

**Archaeological Mitigation Strategy:**

**Archaeological Excavation**

**Land off Barrow Road, Barton upon Humber,  
North Lincolnshire, DN18 6AA**

NGR: TA 03384 21734  
Planning Authority: North Lincolnshire District Council  
Planning Reference: PA/2025/542  
PCAS job number: 3229  
PCAS Sitecode: BRBX 25  
Museum Sitecode: BNHC

Prepared for

Ms. C Sutton

November 2025 V3



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**Fig. 1:** Site location map at scale 1:25,000 OS Explorer map sheet 281 Ancholme Valley. Site location is shown in red. (OS mapping © Crown copyright. All rights reserved. PCAS licence no. 100049278).

**Fig. 2:** Barrow Road, Barton. Proposed site development plan (RDA drawing ref R:5251/11 Rev B) overlain with the trenching results (Lane, 2023) and showing the planned excavation area outlined red. 1:200 @ A3.

## Appendix 1: Data Management Plan

## Non-Technical Summary

- This document is an archaeological mitigation strategy prepared for Ms. C. Sutton in association with proposed residential development on land off Barrow Road, Barton upon Humber.
- The site lies on the periphery of the historic core of Barton which was established as an early medieval settlement known today for the extensive pre-Christian cemetery that lies to the west and the 7<sup>th</sup> century early church and enclosure where St. Peter's Church stands today.
- The evaluation of the site revealed at least three phases of activity; pits dating from the 13<sup>th</sup>-14<sup>th</sup> century, covered by a reworked soil indicating a period the site was used as a paddock, garden or for agriculture in the later medieval – early post-medieval period. The later phase of activity was dominated by mid-late post-medieval chalk subfloor and wall footings.
- The mitigation strategy targets the footprint of the planned new dwellings with strip, map and record excavation, preserving by record the palimpsest archaeological layers here. This document details the methodology to be employed during the archaeological excavation and post-excavation reporting and archiving procedures.



**Figure 1:** Site location map at scale 1:25,000 OS Explorer map sheet 281 Ancholme Valley. Site location is shown in red. (OS mapping © Crown copyright. All rights reserved. PCAS licence no. 100049278).

## **1.0 Introduction**

PCAS Archaeology Ltd. (PCAS) was requested by Ms. C. Sutton to prepare an archaeological mitigation strategy in association with development on land off Barrow Road, Barton where residential development is proposed.

Evaluation of the site revealed layers of archaeology from the 13<sup>th</sup> century pits to later post-medieval chalk building foundations, demonstrating the variety of activity here on the periphery of the historic core of Barton. Based on the results, the North Lincolnshire Historic Environment Officer recommended excavation of the planned new building footprint.

This WSI details the methodology to be employed during the fieldwork, and the post-excavation reporting and archiving procedures. It follows current best practice and appropriate national guidance including:

- NPPF, National Planning Policy Framework (2024)
- ClfA Code of Conduct (2022)
- ClfA Standards and Guidance for an Archaeological Excavation (2023)
- Management of Research Projects in the Historic Environment (MoRPHE)

This strategy is subject to the approval of the North Lincolnshire Historic Environment Officer.

## **2.0 Site location and description (Fig. 1)**

The town of Barton upon Humber lies on the south bank of the River Humber, at the south end of the Humber Bridge in North Lincolnshire. It lies on the A1077 which runs parallel to the south bank of the river.

Barrow Road is the stretch of the A1077 east from the town centre at Market Place. The site lies to the east of the junction of the A1077 and Whitecross Street, immediately east of the Roman Catholic Church of St. Augustine of Canterbury. It comprises a rectilinear plot that tapers to the south, approximately half an acre of open land that is currently not utilised.

The approximate centre of the site is TA 03384 21734.

## **3.0 Topography and geology**

The ground level is estimated between 1.50m-2m higher than the Barrow Road street level, a little above 10mOD, with a ramp giving access at the northeast corner of the site from Barrow Road.

The bedrock geology of the south bank is banded, with the site lying on a bedrock geology of Welton Chalk Formation Chalk. There are no recorded overlying deposits within the site (<https://www.bgs.ac.uk/map-viewers/bgs-geology-viewer/>).

## **4.0 Planning Background**

The National Planning Policy Framework (NPPF) came into force in March 2012 (updated December 2024, footnotes edit February 2025). This places the responsibility for dealing with heritage assets affected by development proposals with the developer. Developers are required 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' (NPPF, p218). Developers are obligated to produce a definitive method of archaeological mitigation to fulfil this requirement.

Outline planning permission to erect up to five dwellings, with all matters reserved for subsequent consideration has been submitted to North Lincolnshire Council (NLC), application ref PA/2025/542. The application was supported by the results of an evaluation investigating the archaeological potential of the site.

The NLC Historic Environment Officer has advised (comments dated 7/7/25) that an archaeological mitigation strategy involving targeted excavation of the development footprint would be required to fulfil the requirements of NPPF, to be agreed prior to determination of the planning application.

This document details the excavation methodology and the post-fieldwork reporting and archiving procedures. This methodology is subject to the approval of the NLC Historic Environment Officer.

## **5.0 Archaeological and Historical Background**

A desk-based heritage assessment and evaluation have been undertaken in association with this planning application and will be made available to all undertaking the fieldwork and post-excavation assessment. A summary of the known archaeological monuments around the site is included here:

In the immediate vicinity of the site there are no prehistoric monuments; early prehistoric flints and occasional unstratified sherds of pottery have been found in the wider area, and Iron Age ditches and evidence of contemporary settlement on the southwest periphery of Barton. Infrequent Roman pottery scatters and Roman dated features have been found around the town.

Settlement at Barton evolved in the Saxon period. An extensive pre-Christian cemetery has been excavated to the west of the site around Castledyke South, with a shift in the focus of activity to an enclosure that lay where St. Peter's Church and East Acridge lies today in around the 7<sup>th</sup> century. Investigations of this enclosure have identified it as a possible Saxon burh, a defensive manor enclosure, the western part of which is protected as a Scheduled Monument Tyrwhitt Hall (SAM1003690). The enclosure ditch was identified beneath the nave of St. Peter's Church, above the foundations of a 7<sup>th</sup> century timber structure. St. Peter's Church is Grade I Listed and dates from the 10<sup>th</sup> century; it is thought it replaced an early Christian church in this location.

The medieval settlement developed from the Saxon core, expanding westwards from the Church of St. Peter's. The 12<sup>th</sup> century St. Mary's Church lies just outside of the Saxon burh enclosure and was built as the parish church, St. Peter's being the chapel associated with the Manor. The site lies to the west of the 12<sup>th</sup> century defensive ditch (MLS21954) that is believed to have been established during the unrest associated with the Cousins War; also dating from this period are documentary references to a "castle" which is thought to have lain to the west of the site at Castledyke South or to have utilised the existing earthworks of the Saxon burh at East Acridge. The street pattern of the historic core of Barton largely preserves the medieval street pattern, with Barrow Road linking the settlement core with the neighbouring village of Barrow. The site lies on the periphery of the medieval settlement core.

Land in Barton was granted to Bardney Abbey in the early medieval period by the then Lords of the Manor, the de Ghent family. The incumbent minister to St Mary's Church was chosen by the Abbey, who would also have provided accommodation for the minister.

Bardney Hall, the Grade II Listed property to the southwest of the site (LB 1045845), was built on the site of the former medieval rectory. The site lies within the garden of the post-medieval hall. Early OS mapping shows formal gardens to the rear (east) of Bardney Hall, with the land to the north more open and scattered with trees. An apsidal shaped feature is

probably a garden feature, which perhaps extended into the southwest corner of the site, however this area is dominated by trees and was not investigated in the evaluation.

In the 20<sup>th</sup> century the Hall was sold to the Catholic Church and used as a convent school for a period. Part of the former Hall gardens was donated by the school for the construction of a new Catholic church - St. Augustine's - creating the west boundary of the site (the current structure is the second 20<sup>th</sup> century church to have stood here, the 1930's building was replaced when it was found to be structurally unsound in the 1980's – McMahon, 2007)). The Hall was later sold again to private owners (and is now a bed and breakfast and an events venue). Other areas of the former gardens of the hall have been previously developed resulting in the redline site boundaries of today.

### *Evaluation*

The four-trench evaluation revealed buried remains across the site (Lane, 2023; Figure 2), with the earliest features dating from the 13<sup>th</sup> century, with stratigraphic activity until the 20<sup>th</sup> century. A single sherd each of residual 5<sup>th</sup>-8<sup>th</sup> century and 10<sup>th</sup>-12<sup>th</sup> century pottery was recovered from later contexts indicating earlier activity, likely associated with the early settlement in the wider area. The lack of features in the evaluation dating to this period supports the known history of Barton, when early settlement was focused to the west and north of the site.

The earliest features on the site most likely date from the 13<sup>th</sup> or 14<sup>th</sup> century, with examples including a possible pond or quarry pit in Trench 2 and at least one of the pits in Trenches 1 and 4. Further undated pits in Trenches 1 and 4 were at the same stratigraphic level indicating possible contemporaneity and a row of postholes in Trench 4 may be evidence of a fence line or other structural feature.

This layer of activity was sealed by a reworked soil(s) around 0.20m thick indicative of a phase the site was being used less intensively for agriculture, grazing or as a garden, with stratigraphy indicating this dates from the later medieval – early post-medieval period. This was encountered at a depth of around 1m below existing ground level, and layers of chalk rubble that are perhaps evidence of demolition were also found around this depth in Trenches 2 and 4.

Chalk rubble building remains were exposed in Trenches 1, 3 and 4. The wall footings all lie on differing alignments, with the footing in Trench 1 corresponding with the line of Barrow Road to the north and appearing to form the southeast corner of a building. In Trenches 3 and 4 wall footings and chalk subfloor layers were exposed, with alignments indicating multiple buildings. These buildings are stratigraphically late medieval - post-medieval in date but it was not possible within the evaluation to determine if they were contemporary with each other. These structures appear to have been deliberately demolished to ground level and there are at least two possible phases of later post-medieval demolition at the site as deduced from documentary records; one in the mid 18<sup>th</sup> century when the main Rectory was rebuilt and another in the mid 19<sup>th</sup> century, removing buildings that are shown on First Series OS mapping but not on the later more detailed 1886 OS maps. The creamware pottery sherd from the robbed-out wall foundation in Trench 3 would suggest the latter date for the backfill of this feature and may suggest tentative dating for the other structural remains at a similar stratigraphic position.

## 6.0 Archaeological Requirement

Based on the development plans and the results of the evaluation, the NLC Historic Environment Officer has recommended archaeological strip, map and sample excavation of the area of the proposed dwellings.

The excavation area encompasses all five of the planned new dwelling footprints and a buffer zone around them to allow for services and adjustment of the layout. The area covers approximately 475m<sup>2</sup> and is shown on Figure 3. Should a change to the building footprint occur at reserved matters, a revised excavation area boundary will be submitted and agreed with the NLC HE officer. No changes to methodology are expected to arise from any such alteration.

This mitigation strategy aims to:

- To preserve by record the archaeological remains in the zones identified as having the most significant development impacts;
- To recover stratified dating evidence and establish the chronology of any encountered archaeological remains at the site;
- To establish the relationships between features within the site, establishing phasing and character of the encountered remains;
- To interpret the archaeological remains in the context of historical accounts and known archaeological remains in the vicinity;
- To add to the current understanding of the archaeology and historical development of the wider area.

No development groundworks will take place within the excavation area until fieldwork has been reviewed and signed off by the NLC Historic Environment Officer.

The project has the potential to add to the East Midlands Historic Environment Research Framework (Knight et al, 2012, <https://researchframeworks.org/emherf/>). Based on the archaeological background of the project it is anticipated the sections of the Framework relating to the High Medieval and Post-Medieval (Research Framework sections 7 & 8) archaeology of the area will be most relevant. These might include:

- 7.1.1 How did the major towns and smaller market towns of the region develop after the Norman Conquest, both within the urban core and in suburban and extra-mural areas?
- 7.2.1 How can we elucidate further the development of nucleated villages, and in particular the contribution of the Danelaw to changes in village morphology?
- 7.2.3 How can we improve our understanding of the form, evolution and functions of buildings within rural settlements and establish the extent of surviving medieval fabrics?
- 7.7.4 What can environmental remains teach us about diet and living conditions in urban, rural and coastal communities?
- 8.1.1 Can we elucidate the roles of towns as social, administrative, industrial and commercial centres, their integration within regional marketing systems and their relationship to communication routes?
- 8.2.1 Can we elucidate further the use of social space in buildings and across the landscape, the manipulation of vistas and the integration of gardens with the wider landscape?
- 8.8.3 Can we identify the changing material culture of the urban and rural poor, the emerging middle classes and the aristocracy?

- 8.8.5 What may be deduced about the symbolic use of material culture (e.g. in social competition?)

The research questions of the Framework Agenda should be considered both during the fieldwork and post-excavation reporting, with topics and research questions that may be relevant identified and defined throughout the project.

The site should not be treated in isolation, and reference should be made to relevant historical sources and previous archaeological work in the area when interpreting the results.

The archaeological fieldwork and post-excavation assessments will be completed in accordance with the methodology detailed below.

An online record of the project will be initiated with the Archaeological Data Service (OASIS database). This will be updated and completed during the post-excavation phase of the project, including an uploaded digital copy of the report.

## **7.0 Fieldwork methodology**

All archaeological excavation and recording will be undertaken by a field team including a suitably qualified/experienced PCAS Project or Field Officer leading, where required, a team of professional project archaeologists.

Unless ground conditions dictate otherwise, all machine excavation subject to archaeological monitoring will be undertaken using a mechanical excavator fitted with a flat toothless blade. If a toothed blade is required to remove hardcore layers (for example to remove existing building floors), the excavator will revert to using a smooth blade as soon as possible to allow for archaeological features to be identified. Where significant archaeological remains are encountered hand excavation may be necessary.

### *7.1 Excavation*

The excavation area will be defined by the client and / or their appointed lead groundworks contractor at the start of the project, the area recorded by the archaeologist using full RTK GPS co-ordinates which is accurate down to 0.03m.

The defined excavation area will be investigated and completed prior to any development groundworks within this area. Development groundworks outside of the excavation may occur simultaneously.

No vehicles will be driven onto stripped area without the consent of the monitoring archaeologist. The excavation area will be clearly marked and/or fenced off to prevent any accidental incursions into the area.

All machine excavation will be undertaken in spits no more than 200mm thick, ceasing at the first archaeologically significant horizon or the surface of the natural geology, whichever is encountered first. If required (not anticipated), any hardcore layers will be removed by machine / using mechanical tools before reverting to hand excavation.

The topsoil and subsoil will be removed as separate horizons and taken from the excavation area to pre-designated storage area(s) away from the archaeological excavation area. Any dumper trucks used to facilitate this will not at any time drive / track across the exposed archaeological surface, ensuring there are no accidental impacts to buried archaeological remains. The spoil generated by the site strip is anticipated to be used in landscaping or similar as part of the development groundworks but may be removed from site entirely.

This methodology will ensure a clean, even surface to allow for the initial identification of archaeological remains. Where a potential archaeological horizon is encountered, machining will cease and the exposed surface cleaned by hand ensuring that all features and deposits

are identified and investigated. Should modern features be encountered such features may require a pause in machining to allow for investigation and recording before the machining recommences.

The archaeological excavation areas will be manually cleaned and features then plotted on a pre-excavation plan. This will be followed by the controlled sample excavation of archaeological features (subject to health and safety considerations), to record their form, depth, character, date, state of preservation and extent, recovering any artefactual/ecofactual remains for further study and detailed recording.

The evaluation has identified stratified archaeology, with later layers masking earlier activity, therefore the excavation will be stratified. Once a layer has been investigated and signed off by the NLC Historic Environment Officer, the remainder of that layer will be removed (by hand or by machine, where the arm of the excavator can reach without tracking across the excavation area) exposing the next archaeological layer.

Sample excavation of features and deposits will be based on the following:

- Pits/postholes less than 2m diameter to be a minimum of 50% sample excavated. Pits larger than 2m diameter to be a minimum of 25% sample excavated. Pits may have opposing quadrants to ensure the recovery of full profiles, and some pits may be up to 100% sampled for biological remains.
- Any areas of discrete industrial activity, structural remains, burials, and exceptional features to be 100% sample excavated (if necessary in quadrants or segments to allow for cross sections to be recorded). It may be necessary to extend the excavation area to expose the full extent of any such remains, in agreement and consultation with the Senior Historic Environment Officer.
- Features associated with buildings/domestic structure (i.e beam slots, drip gullies) to be 100% excavated. All other linear features to be 20% sampled, i.e. a 1m slot in every 5m of exposed length. All apparent ditch terminals to be sample excavated and intersections investigated to establish stratigraphic relationships. Representative slots should be cut at the mid point of any ditch segments less than 5m in length.
- Other features such as working hollows or quarry pits will be investigated to define their extent, date and function.
- All relationships will be defined.

Any changes to the above sampling strategy will be discussed and approved with the NLC Historic Environment Officer prior to implementation.

In certain cases, the use of mechanical excavation equipment may also be appropriate for putting sections through major features after partial excavation and recording or through deposits to check that they are of natural origin. This measure will not be implemented without the approval of the NLC Historic Environment Officer.

## **7.2 Recording**

A full written drawn and photographic record of each significant stratigraphic horizon and archaeological feature will be made, including any natural deposits identified on the site.

A written record of each significant stratigraphic unit, including cuts, deposits, structures etc. will be made on standard PCAS Archaeology Ltd Context Record Sheets to include, where necessary, masonry, timber / worked wood, brickwork. This documentary record should include, where appropriate, sketch location plans showing the relevant feature/horizon in relation to surrounding features, and hachures denoting the break and base of slope within the excavated sections.

Structured written records will be supplemented by a narrative account in the form of a site diary maintained by the lead Project Archaeologist, recording progress, initial interpretations, site visitors, weather conditions, disputes etc.

Where required, plans of individual features or groups of features will be hand drawn (1:50 or 1:20), or plotted on a trench plan at a scale no more than 1:100.

Section drawings through features and representative sections of the baulk will be hand drawn (1:10 or 1:20) and plotted on base plans. For the latter suitable width of the baulk will be cleaned and recorded.

All features, hand drawn plans and sections will be mapped and tied into the National Grid using GPS utilising full RTK GPS co-ordinates. The current PCAS Archaeology model is a Leica GS08 GPS unit receiving RTK corrections, accurate to 0.03m.

Levels (AOD) will be taken on all sections and throughout the GPS planning and labelled as appropriate on plan/section drawings.

The supervising archaeologist will pay due attention to the landscape aspect of any exposed remains – both the cultural and the natural landscapes – which may require a basic assessment to be made of neighbouring conditions (e.g., visible earthworks in adjacent areas, surface observation, standing buildings, vegetation cover etc).

A digital photographic record will be maintained during the course of the archaeological intervention. Photographs will incorporate an identification board, north arrow and vertical/horizontal scales as appropriate. The photographic record will include:

- general site shots;
- specific stages of fieldwork;
- individual features and, where appropriate, their sections;
- groups of features, where relationships are important.

### *Artefacts*

The evaluation recovered a range of artefacts, including post-Roman pottery, ceramic building materials, animal bone, glass and iron objects.

The potential for metal artefacts should be considered during the fieldwork. All spoil heaps and exposed surfaces shall be investigated using a metal detector by suitably qualified personnel. Metal detecting will be undertaken by suitably qualified personnel; the metal-detector model PCAS Archaeology Ltd. currently has available is the Fisher M-scope 1236-X2, which will be set to a high sensitivity setting for maximum depth, and a relatively low discrimination to pick up a wide range of objects; there will be no discrimination against iron objects during the surveys. Any identified targets will be recovered stratigraphically and recorded by context (or in more detail if considered a Small Find).

All artefacts will be treated in accordance with UKIC guidelines, First Aid for Finds (Watkinson & Neale 1998). All finds recovered from the site will be returned to the offices of the appointed archaeological contractor for processing and initial identification before dispatch to the relevant specialists. They will be bagged and labelled according to context.

A specialist assessment will be made of the artefacts recovered with a view to their potential for further study. Allowance will be made for preliminary conservation and stabilisation of all objects and an assessment of long-term conservation and storage needs.

All finds that qualify as 'treasure' under the 1996 Treasure Act (Treasure Act Code of Practice – 2023 revision) will be treated in accordance with the Act; HM Coroner will be informed and the finds will be safely stored. The North Lincolnshire Finds Liaison Officer

(Martin Foreman - 01724 297055 / [Martin.Foreman@northlincs.gov.uk](mailto:Martin.Foreman@northlincs.gov.uk)) may be contacted for advice in the first instance.

### *Human Remains*

The legislation concerning the exhumation of human remains is covered by the burial act of 1857.

If human remains are encountered the NLC Historic Environment Officer will be notified and if appropriate an Exhumation License will be requested from the Secretary of State/Ministry of Justice and the local Environmental Health Officer advised.

PCAS Archaeology has dedicated skeleton recording forms and all burials will be planned and photographed before removal.

Excavators should be aware of current legislation regarding human remains and pay due attention to requirements of Health and Safety. All work involving human remains will be carried out according to the standards and guidelines recommended by the British Association of Biological Anthropologists and Osteologists in conjunction with the ClfA guidelines.

All reasonable requests of interested parties concerning the methods of removal, re-interral or disposal of the remains and associated items will be complied with, and attempts will be made at all times not to cause offence to interested parties.

### *Environmental Sampling*

The evaluation found low density charred and waterlogged macrofossils with some cereal remains in the sample from the possible quarry pit in Trench 2, with further sampling from across the site anticipated to offer information about the historic landscape and environment.

Any securely stratified dated or undated archaeological deposits considered suitable will be sampled for the retrieval and assessment of the preservation conditions and potential for analysis of biological and environmental remains. Industrial residues and waste from craft and manufacturing processes are also routinely sampled.

Particular attention will be paid at all times to the presence of lithics-bearing contexts and / or organic contexts, including those devoid of dateable finds, where the presence of burnt flint, charcoal and/or organic material suitable for dating by C14, thermoluminescence (TL), or other dating methods may be retrieved.

Where possible, deposits will be sampled in 40l-60l quantities; if less than 40l is possible due to the size of the deposit then 100% of the deposit shall be collected for environmental processing. Each 10l of any given sample will be taken from different points within the deposit to ensure a random and thorough investigation of the deposit. All samples will be accompanied with context specific samples recording forms detailing the volume, characteristics, location taken from and reason for taking the sample.

Samples will be returned to the office of the archaeological contractor for selection prior to dispatch to the appointed specialist for processing and assessment. Copies of sampling paperwork will be sent to the appointed specialist. Sampling techniques and methods will be undertaken in accordance with the Historic England guidance as set out in *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-Excavation* (Campbell et al, 2011, 2<sup>nd</sup> edition) and *Geoarchaeology: Using earth sciences to understand the archaeological record* (Historic England, 2015).

## **8.0 Post-fieldwork methodology - reporting**

Following completion of site works, all archaeological records, environmental samples and finds will be taken to the offices of PCAS for initial processing and assessment as to their potential and significance; items that are not considered necessary for the assessment and reporting of the site may be discarded at this time according to the selection strategy guidelines including the Toolkit for Selecting Archaeological Archives (ClfA & Historic England, 2022) and PCAS Archaeology's own selection strategy, for example, unstratified modern artefacts, unworked animal bone from unstratified contexts will be noted on relevant context sheets and discarded.

Stable finds (e.g. pottery, bone) will be washed, marked and packaged at PCAS prior to dispatch. Unstable finds will be dispatched for remedial conservation as a prelude to assessment, and bulk samples will be dispatched for processing.

PCAS have used the services of a variety of specialists in the past; a full list of specialists is included in Section 10 below.

Subject to the receipt of any specialist accounts/archive reports, within six months of the completion of fieldwork a draft report with details of both phases of work will be prepared in accordance with current guidelines and sent to the Historic Environment Officer for NLC for approval. All electronic submissions will be in single .PDF format. The final report will include the following minimum information:

- A non-technical summary
- Museum accession number (where available) or reference, site code and project number
- Planning reference number
- Grid reference, site location, topography and geology
- Archaeological and historical background
- A statement of aims and objectives of the project
- A description and analysis of the fieldwork undertaken
- A geo-referenced location plan at a minimum scale of 1:10,000
- Scaled section and plan drawings of archaeological features encountered within the excavated area with integral levels (AOD).
- Where applicable, a matrix will be produced to determine the phasing of recorded features / deposits, with dating applied where possible
- Discussion and conclusions collating the results of the evaluation, including the importance of the findings in local, regional and national basis and a critical review of the effectiveness of methodology
- Tables summarising features and artefacts with full descriptions and brief interpretation
- Specialist artefact and environmental reports, as necessary, with reference made to appropriate published type-series
- Colour photographs, including general views and appropriate detail
- Acknowledgements
- Bibliography of sources used
- Archive deposition location and agreed deposition date

- A summary of the report's presence and location on the OASIS online database

## 9.0 Dissemination

Copies of the approved final report shall be sent to the NLC Historic Environment Officer and the client. The data from the project, along with a digital copy of the report, will be uploaded to the Archaeology Data Service OASIS (Online Access to the Index of archaeological investigationS) database for public consultation, and North Lincolnshire HER will be able to access the document through this database.

Deposition of the report with the HER, where it will be incorporated into their database for public consultation, and uploading the project data to OASIS will be considered as placing the results of the project in the public domain. However, wider publication of the results will be considered, although the content and place of publication will be dependent on what is found and be subject to agreement with the archaeological advisor to the planning authority and client. For example, where a significant discovery is made, consideration will be given to the preparation of a short note for inclusion in a local journal.

Working under the terms of the Copyright, Design and Patents Act 1988, PCAS shall retain full copyright with regard to written, digital and graphic material. However, following project completion, both the commissioning body, the North Lincolnshire HER and the Archaeology Data Service may, in the interest of informing and advancing the profession, make responsible use of the data, provided that any material copied or cited in reports is duly acknowledged and all copyright conditions observed.

Following acceptance of the report, an inventoried project archive (documentary and material) will be prepared in accordance with the guidelines contained in *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (UKIC 1990) and *Standards in the Museum Care of Archaeological Collections* (Museums and Galleries Commission 1992) and the Guidelines for deposition of Archaeological Archive with North Lincolnshire Museums (2021). The archive will be prepared and stored at the offices of PCAS until deposition with North Lincolnshire Museums can be arranged. A unique museum sitecode (BNHC) has been allocated by North Lincolnshire Museums for use throughout the monitoring; an accession number will be assigned by the museum at the time of deposition. No variation of this arrangement will take place without the prior written consent of the NLPA.

## 10.0 Timescale and personnel

The project is anticipated to commence in late 2025/early 2026 pending planning permission. The archaeological excavation will be included in the development timetable with sufficient time allowed for completion of the fieldwork phase of the archaeological project. The archaeological excavation may take place alongside development groundworks outside of the excavation area.

The NLC Historic Environment Officer will be given no less than 10 days notice of the intention to commence the excavation fieldwork. Notification will be from the archaeological contractor upon instruction from the client.

The site team will include an experienced Project Officer or equivalent as a minimum, with personnel to be determined based on availability at the time of fieldwork. Details of the site team and CVs will also be provided on request.

The NLC Historic Environment Officer will be kept informed of any unexpected discoveries and regularly updated on the project's progress. They will be free to visit the site by prior arrangement with the site director or inspect it following access and other Health and Safety regulations.

The excavation area will only be considered complete when they have been signed off by the NLC Historic Environment Officer.

Post-fieldwork collated archive will be stored at the offices of PCAS Archaeology. The project will be assigned to a Project Officer or equivalent for post-excavation assessment and reporting. They will work alongside the PCAS Finds and Archiving Officer who will liaise with the specialists for the assessment of the artefacts and environmental remains.

PCAS have used the services of a variety of specialists in the past and may use any/all of the following depending on suitability/availability etc:

**Archaeological Contractors:**

- York Archaeological Trust (YAT) – identification and assessment of registered special finds; X-Ray analysis and Conservation Services.
- Scottish Universities Environmental Research Centre (SUERC) – radiocarbon dating laboratories

**Other Freelance Specialists:**

- S Percival – specialising in the identification and assessment of prehistoric pottery and ceramics.
- D Fernandes - specialising in the identification and assessment of prehistoric pottery and ceramics.
- I. Rowlandson / H. G. Fiske – specialising in the identification and assessment of Iron Age and Roman pottery.
- R. Leary – specialising in the identification and assessment of Iron Age and Roman pottery
- J. Young & J. Grey\* – specialising in the identification and assessment of post-Roman pottery and ceramic building material in Lincolnshire, Yorkshire, Nottinghamshire, Rutland and Cambridgeshire.
- J. Curl\* – specialising in the identification and assessment of animal bone worked bone/antler.
- S. Tipper - – specialising in the identification and assessment of human remains
- Z. Tomlinson - specialising in the identification and assessment of CBM and fired clay, small and other finds
- T. Lane – specialising in the identification and assessment of lithic materials and tools.
- A. Daubney\* - specialising in the identification and assessment of small finds and coins
- M. Wood – specialising in the identification and assessment of metal finds and waste metalworking residues.
- Q. Mould – specialising in the identification and assessment of leather artefacts.
- M. Taylor/M. Bamforth – specialising in the identification and assessment of waterlogged wood.
- R. Tyson – specialising in the identification and assessment of glass.
- S. Cottam– specialising in the identification and assessment of glass.

- C. Simpson\* - specialising in the identification and assessment of environmental samples and worked stone.

Those marked \* on the list above undertook specialist assessment in the evaluation and will be contacted in the first instance for their services in this phase of the project.

A full report on the results of the project will be submitted within 6 months of completion of fieldwork, dependant of the receipt of any specialist reports. An interim report may be issued if the specialist assessments are not available within the required time frame.

## 11.0 Contacts

Richard Goddard, Historic Environment Officer  
for North Lincolnshire Council 01724 297 571

Leigh Brocklehurst, Project Manager, PCAS  
Archaeology Ltd 01522 703 800

## 12.0 Monitoring arrangements

Internal monitoring will be the responsibility of PCAS Project Manager Leigh Brocklehurst / PCAS Director Colin Palmer-Brown. The NLC Historic Environment Officer will be informed of the start of the archaeological intervention. They will be kept informed of any unexpected discoveries and regularly updated on the project's progress and will be free to visit the site by prior arrangement with the site director or inspect it following access and other Health and Safety regulations.

The fieldwork shall be carried out in accordance with the approved WSI, with any variations to the specification being agreed in writing with the NLC Historic Environment Officer.

## 13.0 Health and Safety

All work will be carried out in compliance with the Health and Safety at Work Act 1974 and its related regulations and codes of practice.

Employees and sub-contractors of PCAS Archaeology Ltd will perform their duties in accordance with company safety policy (revised 2025). Where PCAS employees are temporarily engaged at other workplaces, they are to respect relevant local regulations, both statutory and as imposed by other employers within the Health and Safety at Work Act (1974).

In furtherance of the duty of care imposed by the Health & Safety at Work Act, the Employer shall make available to his employees whatever reasonable facilities are required by particular circumstances, e.g. appropriate protective clothing, safety equipment, rest breaks for specialised tasks, etc.

Staff should remain aware of the potential for services at all times, and care should be taken to avoid the overhead cables when the machine is accessing the site.

A site risk assessment will be prepared prior to any site works taking place. All site staff will be required to read and sign to confirm understanding and adherence to the measures recommended in the risk assessment. The risk assessment will be continuous and updated throughout the course of the fieldwork should conditions change.

## 14.0 Insurance

PCAS Archaeology Ltd. has the following insurance cover:

Employers' Liability:	£10,000,000
Public Liability:	£5,000,000
Professional Indemnity:	£5,000,000

## **15.0 References**

CIfA, 2020 *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials*

CIfA, 2023, *Standard and guidance for archaeological excavation*

Historic England, 2008 *Management of Research Projects in the Historic Environment (MoRPHE). PPN 3: Archaeological Excavation*

NPPF, 2024, *National Planning Policy Framework*, Crown Copyright.

Ordnance Survey, 2015, *Ancholme Valley: Barton-upon-Humber, Brigg, Scunthorpe & Kirton in Lindsey Explorer 1:25 000 Series no. 281*. Ordnance Survey, Southampton. (OS mapping © Crown copyright. All rights reserved. PCAS licence no. 100049278).

Lane, A, 2023, *Evaluation Report: Land south of Barrow Road, Barton upon Humber, North Lincolnshire, DN18*. Working document PCAS ref 2724.

Lane, A, 2023b, *Land south of Barrow Road, Barton upon Humber, North Lincolnshire, DN18: Archaeological Desk-Based Assessment*. Grey literature report PCAS ref 2723

United Kingdom Institute for Conservation, 1990 *Guidelines for the preparation of Excavation Archives for long-term storage*

Watkinson, D. And Neal, V., 1998 *First Aid for Finds*

Websites:

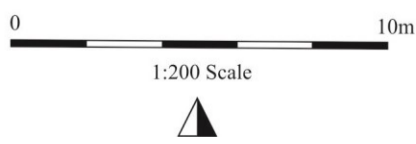
<https://www.bgs.ac.uk/map-viewers/bgs-geology-viewer/>

<http://list.historicengland.org.uk/mapsearch.aspx>

<https://apps.northlincs.gov.uk/application/pa-2025-542>



**Figure 2:** Barrow Road, Barton. Proposed site development plan (RDA drawing ref R:5251/11 Rev B) overlain with the trenching results (Lane, 2023) and showing the planned excavation area outlined red. 1:200 @ A3.



**Data Management Plan:**

**Land off Barrow Road, Barton upon Humber,  
North Lincolnshire, DN18 6AA**

NGR: TA 03384 21734  
Planning Authority: North Lincolnshire District Council  
Planning Reference: PA/2025/542  
PCAS job number: 3229  
PCAS Sitecode: BRBX 25  
Museum Sitecode: BNHC

Prepared for  
Ms. C. Sutton

November 2025



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Saxilby  
Lincoln  
LN1 2HX

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<b>Project Manager</b>	Leigh Brocklehurst
<b>Project Name</b>	Land off Barrow Road, Barton
<b>PCAS Job Number</b>	3229
<b>Site Code</b>	BRBX 25
<b>Author (s)</b>	Alison Lane
<b>Date:</b>	November 2025
<b>Project Stages covered</b>	Fieldwork and Post-Excavation
<b>Status</b>	Pre-commencement
<b>File Name/Location</b>	3229 Barrow Road, Barton DMP / Stored in the Project Specifications file on the PCAS server.

**Data Collection/Creation**

**Data to be Collected/Created**

Paper recording on standard PCAS Archaeology Ltd recording sheets forms the basis for the site archive. Drawings will be created by hand using permatrace drawing film, using a suitable pencil (6H Staedler Mars Lumograph are issued by the company). The paper archive will be digitised upon completion of project as a context summary and associated drawings. In addition to the physical archive, the digital archive will include GIS data, site photography, and databases.

The documentary archive will consist of:

**Text:** Various Word Documents; including Written Scheme of Investigation, Assessment Reports, Specialist Reports, Full Excavation Report(s). This will also include context sheets, registers (context, drawing, photograph), and site diaries. Additional documents may include (where necessary) human remains registers and recording sheets, small finds register, masonry sheets, timber recording sheets.

**Databases:** These will include context databases, finds lists, GIS database, etc. All data generated will be held on the PCAS Archaeology Ltd servers and will be stored within its own project file on the server.

**Images:** Hard copy permatrace drawings, colour slides, digital images; to include site photography, scanned permatrace drawings, and site plans produced for the report.

Data formats used are standardised and openly documented, ensuring that data is shareable.

**Expected Data to be used**

Type	Format	Estimated Volume
Spreadsheets	Excel (.xlsx). To be deposited in preservation format (.csv)	Up to 10 objects (less than 2MB total) (Context Register, Finds and Samples Register, Drawing Register, Specialist Finds Tables)
Text/ Documents	Word (.docx) PDF (.pdf/a)	Up to 25 objects (less than 100MB total) (Project Brief, Written Scheme of Investigation, Assessment Report, Final Grey Literature Reports, Specialist Reports)
Vector Graphics	CorelDraw (.svg) QGIS (.shp)	Site Plans (average size 5MB), Report Images ( average size 2MB)
Images	Intended deposition format (.tiff / .jpg)	Archive shots - Between 100 and 150 (average size 5MB)

	GIS	ESRI Shapefile (.shp & .shx & .dbf, plus associated files)	Up to 20 overall GIS files (less than 20MB)
<b>How Data will be Collected/Created</b>	<p>The data will be collected and created according the methodology set out in the Archaeological Mitigation Strategy: Archaeological Excavation: Land off Barrow Road, Barton upon Humber, North Lincolnshire, DN18 6AA (PCAS, 2025) (available to all site staff). GIS data will be collected and created according to the PCAS Archaeology Ltd Survey Manual (2024). This is available for all site staff, however the data collection, creation and storage is the responsibility of the PCAS appointed surveyor.</p> <p>These standards conform to CIFA Code of Conduct (2022 Revision), Management of Research Projects in the Historic Environment and ADS Guidelines for Deposition,</p> <p>Instruments used in the collection of data are calibrated yearly and are routinely checked to ensure they are in full working order.</p> <p>The digital project archive will be stored in a project specific folder on the internal PCAS Archaeology Ltd server. Project folders are to be named following established organisation procedures (Job Number and Site Name). All files included as part of this project archive will include the organisational identifier (job number - 3229), the Site Name (Barrow Road, Barton), the file descriptor (e.g. WSI) and the version number (e.g. V2).</p> <p>All site records and data collected will be reviewed by the Project Officer throughout the project to ensure the data is accurate and secure. Whilst project folders are reviewed internally on a regular basis by the Project Manager to ensure that organisational data management standards are being met.</p>		
<b>Relations</b>	N/A		
<b>Documentation and Metadata</b>			
<b>Metadata</b>	<p>Metadata will be created as listed above to PCAS Archaeology Ltd standards which adheres to ADS guidelines for deposition (see <a href="https://archaeologydataservice.ac.uk/advice/guidelinesForDepositors.xhtml">https://archaeologydataservice.ac.uk/advice/guidelinesForDepositors.xhtml</a>).</p>		
<b>Documentation</b>	<p>An archive catalogue documenting both physical and digital archive products will be maintained throughout the project.</p> <p>Site archive documentation will be included alongside the data in order for secondary users to understand and reuse it. This will include documents such as photo registers, context summaries, drawing records. These will include descriptions of the data collected, who collected it and the date of collection.</p>		
<b>Ethical and Legal Compliance</b>			
<b>Data Security Issues</b>	None		
<b>Intellectual Property Rights</b>	All Data created by PCAS Archaeology Ltd employees are the intellectual property rights of PCAS Archaeology Ltd.		
<b>Data Storage</b>			
<b>Storage and Backup</b>	<p>All digital data collected and born during the excavation will be stored and backed-up on the PCAS Archaeology Ltd servers. These are backed-up daily in order to prevent loss of Data. Initial recovery of site Data may be from site to company laptops, however the data will be transferred to the company's server at the earliest opportunity. Prior to it being on the server, the Project Officer will back-up data on laptops through use of external hard drives/memory sticks.</p> <p>PCAS Archaeology Ltd's IT is managed by an external data management provider, who is also responsible for the management and verification of our daily back-ups and who supports access to security copies as needed.</p>		

<b>Access and Security</b>	Data will be freely available to all members of the team throughout the project. There are no security issues.
<b>Selection and Preservation</b>	
<b>Preservation Plan</b>	<p>The physical archive, documentary and material, will be transferred to North Lincolnshire Museums as part of an ordered and indexed project archive.</p> <p>The documentary archive will contain any hard copy data reports the repository wish to receive. The archive, including the Data from the project, will be archived with the ADS.</p> <p>Digital photographs born of the project and any other digital content considered suitable for long term storage will be deposited with North Lincolnshire Museums as part of an ordered archive, and with ADS Easy or similar dependant on the size of the final digital archive.</p> <p>A complete set of the digital data does not need to be retained in full. A Selection Strategy has been developed in association with this project, considering the likely contents of the archive and the requirements of North Lincolnshire Museums archaeological archive deposition guidelines (2021). This selection strategy will be under constant review by all stakeholders (project team, project management and intended repository) to determine the final archive for retention and deposition. Advice on the selection strategy can be found in the CIFA's Selection Toolkit for Archaeological Archives 2022.</p>
<b>Data Sharing</b>	
<b>Data Sharing Plan</b>	<p>A copy of the final reports will be supplied to the North Lincolnshire Historic Environment Officer, the North Lincolnshire HER and the landowner / client. A summary of the project will be included on the OASIS Index of Archaeological Investigation and will be updated as the project progresses.</p> <p>A final version of the project reports will be supplied to the Historic Environment Record via OASIS, and any data which they request can also be provided directly.</p> <p>Awareness of the work will be raised through publication, and documentation with the HER, in addition to suitable photos being shared via PCAS' social media platforms.</p>
<b>Data Sharing Restrictions</b>	There are no restrictions on the use of this data after project completion.
<b>Responsibilities and Resources</b>	
<b>Responsibilities</b>	<p>The PCAS Project Manager (Leigh Brocklehurst) and the site's Project Officer (tbc) are responsible for ensuring the data management plan is followed.</p> <p>Data capture, metadata production and data quality is the responsibility of the Project Team, overseen by the Project Officer.</p> <p>Storage and backup of data in the field is the responsibility of the Project Officer.</p> <p>Once data is incorporated into the organisations project server, storage and backup is managed by an external company.</p> <p>Data archiving is undertaken by the PCAS Finds and Archives Officer, who is responsible for the transfer of the project archive to the agreed repository.</p>
<b>Resources</b>	Resources required to deliver this project are provided for by the developer.