



Land at Mulberry House, Stour Street Sudbury, Suffolk

Client:

Orwell Housing Association Ltd.

Date:

November 2015

SUY 150
Archaeological Evaluation Report
SACIC Report No. 2015/084
Author: M. Sommers
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SUY 150

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SACIC Report No. 2015/084

Author: M. Sommers

Editor: J. Craven

Report Date: November 2015

HER Information

Site Code: SUY 150

Site Name: Land at Mulberry House, Stour Street, Sudbury, Suffolk

Report Number 2015/084

Planning Application No: B/15/00805

Date of Fieldwork: 18th November 2015

Grid Reference: TM 8706 4131

Oasis Reference: suffolka1-229473

Curatorial Officer: Dr A. Antrobus

Project Officer: M. Sommers

Client/Funding Body: Orwell Housing Association Ltd.

Client Reference: n/a

Digital report submitted to Archaeological Data Service:
<http://ads.ahds.ac.uk/catalogue/library/greylit>

Disclaimer

Any opinions expressed in this report about the need for further archaeological work are those of Suffolk Archaeology CIC. Ultimately the need for further work will be determined by the Local Planning Authority and its Archaeological Advisors when a planning application is registered. Suffolk Archaeology CIC cannot accept responsibility for inconvenience caused to the clients should the Planning Authority take a different view to that expressed in the report.

Prepared By: M. Sommers
Date: November 2015

Approved By: J. Craven
Position: Project Officer
Date:
Signed:

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Summary

An archaeological evaluation was carried out on an area of land at Mulberry House, Stour Street, Sudbury, in advance of a small housing development. Two trenches were excavated revealing a natural subsoil of pale yellow sand and gravel at a depth of around 1.3m. Each trench contained cut features but all were dated to the late post-medieval period. Despite the site's location within the area of Saxon and medieval Sudbury no evidence of activity during these periods was recovered, other than a single unstratified sherd of medieval coarseware. (Suffolk Archaeology Community Interest Company for Orwell Housing Association Ltd.)

1. Introduction

Planning permission has been granted for a residential development in an area of land adjacent to Mulberry House, Stour Street, Sudbury, Suffolk (application number B/15/00805). One of the conditions attached to the planning consent called for an agreed programme of archaeological work to be put in place in advance of this development.

The first stage of the programme of work, as specified in a Brief produced by Dr Abby Antrobus of the Suffolk County Council Conservation Team, was the undertaking of a trenched evaluation in order to ascertain what levels of archaeological evidence may be present within the development area and to inform any mitigation strategies that may then be deemed necessary. Based on this brief a Written Scheme of Investigation (WSI) was produced and subsequently approved by the Conservation Team (Appendix 1).

The National Grid Reference for the approximate centre of the site is TL 8706 4131. Figure 1 shows a location plan of the site.

The archaeological evaluation was carried out on the 18th November 2015 by Suffolk Archaeology Community Interest Company (SACIC) who were commissioned by Richard Cuting Associates LLP., on behalf of the site owner and developer, Orwell Housing Association Ltd.

2. Geology and topography

The development area consists of a roughly rectangular shaped area of level land to the west of Gregory Street some 25m distance from the street frontage. It lies at a height of c.32m OD on a high plateau that overlooks the floodplain of the River Stour, the edge of which lies c.150m to the west. The floodplain is considerably lower, being wholly below the 25m contour. The river runs in a number of meandering channels, some of which form a leat for Sudbury Mill. The main channel is c.360m to the west of the site.

The underlying geology of the development area, as recorded by the British Geological Survey, is liable to consist of superficial River Terrace deposits of sand and gravel which in turn overlie a chalk bedrock.

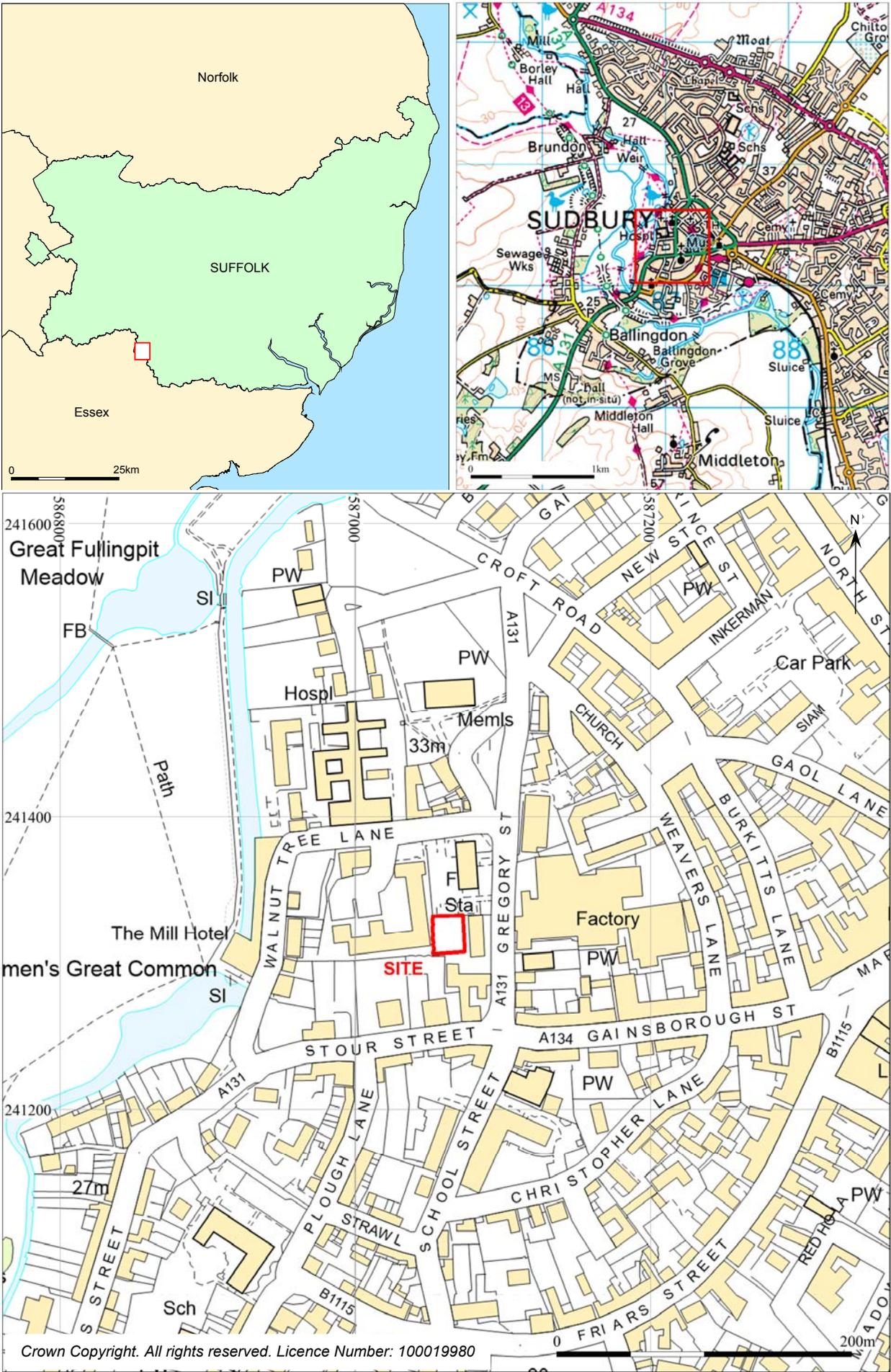


Figure 1. Location map

3. Archaeology and historical background

The archaeological and historical background of the development area is detailed in Section 3 of the WSI, which can be found as an appendix to this report. In summary, there are a number of entries on the Historic Environment Record (HER) in the vicinity of the development area. These record Late Bronze Age and Iron Age activity close to the north and south of the development area (HER refs. SUY014, 029 and 047) along with a significant body of evidence for activity dating from the Saxon period through to the post-medieval period in the local area. The development area is located well within the boundaries of the known Saxon and medieval settlement core (HER ref. SUY 040) and its topographical setting, on high ground overlooking a river valley, is also considered favourable for earlier activity.

4. Methodology

The trial trenches were machine excavated down to the level of the natural subsoil using a toothless bucket fitted to a tracked mechanical excavator. The trench locations were generally as detailed in the approved WSI except Trench 2 was moved c.1.5m to the north to avoid a gas testing point, although it still lay within the footprint of one of the proposed buildings (See Fig. 2).

The machining of the trenches was closely observed throughout in order to identify archaeological features and deposits and to recover any artefacts that might be revealed. Excavation continued until undisturbed natural deposits were encountered, the exposed surface of which was then examined for cut features. Any significant features exposed would then have been sampled by hand in order to ascertain their depth and profile and to recover datable evidence but in the event only late post-medieval pits were exposed. Artefacts were recovered from the fills of these features to confirm their late date but due to the depth of the trenches they were not formally excavated. The prime method of recording was through the taking of digital photographs with an appropriate scale in place and through the drawing of measured sketches

Following excavation of each trench, the nature of the overburden was recorded and the depths noted. Upon completion of the evaluation the trenches were backfilled.

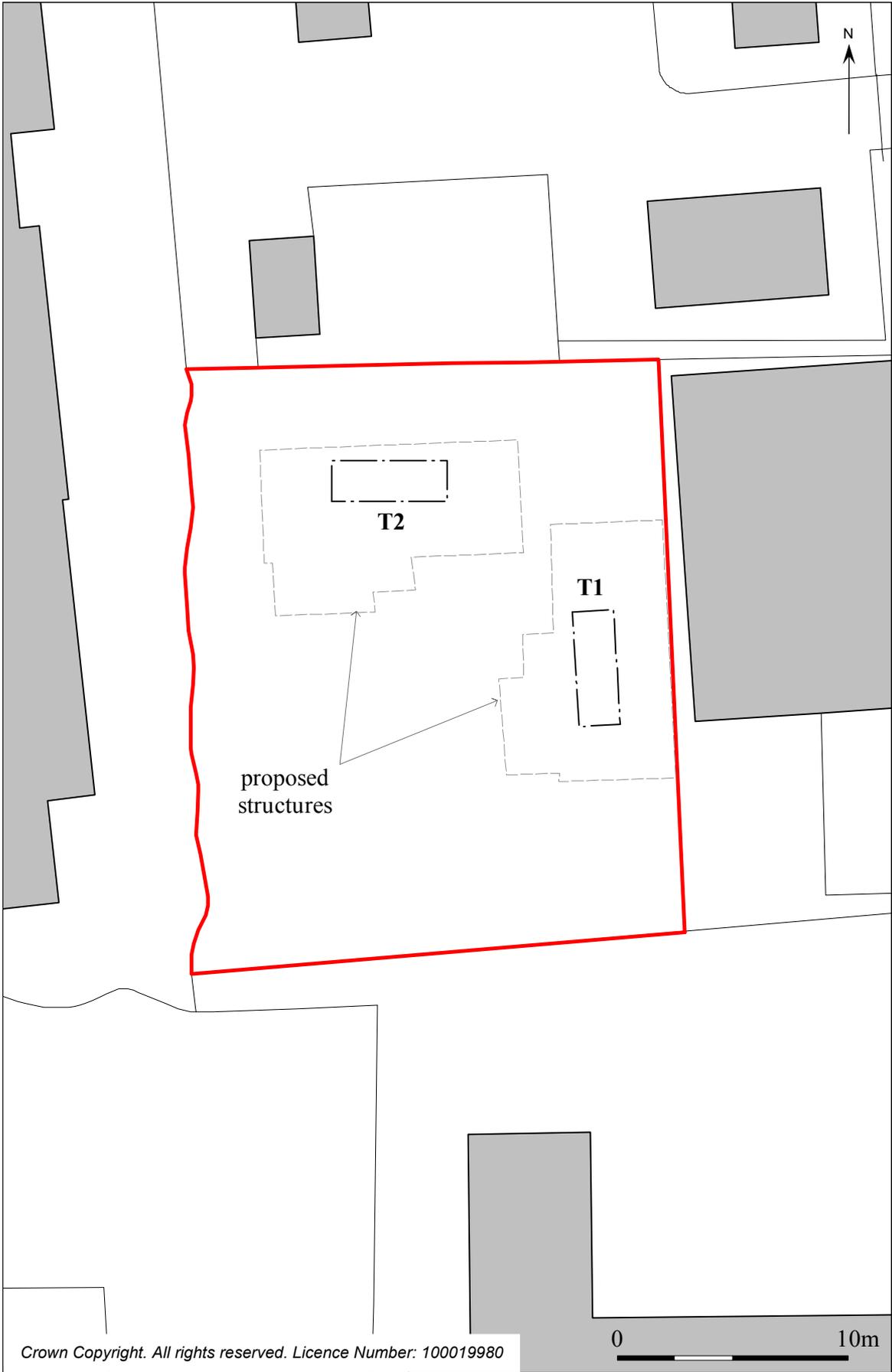


Figure 2. Trench locations

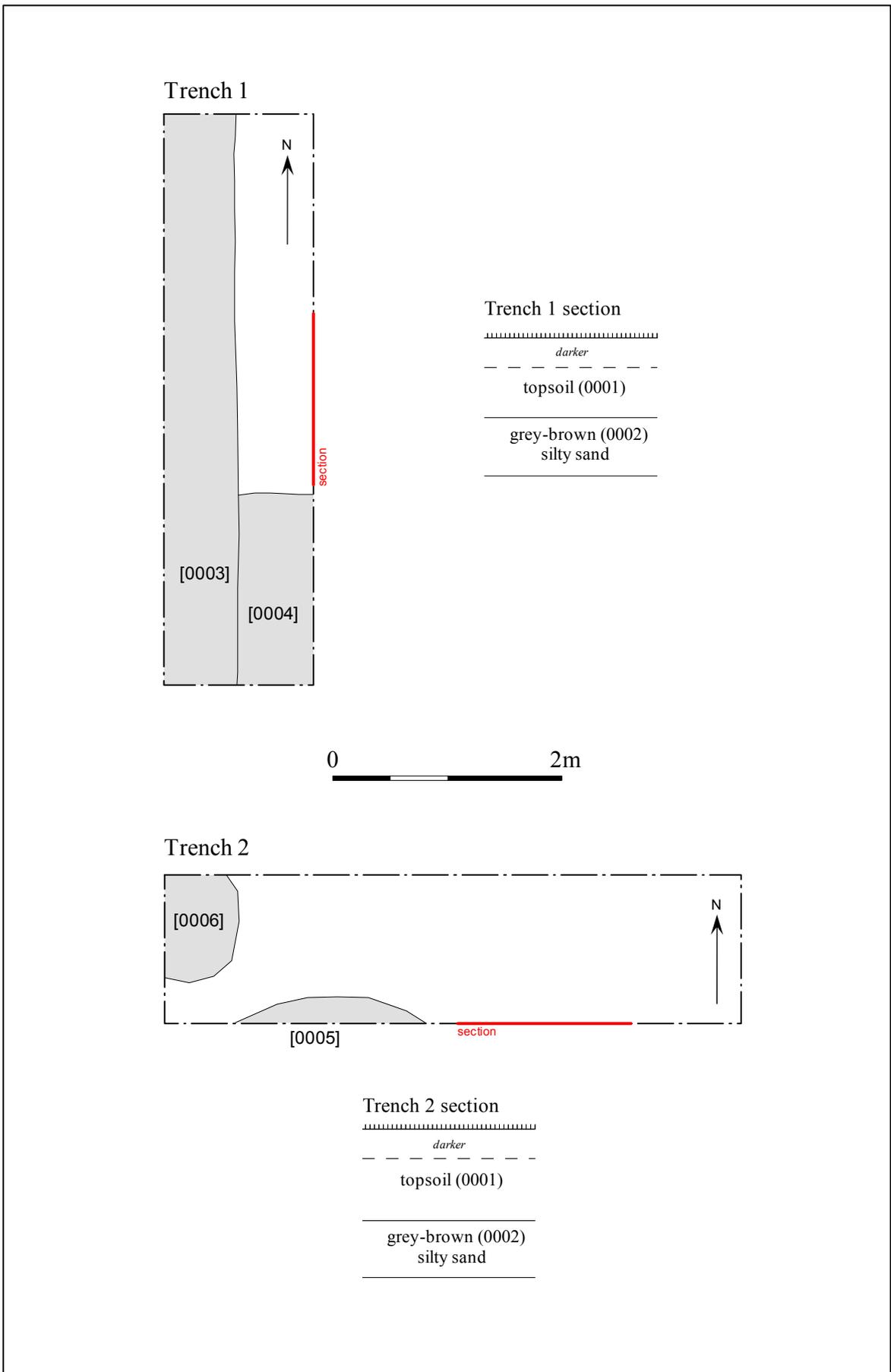


Figure 3. Trench plans and sample sections

5. Results

Two evaluation trenches, each 5m in length, were excavated in locations designed to fall within the footprint of each of the proposed structures (Fig. 2). Figure 3 comprises a plan of each trench along with sample sections of the revealed overburden.

A natural subsoil of pale yellow sand with occasional small stone was exposed in both trenches below an overburden of topsoil (0001) and an underlying, 0.5m thick deposit of grey-brown silty sand (0002). The upper 0.3m of the topsoil was very slightly darker due to its higher organic content. In Trench 1 the natural subsoil lay at a depth of 1.2m whilst in Trench 2 it lay at 1.3m, due to a slightly thicker topsoil deposit (plates 1 and 2). No artefacts of any period were noted in either deposit except for a single sherd of pottery recovered from the lower layer (0002).

Within both trenches a series of four cut features, two in each trench, were present. These were interpreted as pits (numbered 0003 to 0006) the locations of which are marked in Figure 3. All contained significant quantities of late post-medieval (probably 19th century or later) brick and tile, some with lime mortar adhering, along with fragments of windows glass. No obviously domestic debris, such as ceramics or glass bottles, was recovered suggesting the material derived from demolished buildings. All appeared to be sealed by the overlying deposit of grey-brown silty sand (0002).

In Trench 1 (plate 3) pit 0003 ran the full length of the trench and had a fill of dark grey silty sand with late post-medieval brick and tile. Only its eastern edge was visible in the trench and the feature clearly continued to the north, south and west. The visible edge was straight and parallel with the development area's eastern boundary. This pit cut an early feature, pit 0004, which also contained late post-medieval material. Only this feature's northern edge was present within the trench. It too was straight and was precisely perpendicular to the edge of pit 0003 and the eastern boundary of the development area.

Portions of two separate pits were noted in Trench 2 (plate 4), 0005 and 0006. Both had curving edges, suggestive of circular or oval shaped cuts, and both contained late post-medieval material.

No earlier features were noted in either trench and no evidence for early activity was recovered, other than the single sherd of pottery recovered from the lower layer of the overburden (0002), which has since been dated to the medieval period.

6. Finds and environmental evidence

A single sherd of pottery (weight 10g) was recovered from the lower layer of the overburden (0002). It has been identified as a body sherd of a medieval coarseware vessel (R. Goffin *pers comm.*). A number of fragments of brick and tile were recovered from the pits noted in both trenches. These are all clearly late post-medieval in date, probably from the 19th century. Many have traces of a lime mortar adhering to the surfaces suggesting they originate from demolished structures.

7. Discussion

All the features recorded in the evaluation trenches are probably related to 19th century or early 20th century activity. The straight edges and the scale of the two cuts noted in Trench 1 suggest they could be the result of small scale quarrying of the sand and gravel. Similar activity has been recorded in the area immediately to the west (SUY 029) and a sand pit noted on the 1st edition Ordnance Survey map (1:2500 scale sheet, published 1876) approximately 65m to the west. The pits in Trench 2 have rounded edges suggestive of circular or oval shaped cuts which could suggest rubbish pits rather than quarries but this is not conclusive.

The complete lack of any earlier evidence, other than the stray sherd of medieval pottery, is slightly unusual given the development area's location within the medieval settlement area of Sudbury and within the Saxon burh, the limits of which are approximately delineated by the curving streets of Burkitts Lane and Friars Street, which run around the outer edge of the former defences. Although a large part of the area of Trench 1 was lost to later features this was not the case with Trench 2, which revealed a relatively large expanse of the natural subsoil that appeared to be undisturbed and displayed no obvious evidence that its surface had been truncated. This could just be the result of a coincidence and that early features lie just beyond the limits of the trenches, or that they are located in what was an area of open ground within the early settlement.

8. Conclusions and recommendations for further work

Based on the results of evaluation no further archaeological work is recommended for this site although given the site's location within the core of the medieval settlement and close to the centre of the Anglo-Saxon burh it may be prudent to undertake a watching brief during the groundworks phase of the development. The final decision as to the need for further work is entirely at the discretion of the County Conservation Team.

9. Archive deposition

Paper, digital and photographic archive will be sent to the County HER, ref. SUY 150.

10. Acknowledgements

The fieldwork was carried out by Mark Sommers. Project management was undertaken by John Craven who also provided assistance during the production of the report and undertook the final editing.

Plates



Plate 1. Overburden as revealed in the side of Trench 1 (camera facing east)



Plate 2. Overburden as revealed in the side of Trench 2 (camera facing south)



Plate 3. Base of Trench 1 (camera facing north)



Plate 4. Base of Trench 2 (camera facing west)

Appendix 1. Written Scheme of Investigation



Land at Mulberry House Stour Street, Sudbury, Suffolk

Client:
Orwell Housing Association Ltd

Date:
November 2015

SUY 150
Written Scheme of Investigation and Risk Assessment –
Archaeological Evaluation
Author: John Craven
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3. Archaeological and historical background
4. Project Objectives
5. Archaeological method statement
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Project details

Planning Application No:	B/15/00805
Curatorial Officer:	Dr Abby Antrobus (Suffolk CC Archaeological Service)
Grid Reference:	TL 8707 4132
Area:	c.600sqm
HER Event No/Site Code:	ESF23278 / SUY 150
Oasis Reference:	suffolka1-229473
Project Start date	18/11/2015
Project Duration:	c.1 day

Client/Funding Body:	Orwell Housing Association Ltd
SACIC Project Manager	John Craven
SACIC Project Officer:	Mark Sommers
SACIC Job Code:	SUYMUL001

1. Introduction

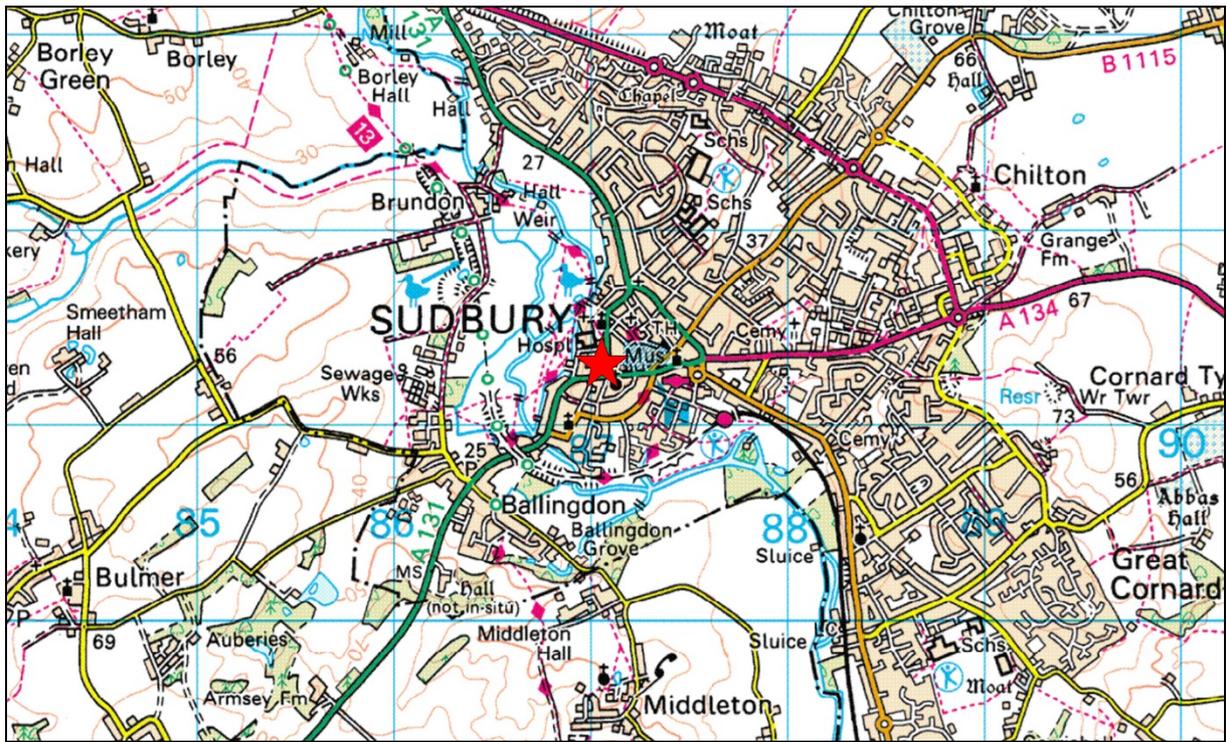
- A program of archaeological evaluation is required to assess the site of housing development at Mulberry House, Stour Street, Sudbury (Fig. 1) for heritage assets by a condition on planning application B/15/00805, in accordance with paragraph 141 of the National Planning Policy Framework.
- The work required is detailed in a Brief (dated 15/10/2015), produced by the archaeological adviser to the Local Planning Authority (LPA), Dr Abby Antrobus of Suffolk County Council Archaeological Service (SCCAS).
- Suffolk Archaeology (SACIC) has been contracted to carry out the project. This document details how the requirements of the Brief and general SCCAS guidelines (SCCAS 2011) will be met, and has been submitted to SCCAS for approval on behalf of the LPA. It provides the basis for measurable standards and will be adhered to in full, unless otherwise agreed with SCCAS.

2. The Site

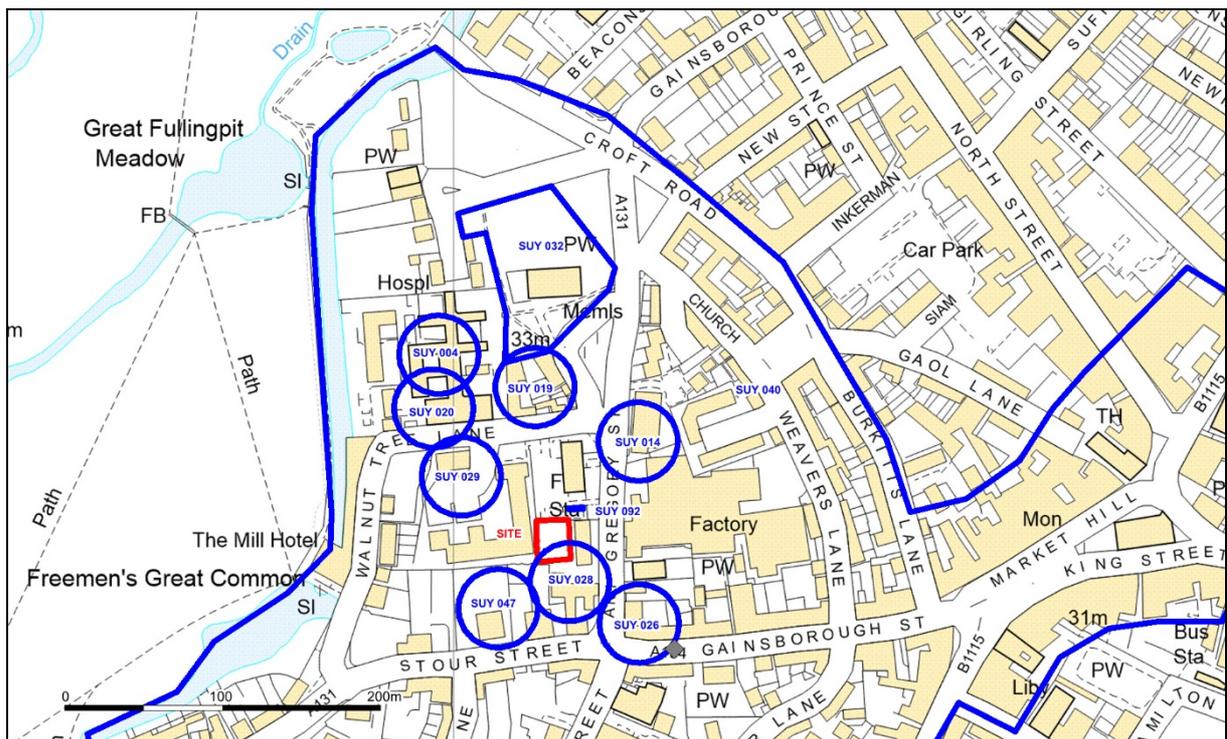
- The proposed development of two blocks of flats lies in a small area of open grass lawn to the rear of Mulberry House, surrounded by other properties. The site is located within the modern town of Sudbury, which is situated on the east bank of a bend in the River Stour, to the west of Gregory Street and north of Stour Street.
- The site lies 130m east of the River Stour, at a height of c.32m above Ordnance datum, on a level plateau at the top of the river valley slope.
- The site geology consists of superficial River Terrace deposits of sand and gravel which in turn overlie chalk bedrock of the Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation and Culver Chalk Formation (British Geological Survey website).

3. Archaeological and historical background

- The condition has been placed as the site lies in an area of very high archaeological potential, within the Anglo-Saxon and medieval settlement core (Suffolk Historic Environment Record No. SUY 040) and in a landscape setting topographically favourable for early occupation of all periods (Fig. 2).
- The general area has been the subject of a previous desk-based assessment by the author for proposed redevelopment at the nearby Walnut Hospital, c.80m to the north-west (Craven 2012). This noted the presence of a Late Bronze Age and Iron Age settlement focus immediately to the north and south of the site (SUY 014, 029 and 047) and which, in particular, was seen during excavations to the rear of Mulberry House (SUY 028).
- To the north of the site the medieval Church of St Gregory is believed to have been preceded by earlier medieval and Anglo-Saxon churches and Walnut Hospital, formerly a post-medieval workhouse, lies on the site of the former St Gregory's College which was founded by Simon of Sudbury in 1375 and dissolved in 1544. Anglo-Saxon and Medieval archaeological deposits have been excavated at SUY 014, SUY 028, SUY 029 and SUY 047 and the site of the medieval Chapel of the Holy Sepulchre was supposedly found in 1826, 50m to the south-east (SUY 026).
- Evidence of post-medieval activity such as rubbish pits or quarrying has been observed in several nearby locations such as SUY 019, SUY 029 and SUY 092. The latter site saw a small evaluation trench placed within the adjacent fire station – this identified a series of layers and pits, all post-medieval or modern in date reaching to a depth of 1.2m+ with no sign of the natural geological horizon.
- Previous archaeological work at nearby sites therefore has previously demonstrated that multi-period archaeological deposits do survive in the vicinity, although often at considerable depth and affected by substantial post-medieval disturbance such as quarrying. The proposed residential development will involve significant ground disturbance and this could have a detrimental impact upon any archaeological deposits that exist.



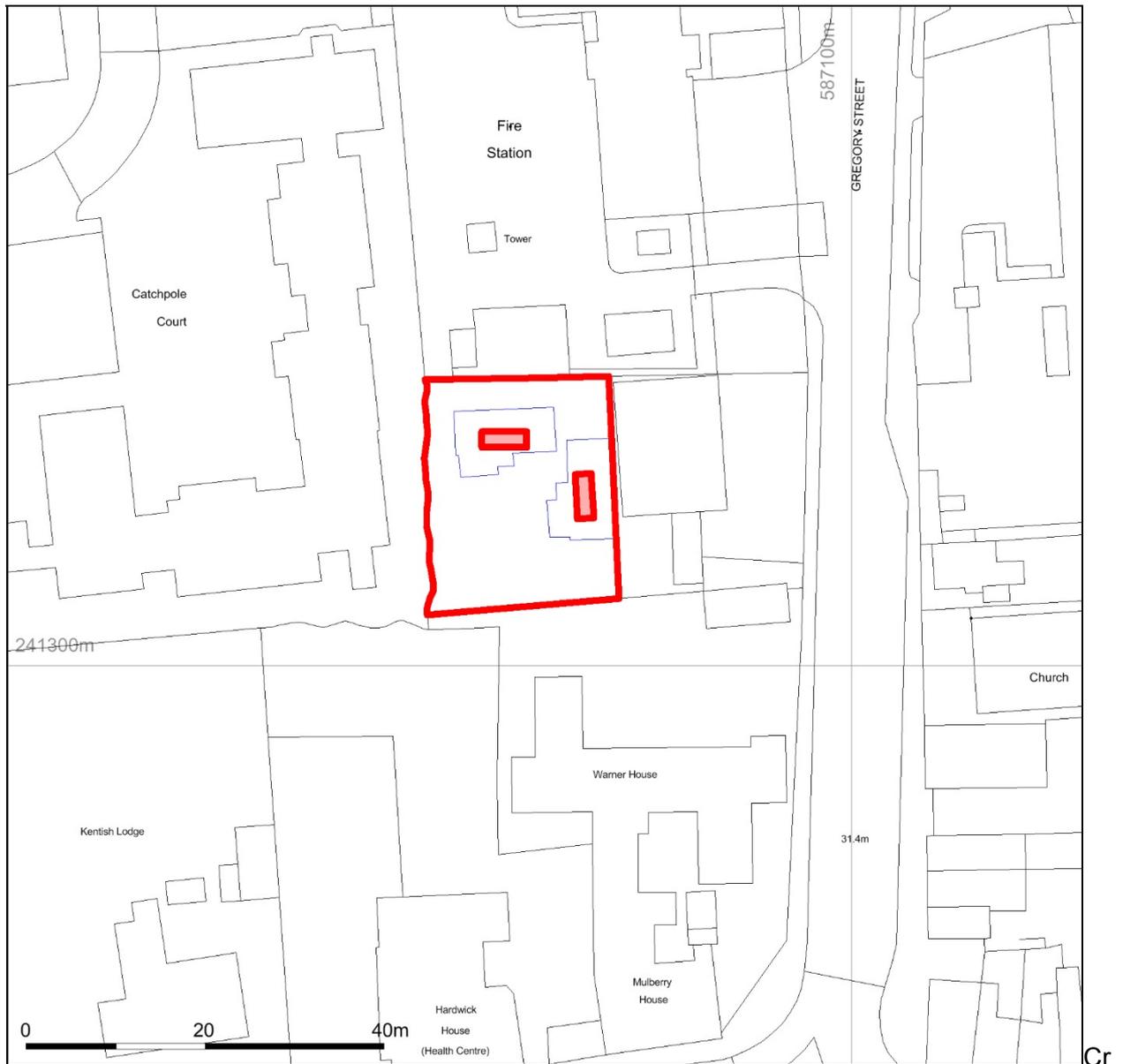
Contains Ordnance Survey data © Crown copyright 2015
 Figure 1. Location map



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 Figure 2. Selected nearby archaeological sites

4. Project Objectives

- The aim of the evaluation is to accurately quantify the quality and extent of the sites archaeological resource so that an assessment of the developments impact upon heritage assets can be made.
- The evaluation will:
 - Establish whether any archaeological deposits exist in the application area, with particular regard to any which are of sufficient importance to merit preservation *in situ*.
 - Identify the date, approximate form and function of any archaeological deposits within the application area.
 - Establish the extent, depth and quality of preservation of any archaeological deposits within the application area.
 - Evaluate the likely impact of past land uses and whether masking alluvial or colluvial deposits are present.
 - Establish the potential for the survival of environmental evidence.
 - Assess the potential of the site to address research aims defined in the Regional Research Framework for the Eastern Counties (Brown and Glazebrook 2000, Medlycott 2011).
 - Provide sufficient information for SCCAS to construct an archaeological conservation strategy dealing with preservation or the further recording of archaeological deposits.
 - Provide sufficient information for the client to establish time and cost implications for the development regarding the application areas heritage assets.



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 Figure 3. Proposed trench plan
 Site outline and proposed trenching (red), proposed development (blue)

5. Archaeological method statement

5.1. Management

- The project will be managed by SACIC Project Officer John Craven in accordance with the principles of *Management of Research in the Historic Environment* (MoRPHE, Historic England 2015).
- SCCAS will be given five days notice of the commencement of the fieldwork and arrangements made for SCCAS visits to enable the works to be monitored effectively.
- Full details of project staff, including sub-contractors and specialists are given in section 6 below.

5.2. Project preparation

- An event number has been obtained from the Suffolk HER Officer (SUY 150) and will be included on all future project documentation.
- An OASIS online record has been initiated and key fields in details, location and creator forms have been completed.
- A pre-site inspection and Risk Assessment for the project has been completed.

5.3. Fieldwork

- Fieldwork standards will be guided by 'Standards for Field Archaeology in the East of England', EAA Occasional Papers 14, and the Chartered Institute for Archaeology's (CIfA) paper 'Standard and Guidance for archaeological field evaluation', 2014.
- The archaeological fieldwork will be carried out by members of SACIC led by a Project Officer (TBC). The fieldwork team will be drawn from a pool of suitable staff at SACIC and will include an experienced metal detectorist/excavator.
- The project Brief requires the application area to be evaluated by the excavation of 10m of trenching across the proposed building footprints. A proposed trench plan, positioning a 5m trench across each block, is included above (Fig. 3). If necessary

minor modifications to the trench plan may be made onsite to respect any previously unknown buried services, areas of disturbance/contamination or other obstacles.

- The trench locations will be marked out using an RTK GPS system.
- The trenches will be excavated using a machine equipped with a back-acting arm and toothless ditching bucket (measuring at least 1.6m wide), under the supervision of an archaeologist. This will involve the removal of an estimated 0.3m-0.5m of topsoil and then probable earlier buried soil horizons until the first visible archaeological surface or natural subsoil surface is reached.
- Trenches will initially be machined to a maximum depth of 1.2m, due to Health and Safety considerations. In the event that either one or both trenches does not penetrate levels of post-medieval or modern build-up or disturbance, or expose geological natural (as has occurred in past archaeological evaluation nearby), a trench will be widened and sides stepped, to allow a maximum depth of 2.4m to be reached. If the second trench also requires deepening SCCAS and the client will then be consulted and an assessment made as to its necessity with regard to the constrained size of the site, the potential archaeological benefit and the nature of the proposed development.
- Spoilheaps will be created adjacent to each trench and topsoil and subsoil will be kept separate if required. Spoilheaps will be examined and metal-detected for archaeological material.
- The trench sides, base and archaeological surfaces will be cleaned by hand as necessary to identify archaeological deposits and artefacts and allow decisions to be made on the method of further investigation by the Project Officer. Further use of the machine, i.e. to investigate thick sequences of deposits by excavation of test pits etc, may be undertaken as necessary after consultation with SCCAS.
- There will be a presumption that a minimum of disturbance will be caused whilst achieving adequate evaluation of the site, i.e. establishing the period, depth and nature of archaeological deposits. Typically 50% of discrete features such as pits and 1m slots across linear features will be sampled by hand excavation, although in some instances 100% may be removed, with the aim of establishing date and function. All identified features will be investigated by excavation unless otherwise

agreed with SCCAS. Significant archaeological features such as solid or bonded structural remains, building slots or postholes will be preserved intact if possible.

- Sieving of deposits using a 10mm mesh will be undertaken if they clearly appear to be occupation deposits or structurally related. Other deposits may be sieved at the judgement of the excavation team or if directed by SCCAS.
- Any fabricated surface (floors, yards etc) will be fully exposed and cleaned.
- Metal detector searches will take place throughout the excavation by an experienced SACIC metal-detectorist.
- The depth and nature of colluvial or other masking deposits across the site will be recorded.
- An overall site plan showing trench locations, feature positions, sections and levels will be made using an RTK GPS or Total Station Theodolite. Individual detailed trench or feature plans etc will be recorded by hand at 1:10, 1:20 or 1:50 as appropriate to complexity. All excavated sections will be recorded at a scale of 1:10 or 1:20, also as appropriate to complexity. All such drawings will be in pencil on A3 pro forma gridded permatrace sheets. All levels will refer to Ordnance Datum. Section and plan drawing registers will be maintained.
- All trenches, archaeological features and deposits will be recorded using standard pro forma SACIC registers and recording sheets and numbering systems. Record keeping will be consistent with the requirements of the Suffolk HER and will be compatible with its archive.
- A photographic record, consisting of high resolution digital images, will be made throughout the evaluation. A number board displaying site code and, if appropriate, context number and a metric scale will be clearly visible in all photographs. A photographic register will be maintained.
- All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed. Finds on site will be treated following appropriate guidelines (Watkinson & Neal 2001) and a conservator will be available for on-site consultation as required.
- All finds will be brought back to the SACIC finds department at the end of each day for processing, quantifying, packing and, where necessary, preliminary

conservation. Finds will be processed and receive an initial assessment during the fieldwork phase and this information will be fed back to site to inform the on-site evaluation methodology.

- Environmental sampling of archaeological contexts will, where possible, be carried out to assess the site for palaeoenvironmental remains and will follow appropriate guidance (Campbell *et al* 2011). In order to obtain palaeoenvironmental evidence, bulk soil samples (of at least 40 litres each, or 100% of the context) will be taken using a combination of judgement and systematic sampling from selected archaeological features or natural environmental deposits, particularly those which are both datable and interpretable. All environmental samples will be retained until an appropriate specialist has assessed their potential for palaeoenvironmental remains. Decisions will be made on the need for further analysis following these assessments.
- If necessary, for example if waterlogged peat deposits are encountered, then advice will be sought from the Historic England Science Advisor for the East of England on the need for specialist environmental techniques such as coring or column sampling.
- If human remains are encountered guidelines from the Ministry of Justice will be followed. Human remains will be treated at all stages with care and respect, and will be dealt with in accordance with the law and the provisions of Section 25 of the Burial Act 1857. The evaluation will attempt to establish the extent, depth and date of burials whilst leaving remains *in situ*. If human remains are to be lifted, for instance if analysis is required to fully evaluate the site, then a Ministry of Justice license for their removal will be obtained in advance. In such cases appropriate guidance (McKinley & Roberts 1993, Brickley & McKinley 2004) will be followed and, on completion of full recording and analysis, the remains, where appropriate, will be reburied or kept as part of the project archive.
- In the event of unexpected or significant deposits being encountered on site, the client and SCCAS will be informed. Such circumstances may necessitate changes to the Brief and hence evaluation methodology, in which case a new archaeological quotation will have to be agreed with the client, to allow for the recording of said unexpected deposits. If an evaluation is aborted, i.e. because unexpected deposits have made development unviable, then all exposed

archaeological features will be recorded as usual prior to backfilling and a report produced.

- Trenches will not be backfilled without the prior approval of SCCAS. Trenches will be backfilled, subsoil first then topsoil, and compacted to ground-level, unless otherwise specified by the client. Original ground surfaces will not be reinstated but will be left as neat as practicable.

5.4. Post-excavation

- The post-excavation finds work will be managed by the SACIC Finds Team Manager, Richenda Goffin, with the overall post-excavation managed by John Craven. Specialist finds staff, whether internal SACIC personnel or external specialists, are experienced in local and regional types and periods for their field.
- All finds will be processed and marked (HER site code and context number) following ICON guidelines and the requirements of the Suffolk HER. For the duration of the project all finds will be stored according to their material requirements in the SACIC store at needham Market, Suffolk. Metal finds will be stored in accordance with ICON guidelines, *initially recorded and assessed for significance* before dispatch to a conservation laboratory within 4 weeks of the end of the evaluation. All pre-modern silver, copper alloy and ferrous metal artefacts and coins will be x-rayed if necessary for identification. Sensitive finds will be conserved if necessary and deposited in bags/boxes suitable for long term storage to ICON standards. All coins will be identified to a standard acceptable to normal numismatic research.
- All on-site derived site data will be entered onto a digital (Microsoft Access) SACIC database.
- Bulk finds will be fully quantified and the subsequent data will be added to the digital site database. Finds quantification will fully cover weights and numbers of finds by context and will include a clear statement for specialists on the degree of apparent residuality observed.
- Assessment reports for all categories of collected bulk finds will be prepared in-

house or commissioned as necessary and will meet appropriate regional or national standards. Specialist reports will include sufficient detail and tabulation by context of data to allow assessment of potential for analysis and will include non-technical summaries.

- Representative portions of bulk soil samples from archaeological features will be processed by wet sieving and flotation in-house in order to recover any environmental material which will be assessed by external specialists. The assessment will include a clear statement of potential for further analysis either on the remaining sample material or in future fieldwork.
- All hand drawn site plans and sections will be scanned.
- All raw data from GPS or TST surveys will be uploaded to the project folder, suitably labelled and kept as part of the project archive.
- Selected plan drawings will then be digitised as appropriate for combination with the results of digital site survey to produce a full site plan, compatible with MapInfo GIS software.
- All hand-drawn sections will be digitised using autocad software.

5.5. Report

- A full written report on the fieldwork will be produced, consistent with the principles of MoRPHE (Historic England 2015), to a scale commensurate with the archaeological results. The report will contain a description of the project background, location plans, evaluation methodology, a period by period description of results, finds assessments and a full inventory of finds and contexts. The report will also include scale plans, sections drawings, illustrations and photographic plates as required.
- The objective account of the archaeological evidence will be clearly separated from an interpretation of the results, which will include a discussion of the results in relation to relevant known sites in the region that are recorded in the Suffolk HER and other readily available documentary or cartographic sources.
- The report will include a statement as to the value, significance and potential of the site and its significance in the context of the Regional Research Framework for the

East of England (Brown and Glazebrook, 2000, Medlycott 2011). This will include an assessment of potential research aims that could be addressed by the site evidence.

- The report will contain sufficient information to stand as an archive report should further work not be required.
- The report may include SACIC's opinion as to the necessity for further archaeological work to mitigate the impact of the sites development. The final decision as to whether any recommendations for further work will be made however lies solely with SCCAS and the LPA.
- The report will include a summary in the established format for inclusion in the annual '*Archaeology in Suffolk*' section of the Proceedings of the Suffolk Institute of Archaeology and History.
- A copy of this Written Scheme of investigation will be included as an appendix in the report.
- The report will include a copy of the completed project OASIS form as an appendix.
- An unbound draft copy of the report will be submitted to SCCAS for approval within 4 weeks of completion of fieldwork.

5.6. Project archive

- On approval of the report a printed and bound copy will be lodged with the Suffolk HER. A digital .pdf file will also be supplied, together with a digital and fully georeferenced vector plan showing the application area and trench locations, compatible with MapInfo software.
- The online OASIS form for the project will be completed and a .pdf version of the report uploaded to the OASIS website for online publication by the Archaeological Data Service. A paper copy of the form will be included in the project archive.
- A second bound copy of the report will be included with the project archive.
- A digital .pdf copy of the approved report will be supplied to the client, together with our final invoice for outstanding fees. Printed and bound copies will be

supplied to the client on request.

- The project archive, consisting of the complete artefactual assemblage, and all paper and digital records, will be deposited in the SCCAS Archaeological Store at Bury St Edmunds within 6 months of completion of fieldwork. The project archive will be consistent with MoRPHE (Historic England 2015) and ICON guidelines. The project archive will also meet the requirements of SCCAS (SCCAS 2010).
- The project costing includes a sum to meet SCCAS archive charges. A form transferring ownership of the archive to SCCAS will be completed and included in the project archive.
- If the client, on completion of the project, does not agree to deposit the archive with, and transfer to, SCCAS, they will be expected to either nominate another suitable depository approved by SCCAS or provide as necessary for additional recording of the finds archive (such as photography and illustration) and analysis. A duplicate copy of the written archive in such circumstances would be deposited with the Suffolk HER.
- Exceptions from the deposition of the archive described above include:
 - Objects that qualify as Treasure, as detailed by the Treasure Act 1996. The client will be informed as soon as possible of any such objects are discovered/identified and the find will be reported to SCCAS and the Suffolk Finds Liaison Officer and hence the Coroner within 14 days of discovery or identification. Treasure objects will immediately be moved to secure storage at SCCAS and appropriate security measures will be taken on site if required. Any material which is eventually declared as Treasure by a Coroners Inquest will, if not acquired by a museum, be returned to the client and/or landowner. Employees of SCCAS, or volunteers etc present on site, will not be eligible for any share of a treasure reward.
 - Other items of monetary value in which the landowner or client has expressed an interest. In these circumstances individual arrangements as to the curation and ownership of specific items will be negotiated.
 - Human skeletal remains. The client/landowner by law will have no claim to ownership of human remains and any such will be stored by SCCAS, in accordance with a Ministry of Justice licence, until a decision is reached upon their long term future, i.e. reburial or permanent storage.

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- Historic England, 2015, *Management of Research in the Historic Environment (MoRPHE)*.
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- Watkinson, D. and Neal, V., 2001, *First Aid for Finds*. Third Edition, revised. Rescue/UKIC Archaeology Section, London.

Websites

British Geological Survey

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

6. Project Staffing

6.1. Management

SACIC Manager	Dr Rhodri Gardner
SACIC Project Manager	John Craven
SACIC Finds Dept	Richenda Goffin

6.2. Fieldwork

The fieldwork team will be derived from the following pool of SACIC staff.

Name	Job Title	First Aid	Other skills/qualifications
Mark Sommers	Project Officer	Yes	

6.3. Post-excavation and report production

The production of the site report and submission of the project archive will be carried out by the fieldwork Project Officer. The post-excavation finds analysis will be managed by Richenda Goffin. The following SACIC specialist staff will contribute to the report as required.

Post Roman pottery and CBM	Richenda Goffin
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Project Contacts

SACIC

SACIC Manager	Dr Rhodri Gardner	01449 900120
SACIC Project Manager	John Craven	01449900121
SACIC Finds Dept	Richenda Goffin	01449 900129
SACIC H&S	Stuart Boulter	01449 900122
SACIC EMS	Jezz Meredith	01449 900124
SACIC Outreach Officer	Duncan Allan	01449 900126

Emergency services

Local Police	Acton Lane, Sudbury, CO10 1QN	101
Local GP	Hardwicke House Group Practice, Stour Street, Sudbury, Suffolk, CO10 2AY	01787 370011
Location of nearest A&E	Colchester General Hospital, Turner Road, Colchester, Essex, CO4 5JL	01206 747474
Environment Agency	Customer Services Line (8am to 6pm) 24 hour Emergency Hotline	03708 506 506 0800 807060
Essex and Suffolk Water	24 hour Emergency Hotline	0845 782 0999
National Gas Emergency Service	Gas emergency hotline	0800 111 999
UK Power Networks	East England electricity emergency hotline	0800 783 8838
Anglian Water	24 hour Emergency Hotline	08457 145 145

Client contacts

Client	Orwell Housing Association Ltd	
Client Agent	Myles Hughes, Richard Utting Associates	01603 611281
Site landowner		

Archaeological contacts

Curator	Dr Abby Antrobus	01284 741231
Consultant		
EH Regional Science Advisor	Dr Zoe Outram	01223 582707

Sub-contractors

Plant hire	Holmes Plant Ltd	01473 892187
Misc. Equipment hire		
Toilet/facilities hire		

Appendix 2. OASIS data collection form

OASIS ID: [suffolka1-229473](#)

Project details

Project name	Land at Mulberry House, Stour Street, Sudbury
Short description of the project	Trenched evaluation in advance of small housing development exposed only late post-medieval pits. A single sherd of medieval pottery was recovered from the overburden.
Project dates	Start: 18-11-2015 End: 20-11-2015
Previous/future work	No / Not known
Any associated project reference codes	SUY150 - HER event no.
Any associated project reference codes	B/15/00805 - Planning Application No.
Type of project	Field evaluation
Current Land use	Other 5 - Garden
Monument type	PIT Uncertain
Significant Finds	POTTERY Medieval
Methods & techniques	"Sample Trenches"
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	Direction from Local Planning Authority - Direction 4
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK BABERGH SUDBURY Land at Mulberry House, Stour Street, Sudbury
Study area	600 Square metres
Site coordinates	TL 8706 4132 52.038188846991 0.727653483275 52 02 17 N 000 43 39 E Point

Project creators

Name of Organisation	Suffolk Archaeology CIC
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Suffolk Archaeology CIC
Project director/manager	John Craven
Project supervisor	Mark Sommers
Type of sponsor/funding body	Developer

Project archives

Physical Archive recipient	Suffolk HER
Physical Archive ID	SUY150
Physical Contents	"Ceramics"
Digital Archive recipient	Suffolk HER
Digital Archive ID	SUY150
Digital Contents	"other"
Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Suffolk HER
Paper Archive ID	SUY150
Paper Contents	"other"
Paper Media available	"Report"

Project bibliography

Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Evaluation Report: Land at Mulberry House, Stour Street, Sudbury, Suffolk
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC Report No. 2015/084
Date	2015
Issuer or publisher	SACIC

Place of issue or
publication Needham Market

Description printed sheets of A4 with card covers and a plastic comb binding

Entered by ms (mark.sommers@suffolkarchaeology.co.uk)

Entered on 20 November 2015

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