

**Written Scheme of Investigation:  
Archaeological Monitoring and Recording**

**Land at Keyo Agricultural Services, Ancholme Business Park, Europa  
Way, Brigg, North Lincolnshire, DN20 8AR**

NGR: SE 99411 07708  
Planning Authority: North Lincolnshire Council  
Pre-App ref: PRE/2025/105  
PCAS Job No.: 3237  
PCAS Site Code: KABM 26  
NL Museum ref.: BRICT

Prepared for

Keyo Agricultural Services Ltd.

November 2025 V1



PCAS Archaeology Ltd  
47, Manor Road  
Saxilby  
Lincoln  
LN1 2HX

©PCAS Archaeology Ltd

## Contents

### Non-technical summary

1.0	Introduction	4
2.0	Site location and description	4
3.0	Topography and geology	4
4.0	Planning background	4
5.0	Archaeological and historical background	5
6.0	Archaeological requirement	7
7.0	Fieldwork methodology	8
8.0	Post field-work methodology	10
9.0	Dissemination	11
10.0	Timescale and personnel	12
11.0	Monitoring Arrangements	13
12.0	Contacts	13
13.0	Health and Safety	14
14.0	Insurance	14
15.0	References	14

## Figures

- 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:** Extracts from the 1887 25" OS map sheets XIX.12 & XIX.16, showing the approximate redline site. The line of the Bronze Age causeway found shortly before the map was published is indicated on this map. Not to scale
- Fig. 3:** Land at Keyo Agricultural Services Ltd. (Top) Site location plan (1:2500) showing existing layout. (Right) Proposed development layout, showing the position of the new units along the southern site boundary (1:1000). (Above) the footprint of the new units, showing the planned footings (1:500). Extracts from LDC drawings LDC4715-02 & LDC4715-01 A

### Appendix 1: Data Management Plan

## Non-technical summary

- *This document is a written scheme of investigation prepared for Keyo Agricultural Services Ltd. for a scheme of archaeological monitoring to be undertaken in association with groundworks on land off Europa Way, Brigg.*
- *The site lies on the east bank of the River Ancholme. The river valley and specifically a ford across the river a little to the south of the site was the focus of Bronze Age activity. Monuments recorded in the area include a timber causeway across the marsh on the west bank, two river-going vessels, one found immediately west of the site, and occupation layers yielding organic artefacts along with flint and pottery on the east bank, all protected by the peat that later developed as the river flooded.*
- *Due to the potential for buried remains to be encountered, a program of archaeological monitoring and recording is required during development groundworks. This document details the methodology for archaeological fieldwork and post-excavation assessment.*



**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 Keyo Agricultural Services Ltd. to prepare a Written Scheme of Investigation (WSI) for a scheme of archaeological monitoring and recording to take place during development at their yard off Europa Way, Brigg.

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 Universal Guidance for archaeological monitoring and recording (2023)
- Management of Research Projects in the Historic Environment (MoRPHE)
- Lincolnshire Archaeology Handbook (2024).

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

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

Brigg is a historic market town lying in the administrative district of North Lincolnshire. The town is situated approximately 10km east of Scunthorpe and 14km south of Barton-on-Humber. The true course of the River Ancholme meanders through the western end of the town's High Street, with the canalised River Ancholme forming the boundary between Brigg and neighbouring Scawby Brook.

Ancholme Business Park lies immediately east of where the canalised river and natural river meander converge on the northwest side of Brigg. Atherton Way extends away from the A18 roundabout with Ancholme Way and Barnard Avenue. Europa Way branches west from Atherton Way in the northwest of the business park, with the Keyo Agricultural Services yard at the west end of the road.

The site is a yard covering an area of around 3 acres, occupied by the warehouse/offices of the business with the majority of the remaining area tarmacked to provide parking and storage. The proposed new units would lie in the southern half of the yard, and area currently used for parking HGV's.

The approximate central NGR of the site is SE 99411 07708.

## **3.0 Topography and geology**

The Site lies on a bedrock geology of Oxford Clay formation - Mudstone, formed in a Jurassic shallow sea environment. The overlying drift geology is primarily alluvium, river terrace deposits of clay, silt sand and gravel resulting from episodes of flooding of the River Ancholme. (<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>).

Lying on the banks of the River Ancholme the area is naturally low-lying and flat below 5mOD.

## **4.0 Planning Background**

The National Planning Policy Framework (NPPF) came into force in March 2012 (updated December 2024, footnotes updated 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.

A planning application for the erection of 7 new industrial / commercial units, including associated site works and updates to the existing site at Keyo Agricultural Services, off Europa Way, Brigg, is currently being prepared for submission to North Lincolnshire Council.

Pre-application advice has been sought (ref PRE/2025/105) in relation to the proposals. The North Lincolnshire Historic Environment Officer has advised that as the site lies in an area where prehistoric archaeological remains can be anticipated the application would need to be supported by a Heritage Statement identifying and describing the heritage assets in the surrounding area, and a programme of archaeological monitoring would be required during development groundworks.

This document details the fieldwork methodology and the post-excavation reporting and archiving procedures for the monitoring, to be submitted in support of the planning application. The Heritage Statement is being prepared separately. This methodology is subject to the approval of the North Lincolnshire Historic Environment Officer.

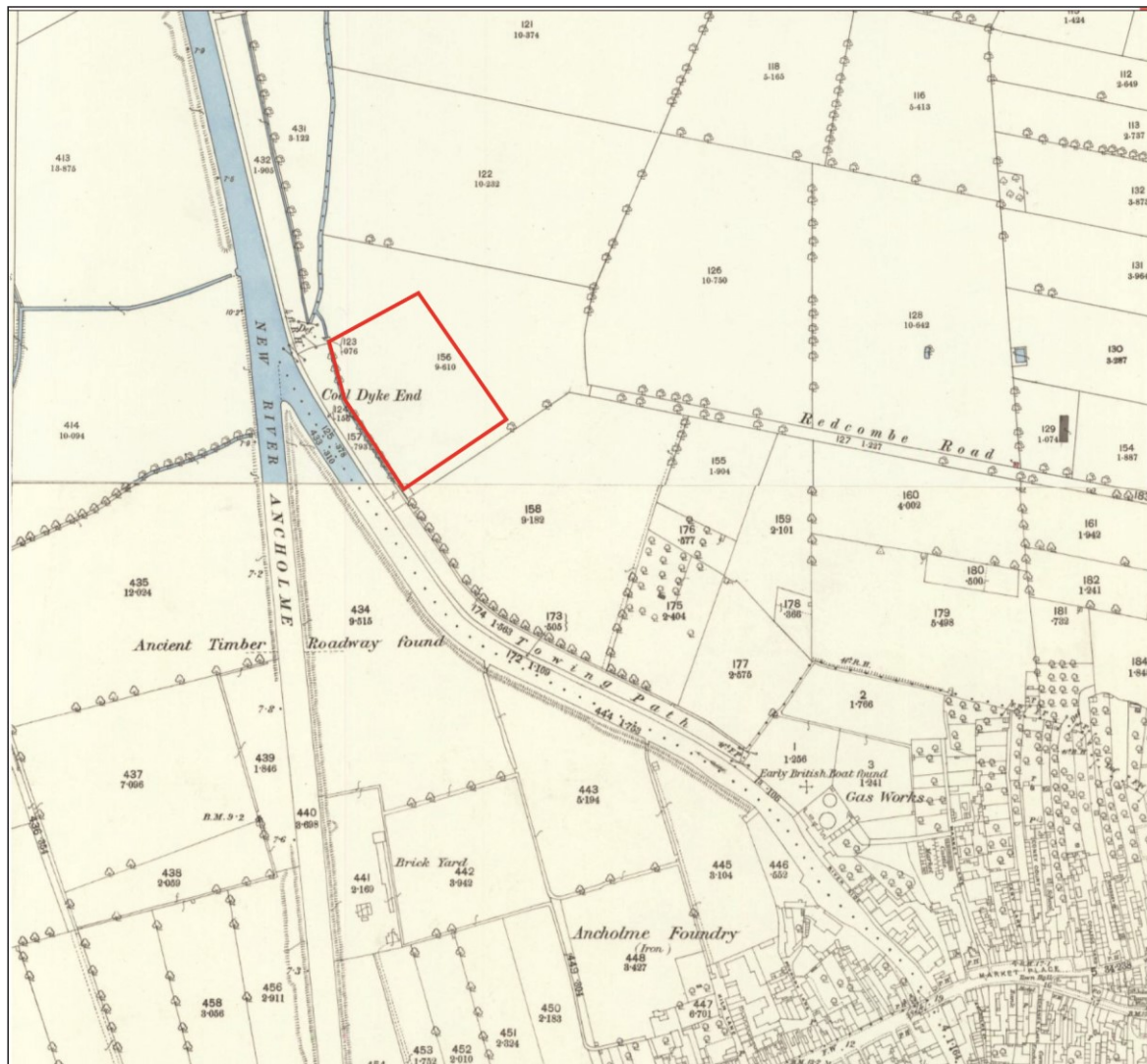
## **5.0 Archaeological and historical background**

Prehistoric occupation and activity around Brigg is well documented. The town lies in the Ancholme Valley, on a small spur of higher land at the narrowest point of the river valley. The site lies on the east bank of the River Ancholme which was liable to flooding prior to drainage improvements in the post-medieval period, which allowed for the growth of multiple layers of peat, separated by thin occupation layers, representing periods of activity in prehistory

The early focus of activity was a ford across the river in the middle to town. A timber causeway has been revealed across the marsh of the west bank of the river, seen initially during digging at the brickworks in 1884 when it was described as *rude oaken planks ... fastened side by side and ran across the road transversely*, below which *small trees and branches had been lain in the direction of the road* and had been preserved in alluvial clays and peat (HER ref MLS1783). The causeway was partially exposed again in 1933 on the western edge of the brick pit; this time the monument was photographed in situ showing the surface of the timbers just above the waterline, beneath an estimated 2m of peat. Animal bones and more usefully late Bronze Age flint tools and pottery were found alongside the causeway providing dating for the monument. The causeway was seen again in the later 1960's when work on Spring Dyke (branching west from the New River Ancholme) encountered "a number of timbers ... one or two large timbers and what appears to be layers of smaller branches" in the clays. Further investigation recorded that the timbers had flat surfaces and were up to 0.30m wide, but these were "haphazardly lying" and found just 0.60m beneath the surface, indicating they were not in situ. The approximate line of this causeway lies around 180m south of the site.

Further remains have been excavated from the clays and peats of the Ancholme Valley. Two timber vessels, known as the Brigg Boat and the Brigg Raft, have been found in the peat. The Boat was a logboat found on the east bank of the river in 1886 some 550m southeast of the site, between 3-9ft below existing ground level. The boat had been repaired with an oak plank which indicated it was maintained and a value object that was used for some time; unfortunately the Boat was destroyed by bombing in WWII. The Raft was found 2yrs later close to the confluence of the river and the canal, just west of the current site. It consists of 6 oak planks secured with pegged cleats and stitched together. Originally thought to be the whole vessel, more recent assessment suggests this was the base of a bot whose sides have not survived, and modern radio-carbon dating has confirmed this vessel dates from the late Bronze Age (NLHER ref MLS1790 / MLS6682). Further Bronze Age remains have been found on the site of the supermarket petrol station on the east bank of the river, where an occupation layer with associated rope fragments and woodworking

chips from the heart of a tree trunk which might represent the manufacture of a vessel similar to the Brigg Boat were found, along with an assemblage of worked hazel rods and flint tools (NLHER ref MLS18398).



**Figure 2:** Extracts from the 1887 25" OS map sheets XIX.12 & XIX.16, showing the approximate redline site. The line of the Bronze Age causeway found shortly before the map was published is indicated on this map. Not to scale

The modern development of Atherton Way has prompted multiple archaeological investigations. Ahead of the construction of Brigg Primary School, a borehole survey found a layer of peat at around 2.30m below existing ground level radiocarbon dated to the early Bronze Age. Subsequent monitoring did not record any features or artefacts, however the changing depths of the peat indicated the presence of a shallow channel in this area (MLS 21652). Investigations ahead of the construction of the units at No.9 Atherton Way, 185m south of the site, found no archaeological deposits or artefacts (Tann, 2004; Tann, 2006). Further work along Atherton Way was similarly devoid of anything of archaeological significance (Dennison, 2001; Atkins, 2005; Atkins, 2006; Sotheran et al, 2013; Dennison, 2018).

In the later prehistoric period the way the landscape was being used evolved, and while the river crossing and natural resources probably continued to be exploited flooding appears to have driven activity onto the higher ground away from the river banks. There is little evidence of Iron Age or Roman activity in the vicinity, and the settlements recorded in the Domesday Book include Wrawby on the hillside above modern Brigg and Castlethorpe to the west.

It is not until the late 12th century that Brigg appears in documentary records, but as Glanford. The name is thought to be a distortion of the Old English *Gleam*, distorted into the Scandinavian *Glaum*, meaning *Revelry*, and ford being self-explanatory (Cameron, 1998). This place name may suggest the riverside area was utilised as a games field or marketplace in the later Saxon period. The suffix *Briggs* first appears in the 14th century, probably referring to a bridge built here to replace the ford, and a hostel for people travelling along the Brigg road is recorded here from the 13th century, believed to have stood on the east bank along the track from the ford. The vagaries of the river continued to impact on the riverside settlement that developed here.

In the 17<sup>th</sup> century the construction of the canal bypassing the meander in the river created new opportunities for Brigg, prompting a rapid growth in the economy and local importance of the town. The canal created the island on which the Brigg Raft was later found, and the east-west road through the town, utilising bridges across both the canal and river (a little to the south of the ford), became the main road through the settlement.

Atherton Way dates from the late 1980's – early 1990's, when a new bridge was built across the River Ancholme diverting traffic away from the historic High Street. The town sewage works had been established in this area around the turn of the 20<sup>th</sup> century, and the Ancholme Business Park was planned for the area behind it on the periphery of the town. Prior to development, this land was agricultural fields.

## 6.0 Archaeological Requirement

Archaeological monitoring is required during groundworks for associated with the proposals at Keyo Agricultural Services yard, off Europa Way, Brigg. This is likely to include:

- Excavation of footings of new units;
- Excavations/landscaping for new hardstanding;
- Excavation of services / drainage features including any soakaways.

The area of the new units in the south of the site is surfaced in stone through which it is anticipated the foundations of the new units will be excavated. Should the stone require removal prior to the footings excavation, the upper layers of hardcore here are anticipated to be shallow and not impact on undisturbed horizons beneath. Clarification of the methodology should be sought prior to the start of development groundworks, to determine if monitoring is required here.

The layout of the proposals is shown on Figure 3. Should plans be altered the monitoring works will be amended to suit.

The aims of the groundworks monitoring are to investigate the archaeological potential of the site and the impacts of later activity on any earlier remains; be to identify and record, characterising and/or dating where possible, any encountered buried remains encountered during the groundworks of the development.

The purpose of the monitoring is to preserve by record any archaeological horizons encountered while ensuring the completion of the project.

The project has the potential to add to the East Midlands Historic Environment Research Framework (Knight et al, 2012, <https://researchframeworks.org/emherf/>). 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.

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.

The archaeological fieldwork will be completed in accordance with the methodology detailed below. The attending archaeologist will have a copy of this WSI available at all times during the project groundworks.

## **7.0 Fieldwork methodology**

All archaeological monitoring and recording will be undertaken by suitably qualified/experienced professional archaeologists/ PCAS Project or Field Officers.

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 tarmac surfaces), the excavator will revert to using a smooth blade as soon as possible to allow for archaeological features to be identified.

The archaeologist monitoring the groundworks will cause the least possible disruption to the development programme, but at any time may request a pause in groundworks to assess any potential features or deposits; and to allow for the careful cleaning, excavation and recording of any features that have been identified.

If significant remains are revealed it may be necessary, in consultation with the Historic Environment Officer and the client, to design and implement an alternative form of archaeological mitigation. The archaeologist will keep the groundworkers informed of developments and progress.

Subject to Health & Safety regulations, all archaeological deposits and features manually cleaned and examined sufficiently to determine their date, character and survival condition.

A full written, drawn and photographic record of each significant stratigraphic horizon and archaeological feature will be made, including any colluvial or other 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 recording sheets; this will 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 slope and any break of slope/changes within the excavated sections.

The basis for field recording will be measured scale plans based on development plans supplied by the client. Any archaeological remains encountered will be accurately plotted using GPS accurate to 0.03m (current PCAS Archaeology model is a Leica GS08 GPS unit receiving RTK corrections), or by triangulation where the GPS is not available. Where required, plans of individual features or groups of features will be hand drawn (1:50 or 1:20), the location of these plans recorded using the GPS for later integration into a final site plan. Section drawings through features and representative sections will be hand drawn (1:10 or 1:20) and plotted using the GPS.

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

A digital and colour slide (a requirement for the Sites and Monuments Record Archive) photographic record will be maintained during the course of the archaeological intervention. 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*

All artefacts will be treated in accordance with UKIC guidelines, First Aid for Finds (Watkinson & Neale 1998). All finds will be bagged and labelled according to the individual deposit from which they were recovered, ready for later cleaning, marking and analysis. 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 local Finds Liaison Officer (martin.foreman@northlincs.gov.uk) may be contacted for advice in the first instance.

### *Waterlogged Remains*

Previous archaeological work in Brigg has revealed significant waterlogged remains in the Bronze Age peats and associated clays and silts around the River Ancholme. Waterlogged remains may be encountered during this scheme of monitoring.

Should waterlogged artefacts be encountered, the methodology of recording, excavation, and removal of the artefacts will be undertaken according to the Historic England guidelines in *Waterlogged Organic Artefacts: Guidelines on their Recovery, Analysis and Conservation* (Historic England, 2018) and according to advice sought from the Historic Environment Officer.

Specialists may be contacted regarding the excavation, initial cleaning and stabilising of any artefacts prior to their dispatch to the relevant specialists for further analysis and preparation for long-term preservation and storage.

Should substantial waterlogged wood be encountered, all construction groundworks will cease until a strategy has been discussed and agreed with the Historic Environment Officer and the client. All work will be undertaken in accordance with the current guidelines: *Waterlogged Wood Guidelines on the recording, sampling, conservation and curation of waterlogged wood* (Historic England, 2010). The strategy will require specialist input regarding the recording, retrieval / conservation or preservation in situ; specialists include M. Bamforth and York Archaeological Trust (see section 8) and will be contacted regarding these projects prior to the start of fieldwork. The strategy is anticipated to include specialist methods for exposing, recording, sampling, stabilising and recovery while in the field, and the post-excavation cleaning, assessment and analysis and preservation for long-term storage. Any strategy will consider the potential for additional artefacts alongside any more substantial remains, such as posts, pegs, rope, baskets etc. Alternatively, a strategy of recording and preservation in situ may be agreed, which may require methods to stabilise ground water levels and reduce physical impacts on the remains, such as identification of the extent of the remains and associated adjustment of the proposed layout of the development.

### *Human Remains*

No human remains have previously been recorded in the vicinity of the site.

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

If human remains are encountered, the Historic Environment Officer will be notified, and in accordance with current legislation an Exhumation Licence will be requested from the Secretary of State and the local Environmental Health Officer advised.

Excavators should be aware of current legislation regarding human remains and pay due attention to 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*

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.

Where possible, deposits will be sampled in 40l quantities, less if necessary (up to 100% of the deposit). All samples will be labelled with the site code, context number and sub-sample count (e.g. '1 of 4', '2 of 4') with indelible pen on plasticized labels; two labels will be sealed inside each bucket, and two attached to the exterior of each bucket. Smaller and specialised samples may be kept in polythene finds bags: these will be double-bagged, with the site code, context number and sub-sample count written on the white panels of both bags, and a label placed in the inner bag and between the inner and outer bags, duplicating this information.

Samples will be returned to PCAS offices prior to dispatch to the appointed specialist for processing and assessment. Sampling techniques and methods will be undertaken in accordance with the English Heritage (now 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).

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

Following completion of site works, all archaeological records, environmental samples and artefacts 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 as set out in the Guidelines for deposition of Archaeological Archive with North Lincolnshire Museums (2021) 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. See Data Management Plan (Appendix 1) for details of the selection and storage of the digital and paperwork contents of the working archive.

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 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 (BRICT) 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 monitoring will proceed according to the development timetable and be reliant on the client informing the archaeological contractor of the timetable. Site works are anticipated to commence in 2026 following approval of the planning application.

The North Lincolnshire Historic Environment Officer will be given a minimum of 7 working days notice of the intention to commence fieldwork for each phase. Notification will be from the archaeological contractor upon instruction from the client.

The monitoring of construction groundworks will be undertaken by an experienced Project Officer as a minimum, with personnel to be determined based on availability at the time of fieldwork. Details of the site team and CVs can be provided on request at the time of notification.

The Historic Environment Officer will be regularly updated regarding progress and will be welcome to visit the site following prior arrangement with the archaeological contractor.

Post-fieldwork the 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.

Any artefacts will be dispatched to the relevant specialists. 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 – specialising in the identification and assessment of post-Roman pottery and ceramic building material in Lincolnshire, Yorkshire, Nottinghamshire, Rutland and Cambridgeshire.
- P. Blinkhorn – specialising in the identification and assessment of post-Roman pottery

- 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
- G. Kiraly - specialising in the identification and assessment of human remains (in house specialist)
- Z. Tomlinson - specialising in the identification and assessment of CBM and fired clay, painted plaster small and other finds
- T. Lane / R. Devany – 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.
- C. Smith / D. Wilding - specialising in the identification and assessment of metalwork and small finds
- 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 / C. Cottam / E. Foulds – specialising in the identification and assessment of glass.
- C. Simpson - specialising in the identification and assessment of environmental samples and worked stone

A full report on the results of the project will be submitted within 6 months of the completion of the onsite groundworks. Should specialist reports not be available in this timeframe an interim report may be issued with a full report issued with integrated specialist reports when they become available.

Archiving will take place within 6 months of the acceptance of the monitoring report.

## **11.0 Monitoring arrangements**

Internal monitoring will be the responsibility of PCAS Project Manager Leigh Brocklehurst / PCAS Director Colin Palmer-Brown. The North Lincolnshire 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.

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

## **12.0 Contacts**

Richard Goddard, Historic Environment Officer  
for North Lincolnshire Council

(01724) 297 571

Leigh Brocklehurst, Project Manager, PCAS  
Archaeology Ltd

(01522) 703 800

### **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. Appropriate amenities will be provided i.e. cabin and/or toilets if such facilities are not available within the development, and any temporary structures that are employed for the welfare of the site team will be carefully positioned so as to be accessible while not hindering the progress of the archaeological investigation.

Staff will remain aware at all times of the potential for services to be encountered during project groundworks.

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**

Atkins, C, 2005, *Land at Ancholme Business Park, Brigg, North Lincolnshire*. Grey literature report by Caroline Atkins Consultants

Atkins, 2006, *A Report on an Archaeological Watching Brief Associated With the Development of Land East of Atherton Way, Ancholme Business Park, Brigg, North Lincolnshire*. Grey literature report by Caroline Atkins Consultants

Dennison, 2001, *Land at Atherton Way, Ancholme Park, Brigg, North Lincolnshire. Archaeological Observation and Recording*. Grey literature report by Ed Dennison Archaeological Services Report No. 2001/118.R01

Dennison, E, 2018, *Enterprise Court, Ancholme Business Court, Brigg, DN20 8UJ: Archaeological Observation, Investigation and Recording*. Grey literature report by Ed Dennison Archaeological Services

OS Explorer Map, 2012, *Sheet 280 Isle of Axholme, Scunthorpe and Gainsborough*, Ordnance Survey, Southampton. (OS mapping © Crown copyright. All rights reserved. PCAS licence no. 100049278).

Southern, A & Tuck, A, 2013, *Land off Atherton Way, Brigg, North Lincolnshire*, Grey literature report by Wessex Archaeology

Tann, G, 2004, *Land at 9 Atherton Way, Brigg, North Lincolnshire, Archaeological Watching Brief*. Grey literature report by Lindsey Archaeological Services

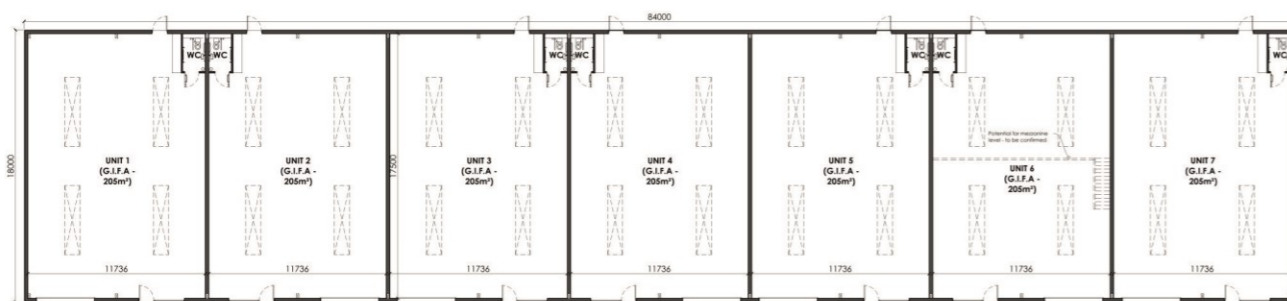
Tann, G, 2006, *Units 4-11, 9 Atherton Way, Brigg, North Lincolnshire. Archaeological Watching Brief*. Grey literature report by Lindsey Archaeological Services.

Websites:

<http://www.heritagegateway.org.uk>

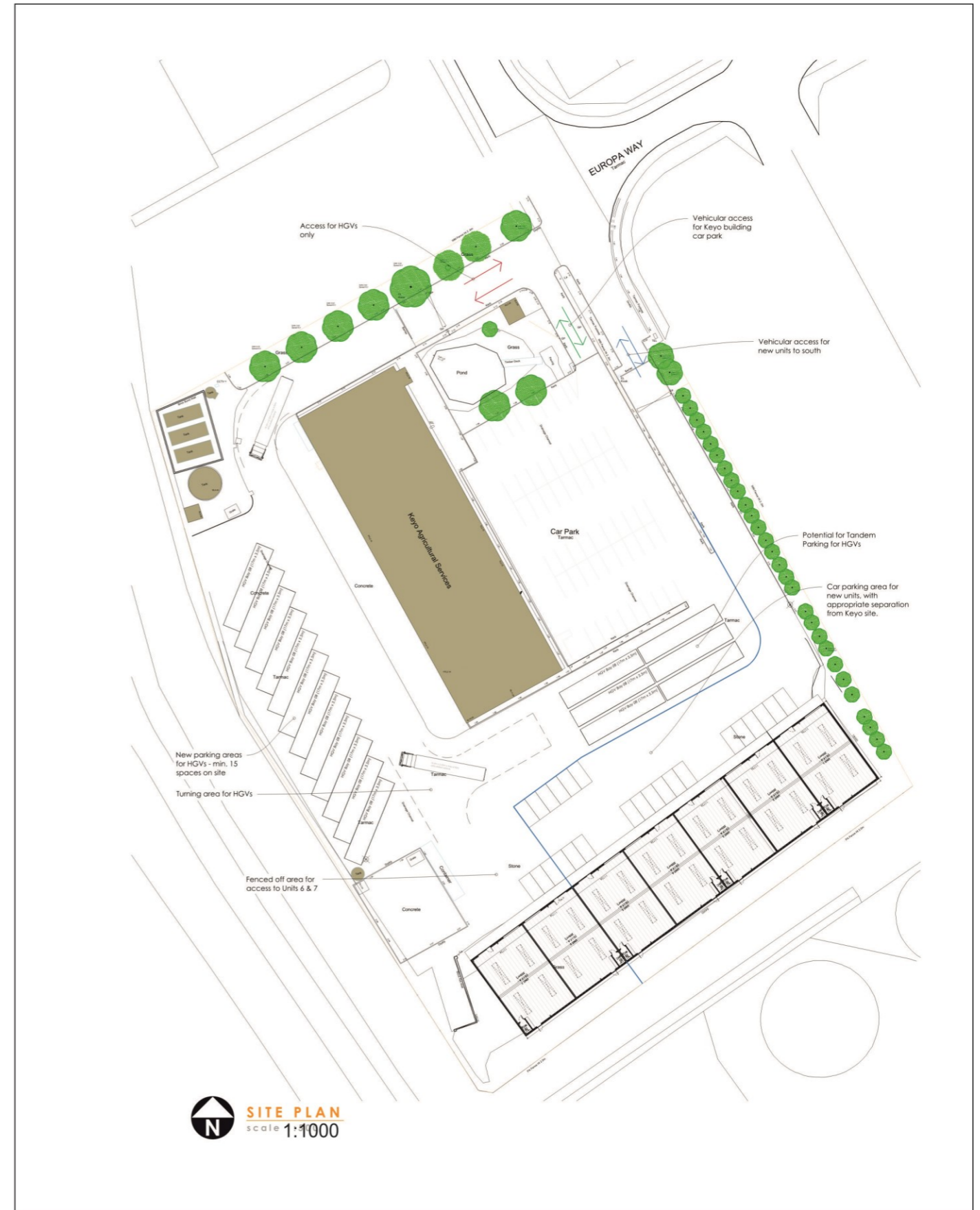
<http://list.historicengland.org.uk/mapsearch.aspx>

<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>



**FLOOR PLAN**  
 scale 1:500

**Figure 3:** Land at Keyo Agricultural Services Ltd. (Top) Site location plan (1:2500) showing existing layout. (Right) Proposed development layout, showing the position of the new units along the southern site boundary (1:1000). (Above) the footprint of the new units, showing the planned footings (1:500). Extracts from LDC drawings LDC4715-02 & LDC4715-01 A



**SITE PLAN**  
 scale 1:1000

**Land at Keyo Agricultural Services, Ancholme Business Park, Europa  
Way, Brigg, North Lincolnshire, DN20 8AR**

**Data Management Plan**

NGR: SE 99411 07708  
Planning Authority: North Lincolnshire Council  
Planning ref: PRE/2025/105  
PCAS Job No.: 3237  
PCAS Site Code: KABM 26  
NL Museum ref.: BRICT

Prepared for

Keyo Agricultural Services Ltd.

November 2025



PCAS Archaeology Ltd  
47, Manor Road,  
Saxilby  
Lincoln  
LN1 2HX

©PCAS Archaeology Ltd

<b>Project Manager</b>	Leigh Brocklehurst																
<b>Project Name</b>	Land at Keyo Agricultural Seviles, Ancholme Business Park, Europa Way, Brigg, North Lincolnshire DN20 8AR																
<b>PCAS Job Number</b>	3237																
<b>Site Code</b>	KABM 26																
<b>Author (s)</b>	Alison Lane																
<b>Date:</b>	June 2025																
<b>Project Stages covered</b>	Fieldwork and Post-Excavation																
<b>Status</b>	Pre-commencement																
<b>File Name/Location</b>	3237 Europa Way, Brigg DMP / Stored in the Project Specifications file on the PCAS server.																
<b>Data Collection/Creation</b>																	
<b>Data to be Collected/Created</b>	<p>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.</p> <p>The documentary archive will consist of:  <b>Text:</b> 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.  <b>Databases:</b> 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.  <b>Images:</b> Hard copy permatrace drawings, colour slides, digital images; to include site photography, scanned permatrace drawings, and site plans produced for the report.</p> <p>Data formats used are standardised and openly documented, ensuring that data is shareable.</p>																
	<table border="1"> <thead> <tr> <th colspan="3">Expected Data to be used</th> </tr> <tr> <th>Type</th> <th>Format</th> <th>Estimated Volume</th> </tr> </thead> <tbody> <tr> <td>Spreadsheets</td> <td>Excel (.xlsx). To be deposited in preservation format (.csv)</td> <td>Up to 10 objects (less than 2MB total) (Context Register, Finds and Samples Register, Drawing Register, Specialist Finds Tables)</td> </tr> <tr> <td>Text/ Documents</td> <td>Word (.docx) PDF (.pdf/a)</td> <td>Up to 25 objects (less than 100MB total) (Project Brief, Written Scheme of Investigation, Assessment Report, Final Grey Literature Reports, Specialist Reports)</td> </tr> <tr> <td>Vector Graphics</td> <td>CorelDraw (.svg) QGIS (.shp)</td> <td>Site Plans (average size 5MB), Report Images ( averages size 2MB)</td> </tr> </tbody> </table>		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 ( averages size 2MB)
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 ( averages 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 Monitoring and Recording: Keyo Agricultural Services, Ancholme Business Park, Eurpoa Way, Brigg, North Lincolnshire, DN20 8AR (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 - 3237), the Site Name (Land at Keyo Agricultural Services), the file descriptor (e.g. WSI) and the version number where applicable (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>	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> ).		
<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>	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,		

	<p>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 report 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 report 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.