Land Adjacent to No's 3 & 4 Church Cottages, Wilby, Suffolk

Planning application: 2095/13 HER Ref: WBY 029

Archaeological Evaluation Report

(© John Newman BA MIFA, 2 Pearsons Place, Henley, Ipswich, IP6 0RA)

(January 2014)

(Tel: 01473 832896 Email: johnnewman2@btinternet.com)

Site details for HER

Name: Land adjacent to No's 3 & 4 Church Cottages, Wilby, Suffolk IP21 5LT Clients: Nest Development Corporation Ltd Local planning authority: Mid Suffolk DC Planning application ref: 2095/13 Development: Erection of two dwellings Date of fieldwork: 16 December, 2013 HER Ref: WBY 029 OASIS ref: johnnewm1-166690 Grid ref: TM 2414 7210

Contents

Summary

- 1. Introduction & background
- 2. Evaluation methodology
- 3. Results

Table 1: Trench details

- 4. Conclusion
- Fig. 1 Site location
- Fig. 2 Location of evaluation trenches
- Fig. 3 Extract from parish tithe map of 1838

List of appendices

Appendix I- Selected images

Appendix II- Written scheme for evaluation

Appendix III- OASIS data collection form

Summary: Wilby, land adjacent to No's 3 & 4 Church Cottages (WBY 029, TM 2414 7210) evaluation trenching for a proposed development of two dwellings to the north of the parish church did not reveal any archaeological features and the few stray finds were of recent date (John Newman Archaeological Services for Nest Development Corporation Ltd).

1. Introduction & background

1.1 Nest Development Corporation Ltd commissioned John Newman Archaeological Services (JNAS) to undertake the archaeological evaluation works for a small scale residential development comprising the erection of two dwellings on land adjacent to No's 3 & 4 Church Cottages, and immediately north of the parish church, at Wilby (see Fig. 1). The evaluation requirements were set out in a Brief, following the granting of planning application 2095/13, set by Ms R Monk of the Suffolk CC Archaeological Service (SCCAS) with the aim of gaining a representative sample by trial trenching of the footprint areas concerned. The Written Scheme of Investigation for the archaeological evaluation (see Appendix II) was subsequently prepared by JNAS in order to gain a conditional discharge and allow the trenching to go ahead before any other ground works were undertaken.

1.2 Wilby parish is located in north central Suffolk in an area where, historically, villages have clustered partly round the church but also with a more scattered pattern dispersed round various green edges and along the numerous roads and lanes. With a productive, though heavy, soils based on the deep clays of the till plateau of central Suffolk over the underlying chalky till of the Beccles series, population densities were high through the medieval period in a prosperous region as evidenced by the numerous historic buildings in the area. The proposed development site (PDS) lies on flat ground directly to the north of St Mary's Church and c60m west of Church Farm at 55mOD. The site was largely soft ground at the time of the evaluation with a few concrete shed bases scattered over the plot.

1.3 Archaeological interest in this planned development was therefore generated by its proximity to the parish church (HER WBY 009), the moated Church Farm (HER WBY 005) and the historic core of the village where evidence for later Saxon and medieval period activity might be anticipated (see Fig. 2).

2. Evaluation methodology

2.1 The area of the proposed residential development was trenched to a previously agreed plan (see Fig. 2) using a wheeled 180 machine equipped with a 1500mm flat bucket which was under archaeological supervision at all times with any indistinct areas being hand cleaned for better clarity.

2.2 The glaciofluvial deposits exposed in the base of the trench proved to be stiff pale brown chalky clay with small and medium flints. The sides and base of the trench and the upcast spoil were examined visually and scanned with a metal detector for any finds and any indistinct areas or potential features were investigated by hand. Site visibility for features and finds is considered to have been good throughout the evaluation which was undertaken under overcast conditions with moderately heavy rain falling by the late morning. At the end of the evaluation the location of the trenches was plotted from nearby mapped features and as the evaluation progressed a full photographic record in digital format (see Appendix I) was taken of the trenching works.

3. Results

3.1 In this case the results are most easily summarised as in the table below as nothing of archaeological interest was revealed (see also Fig. 2 & Appendix I):

| Г | | | | - " | | | |
|---|--------|---------------------------|---------------|------------------|---------------------------------------|--|---|
| | Trench | Orientation | Length (m) | Topsoil depth | Subsoil depth (mm) | Drift geology | Archaeological/ natural features & |
| | | | (11) | (mm) | | | finds |
| | | | | () | | | |
| | 1 | North-east/ south-west | 10 | 400 | 300 of mid brown clayey subsoil | Stiff pale brown chalky clay with small & medium flints | No features & only stray finds were small frags of later Pmed brick & tile and occasional iron nails & frags of indeterminate date & modern concrete debris |
| | 2 | Northwest/ south-east | 10 | 400 | 250 (as T1) | As Trench 1 | As Trench1 |
| | | | 20 (36m²) | 400 | 250-300 | | |

John Newman Archaeological Services

Table 1: Trench details

3.2 As indicated in the table above no archaeological features or finds of any date were revealed during the evaluation with the 650 to 700mm deep trenches revealing a deposit profile comprising a 400mm of a well developed topsoil over 250mm to 300mm of a mid brown clayey subsoil. At the base of the trench the locally occurring natural glaciofluvial deposit proved to be stiff, pale brown, chalky clay with small and medium flints.

3.3 The only finds seen in the upcast spoil were small fragments of brick and tile of later Post medieval date and occasional iron nails and sheet fragments of indeterminate date while the modern concrete shed bases scattered across the plot proved to be shallow being only 150mm to 200mm thick.

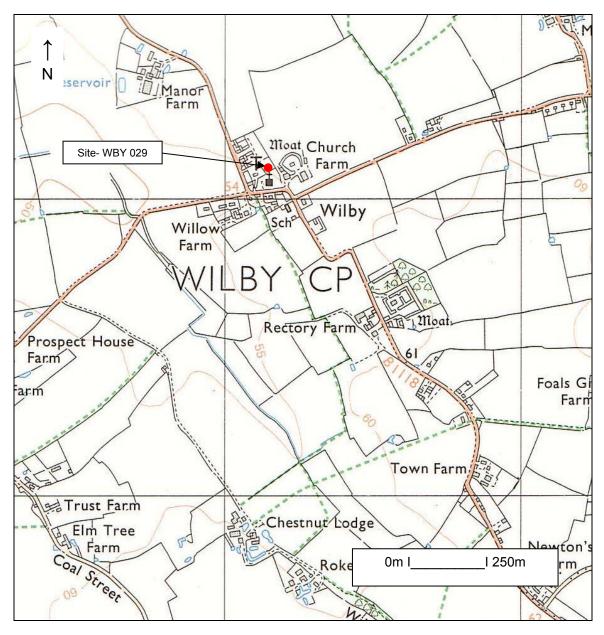
4. Conclusion

4.1 With such negative results regarding any significant evidence for past activity from a substantial sample of the proposed development footprints it can only be concluded that the PDS for the two new dwellings has only seen low impact land use until the present time. With regard to this conclusion it is of interest to examine the parish tithe map (see Fig. 3) for this area directly north of the church where the PDS formed the eastern third of plot 4 which contains a cottage, or pair of cottages, where No's 3 & 4 Church Cottages now stand though these current buildings appear to be of later 19th or early 20th century date. Therefore it appears likely that the PDS was in use as garden or paddock in the Post medieval at least in all probability reflecting the earlier, medieval period, land use.

4.2 Based on the evaluation results it is recommended that no further archaeological investigations need to be carried out on the proposed site of the new dwellings on land adjacent to No's 3 & 4 Church Cottages, Wilby.

Archive- to be deposited with the Suffolk CC Archaeological Service under the HER ref. WBY 029.

Disclaimer- any opinions regarding the need for further archaeological work in relation to this proposed development are those of the author's alone. Formal comment regarding the need for further work must be sought from the official Archaeological Advisors to the relevant Planning Authority.



(Acknowledgements: JNAS is grateful to Nick Glendinning for his close cooperation with regard to the evaluation and to the machine operator from T G Askew)

Fig. 1: Site location (Ordnance Survey © Crown copyright 2006 All rights reserved Licence No 100049722)



TM 24200

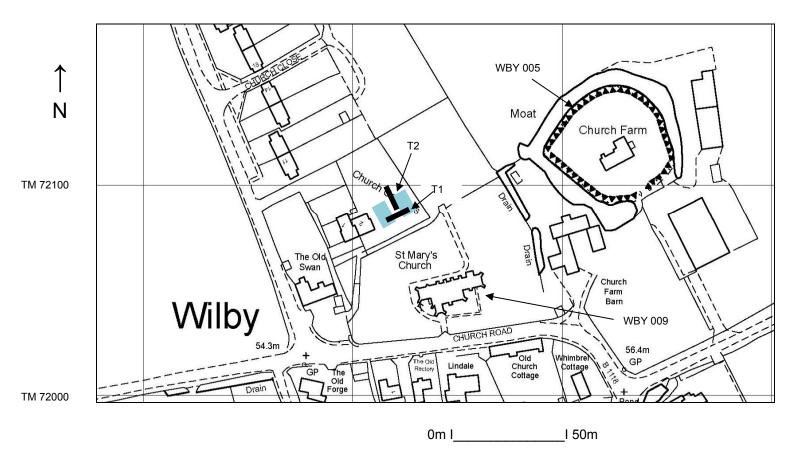


Fig. 2: Location of trenches (proposed dwelling footprint areas- light blue) (Ordnance Survey © Crown copyright 2013 All rights reserved Licence No 100049722)

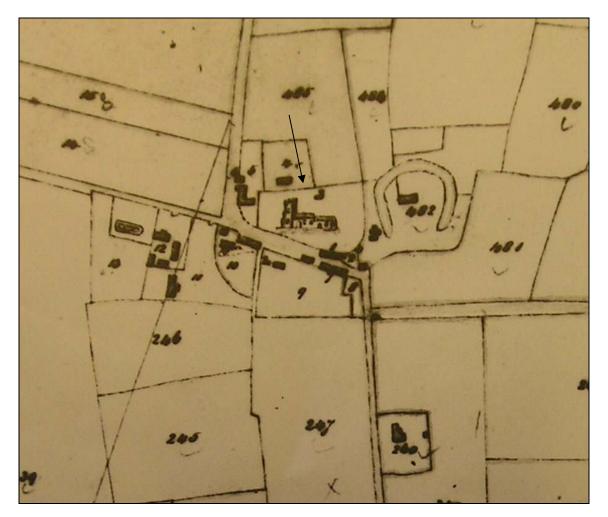


Fig. 3: Extract from parish tithe map of 1838 (Suffolk RO ref. P461/289) (North to top, PDS arrowed)

Appendix I- Images



General view from north



Trench 1 from east



Trench 1 deposit profile



Trench 2 from south



Trench 2 deposit profile

Land Adjacent to No's 3 & 4 Church Cottages, Wilby, Suffolk

Written Scheme of Investigation for Archaeological Evaluation

(© John Newman BA MIFA, 2 Pearsons Place, Henley, Ipswich, IP6 0RA) (Tel: 01473 832896 Email: johnnewman2@btinternet.com)

Site details

Name: Land adjacent to No's 3 & 4 Church Cottages, Wilby, Suffolk, IP21 5LT

Client: Nest Development Corporation Ltd

Local planning authority: Mid Suffolk DC

Planning application ref: 2095/13

Proposed development: Erection of 2 dwellings

Proposed date for evaluation: tbc

Brief ref: SCCAS_RM_Trenched Archaeological Evaluation Brief_ Land Adjacent Church Cottage

Grid ref: TM 2414 7210

Contents

- 1. Introduction
- 2. Location, Topography & Geology
- 3. Archaeological & Historical Background
- 4. Aims of the Site Evaluation
- 5. Methodology
- 6. Risk Assessment
- 7. Specialists

Proposed location of trial trenches

1. Introduction

1.1 Nest Development Corporation Ltd has commissioned John Archaeological Services (JNAS) undertake the Newman to archaeological site evaluation for a proposed small residential development that has recently received consent to go ahead. This written scheme of investigation (WSI) details the background to the archaeological requirements for planning application 2095/13 and how JNAS will implement the requirements of the Brief for Archaeological Evaluation set by Ms R Monk of the Suffolk CC Archaeological Service (SCCAS). The WSI will also set out how potential risks will be mitigated This proposed development concerns the construction of 2 detached dwellings on land adjacent to No's 3 & 4 Church Cottages, Wilby.

1.2 The evaluation will be carried out to the standards set regionally in the Standards for Field Archaeology in the East of England (EAA Occ. Papers 14, 2003), locally in Requirements for Trenched Archaeological Evaluation 2011 Ver. 1.1 (Suffolk CC) and nationally in Standards and Guidance for Archaeological Field Evaluation (Institute for Archaeologists 1994, revised 2001).

2. Location, Topography & Geology

2.1 Wilby parish is located in north central Suffolk in an area where, historically, villages have clustered partly round the church but also with a more scattered pattern dispersed round various green edges and along the numerous roads and lanes. With a productive, though heavy, soils based on the deep clays of the till plateau of central Suffolk over the underlying chalky till of the Beccles series, population densities were high through the medieval period in a prosperous region as evidenced by the numerous historic buildings in the area. The proposed development site (PDS) lies on flat ground directly to the north of St Mary's Church and c60m west of the moated Church Farm at 55mOD. The site is currently soft ground.

3. Archaeological & Historical Background

3.1 To quote from the relevant Brief 'This proposal lies in an area of high archaeological interest recorded in the County Historic Environment Record, within the historic settlement core of Wilby. The proposed development is located adjacent to the medieval church of St Mary (HER no WBY 009) and to the west of a medieval moat at Church Farm (WBY 005). There is high potential for encountering heritage assets of archaeological interest in this area, given the proximity to known remains.' A site evaluation by trial trenching is therefore required to:

- Identify the date, approximate form and purpose of any archaeological deposit, together with its likely extent, localised depth and quality of preservation.
- Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.
- Establish the potential for the survival of environmental evidence.
- Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.
- 4. Aims of the Site Evaluation

4.1 As outlined in section 3 above the main archaeological potential relates to the site's location where evidence for later Saxon, medieval and Post medieval period settlement and related activities may exist within the historic core of the village. The aim of the evaluation is therefore to examine the specified sample of the proposed development area with two evaluation trenches over the proposed new build areas under controlled conditions so, if archaeological deposits are revealed they can be sampled and characterised. With this information a strategy can then be formulated for their possible preservation in situ or, failing that, the systematic recording of these deposits and the associated working practices, timetables and orders of cost.

5. Methodology

5.1 The proposed development is for two residential dwellings on what is soft ground on land directly to the east of No's 3 & 4 Church Cottages, Wilby.

5.2 The Brief requires two 10m long by 1.80m wide trenches. The trenching will be undertaken using a 1.2/1.5m wide toothless ditching bucket on a suitably sized machine operated by an experienced driver with a trench plan as set out below. The machine will be closely supervised by an experienced archaeologist as the overburden is removed in shallow spits to the top of any archaeological deposits that are present, where hand investigation will start, or to expose the underlying drift geology which will be further hand cleaned and examined. The spoil will be stored adjacent to the excavated trench with

top and sub soil kept separate to allow for subsequent sequential backfilling. No trenches will be backfilled until the relevant officer at SCCAS has been consulted and should any modification to the trench layout be required due to any unforeseen circumstances, such as local services, then SCCAS will be contacted immediately. A metal detector search will be carried out by an experienced operator at all stages of the evaluation. The up cast spoil will also be closely examined for unstratified artefacts as evidence for past activity in rural areas in particular is often as evident via artefact scatters as by undisturbed archaeological deposits.

5.3 Site records will be made under a continuous and unique numbering system of contexts under an overall site HER number obtained from the Suffolk CC HER beforehand. All contexts will be numbered and finds recorded by context. Conventions compatible with the county HER will be used throughout the monitoring. Site plans will be drawn at 1:20 or 1:50 as appropriate and sections at 1:10 or 1:20 (all on plastic drawing film) and related to OS map cover. Sections will be levelled to a datum OD. A photographic record in monochrome film and high resolution digital images will be made of the site and exposed features.

5.4 As necessary and to define archaeological deposits exposed surfaces will be trowelled clean before appropriate hand investigation and recording. Exposed archaeological features will be sampled at standard levels with care being taken to cause minimum disturbance to the site consistent with evaluation to a level adequate to properly form a subsequent mitigation strategy. Significant features such as solid or bonded structural remains, building slots or post holes (where fills are sampled) will have their integrity maintained (and during backfilling). Otherwise for discrete, contained, features, sampling will be at 50%possibly rising to 100% if requested, and 1m wide sampling slots across linear features. If human burial evidence is revealed the SCCAS Officer will be informed and the clear presumption must be to preserve such remains in situ with minimum disturbance during this evaluation stage. If this is not possible then a Ministry of Justice licence will be obtained prior to full on site recording (total 100% sampling if a cremation deposit) and removal of the remains followed by examination by the relevant specialist and possibly scientific dating. If human remains do have to be recorded, removed from site and reported on then these works will add additional cost to the evaluation works which may involve an radiocarbon dating (in this case the likelihood of revealing human burial is assessed as being low to medium at this location as burials were occasionally placed just outside churchyards in the medieval and earlier Post medieval periods).

5.5 All finds will be collected and processed unless any variation is agreed with the relevant SCCAS Officer. Finds will be assessed by recognised period specialists and their interpretation will form an integral part of the overall report. Finds will be stored according to ICON guidelines with specialist advice/treatment sought for fragile ones. Every effort will be made to gain the deposit of the site finds to the SCCAS Store under their relevant HER code and site numbering for future reference. If this is not possible then the SCCAS Officer will be consulted over any requirements for additional recording (which may have an additional cost implication). Any discard policy will be discussed and agreed with the relevant SCCAS Officer.

5.6 Where appropriate palaeoenvironmental samples will be taken for processing and assessment by a specialist conversant with regional archaeological standards and research agendas. The sampling, processing and assessment will follow the guidelines as detailed in A guide to sampling archaeological deposits for environmental analysis (Murphy P L & Wiltshire P E J, 1994). In accordance with standard practice bulk samples of 40 litres (or 100% of the deposit where less) will be taken from a representative cross section of archaeological deposits of all periods (respecting defined fills within features), in consultation with the relevant SCCAS Officer (and RSA if the deposits merit more targeted advice) including deposits that cannot be immediately dated by their artefact content, so the state of preservation and full archaeological and palaeoenvironmental potential of the deposits can be assessed and any further sampling, should further field work take place, be systematically planned and fully costed. Archaeological deposits of all types may reveal valuable data through the processing and assessment of samples with high priority features including the primary fills of pits, wells and cesspits, layers of middens, occupation surfaces and structural features as well as other discrete activity areas, contents of hearths, ovens, and other craft related or industrial structures. In addition more generalised settlement and land use features such as ditches may also yield valuable and informative data when sampling is undertaken systematically as the sum of all the assessment results can add considerably to the interpretation of a site and its landscape. Through an integrated study of all the data recovered from the evaluation the results from the assessment of the samples will be reviewed in terms of:

• What is the quality and state of preservation of charred plant remains, mineralised plant and animal related remains, small vertebrates and industrial residues such as evidence for iron working (contributing to the fullest interpretation of the evaluation results and to aid the planning of any further field work- <u>if any RC</u> <u>dates are required on features containing suitable material but no</u> <u>easily dateable finds then this will incur an additional cost though</u> <u>this is a rare occurrence on small scale evaluations</u>).

- What is the concentration of macro-remains (to inform sampling strategy in any further field work), in particular how might bulk sampling inform the interpretation of burial deposits.
- Can any patterning or similarities/differences be ascertained between deposits from different periods represented on site, similarly can any useful comparisons be made with undated and unphased deposits (to aid interpretation of the evaluation results and help in the study of undated deposits which may otherwise be overlooked and which may via sampling yield material for RC dating)
- Do waterlogged deposits exist on site, if so is there potential for palaeoenvironmental data from preserved insects or pollen and do such deposits contain organic material suitable for RC dating from samples taken as advised by the relevant soil specialist (who would also coordinate the assessment for pollen and insect remains), the RSA will also be consulted in such cases in conjunction with the relevant SCCAS Officer. Incremental column samples will be taken should waterlogged deposits be revealed in close consultation with the evaluation soils specialist with 10-20 litre sample sizes which will be sub-sampled for preserved pollen, insects, diatoms, preserved parasite eggs etc. If waterlogged wood is encountered it will ideal to leave in situ, if it has to be lifted it will be packed while wet in black polythene and stored at 5C until it can be transferred to a specialist for species identification, assessment and potential for RC dating is undertaken (should RC dating be required in the evaluation on such deposits this will be covered within the resources agreed for the first date but will take time to obtain, examination of the topographic location of the site indicates that the presence of waterlogged deposits is unlikely unless particularly deep features are present).
- Deep blanket type deposits resulting from both natural and human derived actions and events can yield valuable land use and palaeoenvironmental information. In particular such deposits can form at the base of a slope, if located in the evaluation the relevant SCCAS Officer and RSA will be consulted over monolith sampling and assessment by the relevant evaluation specialist (the

composition of such deposits may give information on past land use in the area through a study of the soil matrix notwithstanding additional data if it is waterlogged)

5.7 An archive of all records and finds will be prepared consistent with the principles in *Management of Archaeological projects* (MAP2, and particularly Appendix 3). This archive will be deposited with the Suffolk CC HER within 3 months of working finishing on site under the relevant HER number and following the guidelines outlined in *'Deposition of Archaeological Archives in Suffolk'* (SCCAS Conservation Team 2008). As necessary the site digital archive will deposited with the Archaeology Data Service (ADS) within the agreed allowance for the monitoring and reporting works.

5.8 The evaluation report will be consistent with the principles of MAP2 (particularly Appendix 3.1 & Appendix 4.1) and this report will summarise the methodology employed and relate the archaeological record directly to the aims of this WSI and section 4 above in particular. The report will give an objective account of the deposits and stratigraphy recorded and finds recovered with an inventory of the latter. The report will include an assessment of palaeoenvironmental remains recovered from palaeosols and cut features in relation to both dated and undated features and in terms of patterning across the site.

5.9 Any interpretation of the evaluation will be clearly separated from the objective account of the evaluation and its results and the results will be discussed with the relevant SCCAS Officer at an early stage in the reporting process following reporting on the day of the immediately apparent conclusions. The report will give a clear statement regarding the results of the site evaluation in relation to both the more detailed aims in section 4 above and their significance in the context of local HER records and of the Regional Research Framework (EAA Occ. Papers 3, 8 & 24, 1997, 2000 & 2011). There will be no further work on site until the evaluation results have been assessed and the SCCAS Officer has considered whether further archaeological works are required if this application receives consent. The report may give an opinion regarding the necessity for further evaluation work as appropriate. A draft copy of the report will be presented to SCCAS following completion of the site works. Once accepted a bound hard copy will be provided for the County HER with a digital version on disc. As required the site evaluation will be registered on the OASIS online archaeological record followed by submission of the final draft in .pdf format. An HER summary sheet will be completed and a summary prepared of any positive results for inclusion in the annual PSIAH round-up. A vector plan of the trench locations will be provided in .dxf format for inclusion in the County HER.

6. Risk Assessment

6.1 Protective clothing will be worn on site (hard hat, high visibility vest/coat, steel-toe cap boots, and ear muffs if required). A safe working method will be agreed with the machine operator for excavation of the trenches and examination of the up cast spoil while at the same time allowing efficient use of plant. Suitable clothing will be available to mitigate against extremes of weather.

6.2 Vehicles will be safely parked away from work areas and lines of access.

6.3 Discussion with the client's agent has already confirmed that there is no known, or likely, ground contamination and the discovery of underground services is unlikely. No overhead services impinge on the trench locations. Gloves and hand wash/wipes be available and any information on possible ground contamination revealed during the evaluation will be passed to finds and environmental specialists.

6.4 A fully charged mobile phone will be carried and a first aid kit will be taken to site.

6.5 It is unlikely that any trench plus excavated feature depth will go below c1/1.3m from the present ground level. If any excavations need to go deeper measures such as stepping in the sides will be employed.

6.6 JNAS holds full insurance cover for archaeological site works from the specialist provider Towergate Risk Solutions covering Public & Products Liability, details can be supplied on request.

7. Specialists

| Conservation: | Conservation Services |
|------------------------------|---------------------------------|
| Faunal remains: | J Curl (Sylvanus Archaeology) |
| Human remains: | S Anderson (Freelance) |
| Metal detecting: | J Armes (experienced freelance) |
| Palaeoenvironmental samples: | V Fryer (Freelance) |
| Soils specialist | R Macphail (UCL) |
| Pre-historic flint: | S Bates (Freelance) |

John Newman Archaeological Services

Pre-historic pottery:

Post Roman ceramics & CBM:

Roman period small finds:

Roman period ceramics:

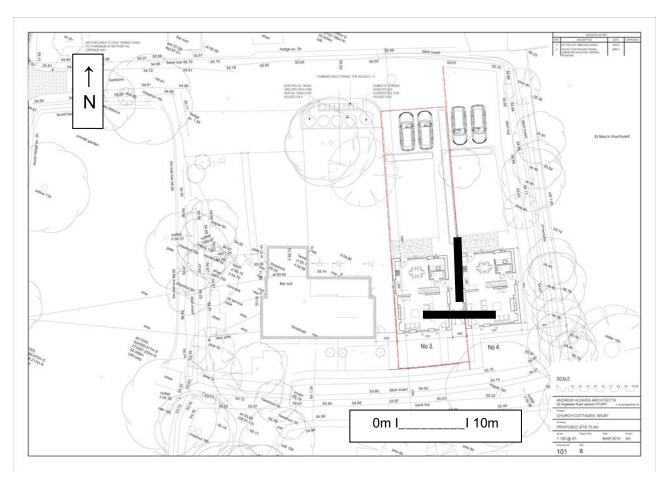
Medieval coins:

Post Roman small finds:

S Percival (Freelance)

- S Anderson (Freelance)
- N Crummy (Freelance)
- S Benfield (CAT)
- M Allen (Fitzwilliam Museum)

JNAS



Proposed location of trial trenches (2 x 10m each)

OASIS DATA COLLECTION FORM: England

List of Projects | Manage Projects | Search Projects | New project | Change your details | HER coverage | Change country | Log out

Printable version

OASIS ID: johnnewm1-166690

Project details

| Project name | Land Adjacent to Nos 3-4 Church Cottages, Wilby, Suffolk- Archaeological Evaluation Report |
|--|---|
| Short description of the project | Wilby, land adjacent to No's 3 and 4 Church Cottages (WBY 029, TM 2414 7210) evaluation trenching for a proposed development of two dwellings to the north of the parish church did not reveal any archaeological features and the few stray finds were of recent date. |
| Project dates | Start: 16-12-2013 End: 16-12-2013 |
| Previous/future work | No / No |
| Any associated project reference codes | WBY 029 - HER event no. |
| Any associated project reference codes | 2095/13 - Planning Application No. |
| Type of project | Field evaluation |
| Site status | None |
| Current Land use | Other 5 - Garden |
| Monument type | NONE None |
| Significant Finds | NONE None |
| Methods & techniques | "Sample Trenches" |
| Development type | Small-scale (e.g. single house, etc.) |
| Prompt | Planning condition |
| Position in the planning process | After full determination (eg. As a condition) |

Project location

| Country | England |
|---------------|--|
| Site location | SUFFOLK MID SUFFOLK WILBY LAND ADJACENT TO Nos 3-4 CHURCH COTTAGES |
| Postcode | IP21 5LT |
| Study area | 200.00 Square metres |

http://www.oasis.ac.uk/form/print.cfm

| Page 2 of 3 |
|-------------|
|-------------|

| Site coordinates | TM 2414 7210 52 1 52 18 02 N 001 17 16 E Point |
|-------------------|--|
| Height OD / Depth | Min: 55.00m Max: 56.00m |
| | |

Project creators

| Name of Organisation | John Newman Archaeological Services |
|------------------------------------|---|
| Project brief originator | Local Authority Archaeologist and/or Planning Authority/advisory body |
| Project design originator | John Newman |
| Project director/manager | John Newman |
| Project supervisor | John Newman |
| Type of sponsor/funding body | Developer |

Project archives

| Physical Archive Exists? | No |
|------------------------------|--|
| Digital Archive recipient | Suffolk CC Archaeological Service |
| Digital Contents | "none" |
| Digital Media available | "Images raster / digital photography","Text" |
| Paper Archive recipient | Suffolk CC Archaeological Service |
| Paper Contents | "none" |
| Paper Media available | "Report" |
| | |

Project bibliography 1

| • • • | |
|----------------------------------|--|
| | Grey literature (unpublished document/manuscript) |
| Publication type | |
| Title | Land Adjacent to No's 3 and 4 Church Cottages, Wilby, Suffolk- Archaeological Evaluation Report |
| Author(s)/Editor(s) | Newman, J |
| Date | 2014 |
| Issuer or publisher | John Newman Archaeological Services |
| Place of issue or publication | Henley, Suffolk |
| Description | Loose bound client report |
| Entered by | John Newman (johnnewman2@btinternet.com) |
| Entered on | 2 January 2014 |