

Steeple Renewables Project

Appendix 9.4 – Outline Written Scheme of Investigation for Pre-Determination Trial Trenching

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Appendix 9.4 – Outline Written Scheme of Investigation for Archaeological Works

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Appendix 9.4 – Outline Written Scheme of Investigation for Pre-Determination Trial Trenching

Steeple Renewables Project

On behalf of Steeple Solar Farm Ltd

Author:  Principal Heritage Consultant

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1. Introduction

- 1.1. Pegasus Group have been commissioned by Steeple Solar Farm Ltd (hereafter 'the Applicant') to prepare an Outline Written Scheme of Investigation for Archaeological Works (WSI) to support a DCO application for renewable energy development on at Sturton-le-Steeple, in the Bassetlaw District of Nottinghamshire (hereafter 'the Site') as shown on Plate 1.

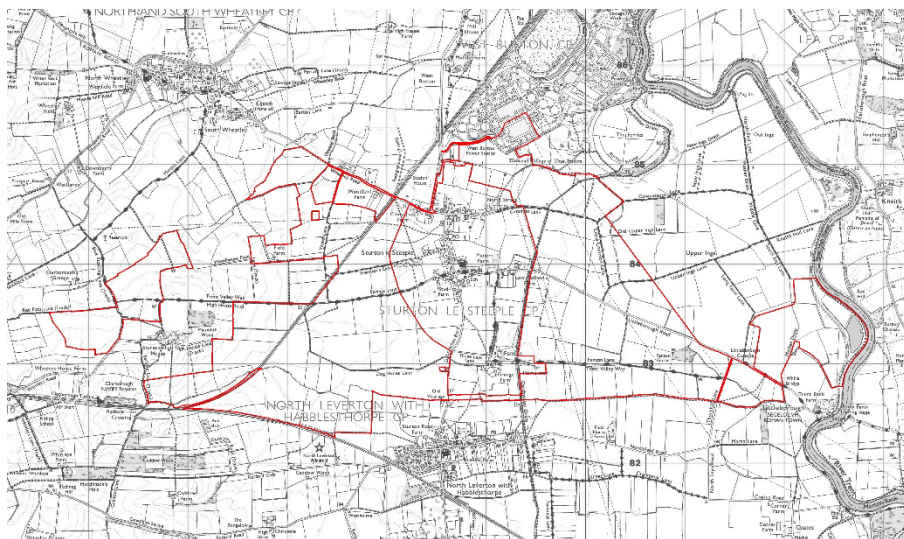


Plate 1: Site location plan

- 1.2. This WSI has been prepared as a supporting document to this application and forms **Appendix 9.4** to **Chapter 9 – Cultural Heritage**. It has been informed by, and should be read in conjunction with, other supporting documents, primarily **Appendix 9.1 – Cultural Heritage Technical Baseline**

[**ENO10163/APP/6.3.9**], and **Appendix 9.2 – Magnitude Surveys Geophysical Survey Report** [**ENO10163/APP/6.3.9**].

- 1.3. In recognition of the archaeological potential of the Site and the possible impacts of the proposed development thereupon, several areas of the Site have been excluded from the development. Exclusion zones have been defined by Pegasus Group informed primarily by the geophysical survey results. These areas, and the control measures for ensuring preservation of archaeological remains within them, are outlined in **Appendix 9.3 – Archaeological Mitigation Statement** [**ENO10163/APP/6.3.9**].
- 1.4. An initial phase of targeted trial trenching, focussed on 'fixed', large-scale areas of development is proposed, and will be undertaken prior to determination, these comprise the BESS and substation compounds within the north of the Site. This Written Scheme of Investigation outlines the methodology regarding the proposed pre-determination trial trenching.
- 1.5. Further trial trenching across the wider area of Proposed Development is proposed post-consent. Further mitigation (if required), beyond the previously defined exclusion zones will be agreed following the trial trenching works (**Appendix 9.4 – Outline Written Scheme of Investigation for Post-Consent Archaeological Works** [**ENO10163/APP/6.3.9CA**]).

2. Archaeological Background

- 2.1. The archaeological background of the Site is discussed in detail in **Appendix 9.1 – Cultural Heritage Technical Baseline [EN010163/APP/6.3.9]**. A summary of this information is included below.

Topography & Geology

- 2.2. The Site generally slopes from west to east, towards the River Trent. Levels along the eastern boundary are at approximately 3m above Ordnance Datum (aOD), rising gradually westwards towards the village of Sturton le Steeple at approximately 10m aOD, then rising more steeply to high ground at approximately 75m aOD along the western boundary.
- 2.3. Bedrock geology across the vast majority of the Site is mapped as Mercia Mudstone Group – mudstone, although bands of Mercia Mudstone Group – siltstone, dolomitic are mapped in the west of the Site. Both comprise sedimentary bedrocks formed between 252.2 and 201.3 million years ago during the Triassic period.
- 2.4. Superficial deposits are not mapped across much of the Site although localised deposits of Head – clay, silt, sand and gravel are mapped at a small number of locations. Where such deposits occur, they lie adjacent to watercourses that remain extant at the present-day.
- 2.5. In the north-eastern corner of the order limits there are localized superficial deposits of Mid Pleistocene Till and Glaciofluvial deposits which indicate a different character in terms of the landscape prior to the Ice Age and the formation

of the Trent. These deposits record the movement of material by Glaciers during the last Ice Age.

- 2.6. The eastern portion of the scheme is the main focus of superficial deposits with all of the order limits that lie to the east of Fenton recorded with a combination of gravels and alluvium. It seems probable that such deposits relate to the river terraces of the Trent and the river's flood plain. The gravel terraces date to the Late Pleistocene and relate to the deposition of material as the Trent down-cut through the mudstone at the end of the last Ice Age.
- 2.7. The alluvial deposits are likely to range in date throughout the Holocene as the deposits are situated within the current floodplain of the river Trent.
- 2.8. The results of the geophysical survey indicate the presence of a palaeochannel at the south-eastern corner of the site, with a main channel to the south forking into two channels as it heads east-north-east.
- 2.9. There is geoarchaeological and palaeoenvironmental potential within the eastern parts of the order limits as the deposits recorded provide an opportunity to consider the transitions between the Mid Pleistocene, Late Pleistocene and Holocene. It is also worth noting that the Trent gravels have historically produced prehistoric archaeology of some significance, elsewhere. Boreholes in the vicinity indicate gravel deposits are generally not encountered at depths <1m, and are typically recorded at >1.5m bgl.

Archaeological Resource

- 2.10. There is no confirmed evidence of prehistoric activity within the Site and only a small amount is recorded within the 1km study area, extending from the Site boundaries. There are records from the Nottinghamshire Historic Environment Record (NHER) of scatters of flint artefacts to the north-east of the Site (refs. MNT11123 and MNT11949), with at least one sherd of possible Iron Age pottery recovered from colluvial/alluvial layers in the same general location as the latter (ref. MNT11951). A further flint artefact is also recorded as having been found south-east of the Site (ref. MNT4984), while a pit containing prehistoric pottery sherds, and a slag fragment is recorded as having been found to the west of the Site (ref. MNT28480). Bronze Age wooden stakes and a platform, potentially representing a trackway, linking an island and gravel terrace are recorded >800m north-north-east of the Site (ref. MNT11955).
- 2.11. The geophysical survey of the Site has identified several areas of archaeological potential across the Site. Although these are currently undated, some almost certainly represent Romano-British remains, while others could feasibly be of late-prehistoric and/or Roman date.
- 2.12. The largest concentration of geophysical anomalies recorded within the Site lies in the south-east and broadly corresponds with an HER record which identified a trackway, pits and linear features in the same location (ref. MNT6183). The anomalies appear to represent a Roman linear settlement focussed on either side of a routeway. The routeway potentially relates to the former Roman Road, from Lincoln to Doncaster, which crossed the River Trent to the east. The geophysical survey did not identify any further evidence of the road within the wider Site, and it has possibly been subsumed by the current Littleborough Road.
- 2.13. Further probable ditches and enclosures (ref. MNT28353) and possible buried structures (ref. MNT28352) are recorded to the east of this concentration of activity, on broadly the same alignment as the routeway. The features are undated, but potentially represent a continuation of the settlement activity. The settlement lies west of the Scheduled Roman town of Segelocum, which lies east of the Proposed Development Site (refs. MNT15524; NHLE 1003669). The vast majority of recorded Roman archaeology in the wider study area is focussed in and around the Scheduled Roman town.
- 2.14. The Roman road mentioned above would have been a communication route and there is potential for Romano-British activity along it.
- 2.15. Further elements of Romano-British settlement activity are recorded within the east of the Site, with concentrations of pottery recovered during fieldwalking (ref. MNT11954), and ditches and gullies having been identified, apparently forming part of a large, rectangular ditched enclosure (ref. MNT26041). The excavated features are identified as lying on the edge of the floodplain and possessing waterlogged deposits containing dumped Romano-British material, including pottery of various wares, glass, and residual tile. The recorded heritage lies north of rectilinear anomalies identified by the geophysical survey and are likely related. Three sherds of Roman grey ware are also recorded as having been found in a field within the Site, west of Fenton (ref. MNT4929).
- 2.16. Further evidence of possible Roman settlement activity has been identified to the north-east of Site, with several features

having been identified including ditches, pits, and an oven, with artefact scatters also recorded (refs. MNT11952, MNT26043, MNT11948, MNT11956, and MNT26042). A scatter of Roman artefacts is also recorded as having been found at South Wheatley, to the north-west of the Site (ref. MNT8677).

2.17. No early medieval archaeology is recorded within the Site, and only a very small amount is identified within the 1km study area, comprising a single incomplete wooden stake recovered from peat north-east of the Site (ref. MNT11950), and a scatter of early medieval pottery found at Segelocum, east of the Site (ref. MNT10537).

2.18. No definite medieval archaeology is recorded within the Site either, however the geophysical survey and LiDAR data suggest that some remnant ridge and furrow is present across the Site, which is typically focussed around the settlements and farmsteads, and which may be medieval or post-medieval in date. Although this does not generally appear to be legible at ground level across most of the Site, the LiDAR indicates that some localised areas of earthworks may be present. Some undated ridge and furrow (refs. MNT6110, and MNT27798) and linear earthworks (refs. MNT27796, and MNT27797) on the same alignment, which could feasibly be medieval in date, are recorded within the Site, east of Sturton-le-Steeple; the features are located east of a possible moated site which was identified at the eastern extent of the village, west of the Site (ref. MNT28258). Cropmarks indicative of further ridge and furrow, along with field boundaries and a possible trackway are also recorded as extending into the Site on land west of Sturton-le-Steeple; again, these could feasibly be of medieval date but may represent later features (ref. MNT6849).

2.19. In the wider study area several other areas of ridge and furrow are also identified, with other elements of heritage including deserted medieval settlements at West Burton to the north-east, possibly South Wheatley to the north-west, and Habbleshthorpe at North Leverton south of the Site (refs. MNT15468, MNT15582, and MNT15490). Otherwise, recorded heritage in the vicinity is typically focussed in and around the nearby settlements and includes extant buildings, the possible sites of former buildings, and earthworks.

2.20. No post-medieval heritage is recorded within the Site, and nearly all of the recorded heritage from this period in the wider study area comprises extant buildings focussed within the nearby settlements and/or associated with farmsteads. Exceptions comprise the site of a former ferry crossing at Littleborough, east of the Site (ref. MNT26579), and the remains of a floor and wall recorded during drainage works at South Wheatley to the north-west (ref. MNT4932).

2.21. Only a single element of modern heritage is recorded within the Site, comprising the site of a Second World War bomb crater, which has been located via personal commentary (ref. MNT5980). The record is located adjacent to an anomaly recorded as an agricultural spread/drain by the geophysical survey. Modern heritage in the wider study area is almost entirely represented by built form within the nearby settlements, and/or associated with surrounding farms. However also included are the 20th century power station north of the Site (ref. MNT25449), along with other isolated features in the wider vicinity including a wharf (ref. MNT15525), windmills (refs. MNT7339, and MNT16887), and another possible bomb crater (ref. MNT5981).

3. Project Objectives

General Objectives

- 3.1. The objectives of the archaeological works are:
- To record where feasible the depth, extent, character and date of archaeological features or deposits encountered;
 - To provide information about the archaeological resource within the area of the site (including its presence or absence, character, extent, date, integrity, state of preservation and quality);
 - To create a record of the archaeological resource which will be impacted upon as a result of the proposed development;
 - To interpret the archaeology of the site within its local, regional and national archaeological context; and,
 - Undertake the above in accordance with the CIfA Code of Conduct¹ and relevant Standards and Guidance (Appendix 2).

Specific Objectives

- 3.2. The specific objectives of the archaeological works are to:
- To determine whether any of the potential archaeological remains identified within the site will be impacted by the fixed areas of largescale development in the north of the Site and, if so, the nature of these;
 - To answer research agenda objectives set in the East Midlands Regional Research Framework;
 - To use any artefactual and dating evidence recovered to assist in answering specific research questions;
 - To recover and record an appropriate sample of the range, quality and quantity of the artefacts and environmental evidence discovered; and,
 - To provide a report on the results of the evaluation and mitigation, which will be placed in the public domain and held by the Nottinghamshire HER, and if appropriate publish the results in an academic paper or journal.

¹ Chartered Institute for Archaeologists (CIfA), *Code of Conduct: professional ethics in archaeology* (revised edition, October 2022).

4. Archaeological Fieldwork Methodology

Scope of Archaeological Works

- 4.1. The location of the trial trenches to be excavated is depicted on the Trench Plans (Appendix 2). A total of 16 nr. 30m x 2m trenches are proposed.
- 4.2. The trenches are sited to provide an even coverage across the areas of proposed large-scale, fixed development, comprising the BESS and Substation Compounds, within the north of the Site. Their location has been guided by the footprint of the elements and the results of the geophysical survey, desk-base analysis, review of LiDAR and review of aerial photographs as well as review of previous archaeological fieldwork undertaken in the vicinity.

Contingency/Mitigation

- 4.3. Should the initial sample of trenching indicate that there be insufficient to determine the archaeological potential of the site, then, contingency trenching may be employed. The contingency will be limited to a further 50% of the initial sample, i.e. a maximum 480 sqm of trenching.
- 4.4. Contingency trenching and/or extension of watching brief areas shall only be deployed following consultation with the Archaeological Consultant and the Archaeological Advisor.

Roles and Responsibilities

- 4.5. The Archaeological Advisors responsible for regulating the works undertaken, on behalf of the Local Planning Authority are:

- [REDACTED], Senior Planning Archaeologist for Nottinghamshire County Council [REDACTED], [REDACTED]@nottscc.gov.uk
- [REDACTED], Planning Archaeologist for Nottinghamshire County Council, [REDACTED]@nottscc.gov.uk

- 4.6. The Archaeological Advisor will be notified of the following activities, within the timescales stated:

- the date of commencement of the archaeological fieldwork in advance of commencement;
- the date of completion of the archaeological fieldwork within one week of completion.

Archaeological Consultant

- 4.7. The Archaeological Consultant responsible for project oversight, stakeholder communication and archaeological planning strategy is:

- [REDACTED], Principal Heritage Consultant, [REDACTED], donald.sutherland@pegasusgroup.co.uk

Archaeological Contractor

- 4.8. The Archaeological Contractor will be appointed following confirmation of the scope of works,

construction programme and project phasing, consistent with the provisions set out in Section 7 of this WSI. The appointed Archaeological Contractor will provide:

- a suitable risk assessment;
- a team of suitably qualified archaeologists; and
- progress reports (verbally or by email) to the Archaeological Consultant or Archaeological Advisor upon request.

Groundworks Methodology

- 4.9. The groundworks contractor will provide a detailed methodology for the groundworks and construction operations to the Archaeological Consultant and the Archaeological Contractor.

General Methodology

- 4.10. All archaeological works will be carried out in accordance with this Written Scheme of Investigation (WSI) and any further instructions from the Archaeological Consultant. The design takes account of the guidance provided by the Chartered Institute for Archaeologists (CIfA) Code of Conduct, the standards and guidance for archaeological monitoring and recording, and other current and relevant good practice and standards and guidance.
- 4.11. Access to the site will be arranged by the Client. Access routes, welfare areas and any constraints to the archaeological works will be identified by the Client.

- 4.12. The Client will provide the Archaeological Contractor with available details for known overhead or buried services for the works. Due to the nature of the works undertaken in this phase, it is anticipated that the locations of the services will already be known, however, to be sure, the Archaeological Contractor will carry out scanning prior to the sampling of deposits.

- 4.13. The Archaeological Contractor shall ensure that the archaeological investigations are undertaken in an organised, efficient and professional manner.

- 4.14. The Archaeological Contractor shall have full regard for the safety of all personnel on site, including measures to ensure the safety of all, including any effects the archaeological works may have on neighbouring residences and the daily operations of the Client.

- 4.15. All paper and digital records made during the course of the fieldwork, and the treatment of artefacts and environmental remains, will be reviewed continuously and informed by specialist input. Record checking and collation will be completed at regular intervals, as appropriate, and before an area is considered complete, abandoned, backfilled or the site closed. Errors or omissions in recording discovered during post-excavation cannot be recovered. The Archaeological Contractor must make suitable allowance for this task.

Trial-Trench Evaluation

Machine excavation

- 4.16. All trenches will be excavated at the locations agreed with the Archaeological Advisor. Should any variations be required, these will be agreed with the Archaeological Consultant and Archaeological Advisor.

The trenches shall be positioned to an accuracy of \pm 100mm of the specified trench location using survey-grade GPS or equivalent metric-survey equipment.

- 4.17. Each trench location will be scanned using a Cable Avoidance Tool (CAT scanner) prior to and during the excavation (mechanical excavation and hand excavation) to ensure that no live services are present.
- 4.18. All topsoil stripping/groundworks within the trenching areas will be undertaken by a back acting tracked excavator fitted with a toothless grading/ditching bucket where possible, under the supervision of the site archaeologist to the depth of formation or to the surface of the archaeological deposits, whichever is reached first.
- 4.19. All trenches shall be excavated to the agreed dimensions, which are for the base of the trench. Where necessary to achieve this the trenches will be stepped to ensure stability and safety of the excavation and that safe access/egress and working conditions are maintained.
- 4.20. The arisings from the archaeological works will be stored adjacent to each trench (within a safe working distance) and will be separated according to material, (i.e. topsoil separated from subsoil, and made ground separated from subsoil).
- 4.21. The excavation will proceed under direct archaeological supervision, in broadly level spits of no more than 200mm, until either the top of the first archaeological horizon or undisturbed natural deposits are encountered. If appropriate, particular attention should be paid to achieving a clean and well-defined horizon with the machine. It is not anticipated that entire

trenches will require hand cleaning. Under no circumstances should the machine be used to cut arbitrary trenches down to natural deposits. The surface achieved through machine excavation will be inspected for archaeological remains. Additional care will be taken with machining should potential 'domestic' enclosures or entrances between boundaries be identified. The mechanical excavator will not traverse any stripped areas.

- 4.22. If important concentrations of artefacts suggestive of significant activity are uncovered during machining, these should be left *in situ* in the first instance, and investigated using hand tools only, if appropriate. Where warranted, machining should leave some topsoil or subsoil in place in order that a sample can be hand-excavated to establish the presence or absence of ephemeral features (such as wheel ruts or animal hoof prints etc.). If it is identified that the archaeological horizon has been truncated, then machine cleaning can be resumed.
- 4.23. Machined surfaces will be cleaned by hand sufficiently to allow acceptable definition of the archaeological remains. Following cleaning, all archaeological remains will be planned, to enable the selection of features and deposits for sample excavation by the Archaeological Contractor.
- 4.24. The trenches will be clearly demarcated and secured with appropriate barrier fencing (such as high visibility plastic barrier mesh fencing or Heras fencing), supplied by the Archaeological Contractor, to ensure that persons or plant cannot inadvertently traverse across the area of investigation whilst archaeological works are in progress. The fencing will be regularly inspected and

maintained by the Archaeological Contractor until works in each area have been completed.

- 4.25. Trenches will not be backfilled without the approval of the Archaeological Consultant and the Archaeological Advisor. In exceptional circumstances, such as for health and safety purposes or ground stability reasons, some backfilling would be permitted. The trenches shall only be backfilled by machine under appropriate conditions and with direct archaeological supervision.
- 4.26. For each trench, overburden will be removed until either the natural substrate or the uppermost identifiable archaeological horizon is revealed.
- 4.27. Should archaeological deposits be revealed, mechanical excavation will cease in that area, enabling the supervising archaeologist to investigate those deposits.
- 4.28. Deposits will be appropriately marked-up so that their location is readily perceivable on the ground. They will then be left *in situ* pending sample excavation and recording, and, if practicable, the supervised excavation of non-archaeological overburden from the remainder of the trench may then resume.

Hand Excavation

- 4.29. Hand excavation will be initially targeted to provide information on the form, function and date of the archaeological features.
- 4.30. Machine-assisted excavation may be permissible if large deposits are encountered but only after consultation with the Archaeological Consultant and the Archaeological Advisor.

4.31. A sufficient sample of deposits/features will be investigated through hand excavation to record horizontal and vertical extent of the stratigraphic sequence to the level of undisturbed natural deposits.

4.32. The Archaeological Contractor will make provision for appropriate archaeological specialists to visit the site or attend meetings upon requested in order to advise on the excavation strategy.

4.33. As a minimum, the following sampling strategy will be employed:

- Non-structural Discrete features: A minimum of 50% of all pits, post-holes and other isolated discrete features will be excavated; unless it is proven that they are of modern origin. If large quarry pits (over 1.5m diameter) are encountered then the sample excavated should be sufficient to define the extent and maximum depth of the feature but should not be less than a 25% quadrant, unless agreed otherwise;
- Non-structural Linear features: A minimum of 20% of the feature (each sample section to be not less than 1m) will be excavated including intersections and terminals in order to determine its character, date, morphology and function. It may be necessary to excavate an additional sample section away from intersections with other features in order to recover an uncontaminated artefact assemblage;
- Where possible one section will be located and recorded adjacent to a trench edge to provide a complete soil profile. Sections through ditches etc. should be positioned perpendicular to the

feature and oblique sections avoided wherever possible. If appropriate all intersections will be investigated to determine the relationships between features. All termini will be investigated;

- Structural remains will be sampled sufficiently to define the extent, form, stratigraphic complexity and depth of the component features and its associated deposits to achieve the objectives of the evaluation. All intersections will be investigated to determine the relationship(s) between the component features. The remains of all upstanding walls will be hand-cleaned sufficient to understand their dimensions, extent, composition, sequence and relationships; and,
- Tree Throws: where features are identified as tree throws or hollows a sample will be hand excavated to confirm the interpretation. Features identified as 'natural' will be sample excavated to establish the presence or absence of deposited artefacts.

4.34. In the event of highly significant discoveries, the Archaeological Advisor will be informed and a site meeting between the Archaeological Contractor, the Archaeological Advisor and the Client will take place to determine an appropriate contingency sampling strategy. Any contingency sampling will be limited to a further 50% of the initial sample, i.e. a maximum of an additional 480 sqm of trenching.

Archaeological Recording

4.35. All archaeological features will be recorded in accordance with industry best practice, including the appropriate ClfA standards and guidance. Other

relevant standard and guidance documentation is provided in Appendix 2.

4.36. As a minimum, archaeological site recording will include the following:

- a pro-forma context record for each stratigraphic unit revealed;
- a record of any areas identified as being devoid of archaeological remains and of any features investigated and confirmed to be of natural origin;
- plans, either DGPS-recorded, or hand-drawn at a scale of 1:100, and depicting:
 - the extent of the area of archaeological works, tied into the Ordnance Survey National Grid and located on a 1:2,500 scale plan;
 - the extent of all stratigraphic units revealed; and
 - appropriate detail identified within stratigraphic units;
- Hand-drawn plans and sections of features/deposits will be undertaken and at an appropriate scale (usually 1:20 for plans and 1:10 for sections). All scale drawings will include spot heights relative to the Ordnance Datum in metres, correct to two decimal places.
- A photographic record comprising recognised industry-quality digital SLR photographs;

- numerical indices of all context records, drawings, photographs, samples and small finds, checked and cross-referenced as necessary; and
- a diary record of the progress of the archaeological work, including details of liaison and monitoring meetings, site visits, and a record of staff on site.

4.37. All of the above records will form part of the eventual project archive, to be deposited with a suitable repository upon completion of the project (see Section 6, below).

Artefact Recovery

4.38. Archaeological artefacts will be collected, stored and processed in accordance with accepted national and regional methodologies, guidelines and standards (Appendix 2).

4.39. 'Bulk finds' will be collected and recorded by context. 'Small finds' will be recorded three-dimensionally using DGPS or equivalent survey equipment.

4.40. All artefacts (apart from modern finds) will be collected and retained, unless otherwise agreed in advance with the Archaeological Advisor.

4.41. Where required, artefacts will be stabilised, conserved and stored in accordance with the guidance of the United Kingdom Institute of Conservators (UKIC). If necessary, a conservator will visit the site to undertake 'first aid' conservation treatment of finds prior to their removal from site.

Environmental Sampling and Dating

4.42. If deposits with the potential to yield palaeo-environmental or micro-artefactual data are identified, a proportionate programme of bulk sampling will be undertaken in liaison with the Archaeological Advisor, and in accordance with the following general protocol:

- samples will be recovered from cleaned surfaces, using clean tools and placed in clean containers;
- samples will be appropriately recorded and labelled, and a register of all samples recovered will be maintained; and
- the samples will be stored safely in a sufficiently secure location prior to their delivery to the appropriate specialist.

4.43. Should any palaeo-environmental deposits of particular interest be revealed, the Historic England Regional Science Advisor (RSA) will be contacted, and their advice sought in respect of an appropriate further sampling strategy. The RSA for the East Midlands is:

- [REDACTED]

4.44. Any sampling would be undertaken in accordance with Historic England's guidance.²

4.45. Where appropriate, and when this may contribute to research aims, the sampling strategy should identify a process for determining when scientific dating be considered, and the form most appropriate to the site (e.g. radiocarbon dating, luminescence dating etc.). The sampling strategy should be refined at suitable stages throughout the fieldwork, utilising appropriate specialists, where necessary, including the Historic England Regional Science Advisor.

Human Remains

4.46. Should human remains be encountered, they will initially be left *in situ*, suitably covered and secured, in compliance with industry best practice. The Archaeological Contractor will notify Pegasus Group, who will then inform both the Client and the Archaeological Advisor.

4.47. Following this initial consultation, the removal of human remains will only take place in accordance with a Ministry of Justice exhumation license, the appropriate Environmental Health regulations and the Burial Act 1857.

4.48. The Archaeological Contractor will be responsible for applying for an exhumation license from the Ministry of

Justice, and, once in receipt, for ensuring that the provisions of that license are complied with.

Treasure Act

4.49. Should any treasure be discovered, it will be removed, if possible, to a secure location. Where removal is not practical on the same working day as the discovery, suitable security measures will be put in place in order to protect the find from damage, loss and theft.

4.50. Upon discovery of any treasure, the Archaeological Contractor will immediately inform Pegasus Group, the local coroner, and the Portable Antiquities Finds Liaison Officers for Derbyshire and Nottinghamshire.

4.51. In accordance with the provisions of the Treasure Act 1996 Code of Practice (2nd Rev.), the Senior Coroner for Nottinghamshire and Nottingham and Stoke on Trent is:

- [REDACTED],
coroners.office@nottinghamcity.gov.uk

4.52. The Archaeological Contractor will ensure that the Treasure Act regulations are complied with and that all relevant parties are kept informed. A list of finds which have been collected and which fall under the Treasure Act will be included within the Fieldwork Report.

² Historic England, 2011, *Environment Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-Excavation* 2nd Ed.

4.53. For all relevant artefacts, the Portable Antiquities Scheme Finds Liaison Officer for Derbyshire & Nottinghamshire is:

- [REDACTED],
[REDACTED] [@derbymuseums.org](mailto:[REDACTED]@derbymuseums.org)

5. Reporting and Publication

General

5.1. The Archaeological Contractor will provide verbal/email progress reports to the Archaeological Consultant or the Client on request. Upon completion of each phase of fieldwork, an interim statement will be prepared and submitted to the Archaeological Consultant. This will include:

- A brief summary of the results;
- A draft or sketch plan of locations archaeological investigations, and archaeological features (if identified); and
- A quantification of the primary archive including finds and samples.

5.2. Immediately after completion of each phase of fieldwork the finds and samples will be processed (cleaned and marked) as appropriate.

5.3. Upon completion of the fieldwork, the Archaeological Contractor will prepare a full illustrated report. The full report will include the following:

- A non-technical summary;
- Site location plan;
- Archaeological and historical background;
- Methodology;
- Aims and Objectives;

- Results (including full description, assessment of condition, quality and significance of features/deposits);
- Summary of archive, storage and curation;
- General and detailed plans illustrating the location(s) of the investigations, accurately plotted on an OS base map to an appropriate scale;
- If human remains are encountered the report will include a statement that addresses the future retention of the material;
- An appendix containing specialist artefact, dating and environmental sampling reports;
- An appendix illustrating specific finds and general working shots or portraits of specific features or structures as appropriate;
- A list of all finds that fall within the scope of the Treasure Act and associated legislation;
- A stratigraphic matrix for each trench (as appropriate);
- Assessment /conclusion and a statement of potential with recommendations for further work and analysis identifying specific research questions;

- A statement of the significance of the results in their local, regional and national context cross referenced to relevant research agenda;
 - The current and proposed arrangements for long-term conservation and archive storage (including details of the recipient museum);
 - Detailed plans and sections illustrating archaeological features (at an appropriate and recognised scale), including a long section of each trench that contains archaeological remains. Plans should include spot heights and OS grid coordinates derived from the OS datum;
 - A plan of 'negative' trenches, i.e. those containing no archaeological remains, does not need to be produced providing there is a sample section or profile of the trench c.1m in length along with a summary of the stratigraphic profile and depth of deposits included in the Fieldwork Report;
 - A hard copy of the report for the HER on archive quality paper and using inks certified to last 75 years in combination with the paper used. The origin of these materials will be included in the report;
 - Colour photographic plates illustrating the site setting, work in progress and archaeological discoveries; and
 - A cross-referenced index of the project archive.
- 5.4. The report will be submitted to the Archaeological Consultant or the Client as a draft. In finalising the report, the comments of the Archaeological Consultant
- or the Client should be considered. A draft will subsequently be issued to the Archaeological Advisor for review in order to agree any recommendations for further work and to confirm it fulfils planning requirements.
- 5.5. One digital and one bound (if required) version of the report (along with illustrations) will be produced within one week of the receipt of the Archaeological Consultant's or the Client's comments on the draft report. Digital text should be in Microsoft Word format, and illustrations in AutoCAD and/or PDF format.
- 5.6. On finalisation of the report, in addition to copies requested by the Client, digital copies of the reports will be provided to the Archaeological Advisor, with the intention that one copy will be deposited for public reference with the HER. A digital copy will also be provided in an agreed format (ISO 10005-1 PDF/A format), on the understanding that it will be made available in the future via a web-based HER database.
- 5.7. The Archaeological Contractor will complete an Online Access to the Index of Archaeological Investigations (OASIS) form regarding the archaeological work, which will include a digital version of the report. The full report will include the OASIS ID number.
- Publication
- 5.8. A summary report of an appropriate length must be prepared and submitted in digital format, to an appropriate regional publication.
- 5.9. If significant archaeological or palaeoenvironmental features, deposits or artefacts/ecofacts are encountered, wider publication may be required.

- 5.10. If necessary, requirements for publication of the results of the archaeological works will be agreed by the approval of the Archaeological Advisor of a method statement for post-excavation and analysis. Where agreed, the archaeological report will be published within one year of completion of the fieldwork. Any requirements for non-journal publication of the results will be agreed with Archaeological Advisor.

Timescales

- 5.11. The report will set out the results of the archaeological work undertaken, including any specialist assessment or analysis. The report must be produced within one month of completion of the fieldwork.
- 5.12. If a substantial delay is anticipated (e.g. pending the completion of specialist input reports or radiocarbon dating), then an interim report may be required. The Archaeological Consultant and the Archaeological Advisor must be informed of this, and a revised date for the production of the full report will be agreed between the Archaeological Advisor and the Archaeological Contractor.

6. Archive Composition & Deposition

Archaeological Fieldwork

Composition

- 6.1. The compilation of an integrated and ordered project archive will be undertaken by the Archaeological Contractor in accordance with the provisions of the following:
- Historic England's MoRPHE guidance;³
 - the requirements of the local repository; and
 - this WSI.
- 6.2. The archive will include:
- All recovered artefacts and significant samples (material archive);
 - all written, drawn, photographic and other records generated during the fieldwork (site archive); and
 - all digital data, including that which is digital in origin,⁴ and any digital copies made of the primary site records, including images.⁵

- 6.3. Once prepared, the Archaeological Contractor will store the archive in a suitable and secure location prior to its deposition.

Deposition

- 6.4. The hardcopy archive will be deposited for long-term curation with a recognised, accredited or trusted repository. In depositing the archive, the Archaeological Contractor will:
- contact Nottinghamshire Archives at an early stage, in order to obtain their acceptance, in principle, of the archive for long-term storage and curation;
 - be responsible for identifying and adhering to any specific policies or requirements provided by the repository in respect of archive preparation and submission;
 - contact the agreed repository to obtain an Accession Code or other reference number, which will be stated within the fieldwork report(s);

³ Historic England, *Management of Research Projects in the Historic Environment*.

⁴ Including email correspondence, images, survey data and other site data collected through digital/electronic means.

⁵ Including relevant drawn and written data created during fieldwork (context sheets, sample sheets, finds records,

drawings/plans/sections/sketches, all indices, earthworks surveys, and any notes that contribute to the interpretation and understanding of the site and its recording) and any other relevant records/data produced during subsequent analysis etc.

- obtain a written agreement from the landowner to transfer title to all items in the material archive to the repository (on their behalf);⁶ and
- grant license to copyright for documentary material (both physical and digital) to the Client, for transfer to the relevant repository.

6.5. In the event that the fieldwork does not reveal deposits of archaeological interest and produces little or no artefactual material, there would be no requirement for an archive to be deposited. In these circumstances, the Archaeological Contractor should obtain written agreement from the receiving museum (Nottinghamshire Archives) that this is the case.

Deposition of Digital Archive

6.6. Spatial data for trench locations will be submitted to the HER in a suitable GIS format (e.g. shapefiles).

6.7. A digital management plan should be created by the Archaeological Contractor in accordance with standards and recommendations contained within regional and national guidance.

6.8. Currently, the only suitable repository for digital archives is the Archaeology Data Service (ADS). The digital archive must therefore be compiled in accordance with the ADS standards and requirements.⁷

6.9. Should the archive repository confirm that they do not require the hardcopy archive, then once the digital archive has been transferred to the ADS, the Archaeological Contractor may retain, disperse or dispose of the primary hardcopy items. This may entail physical destruction of the primary record.

Notification

6.10. The Archaeological Contractor shall promptly notify the Archaeological Advisor when the archive of records and finds has been deposited with the appropriate repository.

Copyright

6.11. The Archaeological Contractor will assign copyright in all reports, documentation and images generated during the project to the Client. The Archaeological Contractor will retain the right to be identified as the author/originator of the material. It is the responsibility of the Archaeological Contractor to obtain such rights from any sub-contracted specialists.

6.12. The Archaeological Contractor may apply in writing to use or disseminate any part of the project archive, documentation or images, and such permission will not be unreasonably withheld.

6.13. Nottinghamshire County Council's Archaeology and HER Team will be granted a license to use the report,

⁶ If ownership of any or all of the artefactual material is to be retained by the landowner, then provision must be made for its time-limited retention by the Archaeological Contractor to facilitate its full analysis and specialist recording.

⁷ Archaeology Data Service,
<http://archaeologydataservice.ac.uk/advice/guidelinesForDepositors.xhtml>
[;http://archaeologydataservice.ac.uk/advice/selectionGuidance.xhtml](http://archaeologydataservice.ac.uk/advice/selectionGuidance.xhtml).

document and images generated by the project to fulfil their functions, which may include copying by third parties.

- 6.14. The Client will own all Intellectual Property Rights to photographs and documentation prepared for this project by or on behalf of the Archaeological Contractor.

7. General Provisions

Archaeological Fieldwork

- 7.1. The Archaeological Contractor will undertake the works in accordance with this WSI and any subsequent written variations agreed with the Archaeological Advisor. No variation from, or changes to, this WSI will be undertaken except by prior agreement with the Archaeological Consultant or the Client, in consultation with the Archaeological Advisor where appropriate.

Personnel

- 7.2. All archaeological personnel involved in this project will be suitably qualified and experienced professionals. Prior to commencement of the trial trench evaluation, the Archaeological Contractor will provide the Archaeological Consultant, on behalf of the Client, with the following staff details:

- Project Manager CVs;
- Project Officer and / or Site Supervisor CVs; and
- a list of other archaeological personnel proposed for deployment on the project, including summary detail of professional field experience and any relevant specialisms.

- 7.3. The Archaeological Contractor's Project Manager will be a Member of the Chartered Institute for Archaeologists (MCIfA) or will be able to demonstrate an equivalent level of experience and competency in managing archaeological field projects of a comparable nature and scale.

- 7.4. Specialist staff, including those engaged specifically for post-excavation assessment, analysis and report-writing, will be suitably qualified and, where appropriate, will be supervised by personnel with additional relevant expertise.

- 7.5. Specialist staff will be available at 48 hours' notice, for the duration of the fieldwork, in order to provide specialist advice.

Access Arrangements and Welfare

- 7.6. Site access is to be restricted at all times, with only authorised personnel admitted.

- 7.7. The Archaeological Contractor will liaise with the Client and, if applicable, the Principal Groundworks Contractor in order to agree:

- site access and egress;
- the location(s) of compound facilities, and any relevant operational detail relating to those facilities; and
- a spoil management strategy.

- 7.8. The Archaeological Contractor will be responsible for ensuring that all personnel are made aware of, and adhere to, any site arrangements and regulations defined by the Client and, if applicable, the Principal Contractor.

7.9. Should a Principal Contractor have been appointed, they will be responsible for providing site welfare facilities of a suitable size and standard, and for the maintenance of those facilities. Should no Principal Contractor have been appointed at the point of commencement of the trial trench evaluation, provision and maintenance of suitable welfare facilities will be the responsibility of the Archaeological Contractor.

Health and Safety

7.10. Health and Safety will, at all times, take priority over work detail and archaeological issues. Prior to commencement of the programme of the trial trench evaluation, the Archaeological Contractor will:

- provide the Archaeological Consultant and the Client with details of their public liability and professional indemnity insurance;
- submit a copy of their Health and Safety policy, compiled in accordance with national guidelines and all relevant Health and Safety legislation, to the Archaeological Consultant and the Client;
- complete a Risk Assessment detailing any project-specific Health and Safety considerations, measures and requirements, and submit a copy to the Archaeological Consultant, the Client and, where applicable, the Principal Contractor.

7.11. Prior to preparation of the site-specific Risk Assessment by the Archaeological Contractor, either the Client or the Principal Contractor will provide the Archaeological Contractor with any and all information obtained in relation to existing services within the site.

This will include the most accurate information available on the nature and locations of those known services.

7.12.

During the course of the archaeological works, the Archaeological Contractor will ensure:

- the adherence of all on-site archaeological personnel engaged on the project to the Principal Contractor's Safety Standards, if applicable, and CDM Health and Safety rules;
- the implementation and management of the Archaeological Contractor's own Health and Safety Policies;
- dissemination of the site-specific Risk Assessment to all on-site archaeological personnel engaged on the project, ensuring that it is reviewed and the content acknowledged, prior to the admission of any archaeological personnel to any working areas and prior to their undertaking any other work-related tasks;
- that the identity of any on-site First Aiders is made known to all archaeological personnel engaged on the project;
- that the location(s) of First Aid boxes and, if relevant, fire extinguishers is made known to all archaeological personnel engaged on the project; and
- that all archaeological personnel engaged on the project are in possession of, and wear at all times (as required), the necessary Personal Protective Equipment (PPE), which, as a minimum, should

include a hard hat, a hi-vis vest, safety gloves and site-appropriate footwear.⁸

prior written consent of the Archaeological Consultant or the Client.

- 7.13. All archaeological personnel engaged on the project will be in possession of a valid CSCS card.
- 7.14. Where required, all archaeological personnel engaged on the project will attend a Health and Safety Induction coordinated by either the Principal Contractor or the Archaeological Contractor.
- 7.15. The Archaeological Contractor will leave the site in a tidy and professional condition and will remove all materials that it has introduced onto the site, unless specifically agreed otherwise with the Client and/or Principal Contractor.

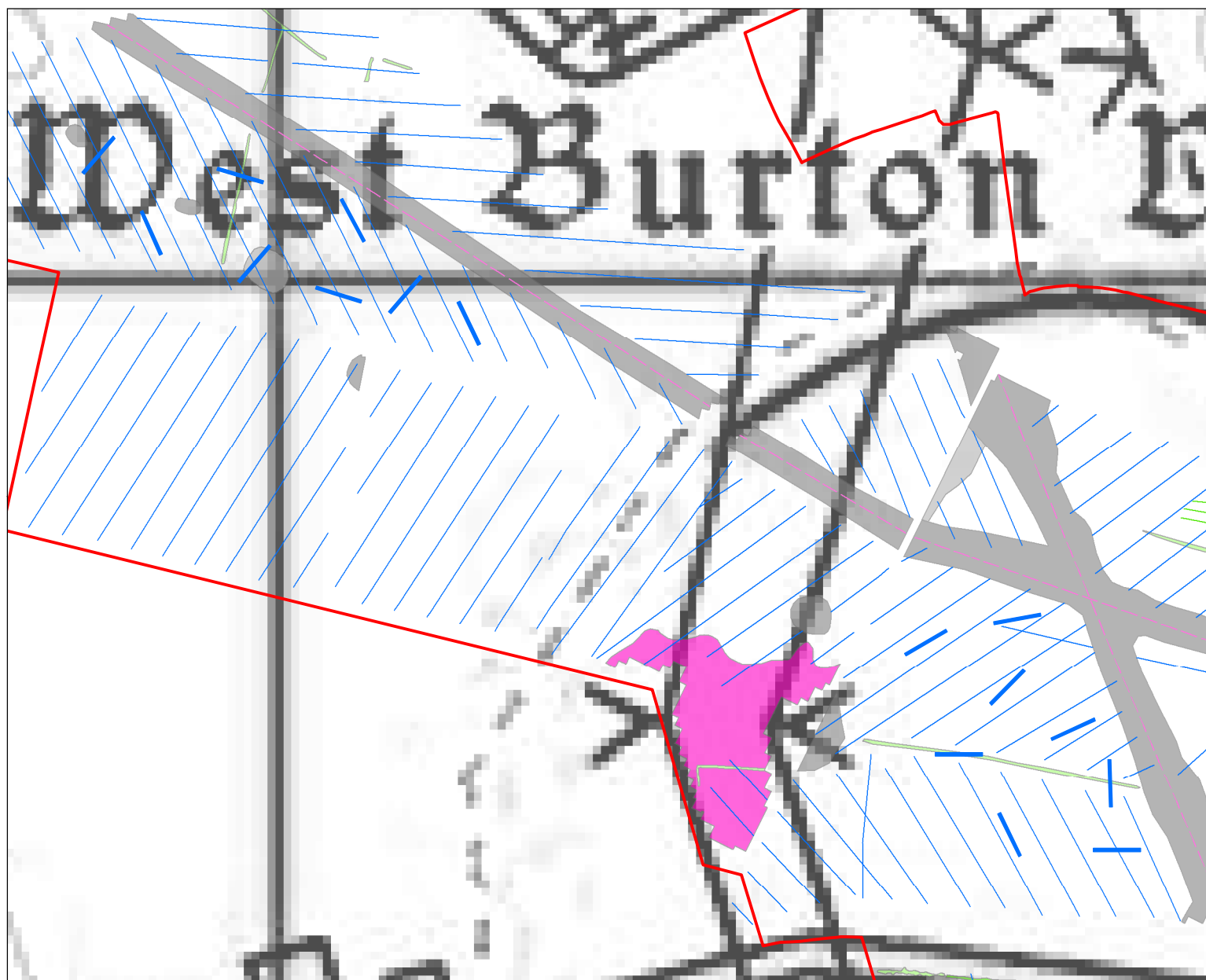
Confidentiality and Publicity

- 7.16. All communications regarding the archaeological works will be directed to the Archaeological Consultant and the Client.
- 7.17. The Archaeological Contractor will not comment upon any aspect(s) of the project to members of the public or any other parties, unless specifically authorised to do so by the Archaeological Consultant or the Client.
- 7.18. The Archaeological Contractor will not disseminate images or information associated with the project, either for information or publicity purposes, without the

⁸ Any additional PPE, such as safety glasses/goggles, ear defenders, dust-masks etc., should be issued and worn, as required.



Appendix 1: Trench Plan



KEY

-
- 30m x 2m Trial Trench (16)
- Ferrous
- Agricultural
- Agricultural
- Agricultural
- Service
- Archaeology Possible
- Archaeology Possible
- Archaeology Probable
- Archaeology Probable
- Agricultural
- Agricultural
- Agricultural
- Ferrous
- Ferrous
- Natural
- Natural
- Natural
- Overhead Cables
- Undetermined
- Undetermined

Steeple Renewables Project

Figure 1: Proposed Trench Plan and Geophysical Survey Interpretation Data

Revisions:
First Issue- 15/04/2025 DS

Client: Steeple Solar Farm Limited

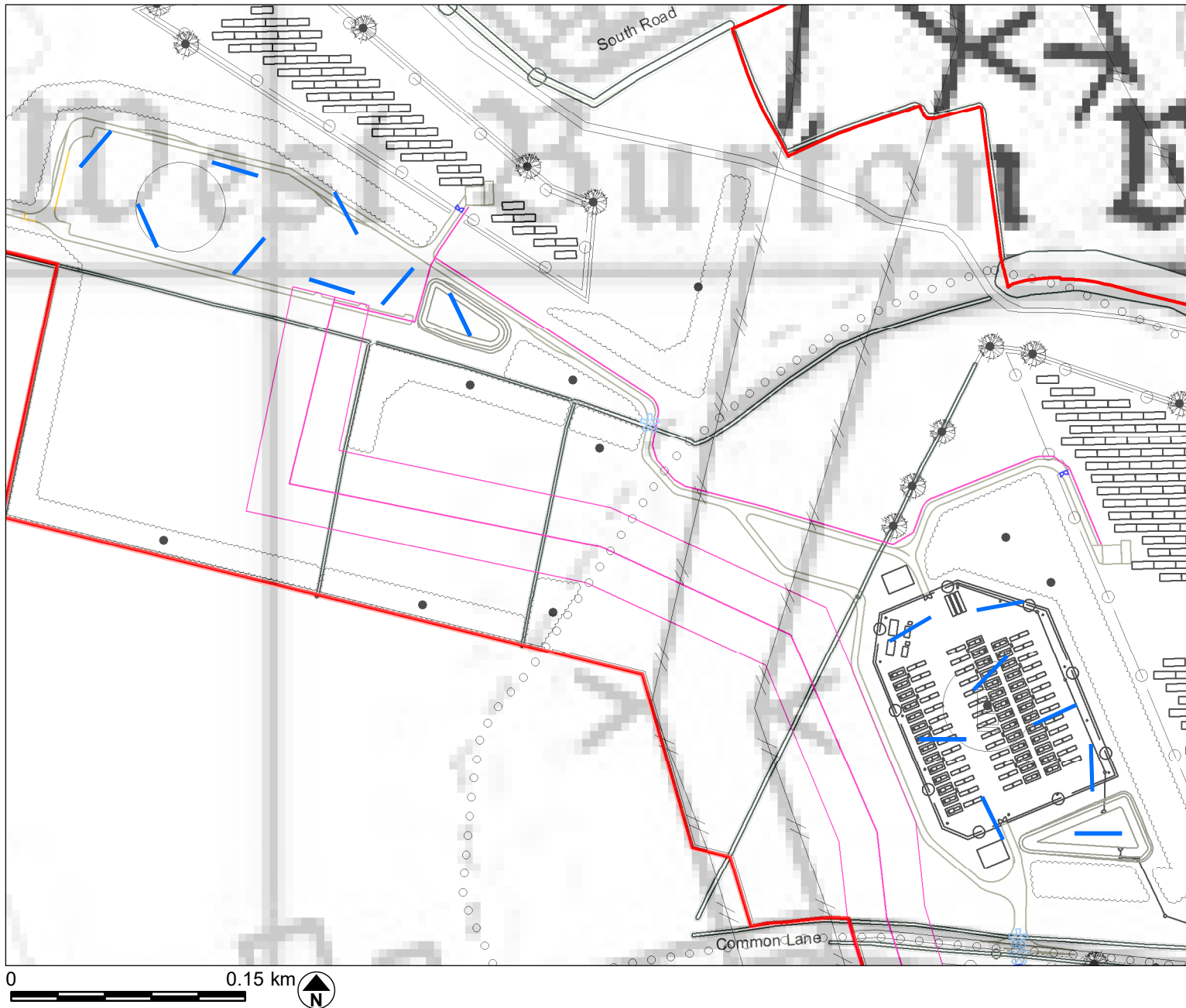
Doc ref: EN010163/APP/6.4.9 REV: 1

Drawn by: DS Approved by: LG

Date: 29/04/2025

Scale: 1:3,750 @ A4

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KEY



30m x 2m Trial Trench (16)

Steeple Renewables Project Figure 2: Proposed Trench Plan and Proposed Development

Revisions:
First Issue- 15/04/2025 DS

Client: Steeple Solar Farm Limited

Doc ref: EN010163/APP/6.4.9 REV: 1

Drawn by: DS

Approved by: LG

Date: 29/04/2025

Scale: 1:3,750 @ A4

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Appendix 2: Standards and Guidance

- Archaeological Resources in Cultural Heritage: A European Standard (ARCHES), 2013. The Standard and Guide to Best Practice for Archaeological Archiving in Europe, EAC Guidelines 1. <http://archaeologydataservice.ac.uk/arches/Wiki.jsp?page=Main>
- Archaeology Data Service / Digital Antiquity. Guides to Good Practice. Accessible online at [http://guides.archaeologydataservice.ac.uk/Guides to Good Practice](http://guides.archaeologydataservice.ac.uk/Guides%20to%20Good%20Practice)
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- Mays, S., Brickley, M. and Dodwell, N., 2002, Human Bones from Archaeological Sites. Guidelines for Producing Assessment Documents and Analytical Reports. Centre for Archaeology Guidelines, English Heritage (Portsmouth)

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