



Sudeley Castle and Gardens

Updated Project Design

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Purpose of document

This document has been prepared as an Updated Project Design for Sudeley Castle and Gardens Community excavation for student 2110772 university coursework. The purpose of this document is to provide an outline of planned fieldwork, aims and objectives of the work, and methodology to be employed.

This is not the official Updated Project Design, but a training document for submission as part of university coursework. DigVentures accepts no responsibility or liability for any use that is made of this document other than by University Wales Trinity Saint David. The numbers given in regards to the project budget are fictional.

Project summary

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1 INTRODUCTION

- 1.1.1 The following is a MoRPHE compliant Updated Project Design for the 2022 season of the Sudeley Castle and Gardens Community Excavation. Part 1 of the design will primarily cover the project background, results of previous seasons and the aims of the project. Part 2 will provide a detailed plan of works as well as resourcing and stages of delivery.

Part 1: Description of the project

2 BACKGROUND

2.1 Location, topography and geology

- 2.1.1 Sudeley Castle (hereafter “the site”) is located east of the River Isbourne, “on the western side of the limestone Cotswold escarpment. The site is approximately one mile east of Winchcombe and eight miles north east of Cheltenham, Gloucestershire, England (Figure 1). Sudeley Castle stands in an area of Charmouth Mudstone Formation of the Early Jurassic epoch, in the valley of the Beersmoor Brook, a tributary of the River Isbourne, as it cuts through the limestone, mudstone and siltstone of the Cotswold plateau” (Noon and Wilkins 2018).

2.2 Research context

- 2.2.1 A full version of research context can be found in Appendix 1, an abbreviated version is presented here.
- 2.2.2 The area around the site is rich in Prehistory. There are a large number of Neolithic long barrows, for example Belas Knap ([GCCHER: 40](#)). Lithics were found near Boilingwell and prehistoric pottery was found at Stancombe Wood ([GCCHER: 9104](#), [9108](#), [9133](#)). There are many Iron Age hillforts in the surrounding landscape, for example, Farmsteads at Almsbury ([GCCHER: 20493](#)).
- 2.2.3 There is evidence for widespread settlement in Romano-British period. A probable villa was found during a pipeline survey at Dunns Hill ([GCCHER: 2178](#)), and residual material was found on sites across Winchcombe. Emma Dent reports on Roman finds across the Sudeley estate, such as, tesserae at Sudeley Lanes or Lanes Barn, Roman coins and Roman funerary finds at Stancombe Wood (Dent 1877, [GCCHER : 2177](#)).
- 2.2.4 Records of a castle at Sudeley date to as early as 1139, however, the earliest surviving structure dates to the 15th century when major additions and renovations took place at the castle ([GCCHER: 2168](#), [HE listing: 1154791](#)). Giles III Lord Chandos hosted Elizabeth I at Sudeley Castle on three separate visits. While there is no reference to the type of gardens that would have been present for these royal visits there is a single mention that a party for the Queen took place in a garden (Brydes 1815).
- 2.2.5 The castle and gardens were bought by the Dent family in 1830 who restored the house and gardens after they were dismantled at the end the English Civil War. During the Second World War German and Italian prisoners were held in a camp on the estate grounds north west of the castle ([GCCHER: 22898](#)). In the later 20th century the castle and gardens were developed into a tourist attraction ([GCCHER 13732](#)).

2.3 Previous excavation or archaeological works

- 2.3.1 A full version of previous archaeological work can be found in Appendix 2, a summary is presented here.



- 2.3.2 In 2009 the University of Exeter carried out an extensive archaeo-topographical survey and geophysical survey within the Sudeley Estate (Fradley et al 2014). The survey identifies many anomalies that were interpreted as representing successive phases of activity. The topographical survey suggested excellent preservation of earthwork features, potentially due to the abandonment of high status occupancy in the 17th to 19th century and the use of the land as parkland. The earthworks show the remains of formal gardens. These are comparable to 16th and early 17th century examples recorded by Atkyns (1712). The current gardens (constructed in the 19th century) appear to respect the older garden layout. By contrast very little detail was seen in the magnetometry survey.

3 RESULTS OF PREVIOUS SEASONS

- 3.1.1 Three seasons of fieldwork have taken place prior to the 2022 season. A test pitting exercise in October 2018 (Test pits 1-5), and evaluation trenches in 2019 (Trenches 6-7) and 2021 (Trenches 8-11) (Figure 1). A more detailed summary of these interventions is given in Appendix 3, with a summary below:

- [Test pit 1](#) was located on top of a ENE-WSW linear earthwork, identified on the LiDAR and topographic survey (Fradley et al 2014) and a E-W linear geophysical anomaly which was initially interpreted as water pipe from the geophysical survey, though the 2018 excavation did not locate a pipe.
- [Test pit 2](#) was located over a mound, labelled on early maps as “Manor House (Site of)” ([Ordnance Survey 1884](#)). The contexts within the test pit were very mixed leading to the interpretation that it represented “either a constructed mound believed to potentially relate to the site of a banqueting house or backfill from a previous excavation interpreted as medieval settlement earthworks and Manor House” ([Noon and Casswell 2020](#): pp. 19). The results of the 2021 season overturned this interpretation.
- [Test pit 3](#) was positioned over a raised earthwork which from the LiDAR survey was tentatively interpreted as a centrepiece to a water feature, however a water feature was not located during the excavation.
- [Test pit 4](#) targeted potential garden features to see if there was any associated masonry. Some flat stones were found in the north east corner of the test pit, potentially in-situ.
- [Test pit 5](#) was located to investigate a possible Manor House, identified on a geophysical and LiDAR survey. Excavation uncovered a raised bank interpreted as a construction mound relating to a Manor house or banqueting house. The results of the 2021 season refute this interpretation.
- [Trench 6](#) was positioned “to investigate a raised platform and possible garden features likely to relate to an earlier Tudor Garden” ([Noon and Casswell 2020](#): pp 22). It found a probable walk way and puddling clay which were potentially part of the garden’s water features.
- [Trench 7](#) was positioned to investigate a raised mound which was previously targeted in 2018 with Test pits 2 and 5. The trench located a dry stone wall and animal bone remains. This was interpreted in 2019 as being the location of an Elizabethan banqueting house. The results of the 2021 season overturned this interpretation.
- [Trench 8](#) reopened the eastern end of Trench 7 and extended north, east and south to understand the deposits surrounding the wall identified in 2019. No indication of a floor surface was found on either side of the wall. There was also no evidence of feasting within the trench, and with the wall measuring over 30m in length the interpretation that the wall formed part of a banqueting house was discarded. The wall has been reinterpreted as a garden wall.

- [Trench 9](#) was located over a linear earthwork that was initially interpreted as being a walkway between twin banqueting halls. A lens of gravel was identified below the topsoil which may have formed part of a walkway, though not between banqueting halls.
- [Trench 10](#) was excavated approximately 8m north of Trench 8, and investigated the edge of the mound. It uncovered remains of Victorian works on the site including a trackway and an iron pipe.
- [Trench 11](#) was located approximately 15m south of Trench 8 and targeted the continuation of the wall (F801) to the south of Trench 8.

3.2 2022 Fieldwork proposals

- 3.2.1 The previous three seasons of fieldwork have focused heavily on the potential site of a banqueting hall or Manor House. The 2021 fieldwork has established this earthwork not be the remains of a banqueting hall or Manor House and therefore the 2022 season will not focus on this aspect of the project. However, there are outstanding questions regarding the use and structure of these gardens in the Tudor period. For this reason, the 2022 season will focus on the hypothesis that Hopfield would have been a water garden in the Tudor period with fountains, ponds and streams.
- 3.2.2 To answer these questions the 2022 season will conduct an earth-resistivity survey and excavate three trenches (and one contingency test pit) to explore LiDAR anomalies (Figure 2).
- Trench 12 (20m x 10m) is positioned to target a sunken anomaly which has been interpreted from the LiDAR as a possible water feature. The trench will include the centre of this feature and part of the anomalies that radiate from this feature.
 - Trench 13 (16m x 5m) is positioned to target a possible water channel.
 - Trench 14 (10m x 2m) will investigate a possible pond.
 - The contingency trench (5m x 5m) will investigate a possible water fountain.

4 RESEARCH AIMS AND OBJECTIVES

- 4.1.1 The overall aim of the project is “to define and characterise the physical extent of the site through a programme of non-intrusive and intrusive investigation to obtain baseline data that will facilitate its future management” (Noon and Casswell 2020: 49). The following aims are adapted from the initial Project Design (Noon and Wilkins 2018) and relate specifically to the research questions of the 2022 phase of excavation.
- 4.2 **Aim 1 – Define and establish the physical extent and character of the Tudor gardens through non-intrusive survey.**
- 4.2.1 The previous results were used to support plans for interventions and additional geophysical works will enable us to determine likely features for targeted trenching addressing specific questions:
- Q1: Can the layout of the site and associated sub-surface archaeology be established by remote and geophysical survey?
 - Q2: Can we identify any phasing in the topographic, remote sensing or geophysical anomalies indicative of an extended period of use?
- 4.3 **Aim 2 – Excavate earthwork and remote sensing anomalies to further understand the date, form and chronology of the Tudor gardens.**



4.3.1 In the light of the evidence base collated for Aim 1, this aim will be addressed with targeted trenches to answer the following questions:

- Q3: What is the landscape setting and character of the Tudor gardens of Sudeley Castle Estate, and how did this shape its design and development?
- Q4. To what extent do the archaeological remains at the site survive, and what is the potential of these gardens to inform a greater understanding of the landscape context including their relationship to the castle buildings and other castle gardens?
- Q5. Can we refine the chronological narrative for the site, including the presence of earlier and later features, as defined in Aim 1?
- Q6. Can we understand the date, form and motivation for the creation of the garden? Were water features present in the garden? How were the gardens viewed, were walkways and bridges established to enjoy the gardens?
- Q7. Building on previous work undertaken, can we build an understanding of the historical and cultural context of the gardens?

4.4 Aim 3 – To understand the site’s archaeological and paleoenvironmental conditions.

4.4.1 This aim will comprise of the assessment of archaeological finds and samples recovered during excavations, using appropriate paleoenvironmental and archaeological techniques to establish preservation and significance.

- Q8: What is the current state of the archaeological and paleoenvironmental material across the site?
- Q9: How well do deposits and artefacts survive, and how deeply are they buried?
- Q10: What is the range and spatial patterning of artefacts recovered from the gardens, and can this inform our understanding of the use of the landscape and utilisation of wider resources?
- Q11: Can we increase our understanding of the water features, ponds and environment of the Tudor gardens at Sudeley Castle Estate?

4.5 Aim 4 – Making recommendations, undertaking analysis and publication.

4.5.1 This aim will require all data from Aims 1-3 to be collated, with an integrated analysis of the archaeological and paleoenvironmental resource at Sudeley Castle Estate making recommendations to conserve, enhance and interpret the heritage significance of the site.

- Q12: What can an integrated synthesis of the results of this work with previous studies of contemporary regional sites tell us about the Site and its setting?
- Q13: What recommendations can be made to protect, conserve and enhance the Site?

4.6 Aim 5 – Creating opportunities for people and communities.

4.6.1 In addition to the archaeological research of the project, achieving public engagement and benefits for the local community members, school children and visitors to the area have been key targets embedded within this project.

4.6.2 As part of the overarching project, providing opportunities for volunteers is an important component of the defined aims. Key objectives include:



- Engaging volunteers in undertaking archaeological investigation and delivering educational activities.
- Training volunteers in archaeological fieldwork, incorporating workshops and masterclasses, and to provide training in digital recording techniques (see field school curriculum Appendix 4).
- Providing access to the site via daily guided tours around the archaeological trenches to introduce the importance of the site to Sudeley Castle visitors.
- Co-producing a digital archive and resource for the project website with community participants.
- Creating and broadcasting social media updates about the archaeology and our finds so everyone can follow the excavations as they progress.
- Produce one site tour video to be disseminated on DigVentures YouTube channel.
- Hosting one live virtual tour via ZOOM, and one online event themed around Sudeley Castle and Tudor Archaeology via ZOOM.
- Hosting an additional in-person site tour for Sudeley Castle and Garden staff and volunteers.
- Training volunteers in geophysics, these workshops will be partly targeted towards those attending one week or more of archaeological fieldwork training.

5 BUSINESS CASE

5.1 Project team

- 5.1.1 The project team have worked closely together on numerous community research projects, such as Elmswell (2017-present), Lindisfarne (2016-present), and Leiston Abbey (2013-2016). DigVentures have their own custom built online relational database, to record and disseminate the raw data as recorded on site live. DigVentures has an engaged online community which can be leveraged to generate additional funding for the project to increase the project reach. DigVentures 'pay it forward' programme allows reduced cost/free spaces to participants who would be otherwise unable to participate.

5.2 Benefit to the Public

- 5.2.1 Project Aim 5 (Section 4.6) aims to achieve “public engagement and benefits for the local community members, school children and visitors to the area” ([Noon and Wilkins 2018](#): pp. 14). This programme of works will be in line with priorities stated in [Historic England's Action Plan 2015-18](#) (informing Heritage 2020), [Historic England Research Strategy](#) (2017) and [Historic England Corporate Plan](#) (2021-22) and the underlying aims of SHAPE (Strategic framework for the Historic Environment Activities and Programmes in Historic England, 2008). A full description of the relevant frameworks and agendas is provided in Appendix 5.

6 PROJECT SCOPE

- 6.1.1 The following outlines what is and is not included within the scope of the 2022 season of the project.



6.2 Survey

- 6.2.1 An earth resistivity survey will be conducted from 22nd – 23rd October. The area shown in Figure 4 describes the area to be surveyed. This may change in the field depending on ground conditions, though survey beyond earth resistivity and outside these dates will be considered outside the scope of the current phase of works.

6.3 Excavation

- 6.3.1 Three trenches will be excavated from 18th – 30th October. A contingency trench and contingency extension have been located for potential excavation if time and resources allow within the programmed dates (Figure 1-3). Excavation beyond these marked areas or outside the dates programmed will be considered outside the scope of the current phase of works.

6.4 Public outreach

- 6.4.1 The planned public outreach is outlined in Section 8.4. The public outreach needs to be responsive to the findings in the field, and the public response. Therefore, a slight deviation from the planned outreach will still be within the scope of the project. Core deliverables are:

- Daily trench tours
- Two online activities (including 1 virtual site tour)
- One dig diary to upload to YouTube
- Delivery of a field school 18th – 30th October.

7 INTERFACES

- 7.1.1 This project will interface with a series of other projects, stakeholders, and initiatives, summarised in the table below:

Interfaces	Description
Academic Advisory Board	A board of subject experts will be set up to keep the project focused on advancing academic knowledge in the areas set out in the research design and relevant research agendas. These experts will provide a connection to other teams working on similar areas and questions in UK archaeology.
Core Project Team	In the project planning stage there was engagement between the core project team and relevant institutions (e.g. Historic England and the HER) and professionals and their body of work in as far as it is relevant to this site. This process will continue throughout the delivery stages.
Local Stakeholders	The core local partner for DigVentures on this project is the Sudeley Castle Estate. As a community led project it will provide opportunities for local people to engage in learning and upskilling on local heritage and fieldwork skills. It will also allow local people to engage more directly with their heritage, something that is often limited due to a lack of available opportunities and their financial means. DigVentures offer free spaces to local residents, both online and in person, to those who would otherwise be unable to participate.

Table 1: Project interfaces

8 COMMUNICATIONS

8.1 Site monitoring and progress meetings

- 8.1.1 In the interests of clear communication between the DigVentures and relevant project stakeholders, meetings will be held with the Project Team during the project planning stage to prepare necessary resources for delivery. These meetings will cover the progress of the project, relevant findings/results and opportunities to engage with the community (e.g. Radio Interviews). A pre-start meeting will be held with the Project Team in September 2022. Debriefs will be held on-site with field staff on a daily basis during delivery, these will prepare staff for the following day, key topics will include, any amendments to the usual field school schedule (Appendix 4), any additional programmed events, venturer requirements (medical and/or skills training), and industry visitors.
- 8.1.2 The project review stages (Table 3) cover the key review points at which meetings will be held between the stakeholders and the project team to discuss the progress of the project.

8.2 Highlight Reports

- 8.2.1 Highlight reports will be circulated to the Sudeley Estate on a quarterly basis. These will include an update on which stages have been completed and modify if necessary the projected completion date of incomplete stages. It will also identify any potential issues and suggested mitigations.

8.3 Project management

- 8.3.1 The project will be closely overseen by the Project Manager. It will be their responsibility to provide monthly updates to the Project Executive and Project team throughout the full duration of the project. These will contain a summary of the general state of the project and provide the current status of all key tasks (not started/in progress/completed). Any issues, particularly ones which may cause delays will also be highlighted in these reports. It will be the Project Manager's duty to ensure that the project adheres to the agreed timeline and to manage staff allocation, tracking hours through staff time sheets.
- 8.3.2 DigVentures uses a web based project management application called Basecamp to monitor the status of key tasks and provide a record of work and milestones completed. Entries in this software can be assigned to and edited by all members of staff, ensuring a large degree of transparency and collaboration in the project. All key reports and documents are checked by the Managing Director of DigVentures before they are published or submitted.

8.4 Outreach and engagement

- 8.4.1 A full description of planned outreach and engagement can be found in the Appendix 6. A shortened summary is provided here.
- 8.4.2 One of DigVentures' key areas of focus is providing a broader outreach programme to enhance the impact of the project. DigVentures will produce a communications plan, outlining in detail the strategy for engaging with the wider public. Specific activities included in this are:
- Daily tours of the site. These will be available to Sudeley Castle visitors free of charge, and provide an overview of the works and what has been found.
 - An end of dig video diary will be uploaded to the DigVentures YouTube channel. This will be produced by a dedicated videographer on site.
 - Daily Social Media updates on platforms including Twitter, Facebook and Instagram.

- A photo-diary of the fieldwork, to be uploaded to the DigVentures Flickr account.
- A minimum of two blog posts will be published, at the end of fieldwork and upon the release of the post-excavation assessment.
- A virtual site tour hosted on Zoom. This will remove geographical restrictions on participation.
- DigVentures will engage as widely as possible with local and regional media to publicise the project and its results.

8.4.3 In addition to the above activities DigVentures will operate a [Sudeley Castle microsite](#) within its Digital Dig Team platform. This platform enables the company and participants to publish the archaeological data into an easily accessible format online. This enables both greater participation in the archaeological process by volunteers on site, and creates transparency and accessibility of the primary records for the wider public.

8.5 Dissemination and reporting

8.5.1 Rapid dissemination will take place through multiple channels, to address both established and new audiences. Results will be disseminated over 2022 to 2023, and specific deliverables include:

- Project updates will be published on the DigVentures blog and across major social networks (Facebook, Twitter, Flickr and Instagram).
- Dedicated digital archive of the excavation data, on the Digital Dig Team platform.
- Wide circulation of the Post-Excavation Assessment and Updated Project Design or the Final Report.
- After the conclusion project, should results merit it, they will be published in an appropriate local or national journal.

8.6 Project archive

8.6.1 The project archive will be prepared in accordance with DigVentures guidelines for Archive Preparation, see Appendix 7 for further details.

8.7 Data Management Plan

8.7.1 The full data management plan can viewed in Appendix 8. The following table outlines the expected types of files to be produced during the 2022 phase of the project, and an estimated volume of the curated dataset to be archived for the 2022 season.

Type	Format	Estimated volume of Data Archive
Spreadsheets	Excel (.xlsx)	3 spreadsheets objects (size <2MB total): ▪ Context Register / Finds & Samples Register / Photo Register / Drawing Register ▪ Context descriptions and data ▪ Specialist data tables
Text / documents	Word (.docx)	9 word documents (size <100MB): ▪ Project Design ▪ Post excavation Assessment ▪ Final Technical Report ▪ Individual Specialist Reports x 6

Type	Format	Estimated volume of Data Archive
Vector graphics	Scalable Vector Graphics (.svg)	Site drawings x 10, av size 5MB
Images	Uncompressed (.tiff) Lossy graphics file (.jpg)	Archive shots x 60, av size 4MB Finds photos x 30, av size 4MB Orthoimages x 3, av size 10MB Images for 3D models x 500, av size 4MB
GIS	ESRI Shapefile (.shp & .shx & .dbf, plus associated files) GeoTIFS	6 shp layers <10MB 2 GeoTIFS, av size 5MB
Survey	Comma Separated Version (.csv)	Survey data x 1, av size <1MB
Video	Moving Picture Expert Group-4 (.mp4)	Video files x 1, av size 500MB to 1GB
Photogrammetry	Models hosted on Sketchfab (.obj, .jpg, .mtl)	3D models x 3, 20MB

Table 2: Estimated volume of data archive

9 PROJECT REVIEW

9.1.1 The project will be continually reviewed by the Project Executive and Project Manager, with a formal review undertaken at the end of each Stage (as outlined in Section 8.1-8.3):

Stage	Description	Review Point	Completion Date
Initiation	Consideration of Project Proposal (submitted for competitive tender)	RV1 – Assemble Project Team and liaise with stakeholders	Completed
Stage 1	Project Start-up, finalising Project Design and definition of scope	RV2 – Sign-off on MoRPHE Project Design, and liaison with stakeholders and landowners	May 2022
Stage 2	Archaeological Fieldwork – Second Season	RV3 – assemble site archive and distribute pertinent data to specialists	January 2023
Stage 3	Assessment Report & Updated Project Design	RV4 – critically review findings, making recommendations for further work or closure	April 2023
Stage 4	Analysis & Publication	RV5 – final publication sign-off, and prepare archive for accession	TBC
Closure			TBC

Table 3: Project review stages

10 HEALTH AND SAFETY

10.1.1 The project will be in accordance with DigVentures health and safety policy, see Appendix 9 for further details.

Part Two: Resources and Programming

11 PROJECT TEAM STRUCTURE

11.1 Team and responsibilities

11.1.1 The following section has been taken from the 2020 project design ([Noon and Casswell, 2020](#): pp. 53), but has been updated to reflect changes in the team for the 2022 season.

11.1.2 Specific staff responsibilities are provided below, using the [MoRPHE project management framework](#) as a reference. DigVentures is managing both the crowd funding and the project itself. Project Assurance will be undertaken by Lisa Westcott Wilkins (Project Executive) who will monitor compliance against the deliverables detailed in this document. Stephanie Duensing (Project Manager) will manage delivery of the project, she will act as the primary contact point for the project, and ensure that stakeholders and clients receive regular update reports.

11.1.3 Stephanie Duensing (Project Manager) will undertake the day-to-day management of the project and direct the fieldwork, supported by Indie Jago (Community Archaeologist). Maiya Pina- Dacier (Head of Community) will liaise with and coordinate volunteer and visitors to the site, with support from Ginny Cole (Community Archaeologist). Community Archaeologists David Wallace and Ben Swain will coordinate all finds and environmental samples at the site, and support volunteer management and training. All core staff are employed in line with ClfA guidelines, and are practicing field archaeologists at PCIfA level or above. Senior project staff are members of ClfA in good standing.

11.1.4 DigVentures' Project Team will be as follows.

Name	Initials	Project Role	Key Responsibility
Lisa Westcott Wilkins	LWW	Project Executive	Overall project responsibility, budget responsibility and project assurance
Manda Forster	MF	Director of Operations	Archaeological co-direction (off-site), liaison with project team, partners and Stakeholders
Stephanie Duensing	SD	Project Manager/ Archaeological Site Director	Archaeological co-direction (on and off-site), liaison with project team, partners and Stakeholders
Maiya Pina-Dacier	MPD	Community Manager	Managing community outreach strategy, and crowdfunding
Ginny Cole	GC	Community Archaeologist	Creating content on-site for online participants and community events
David Wallace	DW	Community Archaeologist	On-site field-work, and post-excavation assessment
Ben Swain	BS	Community Archaeologist	On-site field-work, and post-excavation assessment
Indie Jago	IJ	Community Archaeologist	Digital data management, post-excavation assessment and reporting
Kimberly Teal	KT	Expert - Geophysics	Geophysics
Maggie Eno	ME	Expert –Videographer	Filming



Name	Initials	Project Role	Key Responsibility
Hannah Russ	HR	Expert – Animal bone	Animal bone specialist
Phil Mills	PM	Expert – CBM	CBM specialist
Elizabeth Foulds	EF	Expert – Architectural stone	Architectural stone specialist

Table 4: Team and responsibilities

- 11.1.5 A summary CV, setting out the skills and expertise of DigVentures core team members is set out in Appendix 11, with CVs for the wider specialist team available on request.

12 METHODOLOGY

12.1 Introduction

- 12.1.1 The methods reflect the Project Stages (see Section 13). Detailed method statements and standards and guidelines used relating to the specific techniques or approaches included below can be found in Appendix 10.

12.2 Stage 1 – Project Start-Up and Design

- 12.2.1 An Updated Project Design (this document) has been prepared.

12.3 Stage 2 – Archaeological Fieldwork

- 12.3.1 The first three seasons of the fieldwork (from October 2018, May – June 2019 and October 2021) are now completed. The fourth season of fieldwork (scheduled from 18th – 30th October 2022) will consist of the excavation of evaluation trenches, as well as an earth-resistivity survey in the area shown in Figures 2 and 4. This fieldwork aims to meet Aims 1 and 2 (see Section 4.2 – 4.3).

- 12.3.2 Three evaluation trenches will be placed over extant earthworks on the edge of modern formal gardens of the castle estate (Figure 2-3). These trenches will target a features identified from LiDAR overlays and the topographical and geophysical survey (Fradley et al 2014).

- Trench 12 (20m x 10m) is positioned to target a sunken anomaly which has been interpreted from the LiDAR as being a possible water feature. The trench will include the centre of this feature and part of the anomalies that radiate from this feature. The large area of the trench will allow more relationships between features to be captured as well as increasing the sociability of the project, improving health and wellbeing outcomes for participants. This trench should help answer research questions 3-7, with particular focus on 5 and 6.
- Trench 13 (16m x 5m) is positioned to target a possible water channel. The trench aims to understand the purpose of the channel and determine if any remains of a bridge or crossing can be seen. If the garden was once a water garden this would have been gravity fed and the trench could increase our understanding of the techniques employed to create these water gardens. It also aims to increase our knowledge of the chronology of the gardens, capturing part of the wall identified in 2019-2021 and the earth bank investigated in 2021. This trench should help answer research questions 3-7, with a particular focus on questions 4-6.
- Trench 14 (10m x 2m) will investigate a possible pond. It is a small evaluation trench to ground truth the LiDAR survey and retrieve environmental samples. This trench should help answer research questions 3-7 with particular focus on questions 3, 4 and 6.

- The contingency trench (5m x 5m) will investigate a possible water fountain. This trench should help answer research questions 3-7, with particular focus on question 3, 4 and 7.

12.3.3 As the project is a field school the location of the trenches needs to effectively target features to answer as many of the research questions as possible as well as providing adequate opportunities for skills training and to create an engaging environment for venturers to participate in the archaeology. A summary of how each trench will contribute to the field school curriculum (Appendix 4) is provided below:

- There will be the opportunity to learn all core skills in Trench 12 however it is expected that this trench will be well suited to teaching venturers about artefact recording and stratigraphic excavation.
- There will be the opportunity to learn all core skills in Trench 13, however it is expected that this trench will be well suited to teaching ventures about context recording, site formation and sampling.
- Trench 14 will not be hand excavated and will therefore not contribute to skills relating to excavation however it will be well suited to teaching recording and sampling.

Skill	Learning outcome	Trench 12	Trench 13	Trench 14
Professional ethics	Can anyone just turn up and dig an archaeological site? Or is there more to it than that?	✓	✓	✓
Site Safety	Be aware of the particular Health & Safety issues on the archaeological project	✓	✓	✓
Small hand tools	Understand the correct use of the trowel and other smaller hand tools including their safe use and maintenance.	✓	✓	✓
Large hand tools	Understand the correct and safe use of larger tools as well as appropriate loading for buckets and wheelbarrows.	✓	✓	
Site formation processes	Understand the process of site formation, including fills, layers, structures or natural deposits. Everything is in the ground for a reason and sites come to look the way they do now for a number of different reasons. By the time you leave site you will have a basic understanding of why the site looks the way it does.	✓	✓	✓
Stratigraphic excavation	Understand the concept of physical and chronological stratigraphy as well as the methods of recording the sequences and be able to remove layers and fills in the correct order for structured excavation.	✓	✓	
Artefact recording	Understand how to recover artefacts safely from archaeological deposits, how to store finds on-site and how to complete the Small Finds record.	✓	✓	
Context recording	Understand the procedure for the completion of a standard context record sheet using Digital Dig Team.	✓	✓	✓
Survey	Appreciate the concept of site/national grid systems and placement of trenches within this. It is important we know exactly where	✓	✓	✓

	archaeological remains were found and you will be familiarised with the use of traditional hand tape measurements and in the application of GPS and total station readings.			
Measured drawing (planning and section drawing)	Understand the various elements that must be present on a plan and section drawing, including the use of conventions and how the drawing is located.	✓	✓	✓
Photography	Have a basic grasp of the fundamental requirements for camera use and the sequenced methodology of photographic recording.	✓	✓	✓
Sampling	Understand the procedure for the collecting archaeological samples for artefacts and ecofacts, including why we take them, how they are recorded and what happens next.	✓	✓	✓

Table 5: Expected DigVentures Field School learning outcome by trench

12.3.4 An earth resistance survey will be conducted in the area shown on Figure 4, over an area measuring approximately 1.3Ha. All geophysical survey work will be carried out in accordance with recommended good practice specified in the EAC guideline documents published by Historic England ([Schmidt al. 2016](#)) and the Chartered Institute for Archaeologists [Standard and Guidance for archaeological geophysical survey](#) (2014). The geophysical survey will utilise a sample interval of 0.5m with a traverse interval of 0.5m in the south east of Hopfield and at an interval of 1m with a transverse interval of 1m in the south west of Hopfield. This survey will further Aim 1.

12.3.5 While Exeter University conducted a geophysical survey on this site (Fradley et al 2014) this was a magnetometer survey with a relatively low level of resolution and it is possible that they did not see the same level of results as in their topographical survey because of this. Completing a new geophysical survey will allow better contextualisation for the excavation results and may reveal possible targets for further excavation.

12.3.6 Earth resistivity surveys take longer than magnetometer surveys to cover the same amount of area, however they have a few key advantages on this site. The site has a large degree of ferrous disturbance, which will not produce interference in earth resistivity results. They are also particularly well suited to identifying ponds, which in combination with the excavation should provide stronger evidence for or against the presence of water features (Aim 2 Q6).

12.4 Stage 3 – Assessment Report & Updated Project Design

12.4.1 This Stage will address Aim 3 (see Section 4.4).

12.4.2 This stage will be completed by April 2023. A post-excavation assessment will be produced by Stephanie Duensing and Indie Jago and will include contributions from the specialist team.

12.5 Stage 4 – Analysis and Publication

12.5.1 This stage will address Aim 4 (see Section 4.5).

12.5.2 As discussed in Appendix 7 the physical archive will be deposited with Sudeley Castle, the digital archive will be deposited with ADS, the reports and raw data will be publicly available on the project microsite. A final evaluation report will be prepared and if applicable an article will be submitted to a relevant journal.

13 STAGES, PRODUCTS AND TASKS

13.1 Methodological Linkages

13.1.1 The project will be undertaken in four stages, these were set out in the first Project Design ([Noon and Wilkins, 2018](#)) and have been updated to reflect changes to the project:

Stage	Description	Project Aims/ Questions	Products	Task & ID Number
Stage 1	Project Start-up and Design	Aim 1-4 Q1-13	1. Permissions (planning application & stewardship derogations) 2. Finalised PD & Risk Log 3. Educational Plan & Information Pack 4. Digital Communication Plan 5. Risk Assessment & Health and Safety Plan	1. Consult with wider project team and stakeholders to define milestones and delivery timetable. 2. Core Archaeology Team Meeting. 3. Design project database. 4. RV2 – Sign off on MoRPHE
Stage 2	Archaeological Fieldwork	Aim 1 Q1-3 Aim 2 Q4-6	6. Field Archive 7. Survey Archive 8. 3D Survey Archive	8. Site Preparation 9. Fieldwork (remote sensing, survey & excavation) 10. RV2 - 5 – assemble site archive & distribute to specialists
Stage 3	Assessment Report & Updated Project Design	Aim 3 Q7-11	9. Stratigraphic & Assessment Report	13. Specialist finds and paleoenvironmental assessments 14. Integrated assessment report 15. RV8 – recommendations for further work
Stage 4	Analysis and Publication	Aim 1-4 Q1-13	10. Final evaluation report 11. Publication 12. Completed and accessioned archive	18. Specialist analysis 19. Finalise report and publication 20. Publish Final report and publication 21. Prepare data and archive for deposition 22. RV9 – final sign-off 22. Closure

Table 6: Stage, products and tasks

14 OWNERSHIP

- 14.1.1 “The Copyright on all reports submitted will reside with DigVentures and Sudeley Castle and Gardens. The original copyright holder will retain copyright in pre-existing data” ([Noon and Wilkins 2018](#); pp. 25).

15 RISK LOG

Risk number	1	2	3	4
Description	Inclement weather - prolonged periods of rain	Exceptional weather (drying exposed archaeology)	Absence of core team member	Absence of specialist team member
Probability	Medium	Medium-low	Low	Low
Impact	Delay programme of work	Slow progress	Delay programme of work	Delay programme of work
Countermeasures	Provision of site hut, and planned indoor archiving tasks with flexible programme	Provision of water bowser + spray	Reallocate responsibilities or appointment of alternative	Reallocate responsibilities or appointment of alternative
Estimated time/cost	3 Days	None	Minimal if done by adjustment	Minimal if done by adjustment
Owner	Project Manager	Project Manager	Project Executive/ Manager	Project Executive/ Manager

Risk number	5	6
Description	Equipment theft/breakages	Serious site injury
Probability	Medium	Medium
Impact	Delay programme of work	Delay programme of work
Countermeasures	Removal of finds material and digital equipment from site	Detailed H&S Risk Assessment + daily safety briefing
Estimated time/cost	3 days	3 days
Owner	Project Executive/ Manager	Project Executive/ Manager

Table 7: Risk log

16 BUDGET

- 16.1.1 The following is a summary of the budget for archaeological fieldwork and associated reporting generated from the 2022 season of works (Stages 2 and 3). The proposed budget will be reviewed at the end of the crowd funding campaign, to realign with available resources. The following budget works within the constraints of the crowd funding target of £20,000.

16.1.2 Accommodation costs are not included within the budget as this will be provided by the Sudeley Castle Estate.

Stage 2					
Item	Unit	# of Units	Unit Cost	Total Cost	Comment
Project Executive	Days	1	£250	£250	
Project Manager	Days	18	£200	£3,600	
Community Manager	Days	3	£200	£600	
Geophysicist	Days	4	£180	£720	
Community Archaeologist	Days	56	£120	£6,720	4 x Members of Staff
Digger	NA	NA	NA	£400	
Van hire	NA	NA	NA	£300	
Travel	NA	NA	NA	£600	
Single use equipment	NA	NA	NA	£150	Record sheets, finds bags, etc.
Subsistence	Days	81	£10	£810	
Stage 3					
Item	Unit	# of Units	Unit Cost	Total Cost	Comment
Project Executive	Days	1	£250	£250	
Project Manager	Days	5	£200	£1,000	
Community Archaeologist	Days	4	£120	£480	
Specialist reports	Days	15	£200	£3,000	
Physical archive deposit fee	NA	NA	NA	£600	
ADS Deposit Fee	NA	NA	NA	£485	Calculated on ADS calculator
Total Cost					
£19,965					

Table 8: Budget, excludes VAT and overheads

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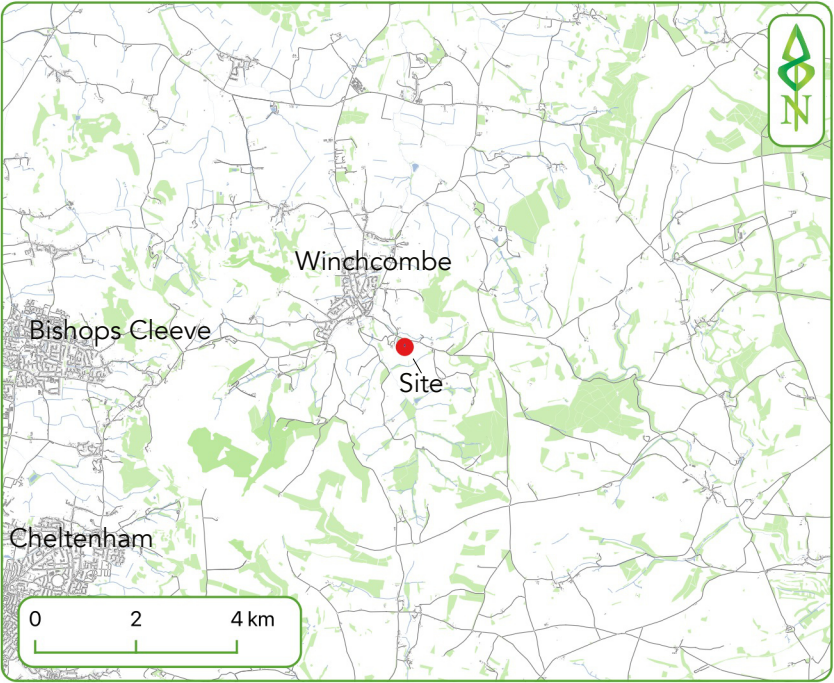


Figure 1. Site location



Figure 2. Proposed trench locations overlying LiDAR imagery

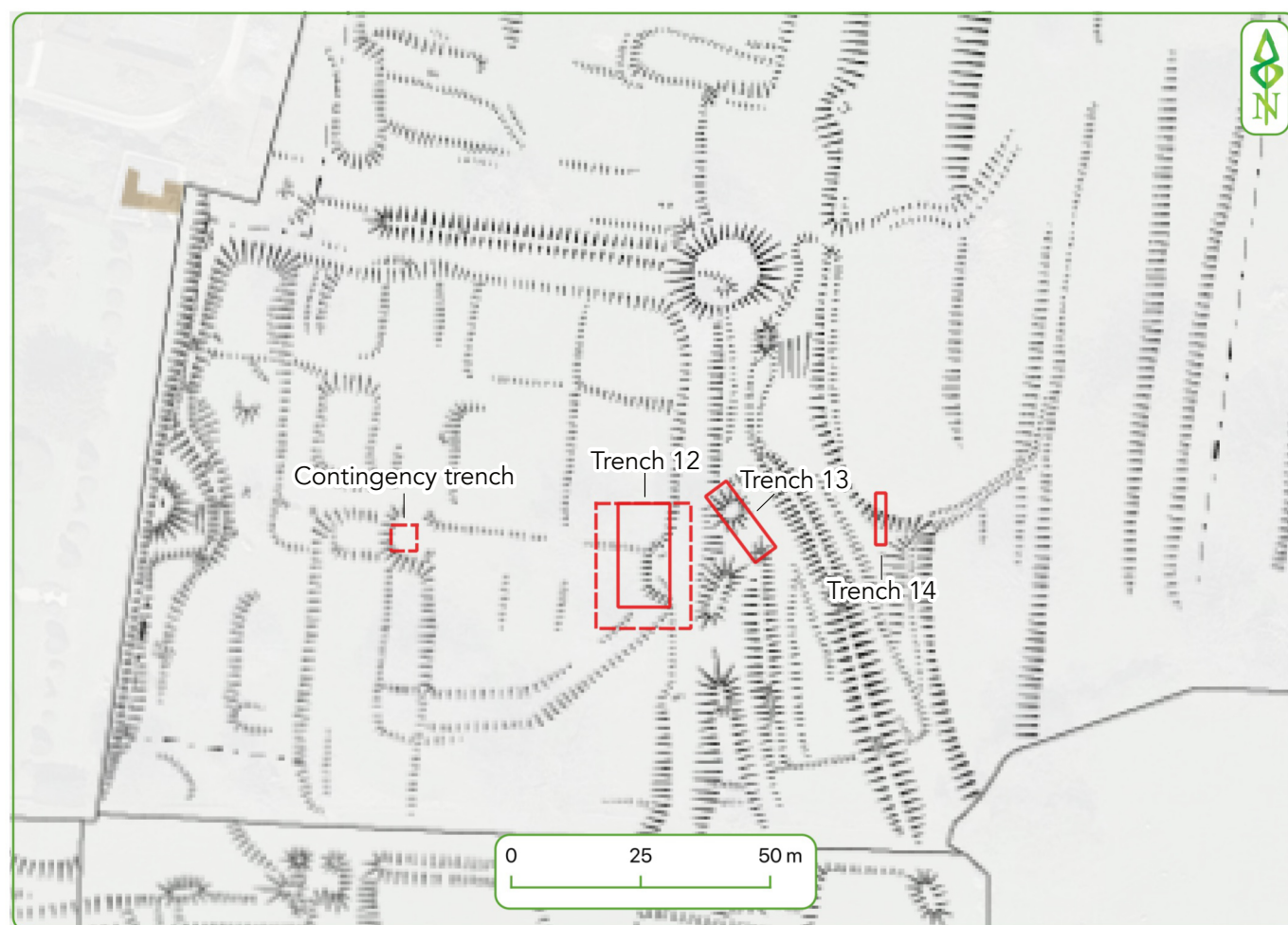
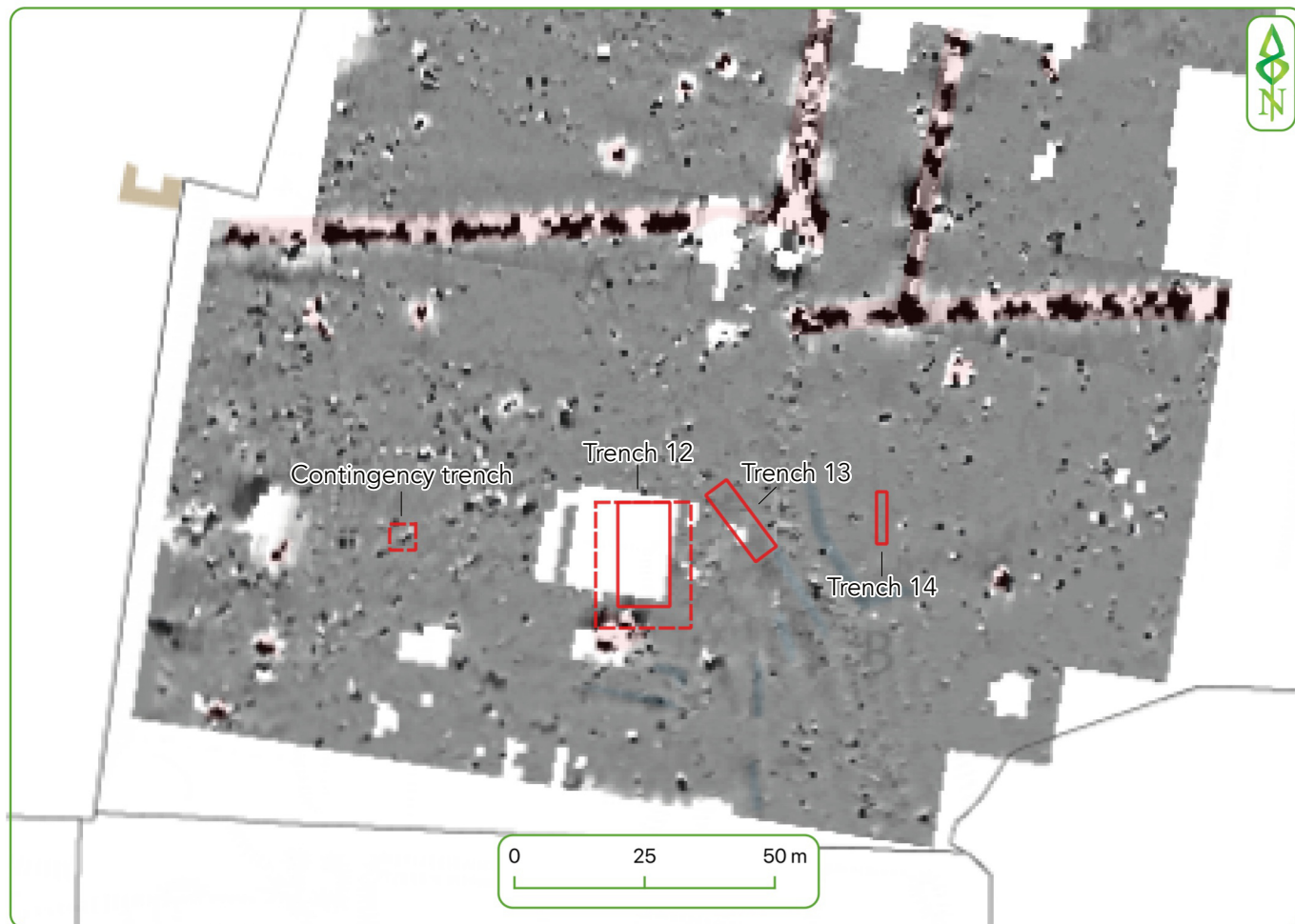


Figure 3. Proposed trench locations overlying geophysical magnetometer survey (top) and earthwork survey (bottom)
(Exeter University 2009)



Figure 4. Proposed area for earth resistivity geophysical survey divided into 30m x 30m grids

Appendices

18 APPENDIX 1 RESEARCH CONTEXT

Extract from [Noon and Wilkins 2018](#): pp. 9-11

- 18.1.1 Sudeley Castle stands at the base of the edge of the Cotswold limestone plateau, well-known as a very rich archaeological landscape. A large number of Neolithic long barrows are known from the surrounding region, such as Belas Knap, worked flints were recovered from around Boilingwell and prehistoric pottery recorded at Stancombe Wood (GCCHER: 9104, 9108, 9133). Iron Age forts are known at Nottingham Hill, Spoonley Wood, Wadfield Farm, Winchcombe Secondary School and farmsteads at Almsbury, (GCCHER: 20493), while residual Romano-British material from a number of sites across Winchcombe indicates a wide spread of settlement (Cox 2014). A probable Romano-British villa with underlying Iron Age activity may also have been recorded during the pipeline scheme as it crossed Dunn's Hill (GCCHER: 2178). Emma Dent also reports tesserae being found at 'Sudeley Lanes Farm', which could possibly be Sudeley Lawn Farm or Lanes Barn to the east of Sudeley Castle, and also at the lodge site further to the east, while a Roman tombstone or altar stone was recovered from Stancombe Wood and coins were found at various locations around the estate (Dent 1877, 15; GCCHER 2117).
- 18.1.2 In the mid-9th century, Sudeley was the property of King Ethelred. The estate was rich in oak trees and included a royal deer park. Unusually, the property was not confiscated after the Norman Conquest, but remained in the de Sudeley family, descendants of Ethelred. In 1441, Ralph Boteler (d 1473), Admiral of the Fleet, was created Baron Sudeley. His projects included the rebuilding of the Castle and the construction of St Mary's chapel, the Banqueting Hall, the Great Barn, and the Portmare Tower. Following Lancaster's defeat in the Wars of the Roses, in 1469 Boteler was forced to sell the Castle to Edward IV.
- 18.1.3 Architectural analysis of the surviving structure has suggested that the earliest standing elements date to the fifteenth century, although a castle is documented at Sudeley from 1139. The castle is recorded in relation to a number of conflict events during the 'Anarchy' period, apparently as a wider hub of engagements in and around the town of Winchcombe, including Hailes and Postlip. In terms of Late Medieval archaeological evidence, there are 15th century structural remains at Sudeley Castle, the nearby 'Grange' building (Ellis 2008, 88) and the buildings at the 'St Kenelm's Well' complex (SP 0431 2770), which includes the nearby remains of a medieval chapel incorporated into a 19th century house (GCCHER: 2170).
- 18.1.4 Architecturally there is no known fabric at Sudeley Castle that pre-dates the 15th century, and extensive remodeling of the complex in the post-medieval period means that an assessment of the castle's original form and date cannot be ascertained. John Leland who visited Sudeley in 1542 indicated the presence of a manor house at the site of the Castle and that 'the platte is yet seene in Sudeley Parke where it stooode' (Dent 1877, p.58). Emma Dent, who lived at Sudeley Castle, indicated that the location of the possible manor house was potentially known, stating that the 'spot where the Manor-House once stood (as named by Leland) has always been traditionally indicated in the raised broken ground in the field called the Hop-yard, and is distinctly visible from the East Terrace' (1877, p.59). Emma Dent claimed that there was 'a tournament or tilting ground in the vicinity of the Olde Manor House measuring about sixty by forty pace's (ibid p.77).
- 18.1.5 The Gloucestershire Sites and Monuments Record indicates that there was a Manor House present in the area from the Saxon period through to the reign of King Stephen in the 12th century, which is thought to have been located in a field called the Hop- Yard, beyond the east terrace of Sudeley Castle (GCCHER: 2169). This location was investigated by Emma Dent, resident of the Castle during the latter part of the 19th century. Dent combined history, historiography and antiquarian investigation in her work on the Castle and Winchcombe, the Annals of Winchcombe and Sudeley (1877). As part of this, Dent aimed to locate the site of the

Manor House that Leland reported seeing. To this end, Dent funded an investigation in 1875, comprising a 'cutting' made to the east of Sudeley Castle 5 under the supervision of Canon Lyson. The excavations recorded the foundations of houses, roads and walls that were interpreted as 'Saxon' in date (Dent 1877, 59, 77). Dent states that 'as the houses of the gentry up to this time and to a much later period, were built chiefly of wood we were not surprised when excavating, in the summer of 1875; the traditional site of the ancient Manor- House to find only debris of foundations and walls' (1877, p.77). Derek Maddock (current Sudeley Castle Archivist) considers that there is no other evidence for the location of the Manor House other than Dent's work (pers comm). The HER records that the feature published as Manor House (site of) is a 1.6m high irregular shaped mound, grass covered and tree planted and may represent a spoil heap from Lyson's excavations.

- 18.1.6 Jean Bray (previous Sudeley Castle archivist) has indicated that Emma Dent was reputedly looking for the remains of a Saxon Palace/Manor House which may have been the residence of Goda the daughter of Æthelred. Emma interpreted the high- status architecture which was purportedly discovered during the 1875 excavation as belonging to this Anglo Saxon residence (pers comm). This interpretation is what was subsequently recorded on the 25" 1st edition [Ordnance Survey map of 1884](#), presumably as a result of Dent's work. Unfortunately, perhaps as a result of having had an operation in April of the same year, there is no reference to the Hopfield / Hop Yard excavation in Dent's 1875 personal diary, despite various comments concerning Roman digs at Wadfield, Humblebee and Spoonley in previous years (Derek Maddock pers comm). There is an archive of artefacts which relate to Emma Dent, presumably objects she collected from the estate, although none appear to have been recovered during the 1875 excavations. There are a number of clay pipe fragments, the earliest of which are Elizabethan, and some stone implements found from the upper slopes of Humblebee, Belas Knap and Farmcote (Derek Maddock pers comm).
- 18.1.7 Areas of earthwork remains of medieval ridge and furrow are visible in the area around Sudeley Castle. Although the remains of a reputed deserted medieval settlement and Manor House have been supposedly identified to the east of the castle, this interpretation has been challenged by the suggestion that some of these elements may relate to formal gardens connected to the castle (GCCHER: 2169).
- 18.1.8 Leland notes that Winchcombe Abbey formerly held the hillfort at Towbury Hill, identifying it as a castle with double ditches and formerly held by King Offa or Kenulph, although there is no evidence of medieval occupation (Toulmin Smith 1909, 135). It remains possible that references to a castle at Winchcombe may relate to the fortification at Sudeley due to the site's proximity to the town. The extensive park at Sudeley was extant by the 16th century, and the alignment and some of the fabric of the inner park wall may be medieval in origin (GCCHER: 2175), and while the fabric of the outer park wall is probably late post medieval in date, it may too follow a medieval predecessor.
- 18.1.9 Major rebuilding programmes began at the castle under Ralph Boteler in the 15th century, and the church or chapel of St Mary was also constructed or rebuilt at this time (Dent 1877, 118-9), while the 'Tithe Barn' west of the castle also dates architecturally to this century. Leland makes specific reference to the rebuilding of Sudeley Castle by the Boteler, but that it was subsequently sold to Edward IV when the loyalties of the family were suspect and had fallen into ruin by the c.1540 when he visited, having been granted to Winchcombe Abbey by Henry VII (Dent 1877, 136; Toulmin Smith 1908, 55-6). The castle would subsequently become home to the Seymour family, and Henry VIII's final wife Catherine Parr was buried in the Church of St Mary in Sudeley in 1548 having married Thomas Seymour following the king's death in 1547. The future Elizabeth I and Lady Jane Grey also briefly stayed at the castle during this time. Under Queen Mary the castle would pass to John Brydges, 1st Baron Chandos.
- 18.1.10 During the reign of Elizabeth 1 it was his grandson Giles the 3rd Lord Chandos who entertained the Queen on three occasions. The first visit was in August or September 1574 in her progress westward to Longleat, Bristol and Wilton. The second visit was in 1575 on her way to

Woodstock. It was between the second and third visits that the country was threatened by the Spanish Armada. Lord Chandos was appointed to collect an army to defend the young trees of the Forest of Dean. Perhaps in recognition of this the Queen visited again in 1592 after the defeat of the Armada (Derek Maddock pers comm). A spectacular three-day feast was held to celebrate the anniversary of the defeat of the Spanish Armada in 1592 (Kolkovich, E. 2016. pp. 73- 8). The Queen was welcomed on Saturday with a pageant, especially written for the occasion, followed by bear and bull baiting, mummers, jousts and feasting. On Sunday there was dancing and a specially written play was performed. The High Constable of Cotswold should have been presented the next day but it was too wet. The three-day party has been described as one of the longest in history (Derek Maddock, pers comm). Elizabeth I was in her eighties when she came to Sudeley in 1592. The celebratory banquet is likely to have been a small select affair involving the local aristocracy in a banqueting house. The 'progression' at Sudeley would have involved jousts, tournaments and a feast (Derek Maddock pers comm). There are no references to the types of garden used for the party events other than a single mention that they are in a garden (Brydges 1815).

- 18.1.11 In the English Civil War, the castle was subject to two major sieges and left ruined in the aftermath. In 1649 Sudeley was slighted by Cromwell's forces. Huge fines were paid and carpenters and stone masons were brought in from the Forest of Dean and removed the wood and stone. The house was systematically dismantled and the stone banqueting house ruined. (Derek Maddock pers comm).
- 18.1.12 The castle was left to ruin until it was purchased in the 1830 by the Dent family who set about the renovation of buildings and gardens, and was later developed as a heritage attraction in the later 20th century (GCCHER: 13732). The area north-west of the castle was utilised as a prisoner-of-war camp during the Second World War (GCCHER: 22898). The title of 'Lord Sudeley' was also revived in the 19th century, but the family seat was established at nearby Toddington Hall.

19 APPENDIX 2 PREVIOUS EXCAVATION OR ARCHAEOLOGICAL WORKS

Extract from [Noon and Casswell 2020](#): pp. 17-18

- 19.1.1 There is very little early cartographic material for Sudeley or Winchcombe, and even the available tithe mapping lacks information for much of the area. A key feature depicted on early 1st edition 25" maps is an antiquarian identification of the 'Manor House (Site of)' in a square earthwork feature in a field to the east of Sudeley Castle. Analysis of available LiDAR data gives a clear impression of the level of archaeological earthwork preservation in the vicinity of the castle. This includes a range of enclosure forms to the east and south of the castle. There are also surviving fragments of ridge and furrow cultivation, including sections of at least three adjacent furlongs to the east of the castle. A map held by Gloucestershire County Council Archaeology Service depicts Sudeley Castle in 2004 and suggests evidence of buildings in Hop Field, although the lack of a key means it is unclear as to the meaning of other map symbols.
- 19.1.2 During 2014, the University of Exeter carried out an extensive archaeo-topographical and geophysical survey (Fradley et al 2014). This revealed many anomalies suggestive of successive phases of activity. The Archaeo-topographical survey indicates that the overall level of preservation of archaeological earthworks at Sudeley Castle is excellent, in part a result of its use as a parkland landscape and an extended period of abandonment as a high-status residence between the 17th and 19th centuries. The key areas of activity can be seen to the east and south-east of the surviving castle structure. The large field to the east of the castle contains the most complete and intricate earthwork complex surveyed, although elements of these complexes continued into the field to the south.
- 19.1.3 Magnetometer survey of the environs of Sudeley Castle identified a number of additional features of archaeological interest. To the east of the castle the results of the survey were surprisingly limited given the extent of archaeological earthwork preservation. The dominant

feature is the extensive linear anomaly running primarily east-west across the site which is iron pipework from the Sudeley Castle water management system. Across the rest of the field a small number of linear features toward the south-eastern corner of the surveyed area correspond with earthwork features recorded as part of the archaeo-topographical survey.

- 19.1.4 The earthwork remains of a network of formal gardens on the eastern side of the castle, and continuing around its southern and possibly its western face remain. The clearest evidence is visible set within a large rectangular enclosure on the eastern side of the castle, which have previously been misinterpreted as medieval settlement earthworks (Ellis 2008, 88; GCCHER: 2169), with evidence of a range of sub-divisions into track-ways and rectangular garden beds. Excavations by Emma Dent in the 19th century identified the foundation walls of a masonry structure within the north-eastern mound which she interpreted as 'Saxon'.
- 19.1.5 The form of these gardens is comparable with other examples dated to the 16th or early 17th century, as can be seen in many of the examples recorded by Atkyns (1712). The documented conflict at Sudeley in the 1640s and slighted by Cromwell in 1649 provides a highly probable date for when these gardens were abandoned. The form of this garden layout subsequently influenced the form of the gardens laid out when Sudeley Castle was re-established as an elite residence in the 19th century. The Church of St Mary was 'restored' in the 19th century, but dates originally to the 15th century, and like the adjacent castle very little is known about its earlier history. It appears that any rural medieval settlement that existed in the vicinity of the church may have been cleared ahead of the development of this garden system. In the 20th century along the length of the balustrade at the boundary of the Queen's Garden two extensive trenches were excavated previously with a gap of 2m between to bury an architectural artwork. All the ground was found to be disturbed behind the balustrade filled with Cotswald limestone fragments. This area was probably made ground relating to the construction of the later garden (Peter May, Groundsman, pers comm).
- 19.1.6 The surveys have indicated that Sudeley Castle was largely remodelled during the 15th and 16th century, leaving few details of its form in the 12th century. Although some possible areas of high potential for future research have been identified which aim to evaluate both the survival and significance of archaeology relating to the development of the Tudor gardens and banqueting house and the contribution that its archaeological evidence could provide to a broader understanding of the landscape, historical and cultural context concerning the creation of these types of gardens (Section 4). The scale and quality of archaeological preservation in the vicinity of the castle is otherwise excellent, and contains a range of evidence from the Neolithic through to the present.

20 APPENDIX 3 RESULTS OF PREVIOUS FIELDWORK

20.1 2018 Test pits

Extract from [Noon and Casswell 2020](#): pp. 18-19

- 20.1.1 A test pitting exercise was undertaken by DigVentures with community participants in October 2018. Five test pits were excavated in the Sudeley Castle Gardens to the east of St Mary's Church and over an area of earthworks including a rectangular enclosure believed to relate to a Tudor Garden and a banqueting house. The aim was to characterise the structures, recover potential dating evidence relating to their different phases of use and to assess the archaeological survival of the Tudor Garden and banqueting hall (Noon et al 2018). The fieldwork established the depth of archaeological remains buried across the site.
 - Test pit 1 was positioned over the top of a linear earthwork possibly representing the northern walkway around the Tudor Garden and on top of a linear geophysical anomaly (on a different alignment) that may be an old water pipe to supply the castle.

- Test pit 2 was positioned over the mound in the north east corner of the garden, labelled on early maps as the site of a Manor House.
 - Test pit 3 was positioned over a large mound adjacent to existing castle garden that may once have been a centrepiece to the original garden possibly a water feature.
 - Test pit 4 was positioned to investigate earthworks in the middle of the field that were potentially garden features and to see if there was any masonry associated with them.
 - Test pit 5 was positioned over the possible site of a Manor House.
- 20.1.2 The test pit results broadly correspond with the results of the earthwork and magnetometry survey (Fradley et al 2014), confirming the existence of a raised platform and possible garden features likely to relate to an earlier Tudor Garden and a raised mound that was believed to potentially relate to a banqueting house. Test pit 1 was dug to a depth of 0.48m and revealed a raised bank likely to relate to the northern walkway around the Tudor Garden platform but a possible water pipe was not located. It contained finds of animal bone, tile, a nail, three dressed stones and a stone with traces of mortar, all consistent with general gardening activities located on and around the platform.
- 20.1.3 Test pit 2 was dug to a depth of 0.94m and revealed a raised bank with a line of stones observed in the section that were roughly dressed. The fill was very mixed indicating that it was either a constructed mound believed to potentially relate to the site of a banqueting house or backfill from a previous excavation interpreted as medieval settlement earthworks and Manor House (GCCHER: 2169, Dent 1877, 59, 77).
- 20.1.4 Test pit 3 was dug to a depth of 0.48m and revealed layers of clay probably relating to the construction of a mound that may have been a centrepiece to the original garden but a possible water fountain was not located. Test pit 4 was dug to a depth of 0.38m and revealed layers of silty clay with evidence of disturbance probably relating to the construction of garden features with associated masonry comprising several flat stones in the north east corner that may have been deliberately placed. Finds of an animal tooth, flint, clay pipe and two fragments of nails were not related to any particular features and are consistent with generalized garden activity. Test pit 5 was dug to a depth of 0.56m and revealed a raised bank believed to be a constructed mound either relating to the site of a Manor House or banqueting house.

20.2 2019 Excavation

Extracts from [Noon and Casswell 2020](#): pp. 22, 47

- 20.2.1 Two trenches were excavated in 2019, situated to the east of St Mary's Church and over an area of earthworks including a rectangular enclosure presumed to likely relate to a Tudor Garden and a banqueting house. The aim of the fieldwork was to characterise the structures, recover potential dating evidence relating to their different phases of use and to assess the archaeological survival of the Tudor Garden and banqueting house (Noon et al 2019).
- Trench 6 was located to investigate a raised platform and possible garden features likely to relate to an earlier Tudor Garden.
 - Trench 7 was located to investigate a raised mound thought to relate banqueting house.
- 20.2.2 Trench 6 revealed an outer bank probably functioning as a walkway and an inner bank surrounded by puddle clay lined water filled ditches functioning as a centre piece and probably a very grand water feature such as a fountain been fed by a well. Similar garden layouts have a central water feature or fountain such as Kennilworth (Paula Henderson pers comm).

20.2.3 Trench 7 revealed that the mound in the north east corner was made up of a raised platform with two structural walls and a possible floor with a possible contemporary drain. The walls were interpreted as a building structure. The walls went through a process of collapse which was then robbed out by an antiquarian excavation in 1877 by Canon Lyson funded by Emma Dent. These trenches appear to have removed approximately half of the mound which is likely to now be backfill from Canon Lyson's excavations with the remains of a Tudor raised garden platform and possible banqueting house constructed on top. Based on the 2019 excavations the platform and what was believed to be building remains looked like it fit the classic profile for a banqueting house with hardcore to build up the mound with a clay capping and a small building often 9m x 6m which would comfortably sit on the platform. They are not usually huge buildings but quite small as only a select audience would be dining there. Hampton Court is a banqueting house with two floors with a projecting window another similar example would be Wynguard Gardens (Paula Henderson pers comm).

20.2.4 There was a variance in function of the two areas with a raised viewing platform with a building construction likely to be a banqueting house and a center piece water feature (fountain). The Tudor Garden then went into a disuse phase after 1649 when the castle was slighted by Cromwell's forces and was then abandoned with the land given over to agricultural activities until it was purchased in the 1830 by the Dent family who set about the renovation of buildings and gardens. During this renovation material was dumped in the upper fills of the ditches Trench 6 mainly comprising of greenhouse with material continuing to be dumped until 1941 representing convenient levelling activity in the hollows of the ditch. The material finds indicated that the site has been disturbed over time both through the development of the site as a Tudor Garden extension with later agricultural activity and dumping episodes particularly a 19th century greenhouse and including material from renovation activity from 1830.

20.3 2021 Excavations

20.3.1 Four trenches were excavated in 2021, situated to the east of St Mary's Church and over an area of earthworks including a rectangular enclosure believed to relate to a Tudor Garden and a banqueting house. The aim of the fieldwork was to characterise the structures, recover potential dating evidence relating to their different phases of use and to assess the archaeological remains of the Tudor Garden and banqueting house (Noon & Casswell 2020).

- Trench 8 reopened the eastern end of Trench 7 and extended north, east and south to understand the deposits surrounding the wall identified in 2019.
- Trench 9 was located over an linear earthwork that was initially interpreted as being a walkway between twin banqueting halls.
- Trench 10 was a 3 x 2m test pit excavated approximately 8m north of Trench 8, and investigated the edge of the mound.
- Trench 11 was a test pit located approximately 15m south of Trench 8 and targeted the continuation of the wall (F801) to the south of Trench 8.

20.3.2 Trench 8 revealed a greater length of the wall (F801) identified in Trench 7 during the 2019 season. There is also now some evidence that the gardens may have had an associated deer park which would have been used for hunting. No further evidence was found within Trench 8 to suggest a floor surface either side of the wall, the interpretation of the wall forming part of a banqueting house has been discarded. The north extension of Trench 8 revealed evidence of Victorian trenches.

20.3.3 Trench 9 demonstrated that the mound it targeted was constructed in a single phase, and the material used was sourced from one location. It is possible that the material was sourced from a feature to the east that may have been a pond. There was a lens of gravel underneath the topsoil which may have been the walkway.



- 20.3.4 Trench 10 found more evidence supporting Victorian remodelling and disturbance in the mound. A cast iron drain pipe, and the surface of a Victorian trackway were identified.
- 20.3.5 The addition of Trench 11 and probing with a road iron has provided a good understanding of the position and extent of the wall (F801) and it has been re-interpreted as a garden wall.

21 APPENDIX 4 FIELD SCHOOL CURRICULUM

- 21.1.1 DigVentures' field school curriculum for archaeology forms the basis of all our on-site vocational training opportunities. Field schools are available to participants of all skills levels to attend and receive hands-on training over the course of one day, two days or one week (or more). Field schools are designed and run by professional archaeologists, working alongside our Venturers to excavate and record archaeology to the highest standards. Due to the unique nature of each of the archaeological sites we work at, the content of the field schools may vary from project to project. However, our core learning curriculum will remain consistent across all our projects and provides an outline of the minimum our participants (or Venturers) should expect to achieve during their time with us on site.
- 21.1.2 Our archaeology field school is endorsed by the Chartered Institute for Archaeologists and designed to support the Archaeology Skills Passport.

21.2 About the field school

- 21.2.1 Archaeology is a profession, as well as an academic field of study. Many years of experience, skills development and education are necessary in order to develop the expertise, and attain the necessary qualifications, to run archaeological excavations. Archaeology is also an activity which inspires enthusiasts all around the world, from active volunteers through to armchair archaeologists who devour every book, programme and magazine they can get their hands on. We are consistently amazed at the passion and level of knowledge of the people we meet through our work at DigVentures, and everyone has one thing in common: they want to learn more about how to do archaeology.
- 21.2.2 We have designed our field schools to help support anyone who is keen to roll up their sleeves, jump in the trenches and learn how archaeology is done. Whether you can join us for one day, a weekend or a full week (or two), we can teach you what you need to know to get the most out of your archaeological experience.

21.3 Our core learning curriculum

- 21.3.1 Our field schools provide a step-by-step guide through the core skills needed to contribute to an archaeological excavation. What do you need to know about the archaeology before you begin to dig? How do you recognise and excavated archaeological layers? What's the point of drawing in the age of digital? What's with all the string, and funny red and white sticks in the trenches? If you are with us for a single day, we will make sure you get to grips with the fundamental skills, such as using a trowel. The longer you can stay, the more you will learn. You can use the look-up table below to see which of the core archaeological skills you will learn on a DigVentures field school depending on the length of your experience.

Skill	Learning outcome	One Day	Two Days	Week +
Professional ethics	Can anyone just turn up and dig an archaeological site? Or is there more to it than that?	✓	✓	✓
Site Safety	Be aware of the particular Health & Safety issues on the archaeological project	✓	✓	✓

Skill	Learning outcome	One Day	Two Days	Week +
Small hand tools	Understand the correct use of the trowel and other smaller hand tools including their safe use and maintenance.	✓	✓	✓
Large hand tools	Understand the correct and safe use of larger tools as well as appropriate loading for buckets and wheelbarrows.	✓	✓	✓
Site formation processes	Understand the process of site formation, including fills, layers, structures or natural deposits. Everything is in the ground for a reason and sites come to look the way they do now for a number of different reasons. By the time you leave site you will have a basic understanding of why the site looks the way it does.	✓	✓	✓
Stratigraphic excavation	Understand the concept of physical and chronological stratigraphy as well as the methods of recording the sequences and be able to remove layers and fills in the correct order for structured excavation.		✓	✓
Artefact recording	Understand how to recover artefacts safely from archaeological deposits, how to store finds on-site and how to complete the Small Finds record.		✓	✓
Context recording	Understand the procedure for the completion of a standard context record sheet using Digital Dig Team.		✓	✓
Survey	Appreciate the concept of site/national grid systems and placement of trenches within this. It is important we know exactly where archaeological remains were found and you will be familiarised with the use of traditional hand tape measurements and in the application of GPS and total station readings.			✓
Measured drawing (planning and section drawing)	Understand the various elements that must be present on a plan and section drawing, including the use of conventions and how the drawing is located.			✓
Photography	Have a basic grasp of the fundamental requirements for camera use and the sequenced methodology of photographic recording.			✓
Sampling	Understand the procedure for the collecting archaeological samples for artefacts and ecofacts, including why we take them, how they are recorded and what happens next.			✓

Table 9: Field school core learning curriculum

21.4 National Occupational Standards

- 21.4.1 All our training programmes are built upon the framework of National Occupational Standards (NOS) developed by the Chartered Institute of Archaeologists. The NOS for archaeological practice defines the range of skills that archaeologists may need to perfect in order to do their job. They provide the perfect framework for training programmes as they break down a

complicated job into a collection of individual skills and tasks. This is great for both practising and avocational archaeologists as it provides a clear roadmap for skills development.

21.4.2 The individual NOS standards which this course supports below are detailed below. If a participant would like to record their own skills development, we recommend they use the Archaeology Skills Passport. This has been developed in line with NOS, and provides a simple record book of your learning achievements.

21.4.3 The learning outcomes from this course are defined using National Occupational Standards (NOS). This course supports and contributes to the Knowledge Requirements for particular units within the NOS for Archaeological Practice. These are:

21.4.4 AC5 Contribute to intrusive investigations:
<https://www.ukstandards.org.uk/PublishedNos/CCSAPAC5.pdf>

21.4.5 This includes:

- Preparing for operations, including understanding the methods used, the safety arrangements, identifying suitable equipment and applying technical standards
- Undertaking intrusive investigation, including identifying, investigating and recording archaeology and using appropriate tools competently
- Preparing records and schedules, including making accurate records and verifying data

21.5 Recording your archaeology skills

21.5.1 For those participants who are keen to develop their archaeological skills-set, we recommend using the Archaeology Skills Passport to record the skills you learn as you progress. Depending on whether they are joining us for a couple of days or a full week, they will have the opportunity to learn or add to the skills they already have. The course contributes to a number of Core Skills as identified in the Skills Passport, and the table above provides an outline of which should be expected to be achieved during their experience.

21.6 Providing feedback

21.6.1 Once the participant has completed their fieldwork with us, we will ask a couple of additional questions about their experience. This helps us see how much they have learnt while they have been part of our excavations and also makes sure we are doing a great job! If there is anything the participants would like to know or would like to do, they can speak to a member of the team to help facilitate this.

The Field School Curriculum – what to expect!

21.7 Morning briefing

21.7.1 On the first morning of the participants arrival to site, they will be greeted by the DigVentures welcoming party where members of the team will introduce themselves and their roles. We will ask them to introduce themselves as well, and ask a little about why they decided to join the dig. All new Venturers will then receive a full project briefing and site induction, while existing Venturers will head out to the trenches to make a start. The project briefing will include a background to the archaeological research, detailing why we are digging the site, what we are hoping to achieve and what our archaeological strategy and methodology is. As part of the site induction, all Venturers will be talked through our site Risk Assessment, where a member of the team will highlight any particular Health and Safety issues or advice. We will also create your own Venturer profile on the project Digital Dig Team website and then head out to the trenches.



21.8 To the trenches!

- 21.8.1 When ventures first arrive on site they will receive a full orientation from one of the DigVentures team. This begins with a background to the period we are investigating, re-capping the aims of the dig and the site's significance. They will be shown any relevant aerial maps, previous research and geophysics results of the area. Venturers are then introduced to each trench, where they can see what we've found so far and what we plan to achieve by the end of the dig. They will learn about the tools of the trade, why we excavate and record the way we do and what to do when you find something. Finally, we will run through the day's tasks and what they will be doing while they are on-site.

21.9 Trowelling 101

- 21.9.1 The most important tool in an archaeologist's kit is their trowel. No matter the site there's always plenty of trowelling to be done. This may be the first time a venture has come face to face with archaeology which is still in the ground and yet to be discovered - it's important we get the basics nailed before developing their skills further.

21.10 Skills and learning

- 21.10.1 Learning opportunities will present themselves throughout the day while we are on site and will vary from site to site, depending on what we are investigating, what we have found and what stage the project is at.

- 21.10.2 If the venture is with us for one day as a minimum they will walk away from site having learnt the following skills:

Skill	Learning outcome
Professional ethics	Can anyone just turn up and dig an archaeological site? Or is there more to it than that?
Site Safety	Be aware of the particular Health & Safety issues on the archaeological project
Small hand tools	Understand the correct use of the trowel and other smaller hand tools including their safe use and maintenance.
Large hand tools	Understand the correct and safe use of larger tools as well as appropriate loading for buckets and wheelbarrows.
Site formation processes	Understand the process of site formation, including fills, layers, structures or natural deposits. Everything is in the ground for a reason and sites come to look the way they do now for a number of different reasons. By the time you leave site you will have a basic understanding of why the site looks the way it does.

Table 10: One day field school learning outcomes

- 21.10.3 If the venture is with us for two days as a minimum they will walk away from site having learnt the following skills:

Skill	Learning outcome
Professional ethics	Can anyone just turn up and dig an archaeological site? Or is there more to it than that?
Site Safety	Be aware of the particular Health & Safety issues on the archaeological project
Small hand tools	Understand the correct use of the trowel and other smaller hand tools including their safe use and maintenance.
Large hand tools	Understand the correct and safe use of larger tools as well as appropriate loading for buckets and wheelbarrows.

Skill	Learning outcome
Site formation processes	Understand the process of site formation, including fills, layers, structures or natural deposits. Everything is in the ground for a reason and sites come to look the way they do now for a number of different reasons. By the time you leave site you will have a basic understanding of why the site looks the way it does.
Artefact recovery and recording	Understand how to recover artefacts safely from archaeological deposits, how to store finds on-site and how to complete the Small Finds record. Where possible, participants will also learn how to wash and quantify different artefact types and materials.
Stratigraphic excavation	Understand the concept of physical and chronological stratigraphy as well as the methods of recording the sequences and be able to remove layers and fills in the correct order for structured excavation.
Context recording	Understand the procedure for the completion of a standard context record sheet using Digital Dig Team.

Table 11: Two days field school learning outcomes

21.10.4 If the venture is with us for a week or more as a minimum they will walk away from site having learnt the following skills:

Skill	Learning outcome
Professional ethics	Can anyone just turn up and dig an archaeological site? Or is there more to it than that?
Small hand tools	Understand the correct use of the trowel and other smaller hand tools including their safe use and maintenance.
Large hand tools	Understand the correct and safe use of larger tools as well as appropriate loading for buckets and wheelbarrows.
Site formation processes	Understand the process of site formation, including fills, layers, structures or natural deposits. Everything is in the ground for a reason and sites come to look the way they do now for a number of different reasons. By the time you leave site you will have a basic understanding of why the site looks the way it does.
Artefact recovery and recording	Understand how to recover artefacts safely from archaeological deposits, how to store finds on-site and how to complete the Small Finds record. Where possible, participants will also learn how to wash and quantify different artefact types and materials.
Stratigraphic excavation	Understand the concept of physical and chronological stratigraphy as well as the methods of recording the sequences and be able to remove layers and fills in the correct order for structured excavation.
Context recording	Understand the procedure for the completion of a standard context record sheet using Digital Dig Team.
Survey	Appreciate the concept of site/national grid systems and placement of trenches within this. It is important we know exactly where archaeological remains were found and you will be familiarised with the use of traditional hand tape measurements and in the application of GPS and total station readings.
Measured drawing (planning and section drawing)	Understand the various elements that must be present on a plan and section drawing, including the use of conventions and how the drawing is located.
Photography	Have a basic grasp of the fundamental requirements for camera use and the sequenced methodology of photographic recording.
Sampling	Understand the procedure for the collecting archaeological samples for artefacts and ecofacts, how to record them, why we take them and what happens next.

Table 12: One week or more field school learning outcomes

22.1 SHAPE Sub-programme

Extract from [Noon and Wilkins 2018](#): pp. 14-15

- 22.1.1 In addition to the business case articulated in the previously cited documents (and in particular, see [Driscoll 2016](#), Section 4), the project accords with priorities articulated in [Historic England's Action Plan 2015-18](#) (informing Heritage 2020, the successor to the National Heritage Protection Plan), detailing how heritage organisations will work together to benefit the historic environment. In addition to these priorities, the project drivers can also be articulated in accordance with the fundamental principles of SHAPE (Strategic framework for the Historic Environment Activities and Programmes in Historic England, 2008).
- 22.1.2 In line with Historic England working practice and the fundamental principles of SHAPE (Strategic framework for the Historic Environment Activities and Programmes in Historic England, 2008) to understand, manage, and promote archaeology, the project has a primary driver (SHAPE sub-programme number 11111.130) in addition to other research outcomes that will address other Historic England and sector priorities, delivering significant value added benefit.
- 22.1.3 The main aim of the project is therefore to increase our understanding of the character of the Site:
- SHAPE sub-programme number 11111.130: development of a sound evidence base for specific locales and historic assets in order to ensure appropriate management information is available and effective communication possible to community.
- 22.1.4 This research also has the potential to generate insight and recommendations with a local and national applicability, assisting the Client and Statutory Stakeholders in establishing best practice conservation and management measures.
- SHAPE sub-programme number 31521.110: building heritage issues into wider change-management considerations, taking account of conservation principles and heritage legislation whilst efficiently reducing management burden for given areas.
- 22.1.5 As a consequence of the innovative digital and cross-platform approach, there is a significant 'value added' dimension to this project:
- SHAPE sub-programme number 12212.110: developing wider understanding of the value of the historic environment; enhancing lifelong learning, encouraging support and enthusiasm for all aspects of heritage whilst contributing to quality of life.
 - SHAPE sub-programme number 51311.110: increasing public awareness, building direct support and engaging enthusiasm from which multiple benefits flow; encouraging knowledge transfer through enjoyment.
 - SHAPE sub-programme number 51332.110: high-profile outreach hitting potentially millions of people. Targeted to raise key issues or encourage wider understanding.

22.2 Historic England Research Agenda

Extract from [Noon et al. 2019](#): pp. 17

- 22.2.1 The project has been designed in accordance with priorities articulated in the [Historic England Research Strategy](#) (2017) and [Historic England Corporate Plan](#) (2021-22). The Research Strategy defines nine broad themes that describe Historic England's research interests to ensure that

any proposed work is aligned with HE's mission. Sudeley Castle Community Excavation Project drivers can therefore be articulated within the fundamental theme to #understand (rural landscapes; archaeology of the deeper past in addition to other research outcomes that will address other Historic England and sector priorities, delivering significant value-added benefit. As a consequence of the innovative digital and multi-partner collaborative approach, there is a significant 'value added' dimension to this project, encompassing research themes including #adapt (land management, societal change); #conserve (buildings and landscapes, collections and archives; preserving archaeological remains); #inform (information systems and services); #skill (developing the workforce; working more effectively); #inspire (audience research, research media); #innovate (materials; human environment; dating and chronology; measuring and sensing).

22.3 Research framework

Extract from [Noon and Wilkins 2018](#): pp. 15-16

- 22.3.1 The archaeology of gardens and the Tudor period itself does not feature substantially within the South West Archaeological Research Framework (SWARF, Grove and Croft 2012), although there are key aspects of this project which do feature. Key themes identified in the SWARF include the relationship between settlement and landscape (Theme A), social identity and change (Theme D) and widening access and interpretation (Theme F). The Tudor period witnessed significant changes in the relationship between houses and their surrounding landscapes as influences from the Italian renaissance began to infiltrate Tudor garden design. Subsequently, the renaissance ideals of controlling and improving nature replaced the naturalistic medieval approach. Ornamental gardens were a symbol of status reflecting a new culture of bending nature to useful production with the garden being a symbol of control and purity in a wild and disordered world. This can be seen in the greater regularity of design and relationship between the garden and facade of the house, along with architectural features such as banqueting houses which provided an intimate room for entertainment, loggias and fountains. The 16th and 17th centuries covered a period of intense development of garden forms associated with royal and aristocratic residencies marking the transition from small, enclosed, relatively private gardens to larger areas designed to impress through elaborate display.
- 22.3.2 The inward-looking gardens of the medieval period gave way to more grandiose layouts with open and interlinked designs becoming a means of public advertisement. Formal garden compartments are a feature of Renaissance gardens rarely seen in Britain until Henry VIII created his royal gardens such as at Hampton Court and Tudor gardens dating as early as the 1530's usually relating to royal residences (Fradley et al, 2008: 55). Other Tudor gardens known from earthwork remains or documentary evidence suggest that they were one piece of a much larger formal landscape (Ibid: 25). The fashion for garden buildings began post the 1530's and persisted into the 17th century such as the banqueting houses at chipping (Ibid: 26).
- 22.3.3 Sudeley Gardens are registered under the Historic Buildings and Ancient Monuments Act 1953 within the Register of Historic Parks and Gardens by Historic England for its special historic interest (List entry Number: 1000784). While there are no specific research frameworks that relate to the investigation of the Tudor period, the importance of understanding the development of these gardens is a significant element in understanding the history of the gardens at Sudeley and the development of Tudor gardens at high status residencies across the entire country. Little is known about the development, form, chronology and landscape context of Tudor gardens due to a lack of survival, and the significance and importance of this transitional period is often overlooked. Gardens of this period consciously reflect the owners social and political status, as well as philosophical leanings. As such, a great deal can be learnt about the motivations and aspirations within Tudor society from the design and layout of the gardens. In particular these investigations will attempt to contribute to the wider understanding the historical and cultural development of Tudor gardens.

23 APPENDIX 6 OUTREACH AND ENGAGEMENT

Includes extract from [Noon and Wilkins 2018](#): pp. 17-18

- 23.1.1 As a social business every aspect of the DigVentures approach is cognisant of a wider outreach agenda. Running alongside the Sudeley Castle Estate community archaeology project, DigVentures will include a dedicated engagement programme for volunteers offering opportunities for individuals to get involved. The programme will increase local awareness of the area's archaeology and heritage, and amplify this with a coordinated digital and social media strategy. All major social media channels will be used to promote blog content. A digital video specialist will be on site during the excavation and footage will be uploaded to YouTube.
- 23.1.2 The impact of this outreach work will be measured with a quantitative and qualitative evaluation of all participants to establish baseline audience awareness data and assist with future management strategies and promotion. This will be undertaken with a visitor survey conducted throughout the field season, targeting both excavation participants and casual visitors, and critically assessing the breadth, depth and diversity of engagement.
- 23.1.3 In addition to daily site tours will be delivered for Sudeley Castle visitors, we will be running a programme of virtual events including a virtual site tour and workshop. A dedicated welcome tent will be erected on site, and will be permanently staffed by DigVentures throughout the dig. Special activities and trench tours will be offered, as well scheduled lunchtime chats with the archaeological team. The project will be widely advertised locally on radio, newspapers and the parish council newsletter.
- 23.1.4 Engagement will be both on and offline, with a dedicated Digital Dig Team project website developed to engage a new local and global audience, inviting external communities (and those not usually engaged with archaeology) to take an active role in knowledge production. Digital Dig Team is a cloud-based, open-source software platform enabling participants to publish data directly from the field using any web-enabled device (such as a smartphone or tablet) into a live relational database. The implications of this new approach is the subject of research in its own right, as the born-digital archive enables geographically dispersed specialist teams to collaborate in real time during the data collection stage of field projects (Wilkins, PhD Research with Leicester School of Museum Studies).

24 APPENDIX 7 PROJECT ARCHIVE

Extract from [Noon and Wilkins 2018](#): pp. 18

- 24.1.1 The project archive will be prepared in accordance DigVentures guidelines for Archive Preparation, following Appendix 1, P1 of MoRPHE PPN 3 (English Heritage 2011), fulfilling the Guidelines for the preparation of excavation archives for long term storage (UKIC 1990). The complete archaeological project archive will be retained by the landowners, Sudeley Castle and Gardens. All reports produced by the project will be openly and freely disseminated through Historic Environment Record, Archaeological Data Service, OASIS portal and DigVentures website. Copyright on all reports submitted will reside with DigVentures, although a third party in-perpetuity licence will automatically be given for reproduction of the works by the originator, subject to agreement in writing with DigVentures.

25 APPENDIX 8 DATA MANAGEMENT PLAN

Section 1: Project Administration

Project ID / OASIS ID
- Project code: SUD22 - OASIS ID: digventu1-506154
Project Name



Sudeley Castle and Gardens Community Excavation
Project Description
Community archaeology project - Targeted excavation. - Photogrammetric survey of the excavation - Earth resistivity geophysical survey - Community outreach and engagement
Project Funder / Grant reference
- Project funder: Crowdfunded - Client: Sudeley Estate
Organisations
DigVentures – lead archaeological contractor
Project Executive
Lisa Westcott Wilkins, Projects Executive, DigVentures
Project Manager
Stephanie Duensing, Project Manager, DigVentures
Data Contact Person
Indie Jago, Community Archaeologist, DigVentures
Date DMP created
29/04/2022
Date DMP last updated
29/04/2022
Version
Version 1.0
Related data management policies
- ADS Guides for Good Practice - ClfA Standards and guidance for Archaeological Archives, including AAF and Arches guidance documents - Work Digital / Think Archive – AAF / ClfA data management guidance document

Section 2: Data Collection

The following table outlines the types of files we will collect, and an estimate of the selected data archive.

Type	Format	Estimated volume of Data Archive
Spreadsheets	Excel (.xlsx)	3 spreadsheets objects (size <2MB total): - Context Register / Finds & Samples Register / Photo Register / Drawing Register - Context descriptions and data - Specialist data tables
Text / documents	Word (.docx)	9 word documents (size <100MB): - Project Design - Post excavation Assessment - Final Technical Report - Individual Specialist Reports x 6
Vector graphics	Scalable Vector Graphics (.svg)	Site drawings x 10, av size 5MB
Images	Uncompressed (.tiff) Lossy graphics file (.jpg)	Archive shots x 30, av size 4MB Finds photos x 30, av size 4MB Orthoimages x 3, av size 10MB Images for 3D models x 500, av size 4MB
GIS	ESRI Shapefile (.shp & .shx & .dbf, plus associated files)	6 shp layers <10MB 2 GeoTIFS, av size 5MB

Type	Format	Estimated volume of Data Archive
	GeoTIFS	
Survey	Comma Separated Version (.csv)	Survey data x 1, av size <1MB
Video	Moving Picture Expert Group-4 (.mp4)	Video files x 1, av size 500MB to 1GB
Photogrammetry	Models hosted on Sketchfab (.obj, .jpg, .mtl)	3D models x 3, 20MB

How will the data be collected or created?
Data Standards / Methods - Standard methods of data collection will be applied throughout the project, working to best practice guidance where applicable / available. In general, data acquisition standards are defined against ADS Guides to Good Practice. Specific or additional guidance relevant to this project are listed below, and will be updated as the project progresses. - Methods of collection are specified within the Project Design (this document) and will meet the requirement set out in the organisation recording manual 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. - Specific guidance: - HE Digital Image Capture and File Storage: Guidelines for Best Practice 2015 - HE Photogrammetric Applications for Cultural Heritage: Guidance for Good Practice 2017 - HE EAC guideline documents 2016 - ClfA Standard and Guidance for archaeological geophysical survey 2014 Data storage / file naming - The working project archive will be stored in a project specific folder or data specific folder on the internal organisational server. The internal organisation server is backed up twice 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 following established organisational procedures, based on ADS file naming guidance, and include version control management. - All files included as part of this project archive will include an organisational identifier (DV), the Site ID (SUD22), the file descriptor (eg ProjectDesign) and Version number (eg v2.0). Quality Assurance - Instruments used in the collection of data are calibrated prior to use and checked to ensure they are in full working order. - All site records and data collected will be checked during project delivery. - Data collection and management are reviewed regularly as part of the organisational Quality Policy (DV_Quality_Policy_v1.pdf). This includes a quarterly 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?
- 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 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 Digital Repository Guidelines, following the methodology described in the Project Design methodology.

Section 4: Ethics and legal compliance

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

- The project archive will include the names and contact details of individuals who intend to volunteer or participate in the excavation and post excavation stages. We have a GDPR compliant Privacy Policy which underpins the management of personal data; any personal data is managed through a secure cloud-based database 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.
- Where formal permissions and/or license agreements are linked to data sharing, they will be included in the project documentation folders and will accompany the archaeological project archive.

Section 5: Storage and Backup

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

- Organisational IT is managed internally by the Projects Director and Data Management Manager, who is also responsible for the management and verification of our back-ups and who supports access to security copies as needed.
- Sufficient data storage space is available via the organisational server, which includes two-factor authentication and permissions-based access. The server is accessible by staff on- and off-site 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).
- Project files will be shared with external specialists and contractors directly using the same system, with the wider project team gaining access to only the files needed using permissions-based access.

Section 6: Selection and Preservation

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

- The Selection Strategy and DMP will be reviewed and updated as part of the Post Excavation Assessment and Updated Project Design, and following full analysis. Updated documentation will be included in all reporting stages.
- Prior to deposition, the Selection Strategy and DMP will be updated and finalised in agreement with all project stakeholders (including the HE, Wakefield Metropolitan District Council, Museum, ADS).
- Selection will be informed by the Project Design, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project results.
- The project results are likely to provide new research data which can be included in the Historic Environment Record and will contribute to the knowledge of the early medieval period at the site, and aiding the future management of the archaeological site.
- 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 CoreTrustSeal. ▪ 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 (SUD22 Internal Cost V1.0).
Have you contacted the data repository?
▪ ADS have also been contacted as the intended repository for digital data and a copy for this Data Management Plan has been forwarded to Katie Green, ADS.
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. ▪ The costing estimate is based on the estimated project archive shown in the table above (Section 2), and £400 has been ringfenced in the project budget for digital data deposition with ADS.

Section 7: Data Sharing

How will you share the data and make it accessible?
▪ A summary of the project will be included and updated on the OASIS Index of Archaeological Investigation as the project progresses. ▪ The investigations are likely to result in a number of documents: Project Design, Post Excavation Assessment and Updated Project Design, Final Report, Journal submission. ▪ The final report is expected to be completed within 18 months of the completion of fieldwork. ▪ As the project progresses reports will be attached to the project OASIS record and added to DigVentures website. ▪ 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 DOI.
Are any restrictions on data sharing required?
▪ A temporary embargo may be required on the sharing of the project results. If this is the case, specific details once agreed will be included in the updated version of this DMP and will be documented in the overarching Project Collection Metadata. ▪ Data specific requirements, ethical issues or embargos 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 Project Manager will be responsible for implementing the DMP, and ensuring it is reviewed and revised at each stage of the project. ▪ Data capture, metadata production and data quality is the responsibility of the Project Team, assured by the Project Manager. ▪ 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 Projects Director and Director of Operations. ▪ Data archiving is undertaken by the project team under the guidance of the Programme Manager, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository. ▪ Details of the core project team can be found in the Project Design.

- 26.1.1 DigVentures will undertake the works in accordance with Health and Safety requirements and a Health and Safety Plan. This document will take account of any design information pertaining to above and below ground hazards. DigVentures will ensure that all work is carried out in accordance with its company Health and Safety Policy, to standards defined in The Health and Safety at Work etc. Act 1974, and The Management of Health and Safety Regulations 1992, and in accordance with the SCAUM (Standing Conference of Archaeological Unit Managers) health and safety manual Health and Safety in Field Archaeology (1996).

27 APPENDIX 10 METHOD STATEMENTS

- 27.1.1 The methods for the proposed project will involve a combination of Lidar survey, geophysical survey (resistivity and ground penetrating radar) GIS modelling, archaeological excavation, sampling, palaeoenvironmental sampling and assessment. The methods are linked directly to the project aims and objectives (see Table 1) and detailed below.

Key Questions and Objectives	Lidar, earthwork survey and geophysics Collation	Photogrammetry and digital terrain modelling	Auger survey	Geophysical survey	Archaeological excavation	Sampling	Environmental assessment	Find assessment	Synthesis and data integration
Q1	✓	✓		✓					
Q2	✓	✓		✓					
Q3		✓							
Q4			✓		✓		✓		
Q5					✓			✓	
Q6					✓		✓	✓	
Q7					✓		✓		
Q8			✓		✓	✓	✓	✓	
Q9			✓		✓	✓	✓	✓	
Q10					✓			✓	
Q11			✓		✓	✓	✓		
Q12									✓
Q13									✓

Table 13: Linking methods with objectives

27.2 Photogrammetry survey

27.2.1 Photogrammetry survey will utilize Agisoft PhotoScan 3D Modelling software to detect the feature points of the structure, and match these in different images to create a point cloud. The camera positions will be calculated automatically by the software and a dense reconstruction or geometric model will be built to create a DSM. The resulting model can then be georeferenced. The resulting DSM can be manipulated for viewing from any angle using a variety of artificial light and shading techniques to highlight certain features, or overlaid or draped with the original photographs for true colour representation.

27.2.2 Images will be captured perpendicular to the structure using telescopic mounted cameras, to deliver optimum results requiring little or no rectification. All images are taken with a DSLR digital camera with a variety of standard and other lenses and are captured in RAW format for later processing into high resolution JPG and TIF files, and downloaded directly on to the hard disk.

27.3 Archaeological excavation

27.3.1 Three evaluation trenches (Figures 1-3) will be excavated measuring 20 x 10m, 16 x 5m and 10 x 2m in the Sudeley Castle Gardens to the east of St Mary's Church and over an area of earthworks including a sunken feature possibly relating to a Tudor water feature. The final location of trenches is shown in Figures 1-3, but may alter slightly depending on underlying ground conditions, services and access issues. Should this be the case, all relevant parties, including landowners and stakeholders, will be consulted before excavation.

Trench	Dimensions	Target	Description
12	20 x 10m	A sunken anomaly which has been interpreted from the LiDAR as being a possible water feature. The trench will include the centre of this feature and part of the anomalies that radiate from this feature.	Rectangular shaped evaluation trench aligned N-S
13	16 x 5m	A possible water channel. The trench aims to understand the purpose of the channel and determine if any remains of a bridge or crossing can be seen.	Rectangular shaped evaluation trench aligned NW-SE
14	10 x 2m	A possible pond. The evaluation trench will ground truth the LiDAR survey and retrieve environmental samples.	Rectangular shaped evaluation trench aligned N-S
Contingency	5 x 5m	A possible water fountain	Square test pit aligned N-S

Table 14: Trench targets

27.4 Interventions

27.4.1 All machine excavation will be carried out under constant archaeological supervision using a toothless bucket, and will include visually scanning spoil for artefacts. As soon as archaeological deposits or features are recognised, machining will be stopped and trenches excavated by hand. Each trench will be cleaned by hand where appropriate, planned and photographed prior to any hand-excavation. A representative section, not less than 1m in width, of the entire deposit sequence encountered will be recorded.

27.4.2 If complex stratigraphy and/or significant remains (e.g. structural remains, artefact scatters, remains clearly of a funerary nature etc.) are encountered, these may only be excavated to the minimum requirement in order to satisfy the project objective, to avoid compromising the integrity of remains that may be either (a) preserved in situ, or (b) excavated in detail during any next phase of research excavation. Interventions will focus on feature intersections in order

to establish relative chronologies, and 'clean' sections to maximise retrieval of stratigraphically secure dating evidence and environmental samples.

- 27.4.3 Full written, drawn and photographic records will be made of each trench and test pit, even where no archaeological remains are identified. A plan at an appropriate scale (1:50 or 1:100) will be prepared, showing the areas investigated and their relation to more permanent topographical features, and the location of contexts observed and recorded in the course of the investigation. Plans, sections and elevations of archaeological features and deposits will be drawn as necessary at an appropriate scale (normally 1:20, or 1:10 for complex features). Drawings will be made in pencil on permanent drafting film.
- 27.4.4 Written records will be made using pro forma record sheets for each trench or test pit, following the DigVentures single context recording system. Digital photography will be used for all photography of significant features, finds, deposits and general site working. The photographic record will illustrate both the detail and the general context of the principal features and finds excavated, and the Site as a whole.

27.5 Palaeoenvironmental sampling

- 27.5.1 All deposits with good palaeoenvironmental potential will be sampled; bulk samples shall be taken from the section as appropriate, under advisement from the project specialist. Context specific samples will be taken by the most appropriate means (kubiena tins, contiguous columns, incremental block, bulk etc.) for multi-disciplinary analysis. All aspects of the collection, selection, processing, assessment and reporting on the environmental archaeology component of the evaluation shall be undertaken in accordance with the principles set out in Environmental Archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation (English Heritage 2011) and with reference to the Association for Environmental Archaeology's Working Paper No. 2, Environmental Archaeology and Archaeological Evaluations (1995).

27.6 Bulk sampling strategy

- 27.6.1 Bulk samples will usually be 40-60 litres in size, depending on the likely density of macrofossils. Ten litre samples will only be used for the recovery of plant macrofossils from waterlogged contexts. Samples will be stored in ten litre plastic buckets with lids and handles. A waterproof label will be fixed to the bucket and will record site code, context number and sample number and number of buckets in comprising the sample. A duplicate label will be retained inside the bucket. Samples will be protected from temperatures below 5° and above 25° Celsius and will be prevented from either wetting or drying out.
- Bulk samples selected for processing shall be wet-sieved/floated and washed over a mesh size of 250 microns for the recovery of palaeobotanical and other organic remains, and refloated to maximise recovery;
 - Non-organic residues shall be washed through a nest of sieves of 10mm, 5mm, 2mm, 1mm and 250 micron mesh to maximise finds recovery
 - Both organic and non-organic residues shall be dried under controlled conditions;
 - The dried inorganic fractions shall be sorted for small finds or any non- buoyant palaeoenvironmental remains, and scanned with a magnet to pick up ferrous debris such as hammerscale;
 - The dried organic fractions shall be sorted under a light microscope to identify the range of species or other material on a presence/absence basis, the degree of preservation of the bio-archaeological material and the rough proportions of different categories of material present;

- In the event that waterlogged deposits are identified and sampled, further processing shall be undertaken as appropriate and agreed, including paraffin flotation to recover insect remains. Any such remains shall be scanned to identify and assess their potential;
 - Selection of other types of sample for processing and the methods to be used for processing and assessment shall be undertaken on the advice of the relevant specialist and shall be agreed with the Consultant before implementation.
- 27.6.2 Contexts that are well stratified and potentially datable are all of value, so a systematic approach to selecting samples for processing and assessment will be taken. These will be divided into three categories:
- Category A (always sampled): contexts where the composition of the sediments are likely to inform us of the use of a particular structure or feature or if the deposits are waterlogged. These will include: in situ occupation deposits and fills/layers associated with particular activities; hearths; destruction deposits; basal pit/slot trench fills; waterlogged deposits, cesspits or latrines.
 - Category B (always sampled, though discretion should be exercised): deposits identified as containing material that could yield information regarding their origin or the process that produced them. These will include: dumps, middens, upper pit fills with evidence for charred material, shell, bone and industrial waste.
 - Category C: deposits containing material which is not necessarily related to the function of the feature to which they are related, but which can characterise deposits from different areas of the site. These will include: secondary and tertiary fills, postholes, levelling deposits, spreads etc.
- 27.6.3 Category A and B deposits should always be sampled, and Category C deposits sampled on a random basis (such as 1 in 5). These samples can help to characterise the background noise of a site, so as to highlight spatial or temporal trends and provide material that can be directly compared with those from Category A and B. All samples will be taken in large white 10 litre tubs, with labels placed inside with the deposit and attached to the bucket. All samples will be processed on site in a dedicated floatation and wet sieving area.
- 27.7 Zooarchaeology**
- 27.7.1 If large deposits of bone or marine shell are encountered advice of the project zooarchaeologist (Matilda Holmes) will be sought as regards further sampling. If large deposits of bone or marine shell are encountered the project zooarchaeologist advice will be sought as regards further sampling. If articulated groups of bones are encountered they will be surveyed, recorded in situ, (including digital photography and planning), and then excavated to retain the group's integrity. Bones from each articulated limb will be bagged separately. If inhumations or cremation burials are encountered and excavated the surrounding soil will be sampled to retrieve any loose teeth or bone fragments.
- 27.7.2 All hand collected animal bones and bones from processed samples will be assessed, following English Heritage Environmental Archaeology guidelines (2002). If warranted by the size of the recovered assemblage, it will be assessed using two different quantification methods to determine the most suitable for full analysis, taking into account methods used in comparative assemblages. The assessment will not distinguish between certain taxonomic groups, for example equids (horse and donkey); full speciation should be carried out as part of any recommended analysis, using a vertebrate comparative collection. In addition to quantification of domestic species and occurrence of wild species, the assessment will consider the number of articulated bone groups, and the prevalence of aging, sexing and osteometric data available for full analysis, following standard published conventions. The assessment report will comment on the potential of the assemblage, particularly in the context of the excavation's research

questions and current understanding of comparative assemblages. It will also provide recommendations for any necessary future analysis.

27.8 Human osteoarchaeology

- 27.8.1 In the event of the discovery of human remains (inhumations, cremations and disarticulated fragments) they should be left in situ, covered and protected, until the English Heritage Inspector of Ancient Monuments has been informed. If a decision is taken to remove them, they will be fully recorded and excavated in compliance with the relevant Ministry of Justice Licence. The excavation of human remains will be carried out in accordance with the procedures detailed in the document Excavation and post-excavation treatment of cremated and inhumed human remains (McKinley and Roberts 1993, IFA Technical Paper 13). Significant assemblages of human remains will be subject to an assessment of DNA preservation to establish potential familial relationships.
- 27.8.2 Inhumations will be scanned with a metal detector prior to excavation, and the position of possible metallic grave goods will be noted. Wherever possible, each burial will be excavated within a single working day, particularly with regard to visible grave goods. To minimise unauthorised disturbance of human remains, partially exposed remains will be covered overnight, though in such a way as to not draw undue attention, using loose excavated spoil.
- 27.8.3 Excavation of inhumations will be undertaken using a trowel, plasterer's leaf, plastic spoon and paintbrush as appropriate depending on the condition of the bones. When lifted the bones will be bagged by skeletal area (skull, axial, upper and lower limbs) with separate bags for the left and right side. A standard series of samples will be taken from each inhumation burial to ensure full recovery of any remaining osseous tissues or small artefacts. Once human remains are removed from inhumation graves, any soil residue remaining at the base of the grave will be retrieved for bulk processing.
- 27.8.4 Inhumations and cremations will be drawn at a scale of 1:10 (or photos will be taken to create a photogrammetry model) and photographed prior to lifting. They will be recorded on Skeleton Record Sheets that form an integral part of the site pro forma recording system. The recording will include condition, completeness, articulation, orientation and posture. Fragile objects found within graves will be lifted with appropriate care and handling to minimise breakage. This may include subsequent controlled excavation under laboratory conditions. A trained conservator will be employed on the site if necessary.
- 27.8.5 All cremation burials and cremation-related contexts will be excavated and sampled in quadrants to ascertain the distribution of any archaeological components within the fills, with division into spit also if appropriate. Cremation-related features other than burials may be subject to more detailed sub-divisions, the appropriate strategy being developed by a specialist as the size and nature of the remains becomes clear. Undisturbed and slightly disturbed, but largely intact, urned cremation burials will be lifted en masse for excavation under laboratory conditions. The urns will be wrapped in crepe bandages and securely boxed for transportation. Where a vessel has been crushed, thereby disrupting any original internal deposition of the cremated remains, it will be lifted en masse after separate recovery of displaced sherds. All cremation-related contexts will be subject to whole-earth recovery from the point at which any cremated bone or other pyre debris is observed. If deposits of placed human bone are encountered in features, these may be excavated in spits if appropriate. The soils from these features will be bulk sampled.

27.9 Finds

- 27.9.1 Finds will be treated in accordance with the relevant guidance given in the Chartered Institute for Archaeologist's Standard and Guidance for Archaeological Evaluation (2008), excepting where statements made below supersede them. All artefacts will be retained from excavated contexts, except features or deposits undoubtedly of modern date. In these circumstances

sufficient artefacts will only be retained to elucidate the date and function of the feature or deposit. All artefacts from the evaluation works will, as a minimum, be washed, marked, counted, weighed and identified in line with guidance provided by Bristol Museums and Archives (2012). Any stratified ironwork will be X-rayed and stored in a stable condition along with other fragile and delicate material. X-rays of objects and other conservation needs will be undertaken by appropriately qualified conservation specialists. Suitable material, primarily the pottery and non-ferrous metalwork, will be scanned to assess the date range of the assemblage.

27.10 Conservation

- 27.10.1 Artefacts will be recovered as a matter of routine during the excavation. When retrieved from the ground finds will be kept in a finds tray or appropriate bags in accordance with First Aid for Finds (Walker 1990). Where necessary, a conservator may be required to recover fragile finds from the ground depending upon circumstances.
- 27.10.2 After the completion of the fieldwork stage, a conservation assessment will be undertaken which will include the X-radiography of all the ironwork (after initial screening to separate obviously modern debris), and a selection of the non-ferrous finds (including all coins). A sample of slag may also be X-rayed to assist with identification and interpretation. Wet-packed material, including glass, bone and leather will be stabilised and consolidated to ensure their long-term preservation. All finds will be stored in optimum conditions in accordance with First Aid for Finds and Guidelines for the Preparation of Excavation Archives for Long-Term Storage (Walker, 1990).
- 27.10.3 The conservation assessment report will include statements on condition, stability and potential for further investigation (with conservation costs) for all material groups. The conservation report will be included in the updated project design prepared for the analysis stage of the project.

27.11 Scientific dating

- 27.11.1 Where uncontaminated deposits are recorded which are able to inform understanding of the research aims (in particular, relating to the construction of the banks and ditches), appropriate samples will be taken. Radiocarbon dating will be appropriate for clarifying and linking aspects of archaeological and environmental chronologies, and a strategy for this will be agreed following discussion with HE Science Advisor and the relevant specialists.

27.12 Synthesis and data integration

- 27.12.1 The results of the project will be integrated and synthesised with those from the previous investigations and other relevant work within the region and further afield (see Section 1 and 2 above). This will include a literature review of other pertinent sites.





Lisa Westcott Wilkins

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Lisa has extensive experience delivering high-profile projects in the heritage and culture sectors, having held leadership posts in several organisations including LOCOG, *Current Archaeology* and the Palaeontological Research Institution. An accredited coach and facilitator, Lisa is skilled in brokering and developing partnerships and building communities. She has a track record of implementation for profile-building activities, evaluation, interpretation and events, and is a sector innovator in engagement with digital technology and consumer trends in a heritage context. She is a Clore Fellow and Fellow of the Royal Society of Arts.



EXPERIENCE

MANAGING DIRECTOR | 11.2011 - PRESENT
DIGVENTURES

PROJECT MANAGER | 2011 - 2012
LONDON ORGANISING COMMITTEE FOR THE OLYMPIC
GAMES (CULTURAL OLYMPIAD, EVALUATION)

EDITOR | 2007- 2011
CURRENT ARCHAEOLOGY

FREELANCE | 2010 - 2015
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS,
GLOBAL HERITAGE FUND UK, ITV (SHIVER)



KEY COMPETENCIES

- Heritage sector project design and delivery
- Digital techniques and workflows for heritage activities
- Crowdfunding campaign design, execution and consultancy
- Strategic and business planning for cultural programmes
- Stakeholder relationship management
- Community-focussed archaeological fieldwork and skills training
- Historic research (Desk Based Assessment)
- Writing and editing for digital and print publication



EDUCATION AND AFFILIATIONS

MEMBER | 2014

CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

CiFA is the leading professional body representing archaeologists working in the UK and overseas.

FELLOW | 2011

ROYAL SOCIETY OF ARTS

The RSA's mission is to create the conditions for the enlightened thinking and collaborative action needed to address today's most pressing social challenges.

FELLOW | 2010

CLORE LEADERSHIP PROGRAMME

The Clore Leadership Programme was set up to develop outstanding cultural leaders in the UK.

MENTOR: Sandy Nairne, Director, National Portrait Gallery (former)

MA ARCHAEOLOGY (DISTINCTION) | 2002
UNIVERSITY COLLEGE LONDON

BA CORPORATE COMMUNICATIONS | 1993
ITHACA COLLEGE, ITHACA NY USA



SELECTED PUBLICATIONS AND PAPERS

'BEYOND DIGITAL - WHAT IS IT ABOUT?'

Keynote Speaker, AMA Digital Marketing Day, November 2019

'AMPLIFYING PHYSICAL EXPERIENCES THROUGH CROWDFUNDING AND DIGITAL CONTENT'

Presentation, Remix London, January 2017

'CROWDFUNDING AND THE HERITAGE SECTOR'

New Philanthropy Capital leadership roundtable, June 2015.

THE 'REAL TIME' TEAM: THE FUTURE OF FIELDWORK
Current Archaeology, May 2015, p36-40.



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Brendon is an award-winning field archaeologist and researcher, with over twenty years of experience directing and managing large, complex sites in advance of major construction projects. He has held senior posts in two of the largest commercial contractors in the EU. Brendon has a consistent publications record, and has lectured internationally on digital archaeology, wetland archaeology, mortuary archaeology and quality assurance on large-scale archaeology projects. He is currently pursuing a PhD at the University of Leicester, entitled: 'Digging the Crowd: the future of archaeology in the digital and collaborative economies'.



EXPERIENCE

PROJECTS DIRECTOR | 11.2011 - PRESENT
DIGVENTURES

OPERATIONS DIRECTOR | 2012 - 2013
RUBICON HERITAGE SERVICES LTD (LONDON)

SENIOR PROJECT MANAGER | 2011- 2012
WESSEX ARCHAEOLOGY

FIELD ARCHAEOLOGIST | 1999 - 2011
LICENSED SITE DIRECTOR (IRELAND) AND OTHER
ROLES AT VARIOUS LEVELS OF RESPONSIBILITY



KEY COMPETENCIES

- Design and management of archaeological works
- MORPHE project design and Scheduled Monument Consent
- Fieldwork and survey management
- Strategic and business planning for cultural programmes
- Digital techniques and workflows for heritage activities
- Historic research (Desk Based Assessment)
- Stakeholder relationship management
- Community-focussed archaeological fieldwork and skills training



EDUCATION AND AFFILIATIONS

COUNCIL MEMBER | 2013

MEMBER | 2004

CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

CIFA is the leading professional body representing archaeologists working in the UK and overseas.

MEMBER | 2004

INSTITUTE OF ARCHAEOLOGISTS OF IRELAND

IRISH LICENSE ELIGIBILITY | 2004

DEPARTMENT OF ARTS, HERITAGE, REGIONAL, RURAL
AND GAELTACHT AFFAIRS

DOCTOR OF PHILOSOPHY | EXPECTED 2020
UNIVERSITY OF LEICESTER

MA ARCHAEOLOGY (DISTINCTION) | 2008
UNIVERSITY OF BRADFORD

BSC ARCHAEOLOGY | 1999
UNIVERSITY OF BRADFORD



SELECTED PUBLICATIONS AND PAPERS

A THEORY OF CHANGE AND EVALUATIVE FRAMEWORK FOR
MEASURING SOCIAL IMPACT IN ARCHAEOLOGY
Wilkins, B. 1999 Post Classical Archaeologies, 9.

'DIGGING THE CROWD: THE FUTURE OF
ARCHAEOLOGICAL RESEARCH IN THE DIGITAL AND
COLLABORATIVE ECONOMY'

European Association of Archaeologists, Glasgow, September 2015
Digital Pasts, Llandudno, 2014

'THE THINGS WE THINK AND DO NOT SAY - THE
FUTURE OF OUR BUSINESS'

Institute for Archaeologists, 2014

KNOWLEDGE, VALUE AND THE CELTIC TIGER

In Aitchison, K., Jameson, J. and Eogan, J. (eds.) Archaeologists of
the world: globalizing archaeological practice. Springer



Manda Forster

DIRECTOR OF OPERATIONS

BSc PhD MCIfA FSA Scot
MANDA@DIGVENTURES.COM
@MANDA_FORSTER

Manda's diverse archaeological career stretches across research, education, not-for-profit and commercial environments. Having held senior management roles in several organisations, she is particularly adept at post-excavation management, mentoring staff and developing learning materials. Manda has a track record delivering membership and audience development programmes for professional bodies and heritage organisations. She is research-active, with academic interests in standards development for the archaeological sector and the manufacture and distribution of worked stone goods in the North Atlantic region.



EXPERIENCE

PROGRAMME MANAGER | 2016 - PRESENT
DIGVENTURES

STANDARDS PROMOTION MANAGER | 2011 - 2015
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

RESEARCH FELLOW | 2011-2011
INSTITUTE FOR ARCHAEOLOGY AND ANTIQUITY, BIRMINGHAM UNIVERSITY

POST-EXCAVATION MANAGER | 2004 - 2011
BIRMINGHAM ARCHAEOLOGY



KEY COMPETENCIES

- Heritage sector project design and delivery
- Designing and delivering vocational training
- Research and university-based teaching, including programme design
- Archaeological post-excavation programme management
- Volunteer, staff and stakeholder management and engagement
- Strategic and business planning for cultural programmes
- Community-focussed archaeological fieldwork and skills training
- Writing and editing for academic and technical publications



EDUCATION AND AFFILIATIONS

MEMBER | 2004

CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

CIfA is the leading professional body representing archaeologists working in the UK and overseas.

TRUSTEE (CO OPTED) | 2019

SOCIETY FOR THE ANTIQUARIES OF SCOTLAND

TREASURER AND TRUSTEE | 2011 - 2019

BIRMINGHAM AND WARWICKSHIRE ARCHAEOLOGICAL SOCIETY

DOCTOR OF PHILOSOPHY | 2004

UNIVERSITY OF BRADFORD

BSC ARCHAEOLOGY (FIRST CLASS HONOURS) | 1998
UNIVERSITY OF BRADFORD

SELECTED PUBLICATIONS AND PAPERS



WORK DIGITAL / THINK ARCHIVE - GUIDANCE FOR
DIGITAL DATA MANAGEMENT IN ARCHAEOLOGY

Forster, A K, produced as CIfA guidance / HE Funded project

FROM HOMELAND TO HOME; STEATITE, MIGRATION
AND SETTLEMENT IN THE NORSE NORTH ATLANTIC

Forster, A K and R E Jones, in Gitte Hansen and Per Storemyr (eds)
From Prehistoric Vessels to Medieval Cathedrals, Universitetet i
Bergens arkeologiske serier UBAS.

DRIVING MEMBERSHIP ENGAGEMENT THROUGH
MARKETING COMMUNICATIONS Membership Excellence,
London, 2015

A CHARTERED PROFESSION: CIFA AND THE NEXT
GENERATION

Theoretical Archaeology Group Conference, Manchester, 2014

CIFA CLIENT GUIDE

Chartered Institute for Archaeologists, 2014



Stephanie Duensing

COMMUNITY ARCHAEOLOGIST
(PROJECT OFFICER)

BA BSOC MA PHD ACHA
STEPHANIE@DIGVENTURES.COM

Stephanie is a professional field archaeologist with substantial experience working on complex, large-scale investigation and fieldwork projects. She specialises in excavation and recording methodology, and has investigated a diverse range of sites, locations and periods. She is fabulous at running training field schools and mentoring those who want to learn more about archaeological techniques. Prior to her field based career, Stephanie completed a PhD at Manchester, exploring post medieval consumption practices through archaeological assemblages recovered from taverns, inns and alehouses in London. As a result, she is also an expert in post medieval ceramics and glass artefacts.



EXPERIENCE (SELECTED)

COMMUNITY ARCHAEOLOGIST (PROJECT
OFFICER) | 2021 - PRESENT
DIGVENTURES

PROJECT OFFICER | 2017 - 2021
JOHN MOORE HERITAGE SERVICES

SUPERVISOR | 2016 - 2017
JOHN MOORE HERITAGE SERVICES

ARCHAEOLOGIST | 2015 - 2016
COTSWOLD ARCHAEOLOGY



KEY COMPETENCIES

- Directing complex excavations in all environments and conditions
- Geographic Information Systems (GIS)
- Photographic and 3D recording of sites and artefacts
- Digital techniques and workflows for heritage activities
- Archaeological fieldwork and skills training
- Writing and editing for technical publications
- Extensive knowledge of British archaeology
- Post excavation techniques and finds analysis (ceramics and glass)
- On site Health and Safety



EDUCATION AND AFFILIATIONS

ASSOCIATE | 2014

CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

CIfA is the leading professional body representing archaeologists working in the UK and overseas.

PhD ARCHAEOLOGY | 2015

UNIVERSITY OF MANCHESTER

Taverns, Inns and Alehouses? An Archaeology of Consumption Practices in the City of London, 1666-1780

MA ARCHAEOLOGY | 2010

UNIVERSITY OF MANCHESTER

BSOC ANTHROPOLOGY | 2007

UNIVERSITY OF MARYLAND



SELECTED PUBLICATIONS

AN ARCHAEOLOGICAL EXCAVATION AT RADLEY,
OXFORDSHIRE

2021 Duensing, S. N. JOHN MOORE HERITAGE SERVICES.

POST EXCAVATION ASSESSMENT OF ARCHAEOLOGICAL
EXCAVATION AT STANTON HARCOURT, OXFORDSHIRE

2020 Duensing, S. N. JOHN MOORE HERITAGE SERVICES.

ARCHAEOLOGICAL INVESTIGATIONS AT ST MARY'S CHURCH,
WARGRAVE, BERKSHIRE

2019 Duensing, S. N. and Boston, C. JOHN MOORE HERITAGE
SERVICES: <https://doi.org/10.5284/1084272>.



Maiya Pina-Dacier

HEAD OF COMMUNITY

BSc MSc
MAIYA@DIGVENTURES.COM
@MUCKYMAIYA



Maiya is an experienced community builder for both on and offline communities, specialising in deep-touch engagement and growth. Having started her career in commercial archaeology liaising with local interest groups and running community events, she has worked on excavations as far afield as Rwanda, Spain, the Caribbean and Coventry. Maiya went on to develop content strategies to drive online engagement as a Marketing Consultant for start-ups in the financial sector, and is now the hub of DigVentures' community management, including participant experience and online communities, and is responsible for an ever-expanding worldwide network.



EXPERIENCE

HEAD OF COMMUNITY | 2018 - present
DIGVENTURES

COMMUNITY MANAGER | 2014 - 2018
DIGVENTURES

MARKETING CONSULTANT | 2011 - 2014
AGEAS PROTECT

FIELD ARCHAEOLOGIST | 2009 - 2011
AOC ARCHAEOLOGY, PHOENIX CONSULTING



KEY COMPETENCIES

- Designing content marketing strategies
- Using social media to build, manage and maintain online audiences
- Writing and editing for digital and print publication
- Digital techniques and workflows for heritage activities
- Crowdfunding campaign design, execution and consultancy
- Community-focussed archaeological fieldwork and skills training
- Historic research (Desk Based Assessment)
- Writing and editing for digital and print publication



EDUCATION AND AFFILIATIONS

MSC IN SKELETAL AND DENTAL BIOARCHAEOLOGY
(DISTINCTION) | 2009
UNIVERSITY COLLEGE LONDON

BSC ARCHAEOLOGY (FIRST CLASS HONOURS) | 2008
UNIVERSITY COLLEGE LONDON



SELECTED PUBLICATIONS AND PAPERS

THE DIGVENTURES SITE HUT

Driven by social content, Maiya is building new and existing audiences into sustainable online communities. She has grown the worldwide DigVentures audience by nearly 200% since joining the team, and has strategic oversight of coordinated content publishing and interaction across all DV channels including: Facebook, twitter, Instagram, YouTube, GooglePlus, and LinkedIn.

Content viewable here: digventures.com/archaeologynews/

Additionally, Maiya leads on populating the project-specific microsite archives built by DigVentures for all field projects:

<http://digventures.com/lindisfarne/>

<http://digventures.com/barrowed-time/>

<http://digventures.com/under-the-uplands/>

<http://digventures.com/leiston-abbey/>

<http://digventures.com/flag-fen/>

<http://digventures.com/costa-dos-castros/>

'IF YOU BUILD IT, WILL THEY COME? SCALING UP SOCIAL INNOVATION IN ARCHAEOLOGY'

MicroPasts/AHRC, Royal Geographical Society, 31st March 2015

'UP CLOSE AND PERSONAL: 3D IMAGING, SOCIAL MEDIA AND THE CROWD'

Theoretical Archaeology Group Annual Conference, Manchester, 2014



MAGGIE ENO BA MA
COMMUNITY ARCHAEOLOGIST

Maggie graduated from the University of British Columbia with a BA in Anthropology in 2010, and completed her MA in Archaeology for Screen Media from the University of Bristol in 2012. After digging in Jordan and England, she joined DV to film our first online course, 'How To Do Archaeology'. In addition to primary responsibility for producing top-notch video content, Maggie leads on our Unloved Heritage and Living Levels projects.



HARRIET TATTON BA
COMMUNITY ARCHAEOLOGIST

Harriet graduated from Aberdeen University in 2014 with a BA in Archaeology. Following her studies she pursued a career in banking and finance, before joining DigVentures in 2018 as the Community Archaeologist for our Coldingham project. Harriet leads delivery for the HLF-funded Etched in Stone and Wellcome Trust-funded Miracles to Medicine projects, as well as the DV DigCamp young learners programme.



JOHANNA UNGEMACH BA MA
COMMUNITY ARCHAEOLOGIST

Johanna graduated from Saarland University in Germany in 2015 with a BA in History, after which she did her MA in Sustainable Heritage Management at Aarhus University, Denmark. She is responsible for post-excavation processes and volunteer training activities at DV company headquarters in Barnard Castle, and is leading the Development phase activities for our 'Windows to the World' partnership project with St Mary's Parish Church.



DAVID WALLACE BSc
COMMUNITY ARCHAEOLOGIST

David graduated from University of Winchester in 2017, obtaining his degree in Archaeological Practice. He has since continued to gain experience in field archaeology through both voluntary and commercial work, digging across the UK and further afield, including sites in Romania and Georgia. David joined the team at DV after a small break backpacking in the Far East.



NAT JACKSON BA MSC
COMMUNITY ARCHAEOLOGIST

Nat is an experienced commercial field archaeologist, having worked for several contracting units throughout his career to date. After graduating from an MA in Archaeology from Liverpool in 2012, he has been in the field ever since. He joined DV back in 2013 for a season at Leiston Abbey, since then, Nat has built up his skills in the field and has developed a keen interest in the archaeology of the Neolithic, especially in and around East Anglia.



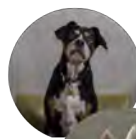
BEN SWAIN BA
COMMUNITY ARCHAEOLOGIST

Ben began his archaeological journey with DigVentures as a volunteer in 2012, and his enthusiasm grew with every muddy hole he encountered. Having qualified as an accountant in 2012, it didn't take long for him to realise he really was an archaeologist at heart. Reaching for his trowel, Ben joined DV in 2019 with his Archaeology Skills Passport in hand to undertake further training with our field archaeology team.

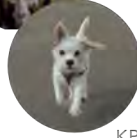


INDIE JAGO BA
COMMUNITY ARCHAEOLOGIST

Indie is a core member of our field archaeology team, having joined DigVentures for some field training experience as part of her degree in Archaeology from Durham University. After a spell working in the wider world of commercial archaeology after graduation, Indie joined DV as a fully fledged Community Archaeologist in 2019.



FERGUS AND MONTY
SENIOR AND JUNIOR ASSISTANT SITE DOGS



Fergus is a key member of the DigVentures team, responsible for on site security, leisure activities, and finding chips on a Friday night. He does not believe in meetings, panels, working groups, forms, reports or KPIs, and has been known to accept bribes for access to the team. Monty isn't sure what he's good at yet but he's trying really hard at everything.