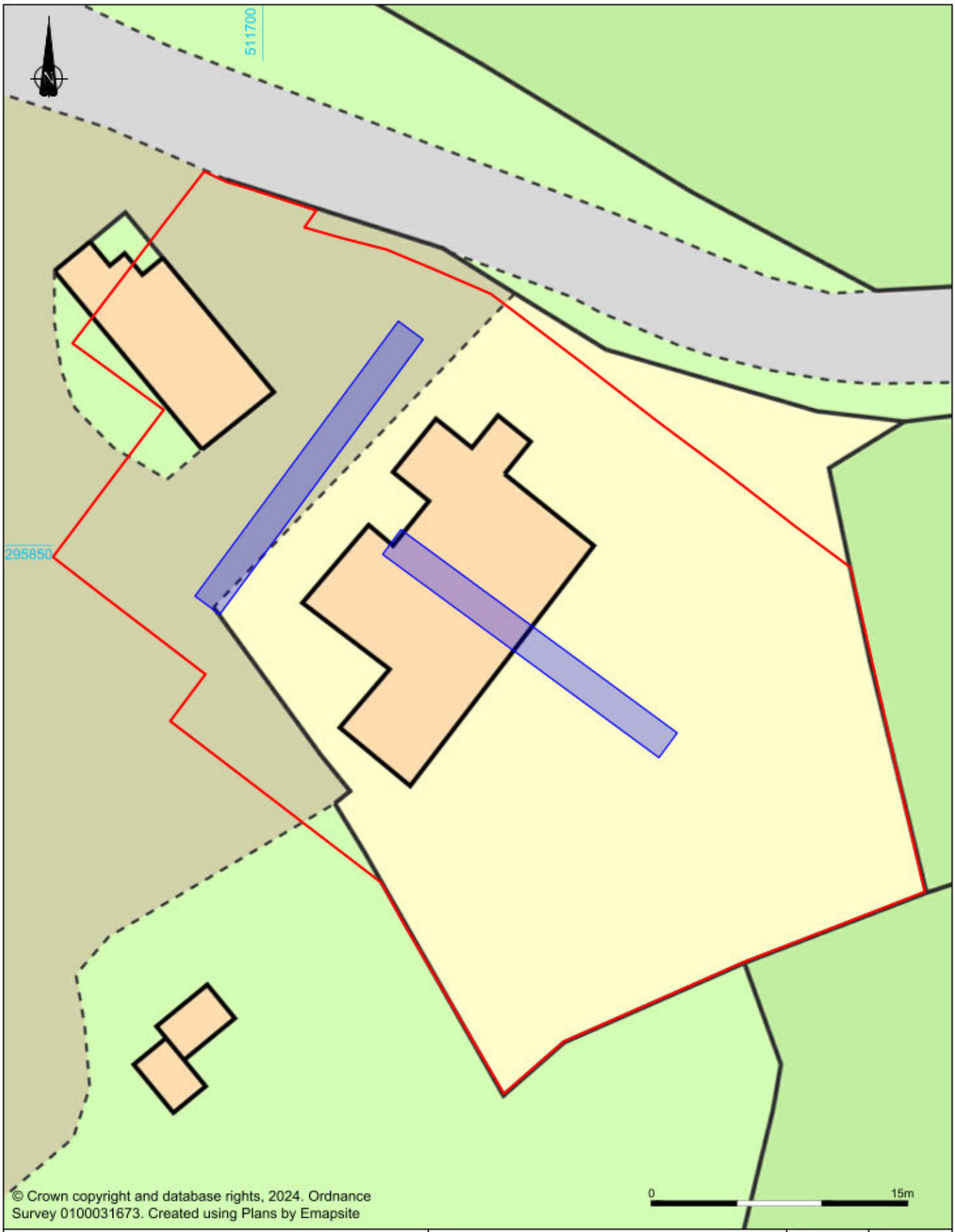
| PROJECT: Chesterton Lodge Farm, Great North Road, Cambridgeshire | DRAWN BY: JS | | |
| | CHECKED BY: KJB | | |
| DRAWING TITLE: Figure 1 Site location plan | APPROVED BY: RG | | |

wardell armstrong

N:\BE\BE11074 - MANOR FARM CHESTERTON HBRI\03 - DESIGN\AUTOCAD\0002 TT WSI\BE11074 FIG. 1.DWG

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| | CHECKED BY: KJB | | |
| DRAWING TITLE: Figure 2 Trench location plan on existing | APPROVED BY: RG | | |

wardell armstrong

N:\BE\BE11074 - MANOR FARM CHESTERTON HBRI\03 - DESIGN\AUTOCAD\0002 TT WSI\BE11074 FIG. 2.DWG




| | | | |
|---|---|---|---|
| CLIENT: R.H. Waterworth Ltd | DRG No.: BE11074-003 | REV: A | SUIT. |
| | SIZE: A4 | SCALE: 1:300 | DATE: 28/11/2024 |
| PROJECT: Chesterton Lodge Farm, Great North Road, Cambridgeshire | DRAWN BY: JS | | |
| | CHECKED BY: KJB | | |
| DRAWING TITLE: Figure 2 Trench location plan on proposed (Plan supplied by client © Campbell McCrae Limited) | APPROVED BY: RG | | |

wardell armstrong

N:\BE\BE11074 - MANOR FARM CHESTERTON HBRI\03 - DESIGN\AUTOCAD\0002 TT WSI\BE11074 FIG. 3.DWG

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