Society of Antiquaries of London

The British Museum *Suffolk County Council*

The University of Birmingham

BULLETIN

OF THE

SUTTON HOO

RESEARCH COMMITTEE

No. 1 April 1983

CONTENTS

PREFACE

This is the first of a series of BULLETINS designed to place before the archaeological and general public regular reports of research in progress on the Anglo-Saxon Royal Cemetery at Sutton Hoo. It will contain accounts of work proposed and completed, and a preliminary assessment of results, where appropriate, and will be issued every six months to those on the mailing list. It is not, of course, intended to usurp the role of publication, which is programmed as follows:

Interim Reports will appear annually in the *Antiquaries Journal*, which are to contain discussions of discoveries and provisional conclusions from all fields of research, and an inventory of all records accessible in archive (see below).

An *Archive* of project records will be constructed at the Project Centre from which microform copies will be periodically prepared for deposition at the British Museum, the National Monuments Record and Suffolk County Council.

The *permanent exhibition* of conserved finds will continue at the British Museum.

An *illustrated display* of research in progress, on site and within the locality, is mounted at the Woodbridge Museum.

Final reports are likely to take the form of academic symposia, illustrated catalogues (including the site atlas) and a popular recension for wider circulation, each format being distributed separately.

The BULLETINS therefore provide an information service for those wishing to monitor or participate in the project while it is actively in progress. Those wishing to be placed on the mailing list are requested to send the sum of £2 to the Project Centre at the following address:

M.O.H. Carver,
Research Director, Sutton Hoo Research Committee,
Sutton Hoo Project Centre,
Birmingham University Field Archaeology Unit,
P.O. Box 363,
Birmingham, B15 2TT. Tel: 021-472 3025

THE SUTTON HOO RESEARCH PROJECT

RESEARCH DESIGN
(3rd revision, 1 April 1983)

INTRODUCTION: Objectives of the Project

Sutton Hoo is a partially excavated Anglo-Saxon barrow cemetery, overlying settlements of the neolithic and beaker periods and standing in sandy cultivated land above the Deben estuary. Investigation appears to have begun in 1860, when one of "five Roman mounds" was opened; two bushels (c.3 cubic feet) of "iron screw bolts" were recovered, presumably clench nails from a ship-impression, and sent to a local blacksmith (*Ipswich Journal* 24 Nov. 1860). This may prove to have been mound 5. In 1938, mounds 2, 3 and 4 were trenched by Basil Brown (Bruce-Mitford 1974), at the invitation of the land-owner, Mrs. Pretty, and in 1939 the great ship burial was discovered by trenching in mound 1 on the eve of the outbreak of war. The ship impression and its central chamber were excavated by a team which included Professors Grimes and Piggott, under the supervision of C.W. Phillips. The grave-group comprised a range of objects, ceremonial, artistic and utilitarian, which constitutes the most remarkable archaeological statement so far made about an Anglo-Saxon, or indeed about any individual, prehistoric or historic, to be buried in these islands.

The study, conservation, restoration and interpretation of the results of these excavations were achieved over the next 40 years by R.L.S. Bruce-Mitford, whose three-volume publication of the site is now complete (Bruce-Mitford 1975, 1978 and forthcoming). In 1965–70 the ship-trench in mound 1 was re-excavated under the supervision of R.L.S. Bruce-Mitford and P. Ashbee, and the remaining part of the original mound was disentangled from the 1939 spoil-heaps, which were themselves re-excavated (Bruce-Mitford 1975). A beaker settlement site (in the form of post-sockets and a hearth) and a rutted trackway (probably medieval) were discovered at the east end of the mound (Ashbee, unpublished). Between 1968–70 a separate campaign of excavation took place in the northern sector (including mound 5) under the supervision of I. Longworth and I. Kinnes (Longworth and Kinnes, 1980). Four areas were opened (fig. 1) and evidence for neolithic and Iron Age occupation (including a pallisade) was contacted, together with silhouette burials, early Saxon cremations, and a skull, radio-carbon dated to the 8th century A.D. In 1982, a small square shaft was cut in the centre of mound 11, by person or persons unknown.

The extant cemetery has thus borne at least nine archaeological excavations in different places, in addition to its truncation by trackways and aerial defences, its quarrying for golf-course bunkers and its use as a tank training ground and 2″ mortar range. It consisted originally of at least 16 barrows, of which 9 may be intact, 2 on morphological analogy containing boats.

Few sites can offer such concentrated potential for the student of early England in particular, and antiquity in general. The great ship burial is currently the main tangible link between the pagan Saxons and the Christian English; between the world of Beowulf and that of Benedict Biscop. Historically, it looks back towards the fragmented continental origins of the English nation and forward to royal traditions that are still with us. Archaeologically it connects the pagan cemeteries of East Anglia with the royal crypts of Northumbria and Mercia; it provides a last analogy for the princely barrows of earlier millenia, and a window on a key social process: how a small immigrant community acquired territorial power, dispensed its wealth and changed its religion.

The barrows which remain at Sutton Hoo are not expected to match in the slightest degree the wealth of the burial deposit in mound 1. It is rather in their contrast and in their differences that their value lies: the power to evoke the stratification of their society. To investigate these barrows, to reconstruct the cemetery as a whole and to study the role it played in the region and in Europe, both as a historical episode and as an anthropological practice, is an unimpeachable academic aspiration. So to manage the investigation that it raises respect and support for modern archaeological fieldwork, its methods and its

resources, is a desirable and a timely investment. The objectives of the Sutton Hoo project are therefore quite clear:–

— to establish the extant content and the limits of the barrow cemetery, and other coincident earlier and later cemeteries and to excavate and study them

— to explore the areas immediately adjacent for contemporary structures

— to map and characterise the prehistoric settlements and to study their relevance (if any) to the early medieval features

— to survey the surrounding territory intensively in order to discover the place of the barrow cemetery as an element in the local Anglo-Saxon landscape, and in the kingdom of East Anglia

— to study the role played by the barrow cemetery (as a whole) in the history, archaeology and anthropology of Europe

— to tidy, protect and display the site and to present its records in accesssible form

— to develop and test archaeological methods and techniques which can also serve archaeological research and rescue elsewhere

— to stimulate public interest in archaeological aims and methods

This last objective may be seen as central to the motivation of the project's sponsors. The creation of respect and support for modern archaeology can be achieved most easily through an investigation whose purpose and historical rewards can be readily understood by the maximum number of people. Although a further harvest of valuable objects is not anticipated, (and does not form any part of these objectives) the burial assemblage from mound 1 in the British Museum has undoubtedly won, through its beauty and vivacity, many new friends for archaeology. It is perverse to disdain objects which are universally admired; such admiration should rather be transformed into understanding, and this the project aims to do.

The Sutton Hoo project is thus viewed as a co-operative expedition, undertaken on behalf of British archaeology as a whole. It will be achieved by three intersecting programmes of study, which are sketched below, the SITE OPERATIONS, the REGIONAL STUDY, and the COMPARATIVE STUDIES.

The project was undertaken on the initiative of Mr. Robert Pretty, and is sponsored by the independent SUTTON HOO EXECUTIVE COMMITTEE which retains overall academic control, and which consists of representatives of the Society of Antiquaries of London, the British Museum and Suffolk County Council. The overall supervision of the project is in the hands of the SUTTON HOO RESEARCH COMMITTEE, on which the Department of the Environment, the National Maritime Museum and a number of prominent academics are represented under the chairmanship of the President of the Society of Antiquaries. Dr. Rupert Bruce-Mitford has kindly agreed to act as Consultant to the project. *Site operations* are to be entrusted to a specialist team created for the purpose within Birmingham University's Field Archaeology Unit. The principal contributor to the *regional study* will be Suffolk Archaeological Unit (of Suffolk County Council) whose archaeological survey of their own county is particularly strong in early medieval expertise. They have agreed to collaborate directly with the Sutton Hoo Executive Committee. All work on the ground in Suffolk will be co-ordinated by a Project Management team, consisting of the Research Director, the Director of SAU and the Field Officer responsible for the area survey. *Comparative studies* will be pursued in the "Sutton Hoo Seminars", a continuous series of sponsored meetings to be held mainly at the Universities of Cambridge, Oxford, Birmingham and East Anglia. Research on the special maritime interest of the project will be undertaken with the close collaboration of the National Maritime Museum.

The Committee's Research Director is personally responsible for all operations on site and for the analysis and publication of the results. He will also co-ordinate all such other research work as the Committee may from time to time initiate for the greater understanding of the outstanding national asset that is Sutton Hoo.

SITE OPERATIONS (Fig. 1, 2)

The site is pre-defined in 'Zones', which reflect to some extent the present condition of the land and the expected archaeological survival (see Figs. 1–3).

Programme

Operations on site are to proceed in a number of separate stages, each of which will inform, justify and influence the one that follows — although in some cases the operations will overlap.

PHASE 1: EVALUATION

STAGE I: Creation of archive. All extant records will be collected, copied and distributed in microform to four repositories (NMR, British Museum, Suffolk Archaeological Unit, and the Project Centre). This will include the published and unpublished prehistoric material from the 1965-70 excavations. The format is given in Appendix 3. An index to the archive will be made and published, with updates given periodically during the project.

STAGE II: Survey. The *Contour Surveys* undertaken by R.L.S. Bruce-Mitford between 1967 and 1980 will be converted to metric units where necessary and correlated with a new extensive survey carried out with electronic instruments, computer-plotted at 5cm vertical intervals. A plot will be made of the *extant vegetation. Geophysical Surveys* will commence with a scan by a metal- (or mine-) detector to locate 2″ mortar shells and other large recent metal objects; this will be followed by high intensity mapping by *resistivity, fluxgate gradiometer, magnetic susceptibility, ground penetrating pulse radar* and *sonic* systems. These surveys will then be extended to adjacent areas (zones D,E,F).

STAGE III: Experiment. A viscous compound will be tested which consolidates running sand but allows detector sprays to function. The sprays themselves will be developed particularly for the detection of manganese pan in both dark and light soil, from which to map barrow tip-lines and body stains. Dilute sprays and spray-systems will also be developed for pH and phosphate mapping.

STAGE IV: Surface Mapping. The area of the site currently under grass will be smothered with black polythene and the dead grass matting removed and tilth cleaned. Features will then be mapped after enhancement by spraying. The penetration here will not exceed 10cms, and the object of the operation is two-fold: (1) to investigate the ancient use of the barrow cemetery (after its construction) as a meeting place etc., and (2) to locate all disturbances to the barrows themselves. The work will be carried out in areas approximately ¼ hectare in extent, using an inflatable cover to protect the working surface within a stable ambience.

STAGE V: Test excavation in adjacent areas. This will be necessary before the examination of areas in Top Hat Wood can be undertaken, the which involves the removal of several trees. The principal target is Zone B, a promontory immediately opposite mound 1. Test excavation will also be used to make contact with the limits of the cemetery and pre-historic settlements.

STAGE VI: South field. That part of the scheduled area currently under plough (Zone D) is to be excavated and recommended for de-scheduling if appropriate. Excavation will comprise (1) field walking, (2) top soil sampling by broad transect, (3) stripping if justified by (1) and (2).

STAGE VII: Brown Barrows and Old Ditches. One or more of the trenches cut in mounds by Basil Brown will be re-examined, mainly for methodological and experimental purposes. The anti-glider ditches will be used to give exploratory transects through the flat part of the site.

STAGE VIII: Environmental Studies. This work will concern both the evaluation of the potential of the site itself to yield biologial evidence and also will continue the geographical and paleobotanical studies begun by Professor G. Dimbleby and C.E.

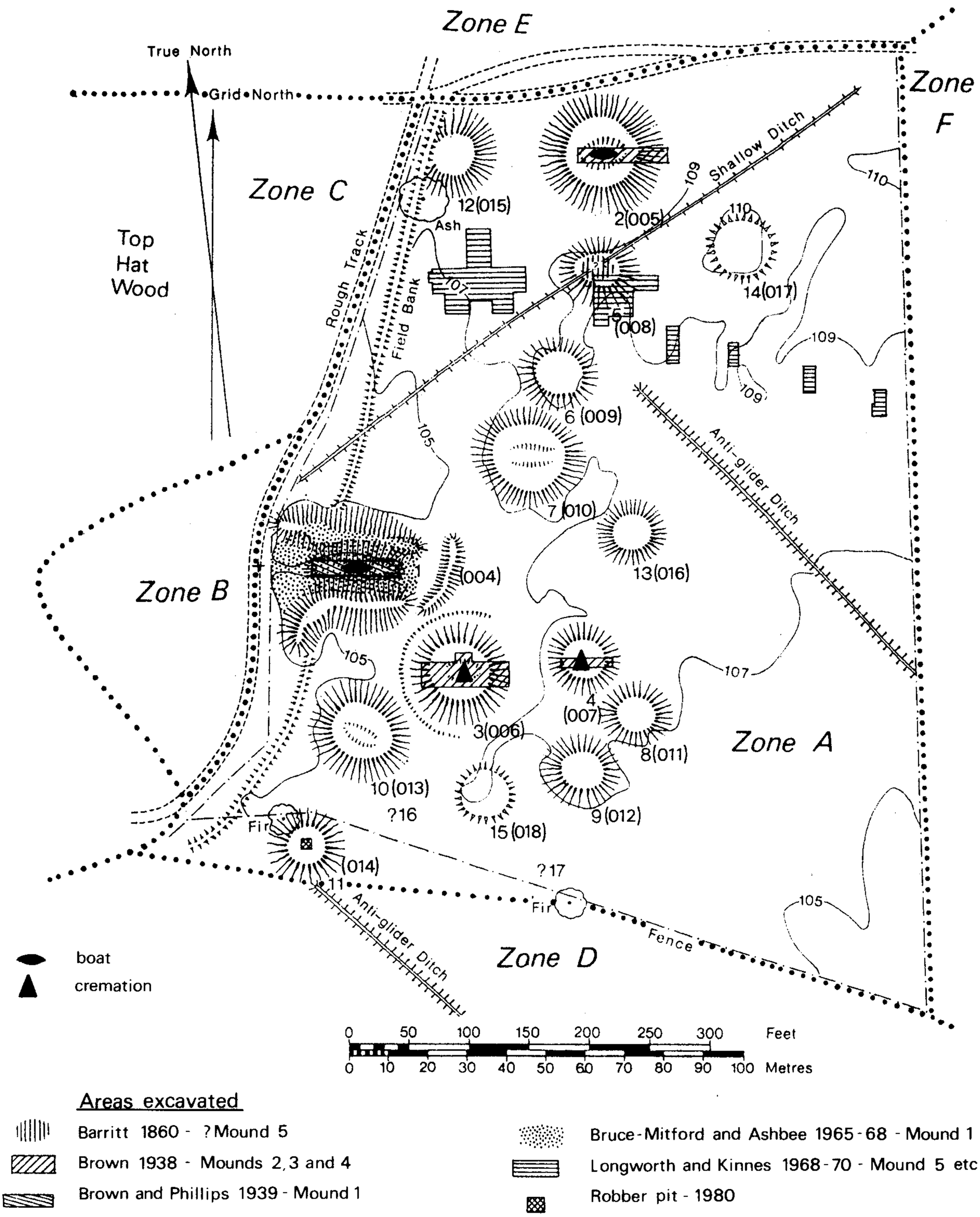


FIG. 1

The Sutton Hoo site showing interventions to date and zones for investigation. (Sources: Bruce-Mitford 1972: fig. 2; Bruce-Mitford 1975: Chapter 3 and fig 11; Longworth and Kinnes 1980; Lawson 1981 (numbers in brackets) and observation on site.)

Everard (Bruce-Mitford 1975; Ch.1). This will include the sub-aquatic exploration of the Deben opposite woodbridge. (For provisional list of specialist topics see Appendix 4.)

It is anticipated that Phase 1 will take about two years to complete and a further year to produce fully integrated records and published accounts. The work should provide a predictive map of the cemetery and its anticipated contents, its limits and those of the prehistoric settlements. It should also be possible to say how far the barrow cemetery is intact, and what information the new techniques can expect to elicit from it. Together with the preliminary results from the REGIONAL and COMPARATIVE STUDIES (see below) the overall effect of this phase will be a non-destructive evaluation from which an informed strategy for the next phase can be composed.

PHASE 2: EXCAVATION

The major decision to be made on completion of Phase 1 is whether to excavate all of the barrow cemetery, or part of it, or none. Such a decision must await the results of the evaluation, when the rewards of barrow excavation can be accurately predicted, but will meanwhile be argued in the "Sutton Hoo Seminars" (see below). The debate will pivot on whether to sacrifice a piece of the spatial jigsaw for the benefits of technical validation in later centuries. The programme given here assumes that some small area, including one intact barrow, will be left for the future.

STAGE IX: Barrow-linking. This operation is designed to place the barrows in stratigraphic sequence, and it assumes (1) that the sequence was not clear from the surface mapping (Stage IV) and (2) that sectional transects (i.e. shallow cuttings), enhanced chemically, will give a more reliable sequence within otherwise opaque topsoil than area stripping. The alternative, which is to remove the latest features on the site (i.e. the barrows) one by one, is unlikely to be compatible with a sufficiently stable ambience to observe this sequence in plan, if for no other reason.

STAGE X: Barrow Structures. Mound 2, already trenched by Basil Brown, will then be completely excavated, using consolidation and stable ambience techniques already developed. The area would be sufficiently large to include its ditch (if any). Mounds 5, 12 and 14 would then be similarly treated. The objective would be to discover whether the detailed method of construction of the barrows can be recognised from tip-lines etc. Assuming that this is so, all four barrows would be excavated by peeling.

STAGE XI: Area Excavation (1). The sites of mounds 2, 5, 12 and 14 will be marked, and the northern area (60x120m) which contains them, excavated in plan. After this northern sector was complete, the mounds would be reconstructed and sealed.

STAGE XII–XIII: Area Excavations (2) and (3). The same procedure will then be followed for the central and southern sectors, less a thin E–W transect containing mounds 9 and 10, which would be left.

STAGE XIV: Area Excavation in Zone B. Assuming a successful outcome to prospection in this area, the whole of the Zone B promontory will be excavated in area.

STAGE XV: Area Excavation in Zones C,E and F. Assuming that the limits of the cemetery and earlier settlements suggest it, area excavations will also take place in these areas.

STAGE XVI: Preparation and Deposition of Project Records. All project records will be continually checked, duplicated and deposited in archive (see above, STAGE I).

SITE MANAGEMENT (fig. 2)

The priority is to be given to the adequate protection of the site, and arrangements have already been put in train. A low post and wire fence will make the limits of the scheduled area visible to farmers and others. A member of staff will reside on site permanently.

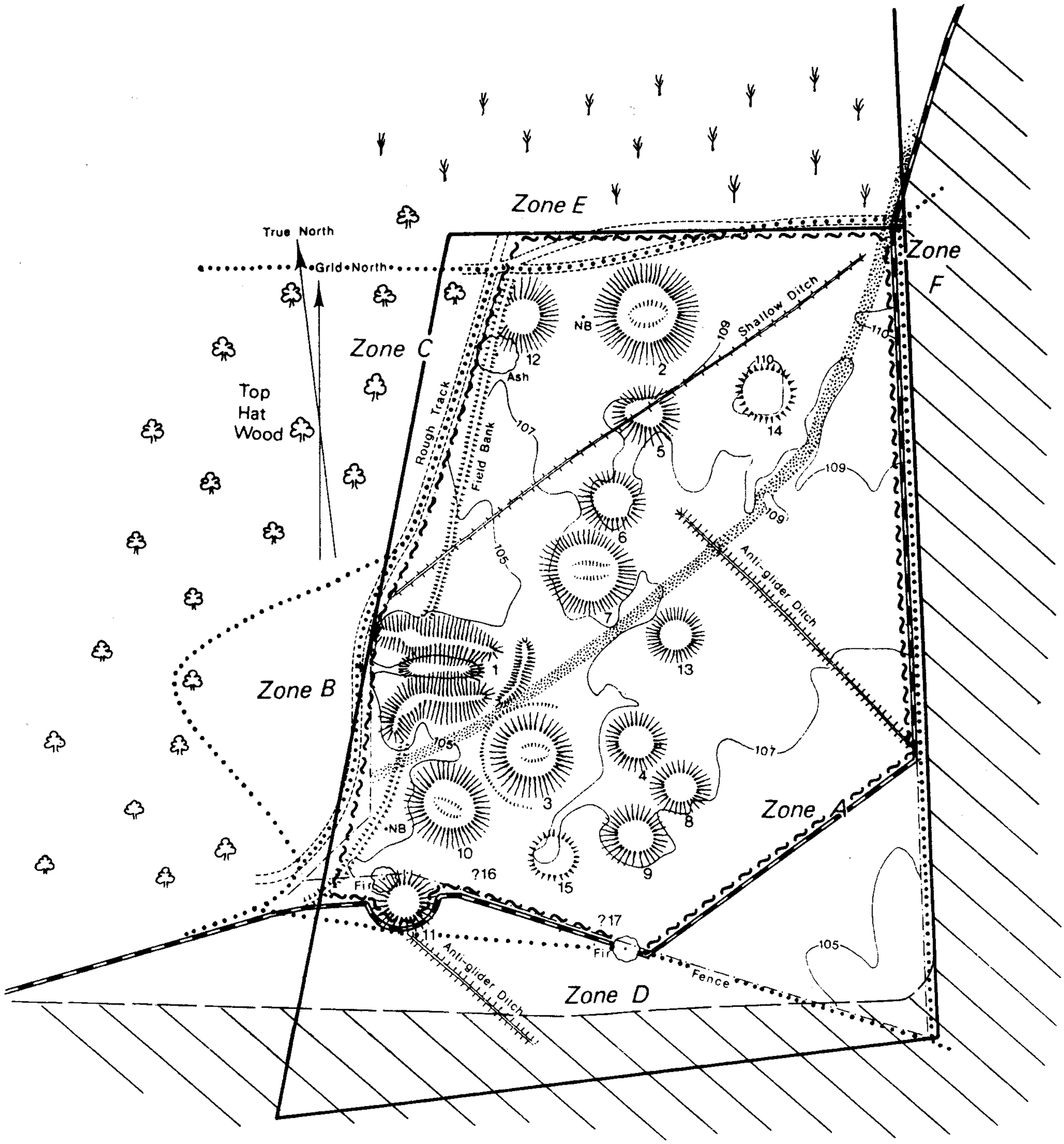


FIG 2

The Sutton Hoo site showing current boundaries of ownership, exploitation and protection. (Sources: Bruce-Mitford 1972, fig. 2; D.O.E. 24/28 SUFFOLK TM 2848; Extract of conveyance for Sutton Hoo House; observation on ground.)

The trees in Zone B and those recently planted in Zone E are to be removed by negotiation with the owner.

In the long term the owner intends to present the site to the nation and negotiations have now begun. The area to be presented is marked on fig. 2. A covenant accompanying the gift is designed to provide for its archaeological future, whichever body becomes the eventual owner of the site.

ORGANISATION (Appendix 1)

All site operations will be directed by the Project's Research Director personally. They will normally fill between 5–6 months of each year, and be conducted from site cabins situated in Top Hat Wood in which at least one member of staff will live. Mains water, electricity and drainage will be brought to the site cabins from the west (that is, not across the scheduled area). Pre-conservation transit arrangements for finds will be provided by Woodbridge Museum. Conserved finds and project records will be prepared and analysed for publication at the Project Centre (at Birmingham). The original documentation, together with the materials collected for the history of the project, will be deposited at the Society of Antiquaries. The finds will be passed to the British Museum after study and complete copies of the project records deposited in the British Museum, NMR, Suffolk Archaeological Unit and the Project Centre.

There will be three permanent staff all with expertise in excavation and special qualifications in one or more of photography, graphics, recording, survey, soil science, inorganic chemistry, natural science, electronics, computer science, prehistoric and early medieval studies. They will participate in all phases of site work, and research and analysis off-site. The Project Centre will be served by a permanent documentary officer, and manager, as well as having other facilities of the University at its disposal. Temporary assistants will be employed both on and off-site during the year. These will generally be trained archaeologists and preference will be given to post-graduates with an interest in archaeological method.

Projected costings for the first five years are given at Appendix 2.

PUBLICATION AND PUBLICITY

The archaeological community and the public at large are invited to monitor the Sutton Hoo project at a variety of levels. The site-work itself is to be recorded on video as part of the recording monitor, and the pictures will be continuously fed from the video gantry to a viewing station at times when the site is open to the public.

The central point for public information on the Sutton Hoo project will be Woodbridge Museum, which is due to open on 30 March, 1983, with an exhibition giving the history of investigations at Sutton Hoo. Details of public lectures and newsheets will be issued from there.

The BBC are to make a number of feature-films aimed to bring the project, and the methods of archaeology in general, alive to a wide audience. (No contract has yet been signed.)

For news coverage, special interest will be invited, but exclusive arrangements will not in general be offered to any branch of the media.

Archaeological bulletins will be issued six-monthly and distributed through Woodbridge Museum, the British Museum and BUFAU. Full interim reports, listing project records available, will be published annually in the Antiquaries Journal, commencing with a prognostic article in 1983. The format for full synthetic publication is under discussion.

The principal academic discussions on strategy will take place in the Sutton Hoo Seminars about three times a year. The Research Director will also sit on the Scole Committee to provide frequent and direct exchange and information to East Anglian archaeologists.

REGIONAL STUDY

Suffolk Archaeological Unit has for a number of years given special emphasis to Anglo-Saxon studies within the archaeological survey and curation of their county as a

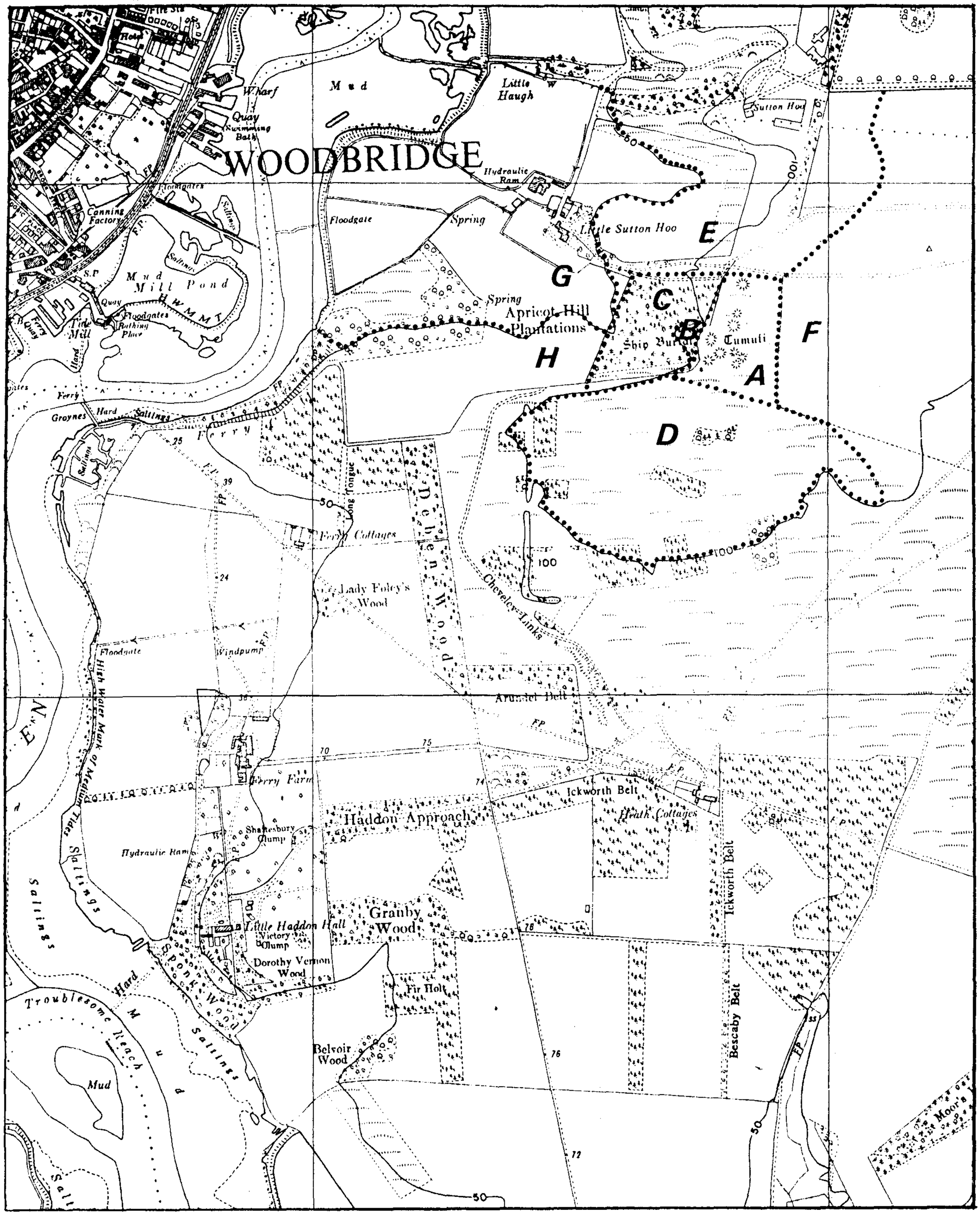


FIG. 3
The Sutton Hoo site showing zones to be investigated by the site team. (Source of map: Bruce-Mitford 1975: fig. 2.)

whole. The Unit's director, Stanley West, is himself an Anglo-Saxon specialist, and among his field officers is another, Keith Wade, who currently has responsibility for the rescue and research campaign at Ipswich.

Since the study of the Sutton Hoo site is but one component within the study of the Anglo-Saxon chiefdoms and the Kingdom of East Anglia, and vice versa, a close collaboration has been agreed between the Sutton Hoo Executive Committee and the Suffolk Archaeological Unit. Copies of all records made by the Committee or through its Director will be deposited with Suffolk Archaeological Unit; while Suffolk Archaeological Unit are to present their programme and the results of their surveys to the Sutton Hoo Executive Committee.

The Regional Study required by the Sutton Hoo project will not, of course, coincide exactly with the area and regional surveys being undertaken by the Suffolk Archaeological Unit. In very many cases, however, the objectives will be identical. The Suffolk Archaeological Unit are currently preparing a preliminary programme, and a number of heads under which information might be collected. The survey will fall into two parts: an intensive survey of the area of the Deben and Orwell Valleys (fig. 4) — the "Area Survey", and a survey of the area of the East Anglian Kingdom, in collaboration with the Norfolk Archaeological Unit — the "Regional Survey".

COMPARATIVE STUDIES: THE SUTTON HOO SEMINARS

The object of the Seminars is to provide Continental and English scholars with a forum in which to monitor and stimulate the progress of the project and its research aims. The Seminars will have four principal themes:

I

The Anglo-Saxon Kingdoms and analogous communities Cambridge University; Sec: Dr. C. Hills)

Proposed topics include:–

Princely burials in northern and central Europe

Cemetery forms, settlement forms and state formation: 4–8thC A.D.

Anglo-Saxon affluence (and how to measure it)

The nature of Anglo-Saxon kingship

II

Sutton Hoo and East Anglia (University of East Anglia)

Research targets include:–

Parameters for an archaeological survey of the East Anglian Kingdom

Barrow cemeteries in England: How 'unique' was Sutton Hoo? (particularly dependent on the East Anglian Barrow Survey, Lawson et al. (1981))

Post-Roman and post-Conversion settlement shifts (expanding P. Wade-Martin's work to all East Anglia)

III

Anglo-Saxon Material Culture (Oxford University; Sec: Dr. S. Hawkes). Seminars on Sutton Hoo problems are to be integrated with Dr. Hawkes' existing series.

IV

Archaeological Method (Birmingham University)

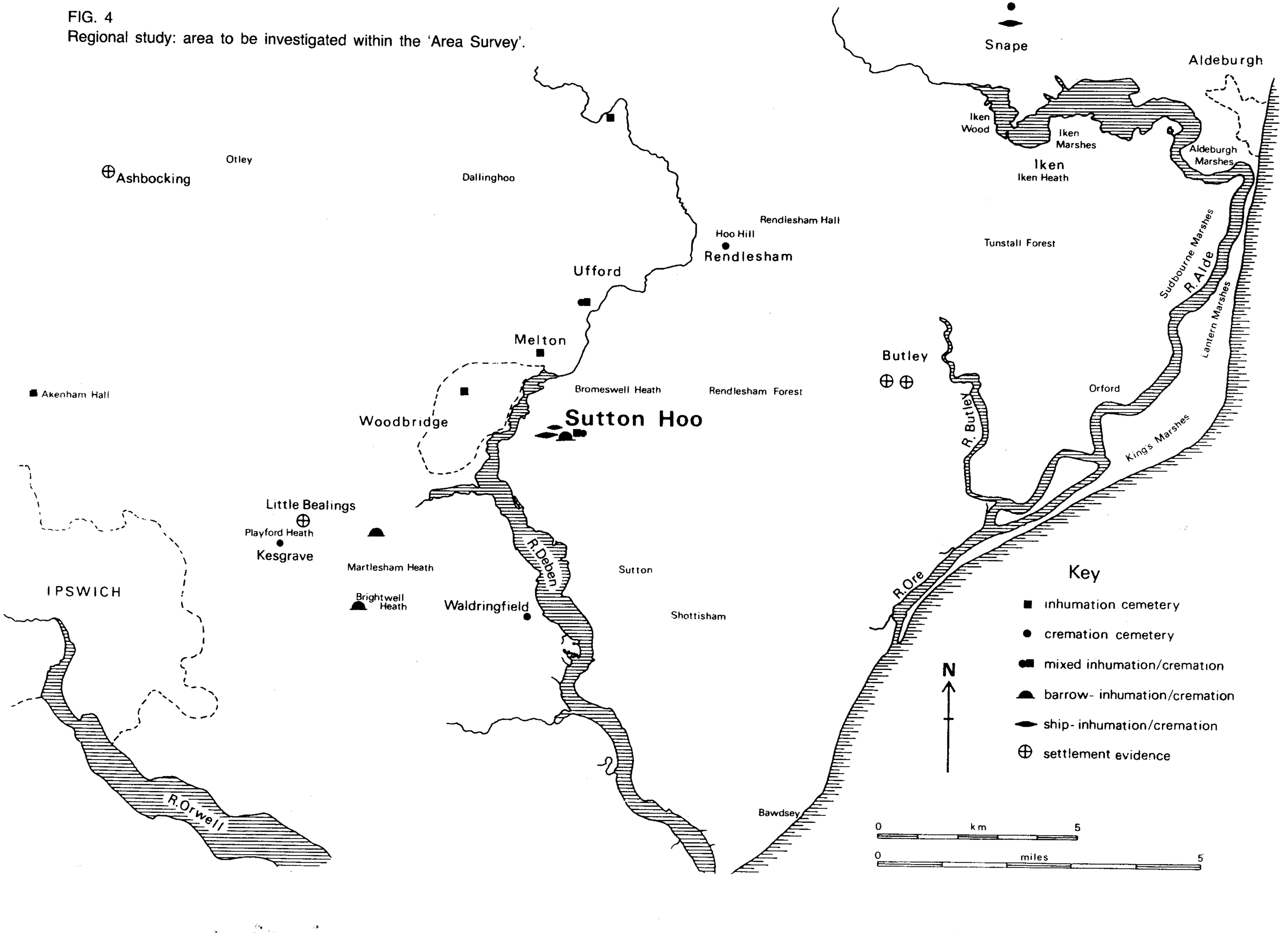
Research targets include:–

Intensive remote sensing: pre-excavation mapping in sand

Recording total site geometry with electronic survey systems

Chemically enhanced context maps in opaque soils (and what they mean)

FIG. 4
Regional study: area to be investigated within the 'Area Survey'.



The frequency and participation of these Seminars have yet to be decided, but it is intended to hold about three meetings and produce one summary of papers annually. In this way it is hoped that all friends and practitioners of British archaeology will feel, without reservation, that Sutton Hoo is their project.

M.O.H. Carver

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Bruce-Mitford, R.L.S. 1975 : *The Sutton Hoo Ship Burial* Vol. I (London)

Bruce-Mitford, R.L.S. 1978 : *The Sutton Hoo Ship Burial* Vol. II (London)

Bruce-Mitford, R.L.S. 1979 : *The Sutton Hoo Ship Burial: reflections after thirty years* (University of York Medieval Monograph series 2)

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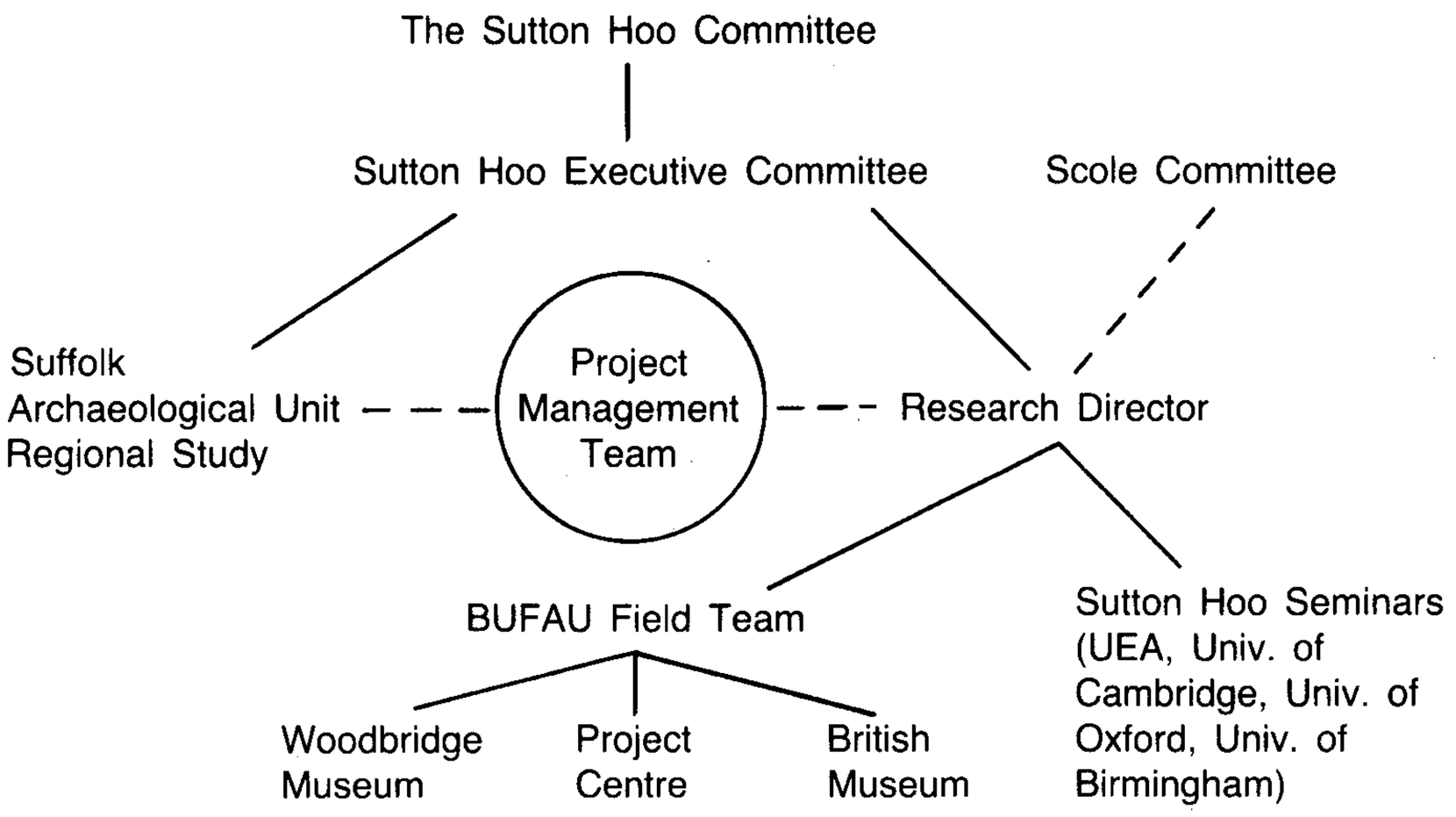
Lawson, A.J., Martin, E.A. and Priddy, D. 1981 : 'The Barrows of East Anglia' *East Anglian Archaeology* 12; 1–149

Longworth, I and Kinnes, I.A. 1980 : *Sutton Hoo Excavations 1966, 1968–70* (British Museum Occasional Paper 23)

Rahtz, P.A. *et al.* 1980 : 'Sutton Hoo opinions — forty years on in Rahtz, P., Dickinson, T. and Watts, L. *Anglo Saxon Cemeteries 1979* (British Archaeological Reports 82); 313–372

Appendix 1

SUTTON HOO PROJECT ORGANISATIONAL FRAMEWORK



BIRMINGHAM UNIVERSITY FIELD ARCHAEOLOGY UNIT

Estimate of Costs for Sutton Hoo Project – 5 years commencing 1 April, 1983

Item	1983/84	1984/85	1985/86	1986/87	1987/88	Total
Director (8 months)	12440	13440	14520	15660	16880	72940
Supervisor		10502	11448	12478	13601	48029
Supervisor		10502	11448	12478	13601	48029
Supervisor		10502	11448	12478	13601	48029
Temporary Assistants	4693	9666	10049	10447	10862	45717
Archivist	5080	5619	6178	6791	7240	30908
Travel	2500	2160	2333	2520	2722	12235
Office expenses	2000	2160	2333	2520	2722	11735
Illustration	1250	540	1400	1512	1633	6335
Photography	250	540	583	630	680	2683
Site Services	1500	810	350	378	648	3686
Installations	1000	1620	1750	1260	680	6310
Equipment	1000	1080	2333	2520	1296	8229
Shelter	250	270	292	316	341	1469
Hostel/Campsite	1000	3888	4199	4535	4898	18520
Archive, creation and fiching	1500	540	583	630	680	3933
Sub-total, site work	34463	73839	81247	87153	92085	368787
Expenses						
Suffolk Unit	500	4320	4666	5040	5443	19969
Sutton Hoo Seminars	750	810	875	945	1021	4401
GRAND TOTAL	35713	78969	86788	93138	98549	393157
GRAND TOTAL plus Contingency at 10%	39284	86866	95467	102452	108404	432473

Note These figures incorporate the services provided by the University of Birmingham, which include, insurance, equipment, technical and legal consultancy, administration of wages and provision of premises.

PROJECT RECORDS

Components and Formats

INTRODUCTION

This guide shows the format and content of the records which should be produced for all the projects we undertake. The design gives priority to the user, and makes the assumption that the records may never be published in multiple copies. Since all records will be held in microfiche, consistency and elegance of presentation is necessary at all stages.

The overall concept and vocabulary have been considerably simplified: the records are divided into a PROJECT FILE, which is a summary of the work undertaken, a SITE FILE, which contains all excavated data and analyses achieved, and a RESEARCH FILE, containing accounts of unpublished research in any discipline undertaken off–site in direct connection with the project.

The structure of the records is hierarchical, that is, a synthetic index controls the presentation of data at all stages of analysis, while the PROJECT FILE acts as a summary and guide to the other files.

These records will be available in copy format at the Unit, and in microform at the Unit, the NMR and the appropriate county SMR. An index of project records available in these archives will be published annually in the *BUFAU ANNUAL REPORT* and in *WEST MIDLANDS ARCHAEOLOGY*.

Reproduction of one or more parts of any record will be carried out by the Unit on request from the duplicate format at cost (including postage). It will be available only in A4 on paper. Copies of complete files or sub–files will be available only in microfiche, at cost (including postage).

> Morris, E.L. 1981 'Medieval pottery typology' *Pride Hill Chambers, Shrewsbury* (BUFAU Records Z1a.) 21–23.

Comments on the system are welcome as always.

M.O.H. Carver
9 June 1982.

PROJECT RECORDS

Key to abbreviations and format sizes etc.

f	– drawing film (permatrace)
p	– paper
pp	– paper photocopy
TS^2	– typescript, double–spaced
L	– set landscape (i.e. long side horizontal to reader)
P	– set portrait (i.e. short side horizontal to reader)
NMR	– National Monuments Record
SMR	– Sites and Monuments Record
ct, cd, cb	– computer files, on tape, disc, stored in main–frame
po	– computer print–out (tear–off A3)

* * * * * *

Format sizes are as follows:–

A1 – 840 × 600mm
A2 – 420 × 600mm
A3 – 420 × 300mm
A4 – 210 × 300mm
A5 – 210 × 150mm

All reductions mentioned are *linear.*

Factors for successful reduction (eg. pen size) are governed by the Duplicate format.

Microfiche copy undergoes a reduction of 1:21 (linear), except 35mm negatives which are entered at 1:1.

Elements of microfiche at A3 or smaller, only, can be viewed simultaneously on the reader.

Microfiche capacity is as follows –

A1 – 6 (on 35mm film)
A2 – 12
A3 – 30
A4 – 55
A5 – 2 × A5(L) set to make one A4(P)
35mm negative – 6

ALL DRAWINGS MUST BE EQUIPPED WITH ROD SCALE BEFORE ENTERING ONTO FICHE.

Birmingham University Field Archaeology Unit

PROJECT RECORDS : THE PROJECT FILE

(All records are held in BLUE binders)

X0 *Project Summary*
a. Description of project, search areas, NGR, SMR No., Unit project no.
b. Contents of PROJECT FILE, SITE FILE(S) and RESEARCH FILE.

X1 *Location*
Location plan (GB), plan of area(s) investigated, information recovery levels.

X2 *Table of Results*

X3 *List of Publications* drawn from the records to date.

X4 *Index of Contributors* to the records.

X5 *Project History,* including staff, programme(s) and cost(s).

FORMAT for all sub–files

Originator's format (at Unit)	Duplicate format (at Unit)	Micro format (at Unit, NMR, County SMR)
A3/A1	A4, A3/A1 and pp	A4/A3 (P or L) on a single microfiche marked "X"

Birmingham University Field Archaeology Unit

PROJECT RECORDS : THE SITE FILE

All records are held in BLACK binders

Code	Component / Archive	Originator's Format Site County Museum	Duplicate Format Unit Archive	Micro Format Unit, NMR, County Archives
Y0 (SUMMARY)	Site Summary a. Table of contents of site file b. Descriptive text c. Period Plans d. Index to Structures e. Index to Activities f. Index to Features g. Index to Contexts h. Index to Drawings i. Album	A4 TS² A4 TS² A1↓ x2 to A3(L) A4 TS² A4 TS² A4 TS² A4 TS² A4 TS² —	A4 pp A4 pp A3 pp (folded) A4 pp A4 pp A4 pp A4 pp A4 pp Labelled plates, up to A4, in order of happening.	A4(P)/A3(L) → microfiche no. Y0
Y1 (NOTEBOOKS)	Supervisor's notebooks	A4(P)	A4 pp	A4(P) → microfiche Y1
Y2 (CONTEXTS)	a. Context records b. Context plans (individual) showing components inc. "finds"	White A4 cards 1. Pencil ad lib. at 1:10, 1:20 etc. 2. Ink on A4f(P)/A3f(L) at 1:5, 1:10, 1:20.	A4 pp (or ct,cd,cb, to po(A3)) A4/A3 pp	A4(P) → microfiche Y2 (Y2.1, Y2.2, etc....) A4(P)/A3(L) → fiche Y2
Y3 (FEATURES)	a. Feature records b. Feature plans (individual) showing "finds" where applicable, e.g. graves. c. Feature sections	Blue A4 cards 1.Pencil ad lib. at 1:5, 1:10, 1:20 etc 2.Ink on A4f(P)/A3(L) at 1:5, 1:10, 1:20 etc.	A4 pp A4/A3 pp	A4(P) → microfiche Y3 (Y3.1, Y3.2, etc....) A4(P)/A3(L) → fiche Y3
Y4 (MAPS)	a. Feature maps (multiple horizontal) b. Context maps (horizontal sections)	1:50 or 1:100 on A1f(L) all north-facing, titled along long side, numbered top left.	1:50(towns) / 1:100(flat) ↓ x2 to A3 photo or → 35mm	A3(L) → microfiche Y4 → 35mm frame on fiche Y4
Y5 (SECTIONS)	a. Multi-context/feature site sections (baulk, site-edge etc.) b. Site profiles etc.	1. pencil ad lib. at 1:10, 1:20 etc. 2. Ink on A3f(L) or A1f(L)	A3 pp (folded) or → 35mm	A3(L) → microfiche Y5 → 35mm frame on fiche Y5
Y6 (PHOTOGRAPHS)	a. Plates (B/W, colour) b. Slides c. Index	1. Negatives 2. Contact prints in A4 binder. Slides in hangers A4 TS²	→ Set of contact prints Duplicate slides A4 pp	→ positive fiche Y6 A4(P) → microfiche Y6
Y7 (FINDS RECORD)	a. Assemblage summaries b. Inventory by species c. Sample cards d. Sieving record cards e. Conservation cards f. Drawn finds	Finds listed by context on White A4 cards A4 TS² White A4 cards White A4 cards White A4 cards By species on A4f(P) or A3f(L), labelled	A4 pp (or ct,cd,cb, to po(A3)) A4 pp (or po (A3)) A4 pp A4 pp A4 pp A4/A3 pp	A4(P)/A3(L) → fiche Y7 (Y7.1, Y7.2, etc....) A4(P)/A3(L) → fiche Y7 A4(P) → microfiche Y7 A4(P) → microfiche Y7 A4(P) → microfiche Y7 Pot reduced x4, other finds as applicable, to A4(P)/A3(L) → fiche Y7 (positive fiche preferable)

KEY to abbreviations: f - drawing film (permatrace); p - paper; pp - paper photocopy; TS² - typescript (double-spaced); L - set Landscape (i.e. long side horizontal to reader); P - set Portrait (i.e. short side horizontal to reader); ct, cd, cb - computer files, on tape, disc, stored in main-frame; po - computer print-out (tear-off A3); NMR - National Monuments Record; SMR - Sites and Monuments Record.

Birmingham University Field Archaeology Unit

PROJECT RECORDS : THE RESEARCH FILE

(All records are held in RED binders)

Z0 *Summary*
- a. Summary and index of research
- b. Contents and summaries of SITE FILE(S) belonging to project

Z1 *Analyses*
- a. Finds typologies by species
- b. Specialist reports
- c. Unrectified stratification diagrams
- d. Seriation
- e. Primary contexts identification
- f. Distribution plots
- g. Rectified stratification diagrams
- h. Phase/period plans
- i. Activity lists
- j. Site model

Z2 *Natural Environment and Resources*
- a. Geology (solid geology, drift geology, soils, river systems)
- b. Environment (pollen diagrams, sampling exercises)

Z3 *Comparative Archaeology*
- a. Settlement evolution in a defined hinterland, concluding with modern topography
- b. Detected and suspected national and international contact points mapped
- c. Comparative corpus of sites, structures and artifacts (indexes)

Z4 *Archaeological Site Evaluation*
- a. Evaluations and strategies
- b. Geophysical prospection
- c. Chemical prospection
- d. Surface or casual finds plot
- e. Contour survey
- f. Test excavation
- g. Aerial prospection

Z5 *Surface Monuments*
- a. Buildings
- b. Earthworks
- c. Inscriptions

Z6 *Documentary Sources*
- a. Maps
- b. Place names
- c. References within the written record (see separate guide for searchable collections)

Z7 *Bibliography*
- a. Author index
- b. Topographic index
- c. Historic persons index

FORMAT for all sub–files

Originator's format (at Unit)	Duplicate format (at Unit)	Micro format (at Unit, NMR, County SMR)
A4/A1	A4, A3/A1 and pp	A4/A3 (P or L) on microfiche Z0 to Z7

Appendix 4

LIST OF SPECIALIST STUDIES TO BE COMMISSIONED BY SUTTON HOO PROJECT

Geophysical Prospection

Resistivity – Dr. A. Aspinall, Department of Archaeological Sciences, University of Bradford

Magnetic – Dr. A. Clarke, Ancient Monuments Laboratory, Department of the Environment

Ground penetration pulse radar – (M. Gorman)

Environmental Sciences

Soil chemistry and sprays – (in negotiation)

Plant remains – Dr. R. MacPhail, Institute of Archaeology, London

Animal remains – Dr. R. MacPhail, Institute of Archaeology, London

Human remains – Dr. R. MacPhail, Institute of Archaeology, London

Hydrology – Dr. R. MacPhail, Institute of Archaeology, London

Artifact Technology

Metallurgy – British Museum

Organic materials – British Museum

Ships – Dr.S. Macgrail, National Maritime Museum

Documentary Research (site) – P. Warner, Homerton College, Cambridge

The Survey of the East Anglian Kingdom – K. Wade, Suffolk Archaeological Unit

Consultancy on Special Topics

East Anglian Archaeology – Dr. S.E. West, Suffolk Archaeological Unit

Anglo–Saxon Archaeology – Dr. C. Hills, Department of Anthropology and Archaeology, University of Cambridge

Technical and Environmental Consultation – Dr. M.S. Tite, British Museum

THE ORIGIN AND DEVELOPMENT OF THE KINGDOM OF EAST ANGLIA PROJECT

PROVISIONAL RESEARCH DESIGN

Aims

To understand the origin and development of the Kingdom of East Anglia.

Organisation

The project will be organised jointly by the Suffolk and Norfolk Archaeological Units. Co–operation between the Units and other local research workers will be achieved through a sub–committee of the Scole Committee for East Anglian archaeology. Keith Wade will co–ordinate the project and report directly to the Sutton Hoo Executive Committee.

The Project will consist of three main elements: AN ASSESSMENT OF PRIOR KNOWLEDGE, ADDITIONAL FIELDWORK, AND EXCAVATION.

ASSESSMENT OF PRIOR KNOWLEDGE

Archaeological Evidence

Inventories of all Anglo–Saxon finds in East Anglia will be prepared and the current state of knowledge assessed. Similarly an assessment of the prehistoric and Romano–British background will be completed in the areas selected for intensive fieldwork.

Documentary Evidence

A study of the Anglo–Saxon and later medieval documentation and place names is envisaged in parallel with the archaeological research.

FIELDWORK

Aims

To locate and characterise early, middle and later Saxon settlement loci in order that:

— the development of the settlement hierarchy may be understood in the Kingdom of East Anglia

— sites can be selected for excavation on a meaningful basis

— selected sites can be preserved as scheduled ancient monuments

Sampling Strategy : General

At the outset it should be emphasised that in the short term no complete intensive coverage of East Anglia is feasible and that a sampling strategy must be devised. The sampling strategy must take into account:

a) environmental factors (geology and soils)
b) prior knowledge.

a) Environmental Factors

Much of East Anglia lies below the 200 ft. contour and at only a few points in south–west Suffolk does the surface rise above 400 ft. In Norfolk there is little land over 300 ft., while parts of the Fenland lie below mean sea level. The main systems of rivers which drain the region flow either east to the North Sea or westward to the Fens and the Wash. The water-shed between both systems lies in the heavy tract of boulder clay running down the centre of the region. East Anglia can be divided into three main zones on the basis of soils.

1. A central belt of heavy boulder clay which gets progressively heavier through south Norfolk into high Suffolk.
2. A western belt of light soils ranging from the chalky and sandy loam in the north through the sandy Greensand belt to the sandy Breckland, bordered on the west by the low lying silts and peat of Fenland.
3. An eastern belt of light soils ranging from glacial loams in the north, through the broadland alluvial silts and fertile loams to the glacial sands and gravels of the Suffolk Sandlings.

b) Prior Knowledge of Distribution

A generalised distribution of the settlement of East Anglia is already clear. Settlement at all periods favoured the light soils and river valleys of the region. The heavily forested clay belt was certainly colonised during the Romano–British period, but there is an apparent retreat to the lighter soils and valleys in the early Anglo Saxon period. During the middle Saxon period, there is again evidence that the clay land was colonised, culminating in a 'full' landscape by Domesday.

Any form of random sampling is ruled out in relation to the early Anglo–Saxon period in view of the considerable prior knowledge available, showing the choice of settlement was certainly biased to light soils and river valleys in this period. Random sampling is also ruled out when the major constraints to field work in some areas are examined, such as the large areas of forest in the light soil regions of the Sandlings and Breckland.

Areas of Study

Primary

i) South–east Suffolk (Orwell and Deben valleys – Sandlings and eastern edge of Clay Plateau) – this will include a 100% coverage of the immediate area of Sutton Hoo in an attempt to document the evolution of the landscape from the prehistoric period to the present day.

ii) Central Suffolk (Clay land)

iii) Central Norfolk

iv) North–east Norfolk

Secondary

i) North–west Suffolk

ii) North–west Norfolk.

In both of the above cases, valuable research has already been completed, e.g. West's study of the Lark Valley, and various researches in north–west Norfolk. The principal aim initially in these areas would be the correlation of prior knowledge and such additional work as necessary to provide data compatible with the other sub–regional studies.

Sampling Strategy : Sub-Regional Studies

a) Following the assessment of prior knowledge, a working model of settlement location would be constructed for each area. In the absence of sufficient prior knowledge, the most appropriate model from a similar area (topographical/soil) will be used.

b) The working model would then be tested with a pilot field–work survey.

c) The pilot survey results would be assessed, at which point either the working model would be changed and further pilot survey carried out, or, it would be confirmed and,

d) Full intensive survey of the sub–region commenced.

e) Construction of settlement location and hierarchy model.

Methods of Survey

a) Standardised quantitative retrieval methods will be used in field walking.

Pilot field–walking surveys will consist of transects at 20m. intervals of likely settlement loci.

Intensive field–walking – survey sites will be done using grid squares measuring 25 metres by 25 metres.

Metal-detector searches for metalwork and coins will be made in the topsoil.

b) Hedge-count dating will be used; where applicable, in the hope of establishing early territorial boundaries.

c) It is hoped that environmental research will be undertaken in the survey areas by the UEA and co–ordinated by Peter Murphy. Studies could include palaeobotanical, coastline morphology, palaeoclimatology and sea-level research.

EXCAVATION

Testing of settlement hierarchy model by sample excavation of selected sites (?10% of site area) to retrieve additional basic data, mainly from the careful examination of pit contents. The information required will be:

agricultural economy (zoological and palaeobotanical evidence)
industrial economy (residues and artifacts)
wealth/status of settlement (prestigious goods)
demographic data
assessment of plough damage.

Assessment of sample excavation evidence leading to confirmation or amendment of reconstruction of settlement hierarchy model.

Large scale excavation of a representative sample of the settlement hierarchy. Large scale excavation would be particularly aimed at collecting detailed data for

social organisation
demography.

It is envisaged that the basic survey work outlined above could easily take from 5 to 10 years to complete. In the meantime, however, whilst in theory no excavation will take place until the settlement hierarchy model is constructed, in practice this cannot and should not be the case. As and when any individual site in the total population of settlement is threatened with total destruction, basic information as outlined above, should be retrieved by sample excavation. The most obvious example of this is the town of Ipswich, the importance of which in terms of its function in the settlement hierarchy, is already clear. As a general principle it is clear that the nearer any settlement is to the top of the hierarchy, then the fewer examples there are and the more important their excavation is when faced with destruction. However, it is not suggested that such sites should be excavated disproportionately to the detriment of lesser sites. No site of this period should be destroyed without a basic record.

SEMINARS

It is intended that the Sutton Hoo Committee will hold a series of seminars at UEA with the broad title 'Sutton Hoo and East Anglia'. These will provide a regular forum for academic discussions on regional studies.

Stanley West
Keith Wade
Suffolk Archaeological Unit

February 1983.

SUTTON HOO SEMINARS:

Procedure and Programme 1983/84

Procedure: The Committee and its colleagues concerned with the Sutton Hoo seminars are persuaded that, for certain meetings, whereas all must have access to the results and opinions generated, discussion groups of more than 40 people are rarely successful. The following procedure will be adopted for these 'invitation' meetings, at least initially. All those on the mailing list will be sent notice of all Seminars. If they will then kindly indicate whether they would want to attend, the Seminar secretary will draw up a short list of about 40 names, to be cleared with the committee in case of difficulties. Invitations will then be sent.

Programme 1983/84:

Invitation Meetings: (Dates to be announced)

Open Meetings:

RESEARCH STRATEGIES FOR SUTTON HOO
(Society for Medieval Archaeology, University College London. *Sec:* Helen Clarke. Held on Friday, 5 April 1983 and attended by 93 people)

THE SUTTON HOO RESEARCH COMMITTEE

*Professor C.N.L. Brooke, PSA (Chairman)
*R.M. Robbins, Esq., CBE, Treas. SA (Treasurer)
P. Ashbee, Esq., FSA (University of East Anglia, Chairman of the Scole Committee)
*D. Attenborough, Esq., CBE (British Museum)
M. Biddle, FSA
Dr. R.L.S. Bruce-Mitford, FBA, FSA (Consultant)
*Professor B.W. Cunliffe, FBA, V-PSA (Society of Antiquaries)
Dr. C.M. Hills, FSA (University of Cambridge)
J.G. Hurst, FSA (Department of the Environment
Professor H. Loyn, FBA, FSA
R. Pretty, Esq.
*Professor P.A. Rahtz, FSA (Society of Antiquaries)
Dr. M.S. Tite, FSA (British Museum)
*Mrs. L. Webster, FSA (British Museum)
*Dr. S.E. West, FSA (Suffolk Archaeological Unit)
*Dr. D.M. Wilson, FBA, FSA (British Museum)
E.V. Wright, MBE, FSA (National Maritime Museum)
*Members of the Sutton Hoo Excavation Trust

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