

Colchester Archaeological Trust



**CAT Report 2261
issued March 2026**

**Archaeological evaluation at Slip End Farm,
Royston Road, Baldock, Hertfordshire, SG7 6SG:
February 2026**



CAT project code: 2025/12f

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NGR: TL 28654 37128 (centre)

Planning ref.: pre-planning

**CAT project ref.: 2025/12f
CAT Report 2261**

OASIS id: colchest3-540202

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Issued:	25/03/2026	

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1 Summary

An archaeological evaluation (eight trial-trenches) was carried out at Slip End Farm, Royston Road, Baldock, Hertfordshire in advance of a proposed new residential development. The site is located within an area of archaeological significance adjacent to a scheduled ancient monument (NHLE 1003549) that includes cropmarks of ring-ditches and a complex series of rectilinear enclosures possibly associated with a Late Iron Age to early Roman settlement.

The earliest remains identified in the evaluation were three ditches dated to the early/mid 3rd century, with another three undated ditches probably part of this same phase of activity. At least two of these ditches were associated with linear cropmarks from the adjacent scheduled monument, and assemblages of pottery, CBM and animal bone would indicate settlement in the later Roman period.

Two ditches, a gully and four pits dated from the later post-medieval to modern period and were associated with the farmyard.

2 Introduction (Fig 1)

This is the report for an archaeological evaluation carried out by Colchester Archaeological Trust (CAT) at Slip End Farm, Royston Road, Baldock, Hertfordshire on 16th–19th February 2026. Work was commissioned by James Northern of D Northern and Sons and was carried out in advance of a planning application associated with the proposed construction of nine dwellings.

CAT was commissioned by D Northern & Sons to produce a Written Scheme of Investigation (WSI) (CAT 2026) and to carry out an archaeological evaluation in accordance with the WSI, the report from which is to be included as supporting documentation for a future planning application. Fieldwork was therefore carried out ahead of submission of the planning application and as a result before any determination; as such, there was no involvement from the Hertfordshire County Council Historic Environment Advisor (HCCHEA).

All archaeological work was carried out in accordance with a *Written Scheme of Investigation* (WSI) prepared by CAT (2026) which follows the guidelines given in *National Planning Policy Framework* (MHCLG 2025).

In addition to the WSI, all fieldwork and reporting was undertaken in accordance with:

- *Management of Research Projects in the Historic Environment (MoRPHE)* (Historic England 2015),
- Professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (CIfA 2020a-b, 2023a-b, 2025),

- East of England standards and frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011) and the recent review updates on <https://researchframeworks.org/eoe/>
- CAT Health and Safety Policy (CAT 2026).

3 Archaeological background (Fig 2)

The following archaeological background draws on the Hertfordshire Historic Environment Record (HHER), request number 166.25. The proposed development falls within an Area of Archaeological Significance as identified in the local plan.

For HER results an area of 500m was searched around the site (see Figs 2-3).

Slip End Farm

The farm complex was constructed in 1975 close to the site of the former Hare and Hounds public house (MHT1694). The pub is visible on first edition Ordnance Survey mapping and consisted of at least four substantial buildings, with other outbuildings around a yard and a farmhouse with garden, barns and stables in isolation by the wayside. None of the current farm buildings are listed.

Previous archaeological work at the farm includes a strip, map and record excavation and monitoring for a new driveway access in 2022 by Minerva Archaeology Ltd (MHT8985, MHT8986). The excavation located in the most south-westerly end of the site, revealed significant archaeological features, artefacts and deposits including a ditch, gully and three pits containing Roman pottery (Weber-Moll 2022).

Adjacent Scheduled Monument (NHLE 1003549) and cropmark complex

The current site is located within an area of multiple plots of cropmarks recorded through aerial photography (EHT1625, EHT1626, EHT1627, EHT1628, EHT1629, EHT1960, EHT2032, EHT2052, EHT2053, EHT2061, EHT2071, EHT2072, EHT2073, EHT2425, EHT2426, EHT2462, EHT2654, EHT3145 and EHT4030). Interpretation of the features depicted in the aerial photos show complexes of dense overlapping features, suggesting occupation covering multiple historic periods. These have been postulated as:

The Icknield Way

The modern Royston Road (A507) follows the line of a historic route known as The Icknield Way (MHT4182). The Icknield Way is not thought to be Roman in construction, but actually part of a prehistoric route connecting Wiltshire to East Anglia. The route however continued to be used, and in some places, altered by the Romans. In the search area it seems likely the Icknield Way was certainly in existence at the time of the multiphase occupation as the cropmarks seem to stop at the road, only a few sparse pits seem visible on the eastern side. However, there may be some features missing from the eastern side of the road plot as aerial photograph EHT1957 is noted as recording more

plough-raised Bronze Age barrows, but either these are further to the east than the search area or are missing from the cropmark plan.

Bronze Age

At least eight ring-ditches are visible within the Scheduled area (MHT2353, MHT2354, MHT2355, MHT2356, MHT2357, MHT2361, MHT2362, MHT6192 and MHT6755). Circular ditches of this nature are generally considered to be the ploughed-out remains of Bronze Age barrows. A further three round features, probably ring-ditches, are recorded to the east/south-east of the Scheduled area (MHT7906, MHT7907, MHT7908), ranging between 10-20m in diameter.

Late Iron Age-Roman settlement

The cropmarks show a complex series of rectilinear enclosures, which are usually considered as an indicator of settlement, particularly in the Late Iron Age to early Roman period. Within the Scheduled area there are five rectilinear enclosures (MHT2358, MHT2363, MHT7895, MHT7896 and MHT7897) and an associated pit alignment (MHT7892). There are two trackways represented by sections of two parallel ditches (MHT7893 and MHT7899), and numerous other ditches clearly represent a complex system dividing up the land for farming (MHT2317, MHT7898, MHT7900, MHT7901, MHT7902 and MHT7903). Groups of pits also suggest settlement in the vicinity (MHT7892).

Outside of the Scheduled Monument the cropmark complexes continue, with further rectangular enclosures and numerous linear ditches and pits to the north-west on Highly Hill (MHT685, MHT688, MHT1660, MHT1661), and a group of enclosures, ditches and pits are visible on the cropmarks to the south-west of the Scheduled area (MHT7894, MHT7905).

Roman cemetery areas

On the south-western edge of the Scheduled area are the remains of a Romano-British cemetery (MHT1321). Inhumations were discovered in 1824 alongside Roman pottery vessels and coins. Within the same area in 1968 a group of 2nd-century burials were disturbed, artefacts including decorated samian. In 1991 a pipeline route across the cemetery prompted some controlled archaeological investigation. The excavation revealed fifty-two cremations and ten inhumations (MHT15727). The cremations were of varied form including both urned and unurned, with some examples of basketry or timber linings. Associated artefacts suggested a date in the 2nd century, although the inhumations were thought to be earlier, potentially Iron Age in date.

Other features on the site included two ditches interpreted as continuations of rectangular enclosure (MHT2358), general ditches, a compacted chalk floor, pits and post-holes. One of the post-holes contained charcoal and scorched pottery and was interpreted as a potential trace of a timber structure destroyed by fire (Aitkinson, Richmond & Burleigh 1991). Twenty-seven pieces of Roman coin mould were found in 1856 noted as being from when a cemetery was disturbed during the construction of the

railway (MHT406). It is presumed that this was actually in the cemetery area of MHT1321 and MHT15727 and not as far south-east as the location spot is noted on the HER plans.

In the north-east corner of the Scheduled area is a rectangular enclosure (MHT2363) which was excavated by Letchworth Museum in 1976. Inside the enclosure was a small Romano-British cemetery plot (MHT242) comprised of two graves, one containing a single burial and the other three inhumations (two of which were largely disarticulated) and a further two skulls. A contemporary ditch dividing the graves contained two incomplete skeletons and artefacts.

Post-Roman

There are no listed buildings within the search area, the only post-Roman monument of note is the Railway Bridge, built in 1850, for the Hitchen and Royston branch of the GNR (MHT5625).

For more information on the background of the area see the Desk-based assessment carried out on the site by Heritage Network (Hillelson, 2023).

Geology

The British Geological Survey geology viewer (1:50,000 scale¹) shows the site bedrock geology for the site is New Pit Chalk Formation (principally blocky, white firm-to-moderately-hard chalk with numerous marls or paired marl seams), with no recorded superficial deposits

4 Aims

Site specific aims and objectives:

- To identify any deposits or evidence related the adjacent Scheduled Monument and associated cropmark features.
- To record the stratigraphic sequence of deposits affected by the proposed development.

General project aims:

- Identify the date, approximate form and purpose of any archaeological deposit, together with its likely extent, localised depth and quality of preservation and ensure they are recorded and interpreted to an acceptable standard.
- Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.
- Provide sufficient information to assess the need for further mitigation.

¹ British Geological Survey – <https://geologyviewer.bgs.ac.uk/>

5 Methodology

See the attached WSI for a full methodology.

6 Results (Figs 3-6)

Eight trial trenches, totalling 111m long by 1.8m wide, were machine-excavated under the supervision of a CAT archaeologist.

Trench 1 (T1)

T1 measured 12m long and was cut through modern concrete and its associated sub-base (L4, c. 0.15-0.2m thick) covering subsoil (L2, c. 0.15m thick) which sealed natural (L3, encountered at a depth of c. 0.35-0.4m below current ground level (bcgl)). Undated ditch F13 was aligned north-west/south-east and was 0.5m wide and 0.2m deep.

Trench 2 (T2)

T2 was L-shaped and totalled 18m long. It was excavated through modern topsoil (L1 0.2-0.25m thick) covering subsoil (L2, c. 0.15m thick) which sealed natural (L3, encountered at a depth of c. 0.35-0.4m bcgl). There were seven archaeological features present.



Photograph 1 Trench 2, ditches F9, F10 and F11, looking south-west.



Photograph 2 Trench 2, ditch F12, looking north-west.

Pits F5 (>1.4m by 1.02m and 0.08m deep) and F17 (>1.27m by >0.54m and 0.31m deep) were both undated. All five ditches were aligned north-west by south-east. Ditch F12 was recorded for a distance of 11.8m long and was over 1.8m wide by 0.6m deep. Ditch F11 was 2.0m wide by 0.5m deep, ditch F10 0.67m wide and 0.2m deep, ditch F9 0.86m wide and 0.25m deep, and ditch F4 was 0.9m wide and 0.15m deep. Ditches F4, F9 and F10 were undated, with ditches F11 and F12 both producing Roman pottery, CBM and animal bone. Ditch F9 cut pit F17.

Trench 3 (T3)

T3 was excavated in two lengths, T3a and T3b, totalling 25m long. Trench 3a was excavated through modern topsoil (L1 0.2-0.3m thick) covering subsoil (L2, c. 0.15m thick) which sealed natural (L3, encountered at a depth of c. 0.35-0.4m bcgl). Trench 3b was excavated through modern concrete hardstanding and its associated sub-base (L4, c. 0.25m thick) covering subsoil (L2, c. 0.05m thick) which sealed natural (L3, encountered at a depth of c. 0.3m bcgl).

Pit F1 was undated and measured 0.4m long, 0.39m wide and 0.15m deep. Pits F3 and F16 were modern and left unexcavated due to contamination. Gullies F2 and F15 are undoubtedly part of the same feature, aligned east/west before turning west-north-west by east-south-east. They were 0.45-

0.5m wide by 0.1-0.15m deep. Gully F2 produced a piece of barbed wire and F15 three pieces of pottery dating to the 19th century. Two modern services were also present.



Photograph 3 Trench 3, looking south-west.

Trench 4 (T4)

T4 measured 10m long and was cut through modern hardstanding and its associated sub-base (L4, c. 0.15-0.2m thick) covering subsoil (L2, c. 0.1m thick) which sealed natural (L3, encountered at a depth of c. 0.3-0.35m bcgl). East/west aligned ditch F14 was 0.5m wide, 0.2m deep and contained fragments of Roman pottery and CBM. A modern service was also observed in the trench.

Trench 5 (T5)

T5 was 20m long and cut through modern topsoil (L1 0.25-0.3m thick) covering subsoil (L2, c. 0.2m thick) which sealed natural (L3, encountered at a depth of c. 0.35-0.5m bcgl). Aligned slightly off east/west, ditch F6 was 0.8m wide and 0.2m deep. Although undated the alignment suggests that it is a continuation of ditch F14 in Trench 4. Pits F7 and F8 were modern and left unexcavated due to contamination. Modern services was also recorded.



Photograph 4 Trench 5, with modern pit F8 in the foreground, looking north-west.



Photograph 5 Trench 5, ditch F14, looking west.

Trench 6 (T6)

T6 was 12m long and excavated through modern topsoil (L1 0.2-0.25m thick) covering subsoil (L2, c. 0.2m thick) which sealed natural (L3, encountered at a depth of c. 0.3m bcgl). No archaeological features were present, but a modern service was present in the northern end of the trench.



Photograph 6 Trench 6, looking north-east.

Trench 7 (T7)

T7 was 5m long and excavated through modern topsoil (L1 0.2m thick) covering subsoil (L2, c. 0.1m thick) which sealed natural (L3, encountered at a depth of c. 0.3m bcgl). Gullies F18 (0.7m wide by 0.1m deep) and F19 (0.9m wide by 0.1m deep) were aligned north-east/south-west aligned. Pottery and CBM from F19 suggests a 19th century date and it is likely that F18 is contemporary.



Photograph 7 Trench 7, gullies F18 and F19, looking south.

Trench 8 (T8)

T8 measured 10m long and was excavated through modern topsoil (L1, 0.2m thick) covering subsoil (L2, c. 0.1m thick) which sealed natural (L3, encountered at a depth of c. 0.3m bcgl). There were no archaeological remains, however the trench was heavily truncated by modern services associated with the bungalow immediately to the east.

7 Finds

7.1 Pottery and ceramic building material (Fig 7)

by Dr Matthew Loughton

The evaluation uncovered a small assemblage of pottery and ceramic building material (henceforth CBM) at forty-two pieces with a weight of 744g and mean sherd weight (henceforth MSW) of 17.7 g (Table 1).

Ceramic material	No.	Weight (g)	MSW (g)	EVE
Pottery	35	366	10.5	0.88
CBM	7	378	54.0	-
All	42	744	17.7	0.88

Table 1 Summary of the pottery and CBM.

Roman pottery

A variety of schemes have been used to record Roman pottery from Hertfordshire (McSloy 2023, appendix 2; Burleigh & Fitzpatrick-Matthews 2010, appendix 4; Wells 2009; Stead & Rigby 1986, 260-267; etc.) and for this study these schemes have been used to supplement, when required, the fabric groups from **CAR 10** (Symonds & Wade 1999) (Table 2). Roman vessel types were classified via the Colchester (*Camulodunum*), henceforth Cam, type series (Hawkes & Hull 1947; Hull 1958; **CAR 10**, Bidwell & Croom 1999, 468-487), the Chelmsford type series (Going 1987) and illustrated vessel from Stead & Rigby (1986) and Burleigh & Fitzpatrick-Matthews (2010). The pottery was recorded by sherd count, the number of rims, handles and bases, and weight, for each fabric group. The number of vessels was determined by rim EVE (estimated vessel equivalent).

There was a small assemblage of Roman pottery at twenty-nine sherds with a weight of 329g and EVE of 0.88 (Tables 3-4). The MSW is relatively low at 11.3 g. This material was recovered from three features (Table 5), and the pottery is broadly similar in terms of date (3rd century), fabrics and identifiable vessel forms.

The most common vessel form in the assemblage are examples of neckless lid-seated jars with angular rims in shell-tempered and calcite-gritted wares (fabric HD). There are two examples from ditch F12 (EVE:0.20 & 0.07) (Fig 7.1-2) and a third from ditch F14 (EVE:0.07) (Fig 7.3). The rims and some of the rim-tops of these vessels are sooted and/or burnt (Fig 7.1-2). These vessels show some variability in size from medium to larger-sized examples. Similar shell-tempered vessels were common at Baldock (fabric 4) with twenty-one examples including from contexts dating from the mid-2nd until the early 3rd century (Stead & Rigby 1986, 333-334 fig. 138.470, 345-346 fig. 144.570). This form was also recovered from several of the burials (nos 134, 187, 188, 196) in the Roman cemetery at Baldock 'Wallington Rd', generally dating to the 2nd century (Burleigh & Fitzpatrick 2010). Similar looking shell-tempered 'bead-rim' jars, dating to the Hadrianic-Antonine period were noted at Stevenage 'Boxfield Farm' (Waugh 1999, 125-126 fig. 49.197) and at Verulamium although dating to the 3rd century (Wilson 1972, 345 fig. 132.1100; 1984, 234 fig. 98.2334). In southern Essex there are rare examples at Chelmsford (G7.2.1), although not in shell-tempered fabrics, dating to the 2nd century (Going 1987, 23 fig. 8). This form is not noted amongst the Late Iron Age and Roman shell-tempered pottery repertoire from Colchester (Symonds & Wade 1999, 458-463). However, the form could represent a later Roman development of the late Iron Age to early Roman Cam 259 which is common at Colchester (Bidwell & Croom 1999, 479; Symonds & Wade 1999, 459-460). Ditch F12 also produced a shell-tempered bead-rim jar (EVE:0.05) (Fig 7.4).

Rare sherds of Nene valley colour-coated ware (fabric EA), which was exported in volume from the 3rd century onwards, was recovered from ditches F12 and F14. An oxidised Hadham (fabric CH) bowl (EVE:0.06) (Fig 7.5), can be identified with the Cam 299 which at Colchester dates from c. AD 140 onwards (Bidwell & Croom 1999, 481) and is a common Hadham product at Colchester during the 3rd and 4th centuries (Symonds and Wade 1999). There is another possible Cam 299 (EVE:0.11), in a black sand-tempered fabric (fabric B14), from ditch F14. A black-burnished BB2 (fabric GB) Cam 39B

dish (EVE:0.01), dating to c. AD 140-300, was recovered from ditch F11. A bifid rim from a narrow jar in red slightly sandy fabric (fabric RED) with possible traces (?) of a thin cream slip, perhaps a coarser Hadham product, came from ditch F11 (Fig 7.6). Finally, it is worth noting a small quantity of imported samian with a central Gaulish (Lezoux) Drag 38B bowl (EVE:0.03), from ditch F11, and an east Gaulish Drag 31 dish (EVE:0.06), which has several bands of wear on the exterior surface, from ditch F14 (Fig 7.7).

Fabric code	Fabric description	Fabric date range guide
B14*	Black sandy wares	Roman
BACG	Central Gaulish plain samian	AD 110-220
BAEG	East Gaulish plain samian	AD 150-260
BSW	Black surface ware	Roman
CH	Oxidised Hadham wares	AD 200/225-425
EA	Nene Valley colour-coated wares	AD 200/225-425
GB	BB2: black-burnished ware, category 2	AD 110/125-300
GX	Locally-produced grey wares	Roman
GX (S)	Locally-produced grey wares (coarser sand)	Roman
HD	Shell-tempered and calcite-gritted wares	AD 43-425
RED**	Red ware (coarser CH?)	Roman

Table 2 Late Iron Age-Roman pottery fabrics recorded. *Stead & Rigby (1986), **McSloy (2023).

Fabric Code	No.	Weight (g)	MSW (g)	EVE
B14	1	13	13.0	0.11
BACG	1	3	3.0	0.03
BAEG	1	10	10.0	0.06
BSW	3	16	5.3	0.14
CH	1	14	14.0	0.06
EA	2	6	3.0	0.00
GB	1	5	5.0	0.01
GX	7	94	13.4	0.00
GX (S)	1	3	3.0	0.00
HD	10	154	15.4	0.39
RED	1	11	11.0	0.08
Total	29	329	11.3	0.88

Table 3 Summary of the Late Iron Age-Roman pottery. *RBH: number of rims, bases and handles

Fabric Group	Form	EVE
B14	All	0.11
	CAM 299	0.11
BACG	ALL	0.03
	DRAG 38B	0.03

BAEG	All	0.06
	DRAG 31	0.06
BSW	All	0.14
	?	0.14
CH	All	0.06
	CAM 299	0.06
GB	All	0.01
	CAM 39B	0.01
HD	All	0.39
	JAR	0.05
	LID-SEATED JAR	0.34
RED (CH?)	All	0.08
	JAR	0.08
TOTAL		0.88

Table 4 Late Iron Age-Roman pottery quantification via vessel form

Context	Feature type	No.	Weight (g)	MSW (g)	EVE
F11	Ditch	8	77	9.6	0.18
F12	Ditch	10	105	10.5	0.32
F14	Ditch	11	147	13.4	0.38
Total		29	329	11.3	0.88

Table 5 Quantities of Late Iron Age-Roman pottery from specific features.**Post-medieval and modern pottery**

Post-medieval and modern pottery was recorded according to the fabric groups from CAR 7 (Cotter 2000) (Table 6). There was a small assemblage at just six sherds with a weight of 37g and MSW of 6.2g (Table 7). This material dates to the 18th and 19th centuries and was recovered from ditch F15 and gully F19.

Fabric code	Fabric description	Fabric date range guide
F45M	Modern English stoneware	1800-2000
F47	Staffordshire-type white stoneware	1725-1775/1800
F48D	Staffordshire-type white earthenwares	19th-20th century

Table 6 Post-medieval and modern pottery fabrics recorded.

Fabric code	Fabric description	No.	Weight (g)	MSW (g)
F45M	Modern English stoneware	3	30	10.0
F47	Staffordshire-type white stoneware	1	4	4.0
F48D	Staffordshire-type white earthenwares	2	3	1.5
Total		6	37	6.2

Table 7 Summary of the post-medieval and modern pottery.

Ceramic building material (CBM)

CBM consists of a small quantity of Roman, medieval/post-medieval peg-tile and post-medieval/modern brick (Table 8). CBM was recovered from three features (Table 9) while the small brick and peg-tile fragments from ditches F12 and F14 are presumably intrusive.

CBM code	CBM type	No.	Weight (g)	MSW (g)
RB	Roman brick	1	208	208.0
RI	Roman imbrex	2	131	65.5
PT	Peg-tile	1	12	12.0
BR	Brick	3	27	9.0
Total		7	378	54.0

Table 8 Building material by period and type

Context	Description	Retained		
		No.	Weight (g)	MSW (g)
F12	Ditch	3	229	76.3
F14	Ditch	3	143	47.7
F19	Ditch	1	6	6.0
Total		7	378	54.0

Table 9 Quantities of CBM from specific features.

Conclusion

Table 10 summarises the dating evidence for the features which contained dateable pottery and CBM. Ditches F11, F12 and F14 date to the 3rd century, while gully F15 and ditch F19 are modern.

Context	Description	Roman pottery	Post-Roman pottery	CBM	Date Approx.
F11	Ditch	BACG (DRAG 38B), CH (CAM 299), HD, GX, RED (BIFID JAR)	-	-	Early/mid-3rd century
F12	Ditch	EA, GX, GX (S), HD (JAR, LID-SEATED JAR)	-	RB, BR (intrusive?)	Early/mid-3rd century
F14	Ditch	B14 (CAM 299), BAEG (DRAG 31), BSW (JAR/BOWL), EA, GX, HD (LID-SEATED JAR)	-	RI, PT (intrusive?)	Early/mid-3rd century
F15	Gully	-	F45M	-	19th century
F19	Ditch	-	F47, F48D	BR	19th century

Table 10 Approximate dates for the individual features.

7.2 Modern finds and oyster shell

by Laura Pooley

Modern finds consisted of a fragment (11.4g) of barbed wire from F2 and a Coke can from F3. Pieces of oyster shell were recovered from F10 and F12. These finds have been discarded.

Context	Finds no.	Description
F10	6	One valve and one fragment, 15.5g.
F12 sx1	7	One valve, 34.2g

Table 11 Oyster shell, listed by context.

7.3 Animal bone

by Alec Wade

Animal bone was recovered from four contexts, the majority dating to the early/mid 3rd-century (ditches F11, F12, F14) as well as post-medieval ditch F19. Table 1 records 125 fragments of hand collected bone and teeth weighing 1227g, dominated by highly fragmented and root-etched remains. Table 2, listing taxon totals, shows cattle and sheep/goat are the principal identified taxa, supplemented by small quantities of horse, pig and dog. Much of the assemblage consisted of undiagnostic shaft fragments of medium and large mammals, reflecting extensive post-depositional damage and typical refuse within Roman ditch fills, with minimal later activity represented.

Roman ditch F11 produced the largest and most diverse assemblage, comprising cattle, sheep/goat, horse, pig and numerous size-based fragments, alongside several dog-gnawed pieces. Finds included several cattle radius elements with one example exhibiting a distinctive oval perforation within a circular depression. The cause or function for this modification is not known but it would appear to be artificial and not the result of injury or infection. The context is dominated by heavily root-etched and highly fragmented remains.

Material from ditch F12 (sx1), was more limited but included small quantities of cattle and sheep/goat, together with several medium and large mammal sized fragments and a range of undiagnostic pieces, all similarly degraded. Section 2 of this ditch yielded a slightly larger assemblage, including a nearly complete cattle calcaneum, sheep/goat mandibular and limb elements (some dog-gnawed), a fragment of a goat horn core and a dog mandible. Size-based categories again formed a substantial proportion of the deposit.

Ditch F14 contained only four severely degraded unidentified fragments, while 19th century ditch F19 produced only a single dog-gnawed sheep/goat-sized diaphysis fragment.



5cm

Photograph 8 Proximal articulation of cattle radius (with fused ulna) from ditch F11 showing oval hole 6.8mm long by 4.4mm wide within concentric circular depression with a diameter of 12mm.

Context	Find no.	Bone condition	Taxon	No. of pieces	Weight (g)	Comments
F11	5	Very poor surface condition with heavy root etching and a natural colour	Cattle	2	48	Proximal radius fragments, fused epiphyses (age greater than 12 to 18 months).
				1	22	Proximal metacarpal fragment.
				1	8	Carpal (complete).
				1	4	1st phalanx fragment.
				1	104	Proximal radius and fused ulna fragment (age greater than 12 to 18 months). There is a rough oval hole 6.8mm by 4.4mm penetrating the plane of the articular surface within a 12mm diameter circular depression.
				1	36	Calcaneus fragment.
			Cow or horse sized	3	38	Diaphysis fragments including tibia.
				5	56	Possible skull, mandible and scapula fragments.
				7	300	Diaphysis fragments including tibia.
			Horse	1	44	Mandible fragment.
			Pig	2	6	Complete lower incisors.
			Sheep or goat	1	4	Complete first or second molar (TWS g).
				4	4	Molar fragments.
				1	4	Metacarpal fragment.
				1	10	Radius diaphysis fragment. Possibly dog gnawed.
				1	16	Near complete metacarpal, distal

						end possibly destroyed by dog gnawing.
				1	12	Dog gnawed tibia diaphysis fragment.
				1	4	Mandible fragment.
			Sheep or goat sized	4	4	Diaphysis fragments including tibia.
				1	2	Rib fragment.
				3	6	Possible mandible fragments.
			Unidentified	15	10	Undiagnostic fragments, may include skull?
F12 sx1	7	Very poor surface condition with heavy root etching and a natural colour	Cattle	1	2	Complete adult incisor.
				1	44	Left pubis fragment.
			Cow or horse sized	2	14	Rib fragments.
				1	4	Mandible fragment.
				1	16	Diaphysis fragment.
				2	4	Unidentified fragments.
			Sheep or goat	1	4	Complete first or second molar (TWS g).
			Sheep or goat sized	1	1	Vertebrae fragment.
				8	12	Diaphysis fragments.
				1	4	Metapodial diaphysis fragment.
				3	1	Rib fragments.
			Unidentified	8	4	Unidentified fragments.
F12 sx2	9	Very poor surface condition with heavy root etching and a natural colour	Cattle	1	74	Calcaneum (80% complete). Possibly dog gnawed.
				5	12	Molar fragments including part of an upper tooth from the maxilla.
			Cow or horse sized	7	122	Cervical vertebrae fragments.
				1	4	Thoracic vertebrae fragment.
				1	14	Pelvis/acetabulum fragment.
				1	8	Rib fragment.
				2	62	Diaphysis fragments including tibia.
			Dog	1	26	Near complete left mandible. No teeth present.
			Goat	1	20	Horn core fragment.
			Sheep or goat	1	4	Near complete mandibular M1/M2 (TWS g).
				1	6	Dog gnawed distal humerus fragment. Distal epiphysis is fused (minimum age 10 months).
			Sheep or goat sized	3	4	Diaphysis fragments.
			Unidentified	7	14	Undiagnostic fragments including possibly pieces of pelvis, rib and vertebrae from medium or large sized mammals.
F14	3	Severely degraded	Unidentified	4	4	Unidentified fragments. At least one

		surface condition with a natural colour				piece may be a very degraded fragment of horn core?
F19	8	Severely degraded surface condition with a natural colour	Sheep or goat sized	1	1	Dog gnawed diaphysis fragment.
Total				125	1227	

Table 12 Animal bone from the evaluation (TWS = Tooth Wear Stage (Grant 1982)).

Taxon	F11	F12 (sx1)	F12 (sx2)	F14	F19	Totals
Cattle	7 / 222g	2 / 46g	6 / 86g	–	–	15 / 354g
Horse	1 / 44g	–	–	–	–	1 / 44g
Pig	2 / 6g	–	–	–	–	2 / 6g
Sheep/goat	10 / 54g	1 / 4g	2 / 10g	–	–	13 / 68g
Goat	–	–	1 / 20g	–	–	1 / 20g
Dog	–	–	1 / 26g	–	–	1 / 26g
Cow/horse-sized	15 / 394g	6 / 38g	12 / 210g	–	–	33 / 642g
Sheep/goat-sized	8 / 12g	13 / 18g	3 / 4g	–	1 / 1g	25 / 35g
Unidentified	15 / 10g	8 / 4g	7 / 14g	4 / 4g	–	34 / 32g
Totals (by context)	58 / 742g	30 / 110g	32 / 370g	4 / 4g	1 / 1g	125 / 1227g

Table 13 Taxon totals showing number of pieces and weight (g) by context.

8 Conclusion

The archaeological evaluation at Slip End Farm, Baldock, Hertfordshire comprised the excavation of eight trenches exposing nineteen numbered features.

Roman

The earliest remains identified in the evaluation, ditches F11, F12 and F14, have been dated to the early/mid 3rd century. Undated ditch F6 is undoubtedly a continuation of ditch F14, and this feature must be associated with ditches F11 and F12 further to the west. Given the alignment, undated ditches F4, F9 and F10 probably also date to this period. Cropmarks from the adjacent scheduled monument (NHLE 1003549) show two north-west/south-east aligned linear features continuing into the development site (see Fig 1). It is highly likely that these cropmarks represent two of four ditches (F9-F12) identified in Trench 2. The assemblages of pottery, CBM and animal bone from ditches F11, F12 and F14 would indicate Roman settlement within the immediate vicinity of the development site, with this most likely located in the scheduled monument area.

Later post-medieval/modern

Later post-medieval/modern features were recorded across the investigation area. Ditches F18 and F19, gully F2/F15 and pits F3, F7, F8 and F16 are all associated with the farmyard.

Undated

A ditch (F13), post-hole (F1) and two pits (F5 and F17) were undated.

9 Acknowledgements

CAT thanks James Northern and D Northern & Sons for commissioning and funding the work. The project was managed by A Wightman and C Lister, fieldwork was carried out by B Holloway with M Perou, B Coble and A Chable. Figures are by B Holloway and C Hill with illustrations by E Holloway.

10 References

Note: all CAT reports, except for DBAs, are available online in PDF format at <https://catuk.org/online-reports/>

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11 Abbreviations and glossary

CAT	Colchester Archaeological Trust
IfA	Chartered Institute for Archaeologists
context	specific location of finds on an archaeological site
feature (F)	an identifiable thing like a pit, a wall, a drain: can contain 'contexts'
HCCERP	Hertfordshire County Council Environmental Resource Planning
HER	Hertfordshire Historic Environment Record
Iron Age	period from 800 BC to AD 43
layer (L)	distinct or distinguishable deposit (layer) of material
medieval	period from AD 1066 to 1540
modern	period from AD 1901 to present day
natural	geological deposit undisturbed by human activity
NGR	National Grid Reference
OASIS	O nline A cces S to the I ndex of Archaeological I nvestigations, http://oasis.ac.uk/pages/wiki/Main
post-medieval	period from AD 1540 to 1901
Roman	period from AD 43 to c AD 410
section	(abbreviation sx or Sx) vertical slice through feature/s or layer/s
WSI	written scheme of investigation

12 Contents of archive

Finds: Roman pottery and animal bone from Roman features retained; all other finds discarded.

Digital record:

CAT Report 2261

CAT WSI

Digital photographs

Site data (including scans of original sections)

Survey data

13 Archive deposition

The archive is currently held by the Colchester Archaeological Trust but will be permanently deposited with North Hertfordshire District Council Museum Service (finds) and the Archaeology Data Service (digital).

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Distribution list:

James Northern, D Northern & Sons

Appendix 1 Context list

Context	Trench no.	Finds no.	Interpretation	Description	Date
L1	2,3,5,6,7,8	-	Topsoil	Loosely compact moist dark grey/brown silty clay	Modern
L2	All	-	Subsoil	Compact moist mid grey/brown silty clay	Undated
L3	All	-	Natural	Firm moist white/grey chalk	Post-glacial
L4	1,3,4	-	Modern hardstanding/yard surface	Concrete and its associated sub-base	Modern
F1	3	-	Post-hole	Compact mid grey/brown silty clay fill.	Undated
F2	3	1	Gully	Continues to the east as F15. Compact dark grey silty clay fill.	19th century
F3	3	-	Pit	Dark grey silty clay fills	Modern
F4	2	-	Ditch	Compact mid grey silty clay fill	Undated, probably Roman
F5	2	-	Pit	Compact chalk flecked grey silty clay fill.	Undated
F6	5	-	Ditch	Continues to the west as F14. Compact mid grey/brown fill silty clay fill.	Roman, early-mid 3rd century
F7	5	-	Pit	Dark grey silty clay fills	Modern
F8	5	-	Pit	Dark grey silty clay fills.	Modern
F9	2	-	Ditch	Compact mid grey silty clay fill	Undated, probably Roman
F10	2	6	Ditch	Compact mid grey silty clay fill	Undated, probably Roman
F11	2	5	Ditch	Compact mid grey chalk flecked silty clay fill	Roman, early-mid 3rd century
F12	2	7,9	Ditch	Compact mid grey chalk flecked silty clay fill	Roman, early-mid 3rd century
F13	1	-	Ditch	Dark compact grey/brown fill silty clay fill	Undated
F14	4	3	Ditch	Continues to the east as F6. Compact mid grey/brown fill silty clay fill	Roman, early-mid 3rd century
F15	3	-	Gully	Continues to the west as F2. Compact dark grey silty clay fill	19th century
F16	3	-	Pit	Dark grey silty clay fills	Modern
F17	2	-	Pit	Compact chalk flecked grey silty clay fill	Undated
F18	7	-	Gully	Compact chalk flecked mid grey/brown fill silty clay fill	Undated, probably 19th century
F19	7	8	Gully	Compact chalk flecked mid grey/brown fill silty clay fill	19th century

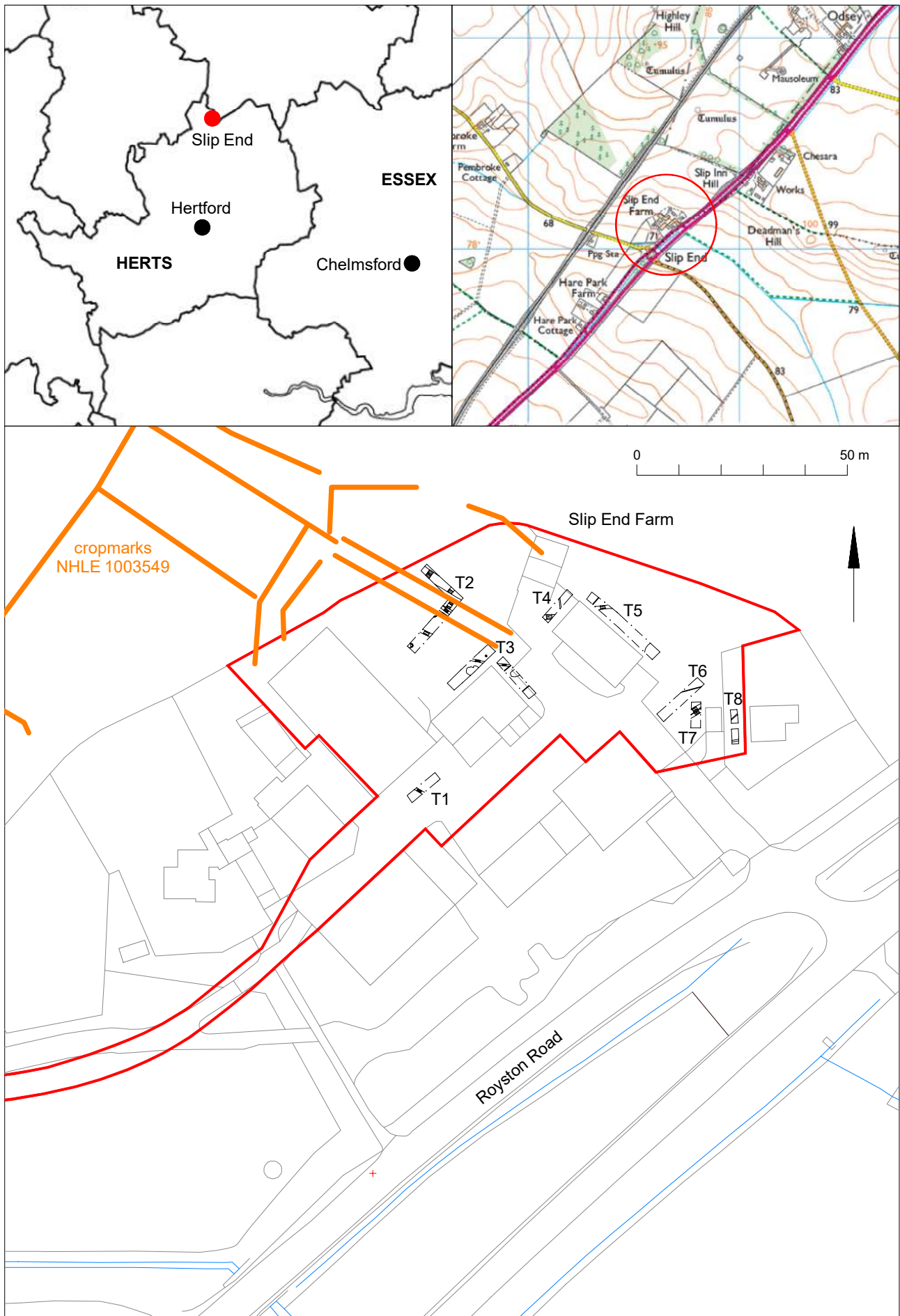
Appendix 2 Pottery list

Context	Feature type	Find no.	Quantity	Weight (g)	MSW (g)	Discarded	Rim	Handle	Base	Sooting (ext)	Burning	Abrasion	Fabric Group	Typology	Function	EVE	Diameter (mm)	Comments	Start Date	End Date
F11	DITCH	5	1	5	5.0		1	0	0				GB	CAM 39B	DISH	0.01	?	BL SMOOTH SURFACES, VFS& M HAD RE/BSW?	140	300
F11	DITCH	5	1	10	10.0								GX						43	425
F11	DITCH	5	1	14	14.0		1	0	0			X	CH	CAM 299	BOWL	0.06	230		225	400
F11	DITCH	5	1	10	10.0								GX						43	425
F11	DITCH	5	1	22	22.0								HD					THICKER-W, AB SHELL, TRACE RILLING, PALE BUFF/OR	43	425
F11	DITCH	5	1	2	2.0								HD					THIN-W, OR, SHELL NOT TYPICAL HD	43	425
F11	DITCH	5	1	3	3.0		1	0	0				BACG	DRAG 38B	BOWL	0.03	?	?,FLANGE SHORT STUBBY	150	220
F11	DITCH	5	1	11	11.0		1	0	0				RED	JAR	JAR	0.08	120	RED, POSS TRACE THIN CREAM SLIP, COARSER HADHAM? BFID-RIM JAR	200	300
F12	DITCH	7	1	2	2.0								EA						225	425
F12	DITCH	9	3	58	19.3		3	0	0	X	X		HD	JAR LID SEATED	JAR	0.20	190	H SOOTING EXT RIM, VESSEL X	100	300
F12	DITCH	9	1	3	3.0								GX					FINER SMOOTH PALE GR	43	425
F12	DITCH	9	1	3	3.0								GX (S)					SANDIER	43	425
F12	DITCH	9	1	1	1.0								GX					BL DRK GR CORE, SAND, THINNER	43	425
F12	DITCH	9	2	22	11.0		1	0	0	X	X		HD	JAR LID SEATED	JAR	0.07	160	VESSEL X SMALLER EX, SOOTING/B EXT RIM	100	300
F12	DITCH	9	1	16	16.0		1	0	0				HD	JAR/BOWL	JAR/BOWL	0.05	120	BL/BUFF (BURNT?) SIMILAR F3.4.56	43	425
F14	DITCH	3	1	56	56.0		0	0	1				GX						43	425
F14	DITCH	3	1	10	10.0								GX						43	425
F14	DITCH	3	1	4	4.0								GX					RIBBED/CORR	43	425
F14	DITCH	3	1	4	4.0								EA						225	425
F14	DITCH	3	1	10	10.0		1	0	0			X	BAEG	DRAG 31	DISH	0.06	190	BANDS WEAR EXT & TOP RIM	150	260
F14	DITCH	3	1	14	14.0								HD					RILLING LATE ROMAN	43	425

Context	Feature type	Find no.	Quantity	Weight (g)	MSW (g)	Discarded	Rim	Handle	Base	Sooting (ext)	Burning	Abrasion	Fabric Group	Typology	Function	EVE	Diameter (mm)	Comments	Start Date	End Date
F14	DITCH	3	1	20	20.0		1	0	0		X		HD	JAR LID SEATED	JAR	0.07	170	OR/BUFF, FORM NOT SEEN AT COLCH, EX CHELM G7.2.1, EX BALDOCK & VERULAM	100	300
F14	DITCH	3	1	13	13.0		1	0	0				B14	CAM 299	BOWL	0.11	145	COMPLETELY BLACK, SAND, SMOOTH SURFACE	140	400
F14	DITCH	3	3	16	5.3		2	0	0				BSW	?	JAR/BOWL	0.14	140	BSW, PALER BUFF/GR CORE, FS&M HADHAM?	43	425
F15	GULLY	4	3	30	10.0	X							F45M						1800	2000
F19	DITCH	8	2	3	1.5	X							F48D						1800	2000
F19	DITCH	8	1	4	4.0	X	0	1	0				F47						1725	1775/1800

Appendix 3 CBM list

Context	Feature type	Find no.	Section	Quantity	Weight (g)	MSW (g)	Discard	Typology	Length (mm)	Width (mm)	Thickness (mm)	Comments	Start Date	End Date
F12	DITCH	7	1	2	21	10.5	X	BR				MODERN COMPRESSED	1900	2000
F12	DITCH	9	2	1	208	208	X	RB			31		43	425
F14	DITCH	3		2	131	65.5	X	RI					43	425
F14	DITCH	3		1	12	12	X	PT				?	1200/1250	1600
F19	DITCH	8		1	6	6.0	X	BR					1500	1900



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Fig 1 Site location.



Fig 2 Development site (red) in relation to archaeological data on the Hertfordshire Historic Environment Record.

Imagery ©2026 Airbus, Maxar Technologies, Map data ©2026 Google
Historic Environment Data ©2025 Hertfordshire Historic Environment Record



Fig 3 Results (proposed development dashed blue).



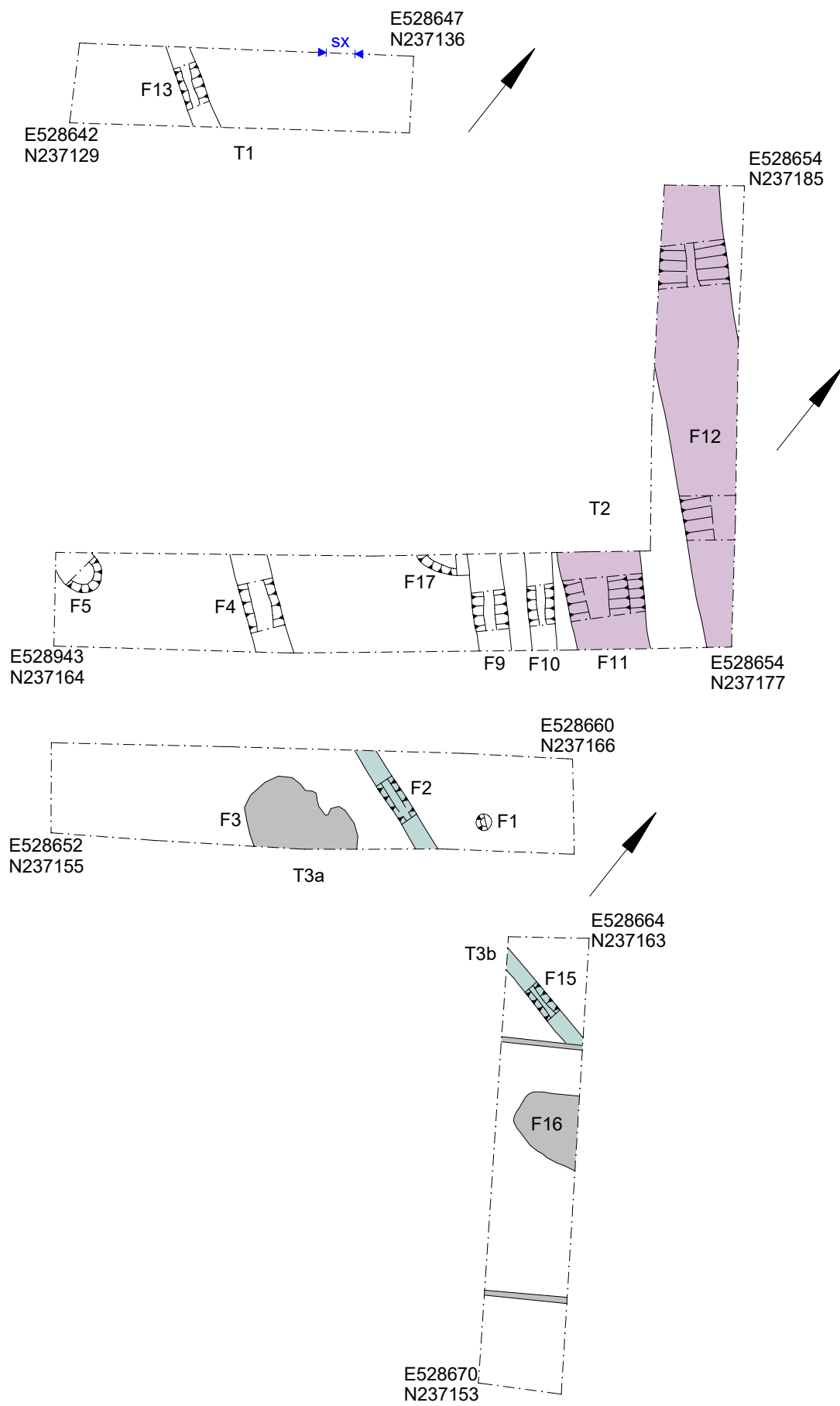


Fig 4 Trench plans

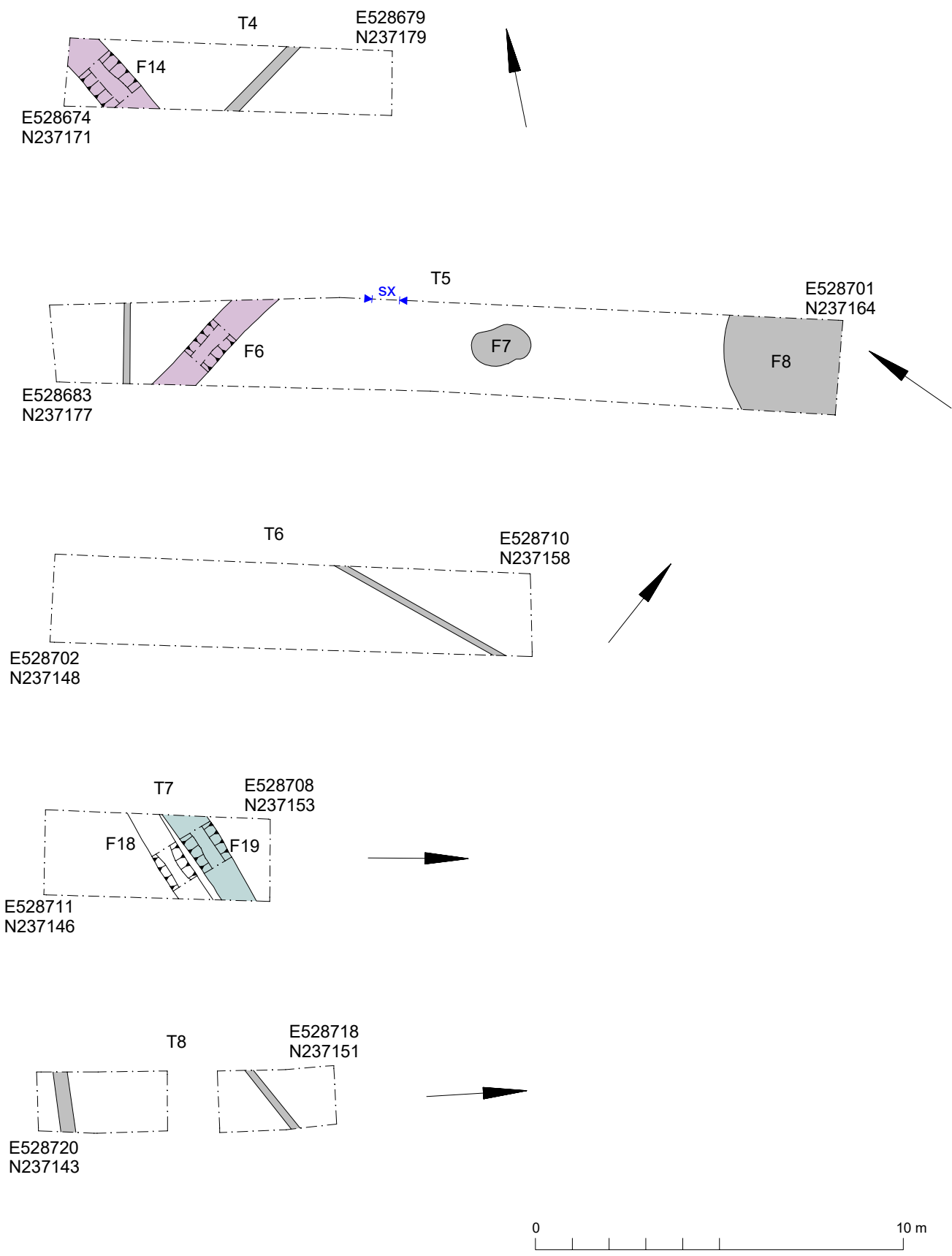


Fig 5 Trench plans.

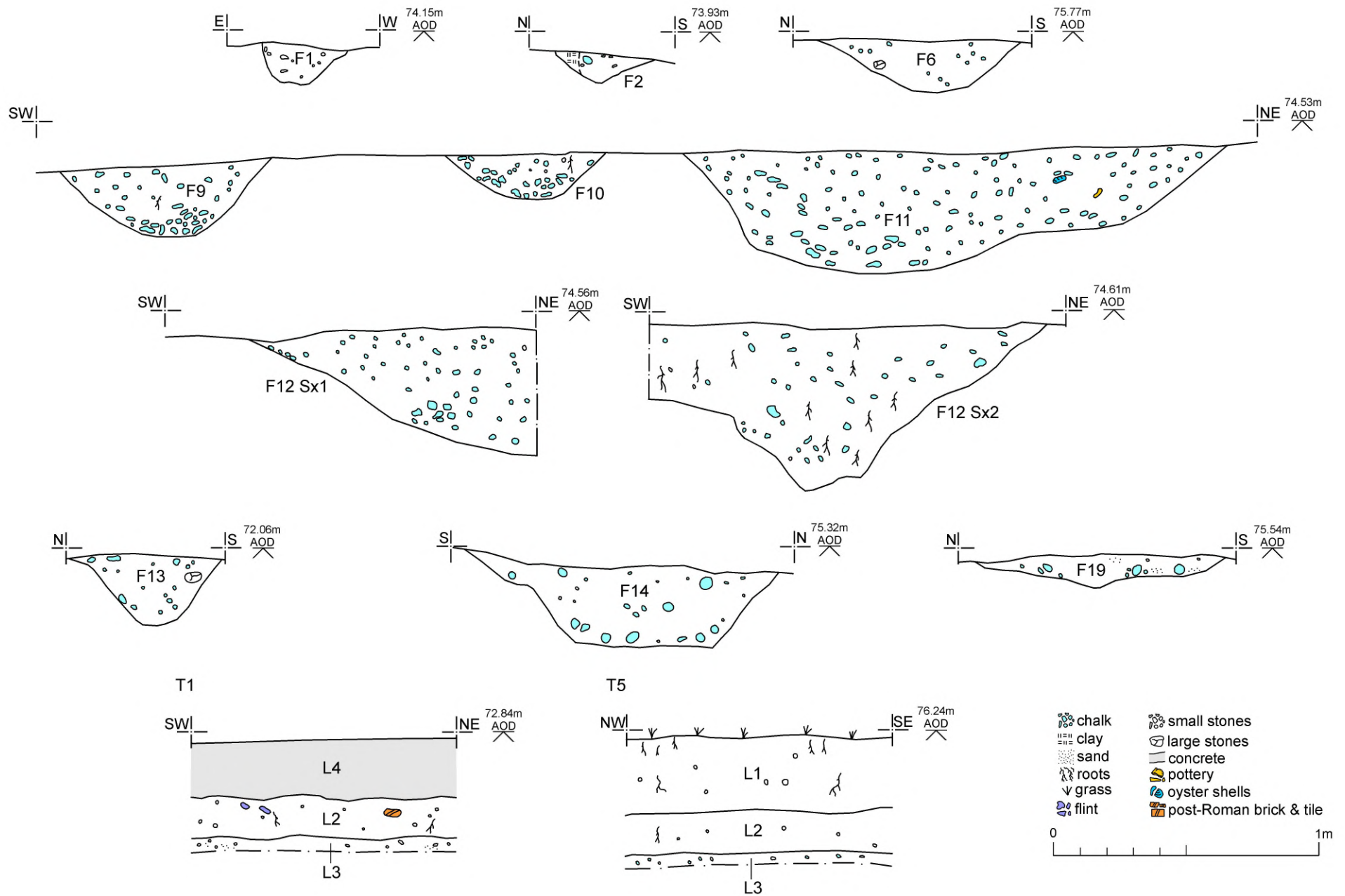


Fig 6 Feature and representative sections.

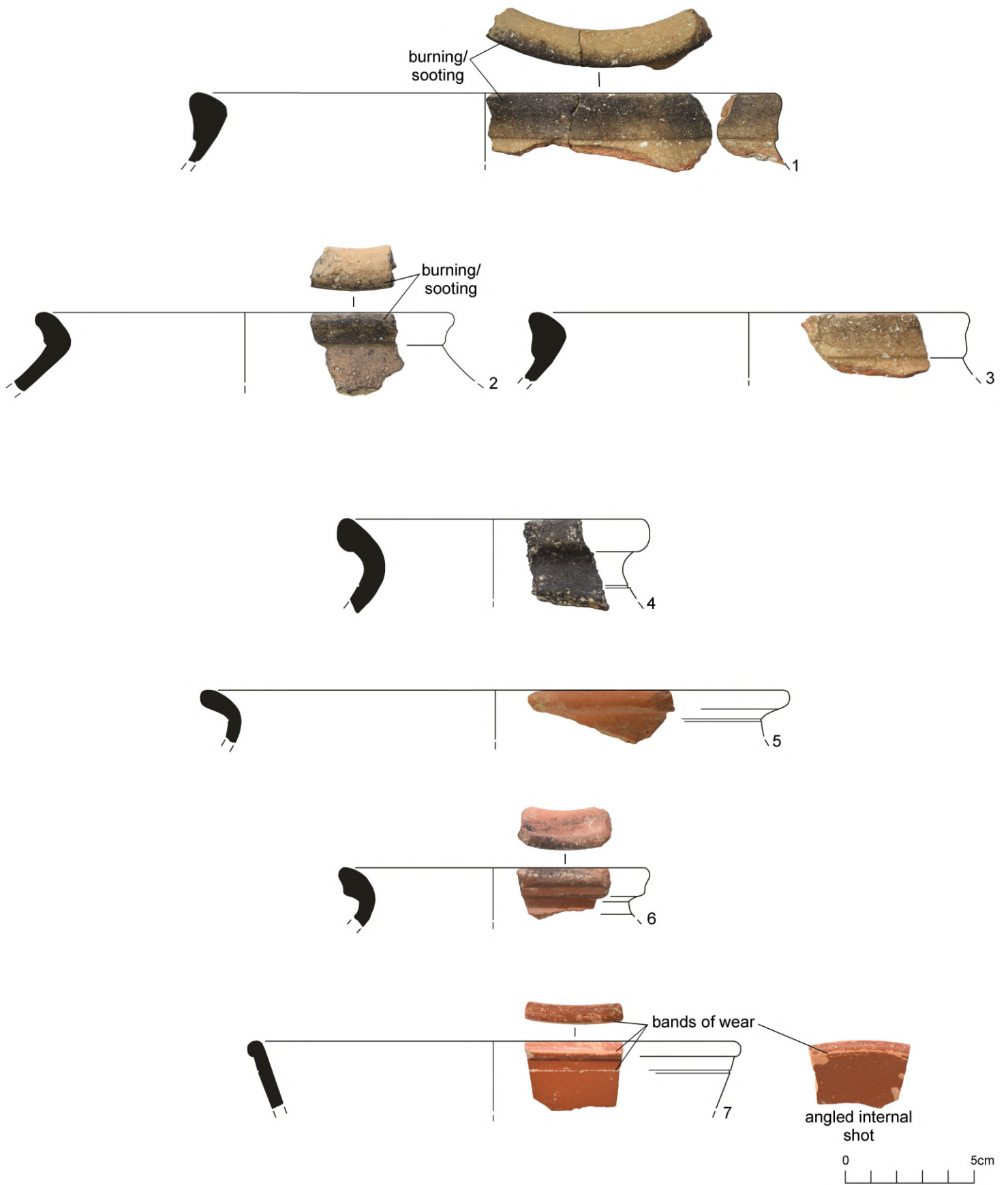
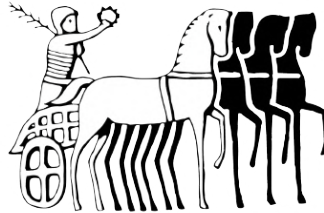


Fig 7 Roman pottery

HERTFORDSHIRE HISTORIC ENVIRONMENT RECORD SUMMARY SHEET

Site name and address: Slip End Farm, Royston Road, Baldock, Hertfordshire, SG7 6SG		
County: Hertfordshire	District: North Hertfordshire	
Village/Town: Baldock	Parish: Ashwell	
Scheduled Monument: Site is adjacent to NHLE 1003549		
HER enquiry reference: 166.25		
Funding source: Developer		
Nature of application: Pre-application work for a proposed new residential development.		
Present land use: Farm		
Size of application area: 0.7033 ha	Size of area investigated: 208m ²	
NGR (to 8 figures minimum): TL 28654 37128 (centre)		
Site code (if applicable): CAT project code 2025/12f		
HER event number: n/a		
Site director/organisation: Colchester Archaeological Trust (CAT)		
Type of work: Archaeological evaluation		
Date of work: February 2026	Start: 16th February 2026	Finish: 19th February 2026
Location of finds & site archive/curating museum: Finds archive – North Hertfordshire District Council Museum Service Digital archive – Archaeology Data Service		
Related HHER nos:	Periods represented: Roman, post-medieval/modern	
Relevant previous summaries/reports: n/a		
Summary of fieldwork results: An archaeological evaluation (eight trial-trenches) was carried out at Slip End Farm, Royston Road, Baldock, Hertfordshire in advance of a proposed new residential development. The site is located within an area of archaeological significance adjacent to a scheduled ancient monument (NHLE 1003549) that includes cropmarks of ring-ditches and a complex series of rectilinear enclosures possibly associated with a Late Iron Age to early Roman settlement. The earliest remains identified in the evaluation were three ditches dated to the early/mid 3rd century, with another three undated ditches probably part of this same phase of activity. At least two of these ditches were associated with linear cropmarks from the adjacent scheduled monument, and assemblages of pottery, CBM and animal bone would indicate settlement in the later Roman period. Two ditches, a gully and four pits dated from the later post-medieval to modern period and were associated with the farmyard.		
Author of summary: Laura Pooley	Date of summary: 25/03/2026	

Colchester Archaeological Trust



**Written Scheme of Investigation
for an evaluation by trial-trenching at Slip End Farm, Royston
Road, Baldock, Hertfordshire, SG7 6SG**

January 2026

CAT project ref.: 2025/12f

Written Scheme of Investigation
Written Scheme of Investigation for an evaluation by trial-
trenching at Slip End Farm, Royston Road, Baldock,
Hertfordshire, SG7 6SG.

January 2026

NGR: TL 28654 37128 (centre)

Planning district.: North Hertfordshire
Planning ref.: pre-planning

CAT project ref.: 2025/12f

Curating museum: North Hertfordshire District Council Museum
Service (including Ashwell Museum and Royston Museum)

HCCHEA monitor: Andy Instone
OASIS id: colchest3-540202

Figures by: Chris Lister & E Holloway

Commissioned by: James Northern
Client: D Northern & Sons

Prepared by:	Emma Holloway PCIfA	Project Officer (Post-excavation & Illustration)
Reviewed and approved by:	Chris Lister ACIfA	Director, Business Operations
Issued:	29/01/2026	

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Colchester,
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tel.: [REDACTED]
email: [REDACTED]

1.1 Site location and description

The site is located at Slip End Farm, Royston Road, Baldock, Hertfordshire (see Fig 1). The site is centred on National Grid Reference (NGR) TL 28654 37128. The farm is located on the northern side of Royston Road (A507), approximately 2.8km south-east of Ashwell and 4.4km north-east of Baldock. The main farmyard contains several agricultural buildings of varying sizes and use, some of which are currently in active use and others are dilapidated. A two-storey farmhouse is located to the west of the main farmyard, and a bungalow exists to the east of the main farmyard adjacent to the main vehicular access onto the A505. There is a newly created vehicular access into the site from Ashwell Road added in 2022.

The site is located within a rural area, beyond the green belt in the Local Plan. The site is in a shallow valley surrounded by arable fields, immediately adjacent to a Scheduled Monument (ring ditches and enclosure at Slip End, NHLE 1003549) and is within an Area of Archaeological Significance.

2. Proposed work

The proposed development comprises the construction of nine dwellings with associated hard and soft landscaping, parking, garaging and private gardens following the demolition of existing agricultural barns including a large grain store and three small, dilapidated buildings.

3. Geology

The British Geological Survey geology viewer (1:50,000 scale¹) shows the site bedrock geology for the site is New Pit Chalk Formation (principally blocky, white firm-to-moderately-hard chalk with numerous marls or paired marl seams), with no recorded superficial deposits.

4.0 Historic landscape

The Hertfordshire Historic Landscape Characterisation map (HLC) shows that the farmyard (HHT781) has been designated as a built-up area – urban development (code ba).

5.0 Archaeological background

The following archaeological background draws on the Hertfordshire Historic Environment Record (HHER), request number 166.25. The proposed development falls within an Area of Archaeological Significance as identified in the local plan.

For HER results an area of 500m was searched around the site (see Figs 2-3).

¹ British Geological Survey – <https://geologyviewer.bgs.ac.uk/>

Slip End Farm

The farm complex was constructed in the 1975 close to the site of the former Hare and Hounds Public house (MHT1694). The former public house is visible on first edition Ordnance Survey mapping and consisted of at least four substantial buildings, with other outbuildings around a yard and a farmhouse with garden, barns and stables in isolation by the wayside. None of the current farm buildings are listed.

Previous archaeological work at the farm includes a strip, map and record excavation and monitoring for a new driveway access in 2022 by Minerva Archaeology Ltd (MHT8985, MHT8986). The excavation located in the most south-westerly end of the site, revealed significant archaeological features, artefacts and deposits including a ditch, gully and three pits containing Roman pottery as dateable evidence (Weber-Moll, 2022).

Adjacent Scheduled Monument and cropmark complex

The current site is located within an area of multiple plots of cropmarks recorded through aerial photography (EHT1625, EHT1626, EHT1627, EHT1628, EHT1629, EHT1960, EHT2032, EHT2052, EHT2053, EHT2061, EHT2071, EHT2072, EHT2073, EHT2425, EHT2426, EHT2462, EHT2654, EHT3145 and EHT4030). Interpretation of the features depicted in the aerial photos show complexes of dense overlapping features, suggesting occupation covering multiple historic periods. These have been postulated as:

The Icknield Way

The modern Royston Road (A507) follows the line of a historic route known as The Icknield Way (MHT4182). The Icknield Way is not thought to be Roman in construction, but actually part of a prehistoric route connecting Wiltshire to East Anglia. The route was however continued to be used, and in some places, altered by the Romans. In the search area it seems likely the Icknield Way was certainly in existence at the time of the multiphase occupation as the cropmarks seem to stop at the road, only a few sparse pits seem visible on the eastern side. However, there may be some features missing from the eastern side of the road plot as aerial photograph EHT1957 is noted as recording more plough-raised Bronze Age barrows, but either these are further to the east than the search area or are missing from the cropmark plan.

Bronze Age

At least eight ring-ditches are visible within the Scheduled area (MHT2353, MHT2354, MHT2355, MHT2356, MHT2357, MHT2361, MHT2362, MHT6192 and MHT6755). Circular ditches of this nature are generally considered to be the ploughed-out remains of Bronze Age barrows.

A further three round features, probably ring-ditches, are recorded to the east/south-east of the Scheduled area (MHT7906, MHT7907, MHT7908), ranging between 10-20m in diameter.

Late Iron Age-Roman settlement

The cropmarks show a complex series of rectilinear enclosures, which are usually considered as an indicator of settlement, particularly in the Late Iron Age to early Roman period. Within the Scheduled area there are five rectilinear enclosures (MHT2358, MHT2363, MHT7895, MHT7896 and MHT7897) and an associated pit alignment (MHT7892). There are two trackways represented by sections of two parallel ditches (MHT7893 and MHT7899), and numerous other ditches clearly represent a complex system dividing up the land for farming (MHT2317, MHT7898, MHT7900, MHT7901, MHT7902 and MHT7903). Groups of pits also suggest settlement in the vicinity (MHT7892).

Outside of the Scheduled Monument the cropmark complexes continue, with further rectangular enclosures and numerous linear ditches and pits to the north-west on Highly Hill (MHT685, MHT688, MHT1660, MHT1661), and a group of enclosures, ditches and pits are visible on the cropmarks to the south-west of the Scheduled area (MHT7894, MHT7905).

Roman cemetery areas

On the south-western edge of the Scheduled area are the remains of a Romano-British cemetery (MHT1321). Inhumations were discovered in 1824 alongside Roman pottery vessels and coins. Within the same area in 1968 a group of 2nd century AD burials were disturbed, artefacts including decorated Samian. In 1991 a pipeline route across the cemetery prompted some controlled archaeological investigation. The excavation revealed 52 cremations and 10 inhumations (MHT15727). The cremations were of varied form including both urned and unurned, including some examples with evidence of basketry or timber linings. Associated artefacts suggested a date of 2nd century AD, although the inhumations were thought to be earlier, potentially Iron Age in date. Other features on the site included two ditches interpreted as continuations of rectangular enclosure (MHT2358), general ditches, a compacted chalk floor, pits and post-holes. One of the post-holes contained charcoal and scorched pottery and was interpreted as a potential trace of a timber structure destroyed by fire (Aitkinson, Richmond & Burleigh, 1991). Twenty-seven pieces of Roman coin mould were found in 1856 noted as being from when a cemetery was disturbed during the construction of the railway (MHT406). It is presumed that this was actually in the cemetery area of MHT1321 and MHT15727 and not as far south-east as the location spot is noted on the HER plans.

In the north-east corner of the Scheduled area is a rectangular enclosure (MHT2363) which was excavated by Letchworth Museum in 1976. Inside the enclosure was a small Romano-British cemetery plot (MHT242) comprised of two graves, one containing a single burial and the other grave three inhumations (two of which were largely disarticulated) and a further two skulls. A contemporary ditch dividing the graves contained two incomplete skeletons and artefacts.

Post-Roman

There are no listed buildings within the search area, the only post-Roman monument of note is the Railway Bridge, built in 1850, for the Hitchen and Royston branch of the GNR (MHT5625).

For more information on the background of the area see the Desk-based assessment carried out on the site by Heritage Network (Hillelson, 2023).

6.0 Planning background

This site has had a number of planning applications submitted to North Hertfordshire District Council for development (22/02888/PNQ and 22/02889/PNQ) were previously approved. Application (24/00754/FP) was submitted in April 2024 (24/00754/FP) proposing the *'erection of two 3-bed, three 4-bed and two 5-bed dwellings with associated hard and soft landscaping, parking, garaging and private gardens following the demolition of existing agricultural barns (as supported by information submitted 8th October 2024).'* This application was withdrawn. A new application proposing the *'change of use of agricultural buildings to ten (10) dwellinghouses with associated building operations, private gardens and car parking'*. was submitted in May 2025 (25/01197/PNQ) after changes were made to the boundary to the Scheduled Monument. This WSI is to compliment a new pre-planning application.

In response to the previous planning applications consultation with the Hertfordshire County Council Historic Environment Advisor (HCCHEA), advised that as the site lies within an Area of Archaeological Significance, highlighted by the Hertfordshire Historic Environment Record (HER), and adjacent to a Scheduled Monument it has a high potential for archaeological deposits, and therefore an archaeological requirement would be recommended. The recommended archaeological condition is based on the condition based on the guidance given in the National Planning Policy Framework (MHCLG 2025).

7.0 Requirement for work

The archaeological work will consist of an evaluation by trial-trenching. This is based on the guidance given in the National Planning Policy Framework (MHCLG 2025).

Specifically, there will be five trenches within the main development area and three adjacent to the site to investigate prior to an additional potential planning application (see Fig 1). The trenches measure:

- T1 – linear 12m long x 1.8m wide
- T2 'T'-shaped trench 18m long x 1.8m wide
- T3 'L'-shaped trench 24m long x 1.8m wide
- T4 linear 10m long x 1.8m wide
- T5 linear 20m long x 1.8m wide
- T6 linear 12m long x 1.8m wide
- T7 linear 5m long x 1.8m wide
- T8 linear 10m long x 1.8m wide

In total this represents 121m of trenching, covering an area of 217.80m². Trenches are located to target the location of the dwelling footings.

This document represents a Written Scheme of Investigation (WSI) for the archaeological evaluation ONLY; this document alone will NOT result in the discharge of the archaeological condition.

Site specific aims and objectives:

- To identify any deposits or evidence related the adjacent Scheduled Monument and associated cropmark features.
- To record the stratigraphic sequence of deposits affected by the development.

General project aims:

- Identify the date, approximate form and purpose of any archaeological deposit, together with its likely extent, localised depth and quality of preservation and ensure they are recorded and interpreted to an acceptable standard.
- Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.
- Establish the potential for the survival of environmental evidence.
- Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of costs.
- Provide sufficient information to assess the need for further mitigation.

Research aims and objectives

The first version of the Regional Research Framework for the Eastern Counties was developed in the late 1990s and published in two parts. Part 1, the Resource Assessment, by Glazebrook (ed) was published in 1997. Part 2, the Research Agenda and Strategy, by Brown & Glazebrook (eds) was published in 2000. The Framework was extensively reviewed ten years later, and a revised version was published by Medlycott (ed) in 2011. The current revision of the Research Framework, published at <https://researchframeworks.org/eoe/>, augments and updates the previous versions of the Framework. The research agenda of this framework (see <https://researchframeworks.org/eoe/research-agenda/>) identifies those areas in the county where there are gaps in our current understanding and key research questions that need to be addressed.

The archaeological evaluation of this site may help add information related to the cropmarks. For example, see if they do extend into the farm area and provide any dating material to support whether occupation does extend from the Bronze Age to the Romans. Questions which may include:

- *E-MBA 24: How can we characterise Bronze Age monuments?*
- *LBA-MIA 14: What were the functions of pits and pit alignments?*

- *LBA-MIA 15: How can we increase our understanding of Bronze Age field systems?*
- *LIA-Rom 13: How can we increase our understanding of Late Iron Age and Roman farmsteads?*

These research aims and objectives will be revised as necessary both during and after fieldwork in consultation with the Historic Environment Advisor. The findings of the fieldwork with regards to dating, phasing and evidence of different uses of the site will be key to informing these aims.

Decisions on the need for any further archaeological investigation (e.g. excavation) will be made by the HCCHEA, based on the results presented in the report for this evaluation. A summary or interim report may be submitted prior to the final report if the HCCHEA needs it to decide on further work quickly.

Any further investigation will be the subject of an additional WSI, submitted to HCCHEA for scrutiny and formally approved by the LPA.

8.0 General methodology

All work carried out by CAT will be in accordance with:

- Appropriate professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (CIfA 2020a-b, 2023a-b and 2025)
- East of England Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011) and the recent review updates on <https://researchframeworks.org/eoe/>
- Relevant Health & Safety guidelines and requirements (CAT 2025)
- The project specific selection strategy (see Appendix 1).
- The project digital management plan (see Appendix 2).

CAT is covered by Aviva Insurance Ltd, 006288/04/25, which includes Professional Indemnity £2,000,000, Employer's Liability £10,000,000 and Public Liability £5,000,000.

Professional CAT field archaeologists will undertake all specified archaeological work, for which they will be suitably experienced and qualified.

Notification of the supervisor/project manager's name and the start date for the project will be provided to HCCHEA ten days before start of work.

Unless it is the responsibility of other site contractors, CAT will study mains service locations and avoid damage to these.

Once the WSI is approved CAT will send the depositing museum a project notification form as requested in the Hertfordshire Archaeological Archive Standards document produced by Hertfordshire Museums (2023).

As the depositing museum do not issue site codes in this area our project code will be used to identify the finds bags and boxes, and the project archive when it is deposited at the curating museum.

At the start of the project (when the WSI is written) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed (Activity type, Location and Reviewers/Admin areas). At the end of the project all parts of the OASIS online form will be completed for submission to the HER. This will include an uploaded .PDF version of the entire report.

9.0 Staffing

The number of field staff for this project is estimated as follows: One CAT Project Officer and three archaeologists for two days.

In charge of day-to-day site work: Ben Holloway, Nigel Rayner or Sarah Veasey.

10. Evaluation methodology

Where appropriate, modern overburden and any topsoil stripping/levelling will be performed using a mechanical excavator equipped with a toothless ditching bucket under the supervision and to the satisfaction of a professional archaeologist. If no archaeologically significant deposits are exposed, machine excavation will continue until natural subsoil is reached. Machine assistance may also be required for very large/deep features, and a contingency has been made within the budget if required, but all features will be hand excavated unless specifically agreed with the HCCHEA.

Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

If archaeological features or deposits are uncovered, time will be allowed for these to be excavated, planned and recorded. **All** features will be excavated and recorded unless otherwise agreed with the HCCHEA.

There will be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. For linear features 1m wide sections will be excavated across their width to a minimum of at least 10% of the overall length. Discrete features, such as pits, will have 50% of their fills excavated, although certain features may be fully excavated. Complex archaeological structures such as walls, kilns, ovens or burials will be carefully cleaned, planned and fully recorded, but where possible left *in situ*. Only if it can be demonstrated that the complex structure/feature is likely to be destroyed by groundworks, and only then after discussion with the HCCHEA, will it be removed.

Trenches will first be stepped where appropriate to allow for safe excavation of deep features. After discussion with the HCCHEA the use of a hand-held auger (or a power auger where appropriate) will be

used where necessary to gain information from very deep deposits/ features if depth cannot be established through hand excavation.

Any complex/unexpected deposits will be discussed with the HCCHEA to agree a strategy.

Fast hand-excavation techniques involving (for instance) picks, forks and mattocks will not be used on complex stratigraphy.

The depth and nature of colluvial or other masking deposits will be established. Therefore, a sondage will be excavated in each trench to test the stratigraphy of the site. This will occur in every trench unless it can be demonstrated that a feature excavated within a particular trench has clearly penetrated into natural.

A representative section will be drawn of each trench, to include ground level, the depth of machining within the trench and the depth of any sondages.

The use of a handheld auger (or a power auger where appropriate) will be used where necessary to gain information from very deep deposits/features.

A metal detector will be used to scan all trenches and spoil heaps both before and during excavation. This will be carried out by trained CAT staff under the supervision of the Director of Archaeology, Adam Wightman, and Project Officers Ben Holloway, Nigel Rayner, and Sarah Veasey who all have more than 10 years' experience of metal detecting on archaeological sites. Experienced metal detectorist Geoff Lunn will be available for advice and support throughout the project. Geoff has 7 years' experience and has worked with CAT to recover finds from recent excavations at the Mercury Theatre and Essex County Hospital sites in Colchester, and who has also worked with the Colchester Archaeological Group, Suffolk Archaeology, Access Cambridge Archaeology, The Citizen Project (MOLA) and others. If considered necessary, Geoff will be employed by CAT for to assist with the metal detecting. All finds will have their location recorded via GPS or with the Total Station. All spoil heaps will also be scanned and finds recovered. Metal-detectors will not be set to discriminate against iron.

Individual records of excavated contexts, layers, features or deposits will be entered on pro-forma record sheets. Registers will be compiled of finds, small finds and soil samples.

All features and layers or other significant deposits will be planned, and their profiles or sections recorded. The normal scale will be site plans at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be appropriate.

The photographic record will consist of general site shots, and shots of all archaeological features and deposits. A photographic scale (including north arrow) and information board shall be included in the case of detailed photographs. Standard "record" shots of contexts will be taken on a digital camera. A

photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

Trenches will not be backfilled until they have been signed off by the HCCHEA.

11. Site surveying

The evaluation trenches and any features will be surveyed by Total Station or GPS, unless the particulars of the features indicate that manual planning techniques should be employed. Normal scale for archaeological site plans and sections is 1:20 and 1:10 respectively, unless circumstances indicate that other scales would be more appropriate.

The site grid will be tied into the National Grid. Corners of excavation areas will be located by NGR coordinates.

12. Environmental sampling policy

CAT aims to follow guidance set out in the Historic England guide for Environmental Archaeology (Historic England 2011). The number and range of samples collected will be adequate to determine the potential of the site, with particular focus on palaeoenvironmental remains including both biological remains (e.g. plants, small vertebrates) and small sized artefacts (e.g. smithing debris).

Evaluation projects seek to understand the nature of the archaeological remains on a site to inform decisions on planning and mitigation. The number and range of samples taken will be adequate to contribute to the understanding of the environmental potential and significance of the archaeological site. This will then be used to inform decisions regarding sampling strategies on any future works.

Bulk samples and micromorphological samples may be collected where/if appropriate. Environmental bulk samples will be a minimum of 40 litres in size, or 100% of the context if less than 40 litres.

Sampling strategies will address questions of:

- The range of preservation types (charred, mineral-replaced, waterlogged), and their quality.
- Concentrations of macro-remains.
- Differences in remains from undated and dated features.
- Variation between different feature types and areas of site.

Environmental samples will be processed by trained CAT staff and the flots will be analysed and reported by CAT external specialist Val Fryer (VF) or Lisa Gray (LG).

Should any complex, or otherwise outstanding deposits be encountered, VF/LG will be asked onto site to advise. Waterlogged 'organic' features will always be sampled. In all cases, the advice of VF/LG and/or the Historic England Regional Advisor in Archaeological Science (East of England) on sampling strategies for complex or waterlogged deposits will be followed, including the taking of monolith samples. Where necessary, VF/LG or an appropriate specialist will be invited to site to advise on sampling strategies, including the type (block samples, small specialist samples etc) and size to take (1-10 litres etc).

13. Human remains

The HCCHEA will be notified immediately if any human remains are encountered during the investigation. The final decision to excavate human remains at this stage rests with HCCHEA.

If circumstances indicated it were prudent or necessary to remove remains from the site during the evaluation, the following criteria would be applied; if it is clear from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them. In that case, conditions laid down by the licence will be followed.

Following Historic England guidance (2018) the Project Osteologist should be available to record the human remain in situ (i.e. a site visit). This involves photographing and planning the remains, recording completeness and condition of the bone, and a basic assessment of age, sex and pathologies, if possible. Conditions laid down by the Department of Justice license will be followed. If it seems that the remains are not ancient, then the coroner, the client, the HCCHEA will be informed, and any advice and/or instruction from the coroner will be followed.

As per Historic England guidance (2015a), if human remains are to be lifted, environmental samples should be collected from the head, torso, hand and feet areas to ensure small bones and any associated burial goods are recovered. Foetal, infant and child burials should be fully sampled to ensure all small bones are recovered. These samples will then be processed under the guidance of CAT's environmental specialist and Project Osteologist.

Any destructive sampling (e.g. DNA and isotope analyses) should only be considered in relation to the research questions, and only when non-destructive methods are inadequate. The value and cost implications of carrying out such methods should also be considered. Decisions on destructive sampling will comply with current guidelines (*Mays et al* 2013).

14. Photographic record

The photographic record will consist of general site shots, and shots of all archaeological features and deposits and follow Historic England guidelines (2015a). A photographic scale, north arrow and information board shall be included in photographs. Standard "record" shots of contexts will be taken on a digital

camera. A photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

Photographs of significant archaeological features and deposits will be taken using a Nikon D3500 DSLR camera with a 24.2 megapixel DX-format sensor. Significant archaeological remains may be recorded by photogrammetry.

15. Finds

Finds will be retained in accordance with the project specific selection strategy (see Appendix 1).

All finds, where appropriate, will be washed and marked with site code and context number.

Most of our finds reports are written internally by CAT staff under the supervision and direction of Adam Wightman (Director of Archaeology), Howard Brooks (Senior Associate) and Laura Pooley (Post-excavation Manager). This includes specialist subjects such as:

ceramic finds (pottery and ceramic building material): Matthew Loughton

animal bones: Alec Wade (or Adam Wightman / Pip Parmenter - small groups only)

small finds, metalwork, coins, etc: Laura Pooley

non-ceramic bulk finds: Laura Pooley

flint: Adam Wightman / Tabitha Lawrence)

osteology: (human remains): Megan Beale (or Aileen Tierney)

or to outside specialists:

animal and human bone: Julie Curl (*Sylvanus*)

environmental assessment and analysis: Val Fryer / Lisa Gray

archaeometallurgy: David Dungworth

geology: Dr Martin Bates, University of Wales Trinity Saint David

radiocarbon dating: SUERC Radiocarbon Dating Laboratory, Glasgow

conservation/x-ray: Laura Ratcliffe (LR Conservation) / Norfolk Museums Service,
Conservation and Design Services

Other specialists whose opinion can be sought on large or complex groups include:

other: Historic England Regional Adviser in Archaeological Science (East of England).

CAT pottery reports are carried out by a specialist who is competent in and specialises in characterising, quantifying, analysing, interpreting and reporting on pottery assemblages of all periods. Our pottery specialist Dr Matthew Loughton has extensively studied East Anglian pottery and reported in reputable, peer reviewed sources as well as multiple client project reports.

All finds of potential treasure will be removed to a safe place and reported immediately to the Hertfordshire FLO (Finds Liaison Office) who will inform the coroner within 14 days, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.

Requirements for conservation and storage of finds will be agreed with the curating museum and carried out as per their guidelines after completion of a Hertfordshire Museums project notification form.

A contingency will be made in the budget for scientific assessment/analysis if suitable deposits are identified. This can include soil micromorphological and geochemical analysis of floors and dark earth deposits and/or absolute dating (such as archaeomagnetic and radiocarbon). The Historic England Regional Science Advisor will be consulted for advice.

16. Post-excavation assessment

In the event that significant archaeological remains are encountered the HCCHEA will be consulted to determine if a post-excavation assessment report would be more appropriate report, potentially leading to an excavation.

Where archaeological results do not warrant a post-excavation assessment then agreement will be sought from the HCCHEA to proceed straight to a grey literature report.

17. Results

Notification will be given to the HCCHEA when the fieldwork has been completed.

An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (Historic England 2015) and in accordance with the *Hertfordshire Archaeological Archive Standards* (2023).

The draft final report will be submitted within 6 months of the end of fieldwork for approval by the HCCHEA.

The approved final report will normally be submitted to the HCCHEA as both a PDF and a hard copy.

The report will contain:

- Introduction and archaeological background.
- The aims and methods adopted in the course of the archaeological project
- Archaeological methodology and detailed results including a suitable conclusion and discussion and results referring to Regional Research Frameworks (EAA3, EAA8, EAA14, EAA24 and <https://researchframeworks.org/eoe/>).

- All specialist reports or assessments
- A concise non-technical summary of the project results, interpretation and discussion.
- Location plan of the area in relation to the proposed development.
- Section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Appendices to include a copy of the completed OASIS summary sheet and the approved WSI

Results will be published, to at least a summary level, in the Hertfordshire Archaeology and History journal annual round up should archaeological remains be encountered during the evaluation. An allowance will be made for this in the project costs for the report.

Final reports are also published on the CAT website and on the OASIS website.

18. Archive deposition

The requirement for archive storage and retention shall be agreed with the curating museum.

If finds are retained from the site, the full archive will be deposited with Bishop's Stortford Museum in accordance with the CAT project selection strategy (see Appendix 1) unless otherwise agreed in advance (a full copy of the archive shall in any case be deposited). If there are no finds a full digital archive will be deposited with ADS Archaeology.

The archive shall be created following the *Hertfordshire Archaeological Archive Standards* (Hertfordshire Museums 2023) guidelines.

If the client does not agree to transfer ownership to the curating museum, they will be required to nominate another suitable repository approved by the HCCHEA or provide funding for additional recording and analysis of the finds archive (such as, but not limited to, additional photography or illustration of objects). In the rare event that artefacts of significant monetary value are discovered, separate ownership arrangements may be negotiated, provided they are not subject to Treasure Act legislation.

If the finds are to remain with the landowner or an approved third party, a full copy of the archive will be housed with the Hertfordshire County Council Historic Environment.

Any significant digital data resulting from the work will be deposited with the Archaeology Data Service (www.archaeologydataservice.ac.uk) to safeguard the long-term curation of the digital records. The HCCHEA will be notified when the digital archive has been deposited. Prior to deposition CAT's digital management plan (based on the official guidelines from the Digital Curation Centre [DCC 2013] see Appendix 2) will ensure the integrity of the digital archive. A summary of the contents of the archives shall be supplied to the HCCHEA at the time of their deposition.

The archive will be deposited with the HCCHEA within 3 months of the completion of the final publication report, with a summary of the contents of the archive supplied to HCCHEA.

A digital / vector drawing of the site be given to the HCCHEA for integration into the HER.

19. Monitoring

The HCCAA will be responsible for monitoring progress and standards throughout the project, and will be kept regularly informed during fieldwork, post-excavation and publication stages.

Notification of the start of work will be given to the HCCHEA ten days in advance of its commencement and a monitoring visit will be booked with HCCAA at this time.

Any variations in this WSI will be agreed with the HCCHEA prior to them being carried out.

The HCCHEA will be notified when the fieldwork is complete.

The involvement of the HCCHEA shall be acknowledged in any report or publication generated by this project.

20. Public outreach

As part of CAT's public outreach programme, CAT is committed to engaging our local community with their archaeological resource. Among other activities, CAT regularly invites volunteers to engage in finds processing tasks at our office, such as washing, marking, sorting and packing bulk archaeological finds from legacy archaeological projects. Our volunteer programme is not designed to replace the work of paid archaeologists but to complement it, and to provide greater public benefit by means of community engagement and participation.

CAT volunteers are fully trained in all tasks they are engaged in and are fully supervised by a CAT employee at all times. Finds processing volunteers are managed and supervised by a Junior Project Officer, whose role is to ensure that all volunteer processing is carried out to the highest possible standard and within professional guidelines. This is overseen by the Post-Excavation Manager and Director of Archaeology.

CAT will never use volunteers in place of employees when funding is agreed for the latter, or if doing so would disadvantageously affect the timetable of works agreed between CAT and our clients.

CAT's liability insurance policies cover the activities of volunteers and liability towards them. All activities are carried out according to CAT's 'Volunteer and work experience policy' and 'Outreach, public relations and publicity policy'.

21. Events, activities and social media

In addition, the CAT website (www.catuk.org) and social media sites are updated regularly with information on our events and activities, with copies of our archaeological reports freely available at <https://catuk.org/online-reports/>. Staff regularly give talks/lectures to groups, societies and schools, information on which (including any fees) is available by contacting the office on 01206 501785. CAT also works in partnership with both the Colchester Archaeological Group and Young Archaeologists Club providing venues for their meetings, advice and assistance.

22. References

Note: all CAT reports, except for DBAs, are available online in PDF format at <https://catuk.org/report-group/cat/>.

Aitkinson, M, Richmond, A, and Burleigh, G. 1991 *Archaeological monitoring and excavations along the Slip End to Wicker Hall water pipeline between Baldock and Royston, Hertfordshire*. North Hertfordshire District Council Museums Field Archaeology Section, Department of Engineering and Leisure Services

Brown, D. 2011 2nd Ed. *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation*.

Brown, N & Glazebrook, J. 2000, *Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy*. East Anglian Archaeology Occasional Paper 8 (EAA 8).

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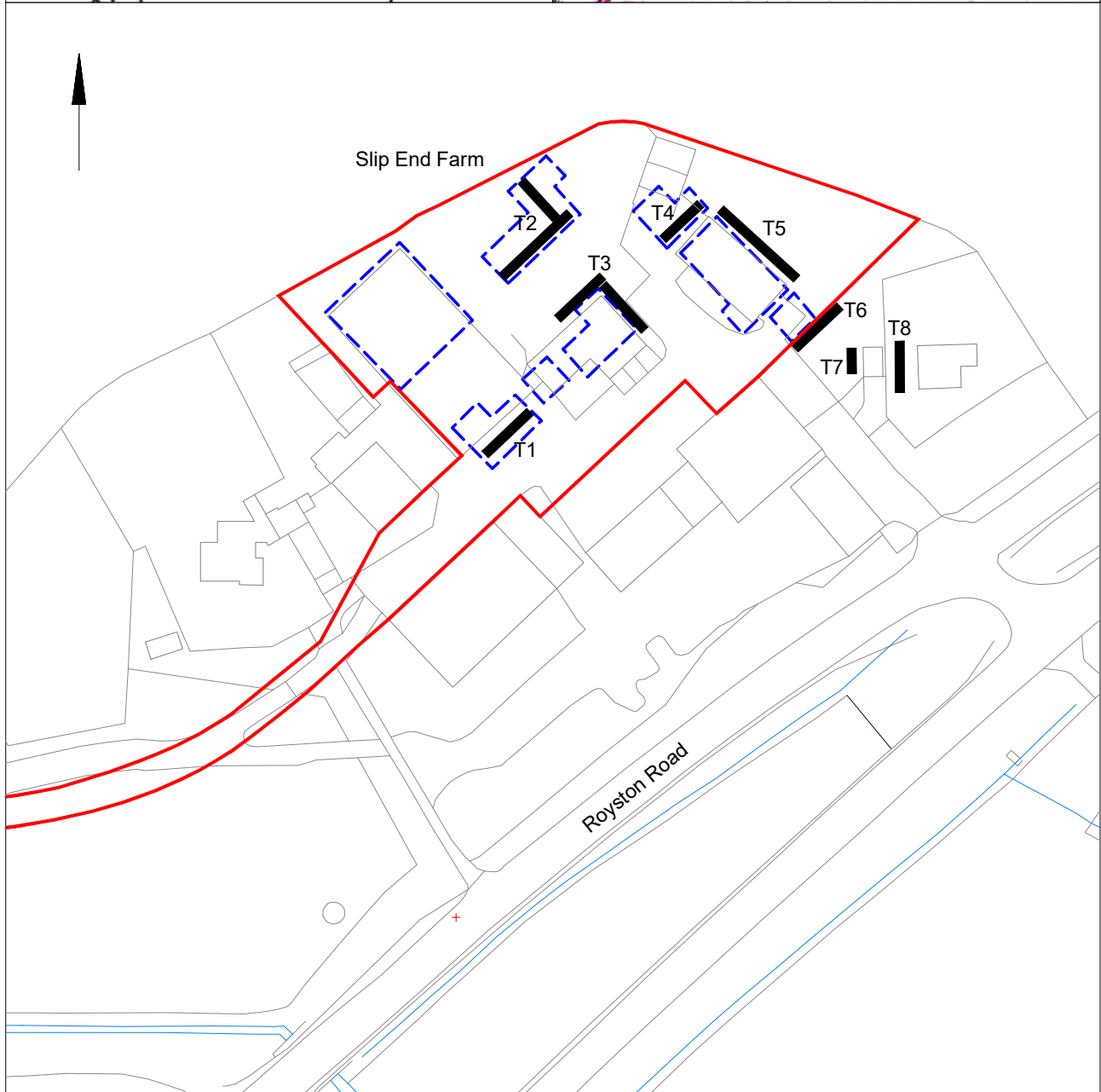
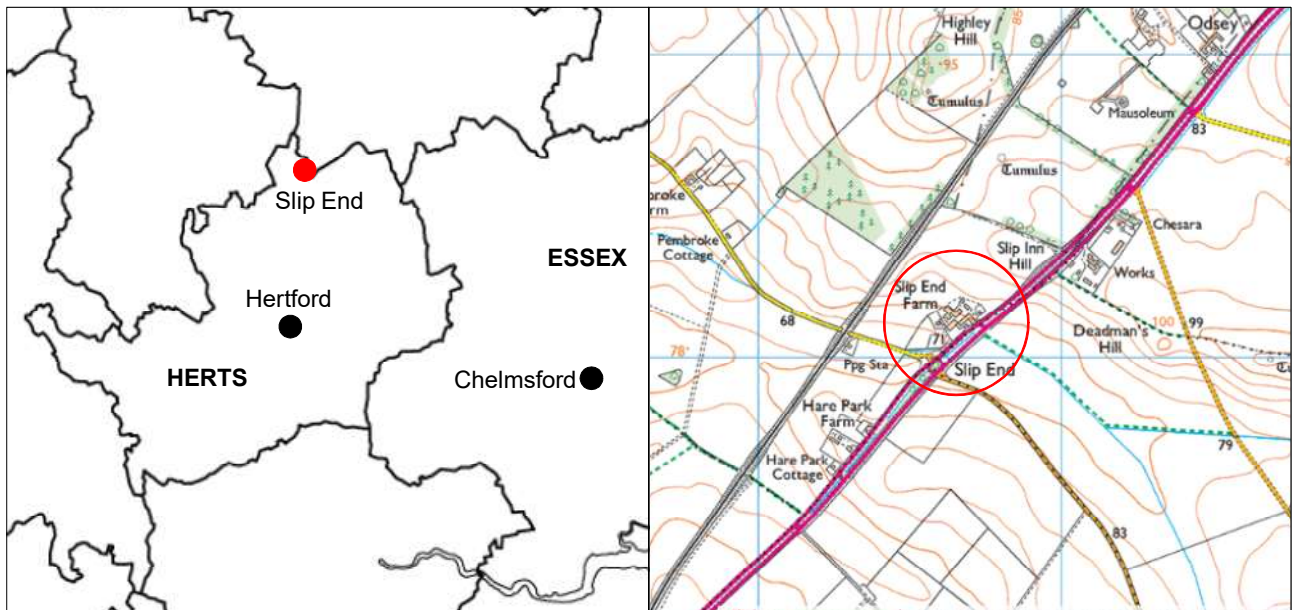
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Fig 1 Site location and trench layout.

0 50 m



Fig 2 Development site (red) in relation to archaeological data on the Hertfordshire Historic Environment Record.



Fig 3 Development site (red) in relation to archaeological data on the Hertfordshire Historic Environment Record (pink/purple) and aerial photographic plots (cropmarks) visible on the Aerial Archaeological Mapping Explorer (green).

Imagery ©2026 Airbus, Maxar Technologies, Map data ©2026 Google
 Historic Environment Data ©2025 Hertfordshire Historic Environment Record
 Cropmarks © Historic England 2026

CAT Code: 2025/12f
Site name: Slip End Farm, Royston Road,
Baldock, Hertfordshire, SG7 6SG
Date: 29/01/2026, Version 1
Selection Strategy

Project Information

Project Management

Director of Archaeology	Adam Wightman
Post-Excavation Manager	Laura Pooley
Organisation	Colchester Archaeological Trust

Stakeholders		Date Contacted
Collecting Institution(s)	North Hertfordshire District Council Museum/Ashwell Museum	
City/County/Historic England monitor	Historic Environmental Advisor at Hertfordshire County Council	
Archaeological consultant	n/a	
Landowner / Developer	S Northern & Sons	
Other		

Resources

Resources required

Describe the resources required to implement this Selection Strategy, particularly if unusual resources are required.

No unusual resources required outside of CAT normal operating equipment and personnel.

Context

Describe below the context of this Selection Strategy. You should refer to:

- The aims and objectives of the project;
- Local Authority guidance (including the brief or Project Implications letter);
- Regional Research Frameworks;
- The repository collection development policy and/or deposition policy;

- Material-specific guidance documents.

Note: This section may be copied from your Project Design/WSI to ensure all Stakeholders receive this context information.

Archaeological monitoring and recording will be carried out on all groundworks as outlined in the project brief and WSI.

The archaeological monitoring will preserve, by record, any archaeological deposits uncovered during the groundworks. Archaeological work will determine the presence or absence, the extent, date and character and significance of any archaeological remains that may be present and ensure their preservation by record prior to damage or destruction.

Selection of the working project archive will be guided by the aims and objectives of the project outlined in the Brief and WSI, the regional research frameworks and the Museums Essex deposition guidelines:

- Colchester Archaeological Trust. 2025. *Written Scheme of Investigation for archaeological monitoring at Howletts Hall, Mashbury Road, Chignal St James, Essex CM1 4TP*
- Digital Curation Centre (DCC). 2013. *Checklist for Data Management Plan v. 4.0*.
- Hertfordshire Museums. 2023. *Hertfordshire Archaeological Archives standards*.
- East of England Regional Research Frameworks at <https://researchframeworks.org/eeo/>

1 – Digital Data

Stakeholders

Name the individual(s) responsible for the Digital Data Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Collections Curator).

Post-Excavation Manager – Laura Pooley
Senior Post-Excavation Assistant (Digital Archiving) – Chloé Hill

Selection

Location of Data Management Plan (DMP)

Selection of digital data elements should be considered in your project's DMP. For the purpose of the Selection Strategy, you can either copy the selection section of your DMP below, or attach it as an appendix to this document. Please indicate here if the DMP is attached.

The DMP is attached.

The selection strategy in your DMP should:

- 1.1 Define what digital data will be selected for inclusion in the archaeological archive, how this will be done, and why. Do not forget to consider that specialists may have digital data that should be included in the archaeological archive.
- 1.2 Identify the selection review points during the project (i.e. project planning, data gathering, analysis and reporting and archive compilation).

- 1.3 Reference all relevant standards, policies or guidelines (e.g. digital repository deposition requirements) and specialist advice sought.
- 1.4 Identify any selection decisions that differ from standard guidelines and explain why.

See attached DMP.

De-Selected Digital Data

The procedure for dealing with De-selected digital data and what specialist advice informed this process should be recorded in your DMP. Please copy this information here or attach your DMP as an appendix to this document.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

2 – Documents

Stakeholders

Name the individual(s) responsible for the Documents Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager – Laura Pooley
Senior Post-Excavation Assistant (Digital Archiving) – Chloé Hill

Selection

Describe your Selection Strategy for the Documents element of the archaeological archive. To do this you must:

- 2.1 Define which documents will be selected for inclusion in the archaeological archive, how this will be done, and why. Do not forget to consider that specialists may have documents that should be included in the archaeological archive.
- 2.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 2.3 Reference all relevant standards, policies or guidelines (e.g. digital repository deposition requirements) and specialist advice sought.

2.4 Identify any selection decisions that differ from standard guidelines and explain why.

It is CAT policy that all physical documents (manual plans, section drawings, context sheets if not filled out digitally) will be scanned and turned into digital format documents that can be uploaded as part of the Digital Archive. Unless in exceptional circumstances (to be decided by the Post-Excavation Manager and Collecting Institution), all physical documents will then be discarded.

Exceptional circumstances are for particularly large and/or significant projects where a large quantity of:

- manual plans
- section drawings
- illustrations

are produced that are intrinsic to the overall archive.

De-Selected Documents

Describe the procedure for dealing with De-selected material and what specialist advice has informed this procedure.

De-selected documents will be destroyed subject to final checking by the Post-Excavation Manager.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Pottery	Section 3.	3.1
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager, CAT – Laura Pooley
Pottery and Ceramic Specialist, CAT – Dr Matthew Loughton
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 3.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 3.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 3.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 3.4 Identify any selection decisions that differ from standard guidelines and explain why.

The [Materials Selection Template](#) may be useful in structuring this section.

All selection decisions will be made by Dr Matthew Loughton at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

If larger/more significant assemblages are produced, the pottery retention strategy will be implemented.

Pottery retention for exceptionally large assemblages:

- all assemblages of prehistoric and Anglo-Saxon pottery other than single, or a few residual, non-diagnostic sherds
- for other periods the emphasis will be on retaining selected, well-stratified, closely dated groups and significant vessels
- pottery sherds or assemblages critical for crucial dating
- grave pots/assemblages (other than stray residual sherds)
- votive pottery and special deposits such as pottery 'witches bottles'
- pottery from cohesive or unusual contexts such as burnt buildings or pyre debris relating to burial areas
- kiln assemblages will be sampled to retain examples of types and fabrics
- individual whole pots will be retained
- individual sherds which are significant in their own right either as examples of unusual forms, fabric or decoration
- all potters stamps
- pottery with mottos or graffiti and significant sherds decorated with sgraffito
- unusual individual vessels which carry rhymes or verse, or which are commemorative and manufacturers marks made specific to a particular site.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. Material will be photographed before deposition if required by the Specialist or another

stakeholder. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Ceramic Building Material	Section 3.	3.2
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager – Laura Pooley
Pottery and Ceramic Specialist – Dr Matthew Loughton
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 4.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 4.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 4.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 4.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by Dr Matthew Loughton at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

If larger/more significant assemblages are produced, the CBM retention strategy will be implemented.

CBM retention:

The archiving of CBM will be very selective after recording and it is anticipated that the great majority of CBM will not be retained aside from the following groups:

- roller-stamped flue tile pieces and antefixes
- complete tiles/bricks or pieces with complete measurable dimensions other than post-medieval-modern
- unusual or rare types
- pieces with graffiti or batch marks
- groups of cohesive CBM that can be related to a specific building will be recorded as assemblages, after which a representative selection of the CBM types will be retained
- examples of cut-away types and flanges from Roman tegula roof tiles from well dated contexts
- manufacture (kiln) waste will be recorded as assemblages, after which a representative selection of the CBM types will be retained
- glazed patterned floor tiles, which in the event of large quantities a representative selection of these will be made
- samples of plain glazed floor tile
- decorated ridge tiles, roof furniture pieces

Fired Clay retention:

- fired clay objects (other than those which are recorded as small finds) and pieces which can be recognised as parts of identifiable objects (including) and recognisable pieces of structure such as the surround of oven openings
- samples of archaeologically significant assemblages from single well-dated contexts
- individual pieces of significance and pieces which preserve residue relating to use

Wall Plaster retention:

- all painted wall plaster and moulded plaster will be retained.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders
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3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Small finds	Section 3.	3.3
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager/Small Finds Specialist, CAT – Laura Pooley
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 5.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 5.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 5.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 5.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by Small Finds Specialist Laura Pooley at the analysis and reporting phase.

All identifiable and significant objects that have been individually numbered and reported as a small find will be retained. Where objects are not considered to be identifiable or significant, it might be the decision of the Small Finds Specialist to record these as bulk finds, i.e. iron nails, agricultural ironwork, see Section 3.4.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All items assigned a small finds number will be deposited to the Collecting Institution.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Iron nails and other bulk metalwork	Section 3.	3.4
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager/Small Finds Specialist, CAT – Laura Pooley
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 6.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 6.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 6.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 6.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by Small Finds Specialist Laura Pooley at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

In general bulk metalwork (i.e. agricultural ironwork, unidentifiable lumps of lead, pieces of unidentifiable iron sheet) will not be retained. Metalwork of intrinsic interest will always be given a small finds number and dealt with separately.

If larger/more significant assemblages are produced, the iron nail retention strategy will be implemented.

Iron nail retention:

- CAT follows the recording and selection/discard recommendations of Katie Manby, 2024, 'How do you solve a problem like nails? A new, multi-period methodology and typology for recording iron nails', *Oxford Journal of Archaeology* **43(2)**, 173-194.
- This article recommends the retention of 1) a sample of complete nails of each type identified, and 2) all nails from Iron Age or early medieval contexts, burials, other significant contexts.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this

table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Glass	Section 3.	3.5
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager/Glass Specialist, CAT – Laura Pooley (with the advice of Hilary Cool for Roman glass and other specialists for other significant pieces).
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 7.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 7.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 7.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 7.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by Glass Specialist Laura Pooley at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

Unless there is a specific reason or request for retention, most post-medieval glass and all modern glass will be discarded after appropriate recording.

If larger/more significant assemblages are produced, the glass retention strategy will be implemented.

Glass retention:

- from well-dated significant contexts
- from deliberate deposition and burial contexts
- selective retention of waste from manufacture sufficient to encompass a significant quantity of the range of material present
- whole or parts of early glass vessels sufficient to give most of the profile together with any pieces with manufacturers marks and unusual pieces.
- unusual coloured and decorated pieces from significant contexts
- early stained/ painted glass

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.

- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Worked flint and heat-altered flint/stone	Section 3.	3.6
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager, CAT – Laura Pooley
Lithics Specialist, CAT – Tabitha Lawrence (supported by Adam Wightman)
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 8.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 8.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).

- 8.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 8.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by Lithics Specialist Tabitha Lawrence (supported by Lithic Specialist Adam Wightman) at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

All heat-altered flint/stone will be discarded after appropriate recording.

Worked/struck flint will be retained other than non-diagnostic flakes which will be discarded after appropriate recording.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. Material will be photographed before deposition if required by the Specialist or another stakeholder. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this

table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Clay tobacco pipe	Section 3.	3.7
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager/Clay Pipe Specialist, CAT – Laura Pooley
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 9.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 9.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 9.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 9.4 Identify any selection decisions that differ from standard guidelines and explain why.

The [Materials Selection Template](#) may be useful in structuring this section.

All selection decisions will be made by Clay Pipe Specialist Laura Pooley at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

If larger/more significant assemblages are produced, the clay tobacco pipe retention strategy will be implemented.

Clay Tobacco Pipe retention:

- complete pipes, unusual bowls, bowls which are decorated, and pipe stems or bowls with makers initials
- kiln waste will be sampled for types and evidence of the manufacture process.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Metal-working debris and other industrial waste	Section 3.	3.8
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager, CAT – Laura Pooley
An external specialist.
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 10.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 10.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 10.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 10.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by the appointed external specialist at the analysis and reporting

phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

If larger/more significant assemblages are produced, the metal-working debris and other industrial waste retention strategy will be implemented.

Metalworking debris and other industrial waste retention:

- pieces identified by the specialist as of intrinsic interest
- where present in significant quantity and not closely identified, a representative samples of types of waste will be retained

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Unworked stone and slate roof tile	Section 3.	3.9
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager, CAT – Laura Pooley
An external specialist if considered necessary.
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 11.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 11.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 11.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 11.4 Identify any selection decisions that differ from standard guidelines and explain why.

The [Materials Selection Template](#) may be useful in structuring this section.

All selection decisions will be made by the Post-Excavation Manager and an appointed external specialist if considered necessary at the analysis and reporting phase.

All worked stone specific to buildings or monuments, veneers, decorative furniture inlay or floor pieces, decorative stonework and those with inscriptions, etc, will be given a small finds number at dealt with as in Section 3.3 above.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

All unworked stone (usually limited to building stone) will be discarded after appropriate recording.

Roof slate will not be retained from contexts of post-medieval or later date unless the find(s) is of individual high archaeological significance.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital

archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Miscellaneous material	Section 3.	3.10
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager, CAT – Laura Pooley
An external specialist if considered necessary.
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 12.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 12.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 12.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 12.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by the Post-Excavation Manager and an appointed external specialist if considered necessary at the analysis and reporting phase.

In general, common miscellaneous finds, such as coal/clinker/coke, will not be retained unless of specific archaeological significance.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Human remains	Section 3.	3.11
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager – Laura Pooley
Project Osteologist – Megan Beale/Aileen Tierney
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 13.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 13.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 13.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 13.4 Identify any selection decisions that differ from standard guidelines and explain why.

The [Materials Selection Template](#) may be useful in structuring this section.

Selection decisions will be regulated by the conditions laid out in the licence to excavate buried human remains from an archaeological site in England and Wales.

Where human remains are exhumed from churchyards, they will either be returned to the churchyard for reburial (where agreed in advance) or will be reburied in Colchester Cemetery.

Where human remains (of any date) are not considered to have any future research potential (i.e. the burial was undated, incomplete or small in quantity, or the remains were disarticulated) they will be reburied in Colchester Cemetery.

Where prehistoric, Roman and medieval remains have been recovered (especially from cemetery groups), CAT will discuss deposition with the Collecting Institution. If agreed with the Collecting Institution, CAT will either deposit all human remains or they will be reburied in Colchester Cemetery.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention. The only exception to this would be where human remains are recovered from a churchyard where it has been agreed with all stakeholders that the remains should be reinterred immediately. In which case, they will be left with a nominated representative of the church for reburial.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. The only exception to this would be where remains are immediately reinterred within the churchyard they were recovered from.
All de-selected remains will be reburied either within the originating churchyard or within Colchester Cemetery.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Animal bone	Section 3.	3.12
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager – Laura Pooley
 Animal bone specialist – Alec Wade
 Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 14.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 14.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 14.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 14.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by Animal Bone specialist Alec Wade at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

If larger/more significant assemblages are produced, the animal bone retention strategy will be implemented.

Animal Bone retention:

- significant assemblages of animal bone from well-dated contexts, other than of modern date (taking into account the potential of residuality in the assemblage)
- whole or part animal burials from significant contexts.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Shell	Section 3.	3.13
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager – Laura Pooley
An external specialist if considered necessary.
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 15.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.

- 15.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 15.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 15.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

All selection decisions will be made by the Post-Excavation Manager and an appointed external specialist if considered necessary at the analysis and reporting phase.

In general, shells will not be retained unless of specific archaeological significance where, in the case of large assemblages, only a sample may be retained.

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

3 – Materials

Note: This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

Material type	Environmental remains	Section 3.	3.14
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Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Post-Excavation Manager – Laura Pooley
External specialist - Val Fryer or Lisa Gray
Representative (usually a curator) of the Collecting Institution

Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 16.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 16.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 16.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 16.4 Identify any selection decisions that differ from standard guidelines and explain why.

The [Materials Selection Template](#) may be useful in structuring this section.

All selection decisions will be made external specialists Val Fryer or Lisa Gray at the analysis and reporting phase.

Where exceptionally small or relatively unimportant assemblages are produced it may be decided that the entire finds archive can be discarded. CAT will ask the Collecting Institution for guidance where necessary.

If larger/more significant assemblages are produced, the environmental remains retention strategy will be implemented.

Environmental Remains retention:

- archaeologically significant assemblages

Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

All material will be collected on site and returned to the office for specialist attention.

De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

All de-selected material will be recorded in full and included in the report/publication and/or the digital archive. All de-selected material will be thrown away.

Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

Materials Selection Template

This table may be inserted into Section 3 of the main [Selection Strategy Template](#) to help present differing selection strategies for different material types

Find Type	Selection Strategy	Stakeholders	Review Points

APPENDIX 2



Colchester Archaeological Trust

Roman Circus House, Roman Circus Walk, Colchester, Essex, CO2 7GZ

Tel.: [REDACTED] lp@catuk.org

Digital Management Plan

Section 1: Project Administration

Project ID / OASIS ID
CAT Project Code: 2025/12f North Hertfordshire District Council Museum site code: tbc OASIS ID: colchest3-540202
Project Name
Slip End Farm, Royston Road, Baldock, Hertfordshire, SG7 6SG
Project Description
Archaeological evaluation by trial trenching.
Project Funder / Grant reference
D Northern & Sons
Project Managers
Adam Wightman (Director of Archaeology), Chris Lister (Director, Business Operations), Howard Brooks (Senior Associate) and Laura Pooley (Post-Excavation Manager)
Principal Investigator / Researcher
Project Officer (to be determined)
Data Contact Person
Laura Pooley
Date DMP created
29/01/2026
Date DMP last updated
29/01/2026
Version
V1
Related data management policies
Data Management Policy, Colchester Archaeological Trust (in preparation) ClfA Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives (2020) ADS Guides to Good Practice (https://guides.archaeologydataservice.ac.uk/g2gp/Main) Hertfordshire Museums, <i>Hertfordshire Archaeological Archives standards</i> .

Section 2: Data Collection

What data will you collect or create?

The table below provides a summary of the data types, formats and estimated archive volume for data collected/created as part of this project. As the project progresses, more detail regarding files will be added to this DMP.

Type	Format	Estimated volume (data archive)
Text / documents	Word/Open Office document (.doc) or (.odt) PDF (.pdf) or (.pdfa)	20 objects (size <100MB) (Project brief, WSI, report, figures, context data)
Spreadsheets	Excel (.xlsx)	Specialist data tables (x1) Metadata tables (x4)
Images	Lossy graphic file (.jpg)	Archive shots <150, av size 7KB
Images	Lossless graphic file (.tiff)	Report figures (<5)
CAD	.dxf	1 object, 51KB

How will the data be collected or created?

Data standards/methods

Standard methods of data collection will be applied throughout the project. In general, data acquisition standards are defined against ADS Guides to Good Practice.

Methods of collection are specified within the Colchester Archaeological Trust Data Management Policy (in preparation) and will meet the requirement set out in the Project Brief and relevant ClfA Standards and guidance.

Where appropriate, project contributors external to the organisation will be required to include data standards, collection methodology and metadata with individual reports and data.

Data storage/file naming

The working project archive will be stored in a project specific folder on the internal server. The internal organisation server is backed up daily to maintain an up-to-date security copy of the organisation wide data.

Project folders are named following established organisational procedures.

Data collected will be downloaded and raw data will be stored in the appropriate folder.

File naming conventions will follow established organisational procedures based on ADS file naming guidance.

All files included as part of this project archive will include the Site ID (-) and file descriptor (eg Brief).

Quality assurance

All site records and data collected will be reviewed during project delivery to ensure data is accurate and secure.

Data collection and management are reviewed regularly. This includes a review of internal project folders to ensure our organisational data management standards are being met.

Section 3: Documentation and metadata

What documentation and metadata will accompany the data?

The digital data collected will include standard formats which maximise opportunities for use and reuse in the future (see Section 2, above).

A Collection Level Metadata Summary is included in all standard archaeological projects and will be completed as the project is delivered. A working copy will be kept on the organisational server in the Project Folder. The Collection Level Metadata Summary brings together the overarching project details and includes a register of data types and number of objects included in the archive, along with all other archive components.

Metadata tables for each data type will be populated as the project progresses and will use the standard format for each data type as recommended by ADS, who are the intended repository for the digital data archive.

Data documentation will meet the requirement of the Project Brief, Museum Deposition Guidelines and Digital Repository Guidelines.

An archive catalogue documenting both physical and/or digital archive products will be maintained and submitted with both the Museum and/or Trusted Digital Repository.

Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?

CAT has a GDPR compliant Privacy Policy which underpins the management of personal data; any personal data is securely stored in password protected files and not retained on the project specific folders.

Personal data will be removed from the archaeological project archive and permission to include individual's names in any reporting is gained prior to use.

Copyright for all data collected by the project team belongs to the organisation, and formal permission to include data from external specialists and contractors is secured on the engagement of the specialist or contractor.

Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?

Digital data will be stored on the organisational server which is backed up daily.

Sufficient data storage space is available via the organisational server and is accessible by staff on and offsite through a secure log-in.

Off-site access to the project files on the organisation's server is provided to support back-up of raw data while fieldwork is ongoing. Where internet access for data back-up is not possible, the raw data will be backed up to a separate media device (such as laptop and portable external hard drive) or downloaded onto the server at the end of each day.

Project files will be copied and shared with external specialists and contractors as necessary, the originals being kept on the organisation server and replaced with any subsequent versions.

Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?

The DMP will be reviewed and updated, if necessary, as the project proceeds. Updated documentation will be included in all reporting stages.

Prior to deposition, the DMP will be updated and finalised in agreement with all project stakeholders (including the Local Planning Archaeologist, Client, Museum, ADS).

Selection will be informed by the Colchester Archaeological Trust Data Management Policy, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project

results.

The project will be published as an online technical report (accessible via CAT Online Report Library (<https://catuk.org/online-reports/>), OASIS and as part of this the archive), with full access to research data.

The project results may provide new research data which can be included in the Historic Environment Record.

The data archive will be ordered, with files named and structured in a logical manner, and accompanied by relevant documentation and metadata, as outlined in Sections 2 and 3 of this DMP.

What is the long-term preservation plan for the dataset?

The digital archive will be deposited with the Archaeology Data Service, which is a certified repository with Core Trust Seal.

The archive will be prepared for deposition by the project team and the costs for the time needed for preparation, and the cost of deposition have been included in the project budget.

Have you contacted the data repository?

The Historic Environment Advisor, Hertfordshire Council (HCCHEA) has confirmed that the digital archive component should be deposited with a trusted digital repository, with a copy also being supplied to the depositing museum.

ADS have not yet been contacted as the intended repository for digital data.

Have the costs of archiving been fully considered?

A costing estimate has been produced using the ADS Costing Calculator and sufficient resources to cover these costs, and to allow for the preparation of the archive, have been included in the project budget.

Section 7: Data Sharing

How will you share the data and make it accessible?

A summary of the project has been included on the OASIS Index of Archaeological Investigation and will be updated as the project progresses.

The investigations are likely to result in a number of documents: Brief, WSI, Final Report

The final report is expected to be completed within 6 months of the completion of fieldwork.

As the project progresses reports will be attached to the project OASIS record.

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.

The location(s) of the final Archaeological Archive will be added to OASIS when appropriate.

The ADS will disseminate the digital elements of the Archaeological Archive online under a creative commons licence and the dataset will receive a unique identifier (DOI).

Are any restrictions on data sharing required?

It is not expected that there will be any restrictions on data sharing.

Any data specific requirements, ethical issues or embargoes which are linked to particular data formats will be documented within the relevant metadata tables accompanying the project archive.

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?

The Director of Archaeology (Adam Wightman) and Post-Excavation Manager (Laura Pooley) are responsible for implementing the DMP, and ensuring it is reviewed and revised as necessary.

Data capture, metadata production and data quality are the responsibility of the Project Team, assured by the Excavation and Post-excavation Managers.

Storage and backup of data in the field is the responsibility of the field team.

Once data is incorporated into the organisations project server, storage and backup is managed by the organisation.

Data archiving is undertaken by the project team under the guidance of the Post-excavation Manager, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository.

OASIS Summary for colchest3-540202

OASIS ID (UID)	colchest3-540202
Project Name	Archaeological evaluation at Slip End Farm, Royston Road, Baldock, Hertfordshire, SG7 6SG: February 2026
Sitename	Slip End Farm, Royston Road, Baldock, Hertfordshire, SG7 6SG
Sitecode	2025/12f
Project Identifier(s)	2025/12f
Activity type	Evaluation
Planning Id	
Reason For Investigation	Planning: Pre application
Organisation Responsible for work	Colchester Archaeological Trust
Project Dates	16-Feb-2026 - 19-Feb-2026
Location	Slip End Farm, Royston Road, Baldock, Hertfordshire, SG7 6SG NGR : TL 28654 37128 LL : 52.01766825920865, -0.126605525572469 12 Fig : 528654,237128
Administrative Areas	Country : England County/Local Authority : Hertfordshire Local Authority District : North Hertfordshire Parish : Ashwell
Project Methodology	Archaeological evaluation (eight trial-trenches) carried out as specified in the WSI.
Project Results	An archaeological evaluation (eight trial-trenches) was carried out at Slip End Farm, Royston Road, Baldock, Hertfordshire in advance of a proposed new residential development. The site is located within an area of archaeological significance adjacent to a scheduled ancient monument (NHLE 1003549) that includes cropmarks of ring-ditches and a complex series of rectilinear enclosures possibly associated with a Late Iron Age to early Roman settlement. The earliest remains identified in the evaluation were three ditches dated to the early/mid 3rd century, with another three undated ditches probably part of this same phase of activity. At least two of these ditches were associated with linear cropmarks from the adjacent scheduled monument, and assemblages of pottery, CBM and animal bone would indicate settlement in the later Roman period. Two ditches, a gully and four pits dated from the later post-medieval to modern period and were associated with the farmyard.
Keywords	Ditch - ROMAN - FISH Thesaurus of Monument Types Gully - POST MEDIEVAL - FISH Thesaurus of Monument Types Gully - 20TH CENTURY - FISH Thesaurus of Monument Types Sherd - ROMAN - FISH Archaeological Objects Thesaurus Animal Remains - ROMAN - FISH Archaeological Objects Thesaurus
Funder	Private or public corporation developer
HER	Hertfordshire HER - unRev - STANDARD
Person Responsible for work	Adam Wightman, Chris Lister

HER Identifiers	
Archives	Physical Archive - to be deposited with North Hertfordshire Museums Museums Resource Centre; Digital Archive - to be deposited with Archaeology Data Service Archive;

Report generated on: 25 Mar 2026, 09:50