

WRITTEN SCHEME OF INVESTIGATION FOR AN ARCHAEOLOGICAL STRIP, MAP AND SAMPLE (SMS) EXCAVATION AT HOLLYTREE FARM, CROPWELL ROAD, TITHBY, NOTTINGHAMSHIRE

SK 69865 36863

February 2021

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Introduction

Cursus Archaeology has been instructed by Tim Bradley to carry out an archaeological Strip, Map and Sample (SMS) excavation in relation to the proposed construction of a single 2-storey oak-beamed dwelling; the ground floor measuring 122 square metres. The site is formerly a portion of garden to the east of Holly Tree Farmhouse.

The archaeological Officer for the local authority has determined that a programme of site investigation and recording (comprising an archaeological SMS excavation) is required to identify the potential for the existence of archaeological remains, and to safeguard the evidential value of potential heritage assets. This is in line with condition 8 of the Grant of Conditional Planning Permission for Rushcliffe Borough Council Planning Application number: 20/02635/FUL. Namely:

No development shall take place until the applicants, or their agents or successors in title, have secured the implementation of a programme for mitigation by strip, map and sample to be carried out during construction or excavation work on the site, by a professional archaeologist or archaeological organisation. The details of such a scheme of investigation shall be submitted to and approved in writing by the Borough Council also prior to the commencement of the development on the site.

To record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact and to make this evidence (and any archive generated) publicly accessible and to comply with NPPF 16 (Conserving and enhancing the historic environment), policy 11 (Historic Environment) of the Rushcliffe Local Plan Part 1: Core Strategy and policies 28 (Historic Environment: Conserving and Enhancing Heritage Assets) and 29 (Development Affecting Archaeological Sites) of the Rushcliffe Local Plan Part 2: Land and Planning Policies.

As such, this document comprises the Written Scheme of Investigation (WSI) detailed within Condition 8.

The archaeological potential for the site has been established through a desk-based assessment (Trent and Peak Archaeology 100/2020). The site is within the core of the Medieval viallege of Tithby, and positioned near to the church and crossroads. There has been no evident development within the last few hundred years, therefore buried remains are likely to be well preserved, although gardening and a pond appears to have reduced and potentially truncated the earthwork present on site. Although the site is not within the known historic churchyard, it is in close proximity, and the potential for unmarked burials here is high, such as at Halam, and frequently on other sites. Additionally, crossroad sites are significant in that Christian burials would take place in those locations where the interred individual could not be buried on consecrated ground. This may account for the reason this site has been left relatively undeveloped.

This Written Scheme of Investigation (WSI) has been prepared for submission to Emily Gillott Heritage Community Liaison Officer to Rushcliffe Borough Council, prior to commencement of archaeological works.



Figure 1 Tithby location





Figure 2 Site location within village of Tithby



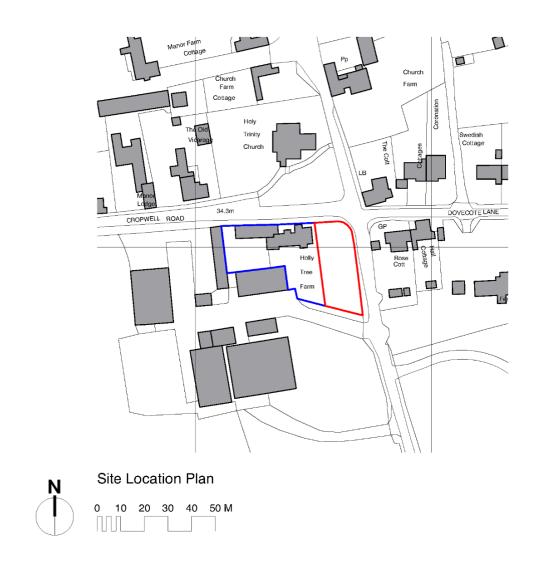


Figure 3 red-line site boundary plan, location plan





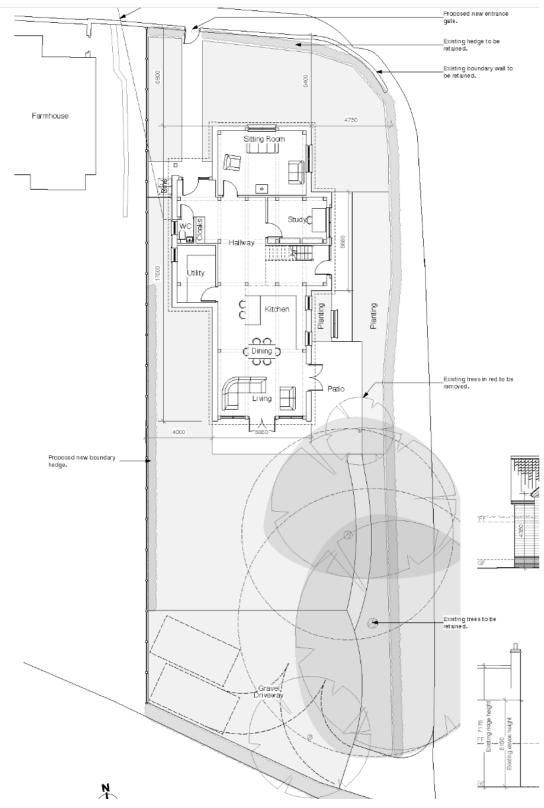


Figure 4 Proposed project design, ground floor plan



Site Description

The site lies at approximately 30m AOD, on level ground, roughly centrally, to the SW of the central crossroads within the village, which is situated in the east region of the Rushcliffe Borough, within the Nottinghamshire Greenbelt, situated within the Vale of Belvoir. The village is built around Grade I Listed Holy Trinity Church at its locus, also situated at the centre, upon raised ground, on the opposite N side of Cropwell Road, to the site.

Tithby is located approximately 2 km to the S of Bingham, E of the A46. The site is not situated within a conservation area. The ground is flat at the N end, with a gentle incline down to the earthwork bank (non-designated heritage asset) which exists here, and at the base of this there is a shallow depression, and the ground rises from here to the S end.

The superficial deposits are not recorded, however is likely to be Devensian Till. Bedrock consists of Huddersfield White Rock sandstone, from the Carboniferous Period (BGS viewer).

Historic and Archaeological Background

Cropwell Bishop, approximately 1 km to the SW of Tithby, is recorded in Domesday as Crophille, as belonged to the Archbishop of York, there was a Berewick (detached portion of farmland belonging to a manor), St. Mary's Church of Southwell had 2.5 curacates of land to the geld (tax), land for 7 ploughs, the Canons have 2 ploughs in demesne, 5 sokemen and 15 villans and 4 bordars had 6 ploughs, 2 oxen and 20 acres of meadow.

Cropwell Butler, less than 1 km to the W of Tithby, is recorded in Domesday, aka Crophelle/Crophille (also Wiverton); within the land of Walter D'Aincourt, had 4 bovates of land to the geld, land for 1 plough, 4 sokemen, 7 bordars had 2 ploughs and 13 acres of meadow. Within the land of Roger de Poitou, Wulfric had 2 curacates and 6 bovates of land to the geld, and land for 6 ploughs, Roger had 3 plough, 8 sokemen and 17 villans with 6 ploughs, and there's 20 acres of meadow, also woodland pasture half a league long, and 4 furlongs broad. Within the land of Ilbert de Lacy, although he was seized of his land, but when Robert de Poitrou received his land took possession of this land to Ilbert's wrong, and the wapentake (a sub-division of the County, as in hundred) witnessed that Ilbert had been seized of the land, with it later in the King's possession except the third part and the thegn which is the manor held by Ilbert. Wulfgeat and Godric previously had 4 bovates of land to the geld, there was land for 2 ploughs, later there was 1 plough in demesne, 4 sokemen having 9 oxen ploughing, and 6 acres of meadow (Martin, Williams).

A desk-based assessment (Trent and Peak Archaeology, 2020) has previously been prepared for the site. The following comprises a summary of its findings.

Find spots that date from the Palaeolithic to the Bronze Age, the majority of which are lithic scatters. Findspots exist in fields approximately 770m to the N of the site in question, and in fields surrounding Bingham at sites identified as camps, settlements and habitation areas. Neolithic and Bronze Age flint implements were discovered 30m W of the site. A Bronze Age spearhead was found 100m N of the site. Two potential findspots of Neolithic and Bronze Age artefacts were found within the historic core of the village.

The remains of the Roman Town of Margidunum exists 5km to the N of the site, on Fosse Way, and



remains are also recorded at Bingham. A Roman enclosure complex was identified 725m NW of the site, and was interpreted as an Iron Age/RB farmstead, comprising a circle hut, trackway and one pit, and undated cropmark features exist nearby to this. A 2nd century site where pottery was discovered within an enclosure and droveway approximately 1km from the site in question. The route of Fosse Way exists close by to the site, along with known settlements and cropmarks points to Tithby being an area of activity in this period, although there is no evidence of an Iron Age/RB site at Tithby.

Tithby is mentioned in Domesday as land owned by William Peverell, with 10 households, indicating the potential for early Medieval remains within the village. The place name of Tithby is Old Norse in origin, meaning 'farmstead' suggesting pre-medieval origins.

Grade I Listed Holy Trinity Church (M936) at the centre of Tithby, was formerly the Medieval 14th century Church of St. Peter. There is also a non-designated asset, consisting of a headland and other banks, plough damaged, and relates to the Medieval furlong pattern, and ridge and furrow exists in fields to the N of the site.

Tithby appears on Speed's 'Map of the Countie of Nottingham' from 1610, and then Chapman's 1774 map, which shows the church, a windmill on the N side of the Cropwell Butler road, as well as other roads and buildings, and the site in question shows a building situated here.

The Old Vicarage dates to the early 18th century, with 19th and 20th century alterations, existing W of the church, and 45m NW of the site. The churchyard wall, around the perimeter of the churchyard, is probably 18th century. Within the churchyard, there's a group of 2 chest tombs and headstone dating to 1728, 1790, and 1801, and a group of headstones; the earliest dating to 1723, and up to the early 19th century.

Two non-designated assets relate to the windmill shown on Chapman's map, on the N side of the Cropwell Butler road; it was a post windmill, moved to another site in 1827, and cropmarks are now visible in its original location.

There are 5 non-designated buildings within the village; the Dovecote farmhouse, the Dovecote at Dovecote farm, the Woodbine, Grange Cottage, and the Cottage. The houses are dated from 1780 to 2000. The Dovecote is a rectangular stone building.

By 1835, shown on Sanderson's map, the village had expanded, showing a cluster of buildings to the W of the site, and a field boundary existed at the S edge.

On the 1883 OS 6in map, showing nothing extant on the site, a small structure appears at the S boundary which itself appears to have been altered, a farmhouse and agricultural buildings are shown to the W. Another post windmill is shown, on the S side of the Cropwell Butler road, which outlived the one on the N side, but was blown down in a gale in 1837.

Undesignated heritage assets in the vicinity include mainly cropmarks or features visible on aerial photography, and a survey of Nottinghamshire earthworks (TPA 1995) identified further features. Three sides of a rectangular enclosure are recorded 950m NW of site, a curvilinear and three sides of a possible enclosure are also part of this complex, and are recorded as 592m NW of site. The earthwork survey also highlighted a wide low linear bank 90m N of site, a line of trackway 147m NW of site cutting an E-W bank with a hollow, and a pattern of N-S ridge and furrow sub-divided into 3 plots 154m N of site, and a low-terraced area in the corner and a bank around the N side of the site in question itself. Also, a man-made hollow was identified 708m to the E of the site, purportedly soil build-up from the churchyard, and seen on the 1919 OS 25 in. Additionally, not seen via aerial photography were; a spoil mound from a watering pond, approximately 728m E of the site, and a well



Methodology

Aims

- To determine the presence or absence of any archaeological deposits or remains during excavation works;
- To fully record the character, date, location and preservation of any archaeological remains present on the site
- To wash and catalogue all finds, which will then be sent for specialist assessment/analysis, the results of which will be integrated within the final report; and
- To include within the results a comment on the quality and significance of the remains found.

Archaeological excavation

The excavation will be conducted according to the *Chartered Institute for Archaeologists' (CIfA) Standard and Guidance for Archaeological excavation (2014a).*

All archaeological works will be carried out by Cursus Archaeology in accordance with this WSI (and any further instruction from Rushcliffe Borough Council).

Cursus Archaeology shall ensure that the archaeological works are undertaken in an organised, efficient and professional manner.

Cursus Archaeology shall have full regard for the safety of all personnel at the Site, including measures to ensure the safety of all (see Health and Safety section below for further details).

The total area for archaeological excavation comprises 122 square metres.

The initial stage of excavation will be undertaken using an appropriate 360° mechanical excavator fitted with a toothless ditching bucket, with works being monitored by the Cursus Archaeology team. A toothed bucket or breaker may only be used temporarily if concrete, tarmac or other hard standing is encountered, with a toothless bucket being used at all other times. Mechanical excavation will proceed under direct archaeological supervision in transects across the full width of the developable area of the site. Machine excavation will be carried out using a flat bladed bucket within the mitigation area agreed by Rushcliffe Borough Council. Upon removal of the topsoil, the underlying subsoil shall be removed by mechanical excavator under close archaeological supervision until either the top of the first archaeological horizon or undisturbed natural deposits are encountered. Particular attention should be paid to achieving a clean and well-defined horizon with the machine. Topsoil overburden and subsoil will be stockpiled separately. The mechanical excavator will not traverse any stripped areas.



If archaeological deposits are identified during the groundworks Cursus Archaeology will be given sufficient time to clean, record and sample excavate the remains as appropriate. The machined surface will be hand cleaned if necessary, and inspected for archaeological features, and all identified features should be marked on the ground to ensure that these are not "lost" during the mapping stage of works. Pre-excavation drawing (in plan form) will be undertaken to record all identified archaeological features. The pre-excavation plan will form the basis for discussion on site to inform the strategy for detailed excavation of the archaeological remains.

If extensive or significant archaeological deposits and/or features are identified, additional archaeologists may be deployed, subject to agreement from the client. If complex archaeological deposits, groups of features or structures are uncovered, stripping will continue to define their full extent within the footprint of the site before their excavation. Following this, a site visit attended by Cursus Archaeology, the client and the Rushcliffe Borough Council will be convened to agree an appropriate mitigation strategy. Following agreement of an appropriate mitigation strategy and implementation of this mitigation, phased stripping of the site will continue as outlined above.

Archaeological deposits will be excavated and recorded stratigraphically in accordance with a recording system as detailed within the MoLA manual. All relationships between features or deposits will be investigated and recorded. Machine-assisted excavation may be permissible by Cursus Archaeology if large deposits are encountered but only after consultation and agreement with Rushcliffe Council.

Areas affected by the groundworks (even if they reveal no archaeological features) will be recorded on a suitable base map/ development plan and the stratigraphy and depth of excavation will be recorded. Details on recording procedures where significant archaeology is discovered are detailed in the section below.

If archaeological features are discovered; burial features, large discrete pits will be half-sectioned, and post-holes and smaller pits will be 100% excavated, and linears 20%; i.e.1 metre slots every 4 metres.

There may be cases when individual features do not merit these sampling levels. Any sampling variation would need to be approved by the Rushcliffe Borough Council following onsite discussion.

All features will be hand-excavated by the Cursus Archaeology team, using trowel, mattock and shovel, as well as other tools, as required. The site will be cleaned by hand using a hoe, following machine excavation, and prior to photography.

A 12-megapixel professional-grade full-frame digital single-lens reflex digital SLR camera will be used for all photography, in appropriate lighting conditions, and using two (horizontal and vertical) ranging rods, and including a north (N) arrow in-frame.

A Temporary Benchmark (TBM) will be established for the site, and an appropriate number of levels taken per feature according to their size and complexity, including at the top and base of cuts. Levels will also be taken on deposits at excavation depth across the excavated area.

The procedure for finds recovery, sampling deposits and recording is outlined below. A site register will be implemented, to include photo log, and environmental, drawing and context registers. A baseline for surveying and scale drawings will be established on site.



All archaeological work within the area specified will be carried out in accordance with standards established by the Chartered Institute for Archaeologists and Historic England, including *Standard and Guidance for an archaeological excavation* (CIfA 2014a) and *Management of Research Projects in the Historic Environment: The Project Managers' Guide* (Lee 2015). The terms of the CIfA *Code of conduct* (2014b) will be observed by Cursus Archaeology at all times during the course of project.

Recording

Written, graphic and photographic records will be made. The site record shall comprise the following components:

- Context sheet records for each stratigraphic unit
- Plans of any area excavated showing the extent of the area as related to the Ordnance Survey National Grid (1:2500 plan). Site plans will be produced at a scale of 1:50 with plans of stratigraphic units at 1:20 or 1:10, as appropriate.
- Section drawings (at a scale of 1:10 where appropriate) will be produced on polyester drafting film and recorded in a register. Drawings will be related to a temporary benchmark (TBM) value.
- A high-resolution digital photographic record of archaeological features and appropriate groups of features/structures. Photographs will contain a scale and a photographic record will be made detailing subject and direction of view.
- All site records will be cross-referenced
- A site diary recording monitoring meetings, visits and staff present on site.

Human remains will be recorded in situ by rectified plan photography.

Finds recovery

Retained artefacts and other finds will be identified by stratigraphic unit, catalogued, bagged and labelled with the site code and context number prior to removal from site. All artefacts and environmental samples will be treated in a manner appropriate to their composition and a sampling strategy will be developed as appropriate:

- All stratified finds will be collected by context, or where appropriate, individually recorded in three dimensions. Unstratified finds will only be collected where they contribute significantly to the project objectives or are of particular intrinsic interest.
- All finds and samples will be collected, processed, sorted, quantified, recorded, labelled, packed, stored, marked, assessed, analysed and conserved in a manner appropriate to their composition and in line with appropriate guidance.
- arrangements to assess and study any artefacts, assemblages and environment samples.
- Any artefacts recovered will be deposited with an appropriate museum, subject to the permission of the owner. Finds classified as treasure will only be deposited once the once the repository has acquired it at 50% of the market share from the client, according to the Treasure Act 1996.



Special circumstances

Appropriate procedures under relevant legislation will be followed in the event of the discovery of human remains or of artefacts covered by the provisions of the Treasure Act 1996, which will allow for the client to be rewarded at 50% of the market value, by the repository. Reference is also made to Section 25 of the Burial Act 1857 and to the UK Government 'Statement on the exhumation of human remains for archaeological purposes' (MoJ 2011), which observes that 'there is room to apply the provisions with more flexibility'. HM Coroner will be contacted at the earliest opportunity should human remains be encountered, and additionally under the aforementioned Treasure Act.

As specified by Rushcliffe Borough Council:

All unexpected human remains encountered must be left in situ and suitably protected from deterioration. All finds should be reported to the police, environmental health officer and the Coroner's Office. An application should be made whether buried remains are to be removed or intended to be left in situ (since excavation is likely to disturb them), and it must be carried out in compliance with the statutory provisions of the Burial Act 1857 and subsequent legislation and after applying to the Ministry of Justice for 'Authority to excavate human remains for archaeological purposes'. The excavator must comply with the conditions of the license as well as other Ministry of Justice and environmental health regulations. It will also be necessary to comply with all reasonable requests of interested parties as to the method of removal, reinternment or disposal of the remains and/or associated items. Attempt must be made at all times not to cause offence to any interested parties. The simplest way to safeguard remains that are not to be excavated is by back-filling as soon as possible.

Palaeoenvironmental/palaeoecomic sampling

Environmental processing will be undertaken by a suitably experienced environmental specialist.

Sampling will be undertaken in accordance with *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (2nd edition) (Campbell, Moffett & Straker 2011). A sampling strategy will be agreed between ourselves (Cursus Archaeology), the Nottingham Council Historic Environment Team, Rushcliffe Borough Council and the client based on the aims and objectives of the project, as well as regional and national research objectives.

Dry deposits will be sampled at the discretion of the supervising archaeologist; contexts that contain modern and/or disturbed material, as well as predominantly stony deposits will be in most circumstances excluded from sampling. Generally, 20-30L will be taken per fill or deposit, and basal deposits may also be sampled. Deposits may be considered for additional and/or specialist sampling, where there is potential for faunal recovery of small mammal and/or fish bones, fragile insect or mollusc remains and/or phytolith sub-sampling.

Waterlogged deposits, which will be sampled in volumes of at least 20L for plant and vertebrate remains, and at least 30L for large deposits if significant archaeological remains exist, as well as for



discrete pits, linears, and layers, which may be considered for 100% sampling at the discretion of the supervising archaeologist, and 100% of smaller features, i.e. pits and post holes will be sampled. These will be sealed and labelled, with refrigeration considered for processed waterlogged samples. An appropriately sized subsample will be analysed by a nominated specialist at their discretion.

If human remains are discovered, following the lifting of bones (although every provision for the mitigation of this will be made to leave them in situ, and to be taken under further advisement (where warranted) by Ministry of Justice, Historic England and Nottingham Council Historic Environment Team and Rushcliffe Borough Council), soil samples will be taken from the base of the grave cut at the head area, the torso, and the leg/foot region, which shall be wet sieved. Osteologist Kate Griffiths BSC MA will be consulted on site and will carry out specialist analysis and reporting.

Where scatter sampling is undertaken (i.e. taking 3 x 10L from different locations within a context), these will be given separate sample numbers to enable spatial reconstruction and to avoid bias. In circumstances where spatial reconstruction is specifically required, 10-30L will be taken from each position.

Archaeological, archaeobotanical, archaeoosteological and archaeometallurgical material from flots and retents will be retained within the site archive.

Other environmental sampling

Coring and monoliths for pollen, foraminifera, testate amoeba, diatoms etc., will be undertaken under the advice and guidance of the nominated specialist.

Residue analysis on materials such as ceramics will be advised by the nominated specialist.

Further specialist investigation of environmental materials will be dependent on national research strategies and will be subject to consideration as part of the post-excavation analysis stage of the project.

Archive

Fieldwork records will be audited for consistency and accuracy. The site archive will contain all data collected, including records, ecofacts, artefacts and other specialist materials and will be ordered, indexed, adequately documented, internally consistent, secure, quantified, conforming to standards required by the archive repository and signposted appropriately to ensure future use in research, as detailed in *Management of Research Projects in the Historic Environment* (MoRPHE) (Lee 2015).

The archive will be assembled in accordance with the guidelines published in *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* (ClfA 2014c), *Guidelines for the preparation of excavation archives for long-term storage* (UK Institute for Conservation 1990), *Standards in the museum care of archaeological collections* (Museums & Galleries Commission 1992) and *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation*



(2nd edition) (Brown 2011).

Retained finds will be cleaned and labelled. Storage will be consistent with *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA 2014c) and *First Aid for Finds* (Watkinson & Neal 2001).

Assemblages of retained archaeological materials will be subject to assessment consistent with typological or chronological criteria. Where conservation is required, such specialist work will be undertaken by an approved conservator. Consideration will be given to further processing of materials identified at assessment as appropriate for full analysis.

Arrangements will be made to deposit the project archive at an appropriate approved repository within Nottingham following the completion of works, as advised by Rushcliffe Borough Council. The project archive will be safely stored at the premises of Cursus Archaeology until this time.

Copies of the Project report will be distributed to agreed parties, and a copy deposited with Nottingham Council's Historic Environment Record (HER).

The written, drawn and photographic records will be of sufficient quality to facilitate publication in an appropriate specialist journal.

Before the start of construction groundworks, an OASIS entry will be made for this project, and the ID confirmed with Rushcliffe Borough Council. Subsequently, the results will be uploaded to it following project completion.

Reporting

A formal report on the results of the excavation will be prepared within 4 weeks of completion of the fieldwork and post-excavation analysis and report.

The report will conform to section 3.5 of *Standard and Guidance for an archaeological excavation* (ClfA 2014a) and will include:

- a non-technical summary (abstract);
- introductory statements and site background;
- aims and methods adopted during the fieldwork (as detailed in this WSI);
- a description of the nature, extent, date, condition and significance of all archaeological features recorded during the excavation works;
- maps, plans, sections, drawings, photographs and any other illustrative material considered appropriate for clarification;
- a catalogue of finds, including any specialist reports;
- a discussion and summary of the results;
- statement of potential with recommendations;
- a statement of the significance of the results in their local, regional and national context according to the Research Framework;
- publication proposals if warranted;



- a complete stratigraphic matrix; and
- a quantification of the project archive.

If warranted, the report shall be accompanied by a Project Design in accordance with MoRPHE and other relevant national guidelines. The Project Design shall summarise and consider all preceding phases of work and set out the further analytical and reporting works, if any, that are required to achieve the research objectives identified in the post-excavation assessment report. If the assessment process identifies that no further work is required for the site then this should be agreed formerly and in writing following consultation with the Rushcliffe Borough Council.

Publication & Dissemination

Digital .pdf copies of the completed report will be sent to the Client and to the Nottinghamshire Council Historic Environment Team. A copy will be uploaded to the ADS website (http://archaeologydataservice.ac.uk/).

If warranted by the results of the excavation works, provision will be made for a publication of the results in a recognised local or national journal or monograph series. The final report and place of publication will be approved by the Rushcliffe Borough Council.

Staffing Arrangements

The ground works are anticipated to start imminently. All site investigation and recording will be carried out by Jude Alexander Children of Cursus Archaeology, who provides technical direction to all elements of the archaeological works programme and has overall project management responsibility. Further staffing arrangements may be made if necessary, at the appropriate time, at the request of the client.



Health and Safety

A hard hat, high visibility jacket and steel toe-capped boots will be worn at all times during monitoring of mechanical excavation works. Steel toe-capped boots will be worn by all archaeologists during field-work. A risk assessment form will be produced and signed by any employee or sub-contractor of Cursus Archaeology.

Insurance Policies

Cursus Archaeology has public liability insurance in place. Policy number: 550.071.812.

Copyright

Cursus Archaeology shall retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988, with all rights reserved, excepting that it hereby provides a licence to the client and Rushcliffe Borough Council for the use of the report by the client and Rushcliffe Borough Council in all matters directly relating to the project as described in the Project Specification to use the documentation for their statutory functions and to provide copies of it to third parties as an incidental to such functions.

Figures 1 and 2 Apple Maps.

Figures 3 and 4 Allan Joyce Architects Ltd.

Monitoring

Progress and monitoring meetings on site will be held between Cursus Archaeology and Rushcliffe Borough Council. Rushcliffe Borough Council will be informed (via phone or email) when excavation fieldwork begins, and again after the excavation area has been fully stripped under archaeological supervision. Technical issues arising from these meetings will be addressed to Jude Alexander Children of Cursus Archaeology.



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