

**Archaeological Evaluation
Cross Green
Cockfield
Suffolk**

Grid reference: TL 897 556
Planning Application No: DC/17/03524
HER no: COK 120
Oasis No.: 329101
HER ref: Inv. 9217788

Prepared for:
Ince Development

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November 2018

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Summary

An archaeological evaluation was carried out by way of trial trenching; the work was carried out in response to an archaeological brief written by James Rolfe of the Suffolk County Council Archaeological Services Conservation Team, dated 12th of September 2018.

Five linear trenches 26.00m long x 1.8m were excavated to cover the area of the new development. The trenches were positioned to target the building footprints as per the trench design (fig.5)

During the evaluation, no archaeology was located except a palaeochannel that was recorded in Trench 2, of uncertain date.

1. Site Geology Location and Description

Grid Ref: TL 897 556

1.1 The superficial & bedrock geology of the site is Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation And Culver Chalk Formation (undifferentiated) - Chalk. Sedimentary Bedrock formed approximately 72 to 94 million years ago in the Cretaceous Period. Local environment previously dominated by warm chalk seas. (BGS. 206)



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Figure 1. Cockfield and Site Location

1.2 Cockfield is one of largest villages in Suffolk with no less than seven greens, one of which is Cross Green, probably medieval in date. located approximately 3.5 miles (5.6 km) from Lavenham in Suffolk.

The village consists of a central point and several outlying hamlets: Buttons Green, Colchester Green, Cross Green, Great Green, Oldhall Green, Smithwood Green and Windsor Green. Within the parish are a number of partially surviving historic landscapes (HER ref: COK 072, 073 078).



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Figure 2. Site location (block plan) in Cockfield

1.2 The site is located within the north-east of the medieval core of Botesdale.

2. Planning Background

3.1 The below-ground works will cause ground disturbance that has potential to damage any archaeological deposit that exists.

3.2 The Planning Authority were advised that any consent should be conditional upon an agreed programme of work taking place before development begins in accordance with paragraph 141 of the National Planning Policy Framework, to record and advance understanding of the significance of any heritage assets (that might be present at this location) before they are damaged or destroyed.

The notice of grant contained the following conditions for archaeological investigation: 17. ACTION REQUIRED PRIOR TO THE COMMENCEMENT OF DEVELOPMENT -

ARCHAEOLOGICAL WORKS

No development shall take place within the area indicated for plots 1 to 5; until the implementation of a programme of archaeological work has been secured, in accordance

with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority. The scheme of investigation shall include an assessment of significance and research questions; and:

a. The programme and methodology of site investigation and recording.

b. The programme for post investigation assessment.

c. Provision to be made for analysis of the site investigation and recording.

d. Provision to be made for publication and dissemination of the analysis and records of

the site investigation.

e. Provision to be made for archive deposition of the analysis and records of the site investigation.

f. Nomination of a competent person or persons/organisation to undertake the works set

out within the Written Scheme of Investigation.

g. The site investigation shall be completed prior to development, or in such other phased

arrangement, as agreed and approved in writing by the Local Planning Authority.

Reason - To safeguard archaeological assets within the approved development boundary

from impacts relating to any groundworks associated with the development scheme and to

ensure the proper and timely investigation, recording, reporting and presentation of archaeological assets affected by this development. This condition is required to be agreed prior to the commencement of any development to ensure matters of archaeological importance are preserved and secured early to ensure avoidance of damage or loss due to the development and/or its construction. If agreement was sought

at any later stage there is an unacceptable risk of loss and damage to archaeological and

historic assets.

18. ACTION REQUIRED PRIOR TO THE FIRST OCCUPATION OF DEVELOPMENT -

ARCHAEOLOGICAL WORKS

Plots 1 to 5 shall not be occupied until the site investigation and post investigation assessment has been completed, submitted to and approved in writing by the Local Planning Authority, in accordance with the programme set out in the Written Scheme of

Investigation approved under condition 17; and the provision made for analysis,

publication and dissemination of results and archive deposition.

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(Babergh District Council grant of permission ref: (DC/17/03524).

This condition is in accordance with the National Planning and Policy Framework (NPPF, DCLD 2018).

3. Archaeological and Historical Background

3.1 Archaeological Background

The SCCA/CT brief states: *'This site lies in an area of archaeological potential recorded on the County Historic Environment Record, is on the road frontage between the medieval Cross Green Settlement (COK 054) and the medieval water mill (COK 047). As a result, there is high potential for the discovery of below-ground heritage assets of archaeological importance within this area, and groundworks associated with the development have the potential to damage or destroy any archaeological remains which exist.'* (Rolfe, James., SCCA/CT Brief, 2018)

3.2 Interventions

No interventions have occurred within a 500m radius of the proposed development except for one Historic Building Recording and one Desk top assessment.

3.3 Monuments

There are no immediate finds or monuments within 500m radius of the proposed development that are of significance to the site except for the medieval Green (Cross Green- **COK 054**) to the immediate north of the site.

3.4 Historical Background

It is known that King Alfgar gave his Manor in Cockfield to his daughter Ethelfled who willed it to the great Abbey at Bury St. Edmunds in 1002. The Domesday book of 1086 refers to the Abbot holding 4 carucates (about 500 acres) of land and early feudal charters of the Abbey refer to known inhabitants of Cockfield indicating that it was always an important village, hence the unusually large church. The de Vere family (earls of Oxford) once held land in Cockfield, namely the Manor of Earls Hall.

The oldest building today is obviously the church but there are also several ancient cottages. (Cockfield.org.uk)

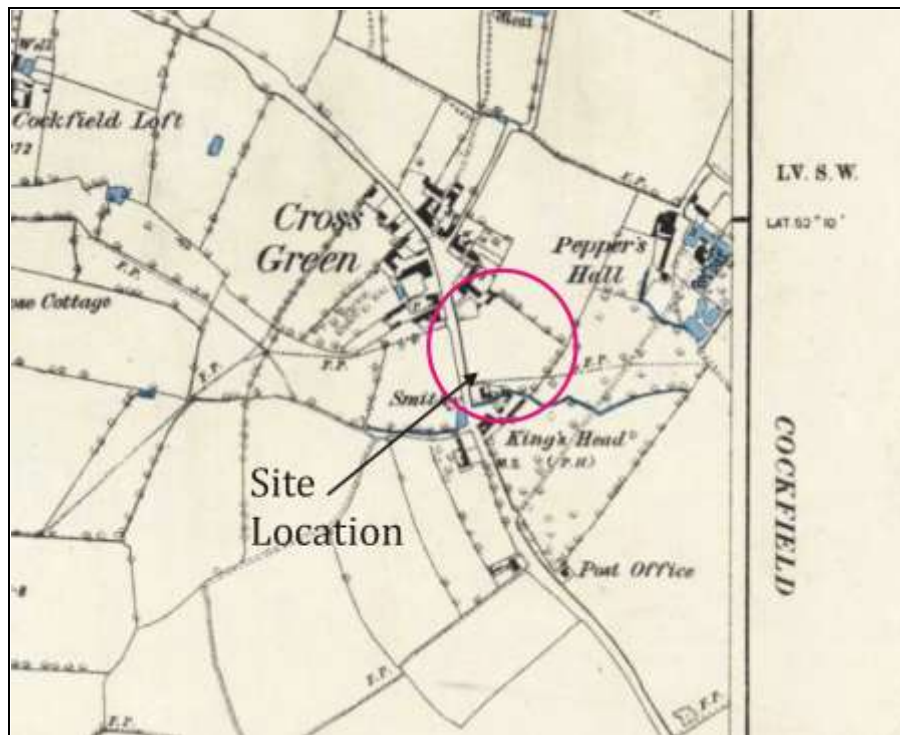


Figure 4. Ordnance Survey 1st edition, 1884



Figure 5. Ordnance Survey map of 1933

5.1 Fieldwork

5.11 Five trenches were excavated across the footprints of the proposed new dwelling houses at 26 m by 1,80m width.

5.12 The Trenches were drawn to a scale of 1:50; sections of the trench were drawn to a scale of 1:10.

5.13 A metal detector survey was carried out at all stages of the project.

5.14 A digital image archive was produced and will form part of the site record to be curated at Hollow Road, Bury St Edmunds.

5.15 Site plans and sections were digitized to archive standard, reduced versions of which are included in this report.

5.16 The evaluation was carried out using standard practices in archaeology to ClfA standards. The work also considered the eastern counties frameworks standards as laid down in : Medlycott, M. 2011 *Research and Archaeology Revised: A Revised Framework for the East of England East Anglian*. Archaeology. Occ. Paper. 24

Results. 6

6.1 The Evaluation Trenches

Originally, five trenches by 26m in length were planned, but due to site restrictions of a new road being built, the trenches had to be repositioned and altered in length. Trench 4 was shortened to 16 m in length, to compensate for the loss of trenching, trenches 3 and 5 were lengthened to make up the shortfall, in order to obtain the correct sample.

Trench1. This trench was 26m long by 1.8m width; it was devoid of any archaeology.

Trench 2. This trench was 26m long by 1.8m width, it was devoid of any archaeology except for a palaeochannel at 8,80 m width and 0.63m in depth. It contained two distinct fills: (1003) a silty sand layer of mid-greyish-brown, 0.10m depth; a primary layer (1004) consisting of a mid-brown, silty and loamy deposit, 0.42m depth.

Trench 3. This trench was 30m long by 1.80m in width, it was devoid of any archaeology.

Trench 4. This trench was 16m long by 1.8m width, it was devoid of any archaeology.

Trench 5. This trench was 30m long by 1.8m width, it was devoid of any archaeology.

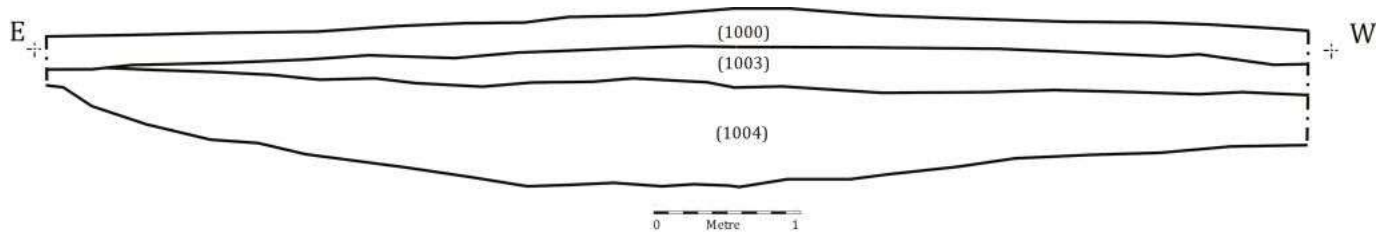
For the relative depths of the trenches, see figure 6.

6.2 A large percentage of the site (lower half) had already been stripped recently and was back-filled with (1000) to its original depth. As a result, the majority of the site retained no original top soil or subsoil. The depth of the original removal of top and subsoil varied between 0.10m -0.50m. Where the original top soil was preserved, a maximum depth of 0.28m was recorded. Where the subsoil (1001) was preserved, a maximum depth of 0.35m was recorded.

6.3. Table 1.: Contexts

Context No.	Description	Comments
(1000)	Made up- modern layer	Produced recently
(1001)	Sub soil	n/a
(1002)	Natural sandy clay	n/a
[1003]	Fill of palaeochannel	n/a
(1004)	Fill of palaeochannel	disuse
[1005]	Natural	Sandy and gravelly

6.4 Sections and Plans



Palaeochannel in Tr 2

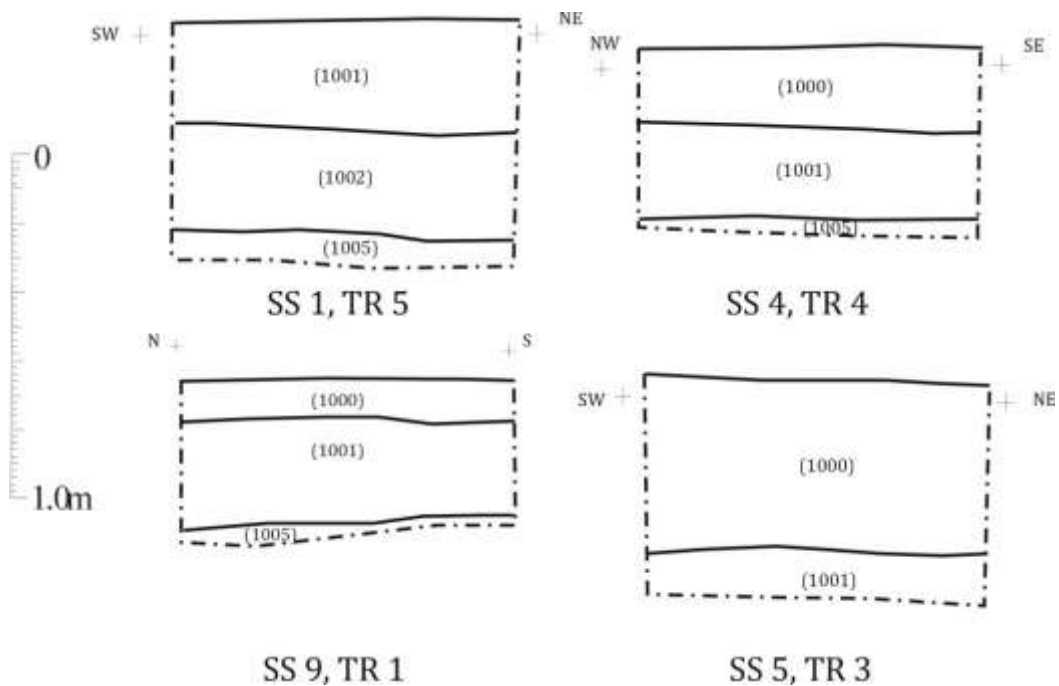
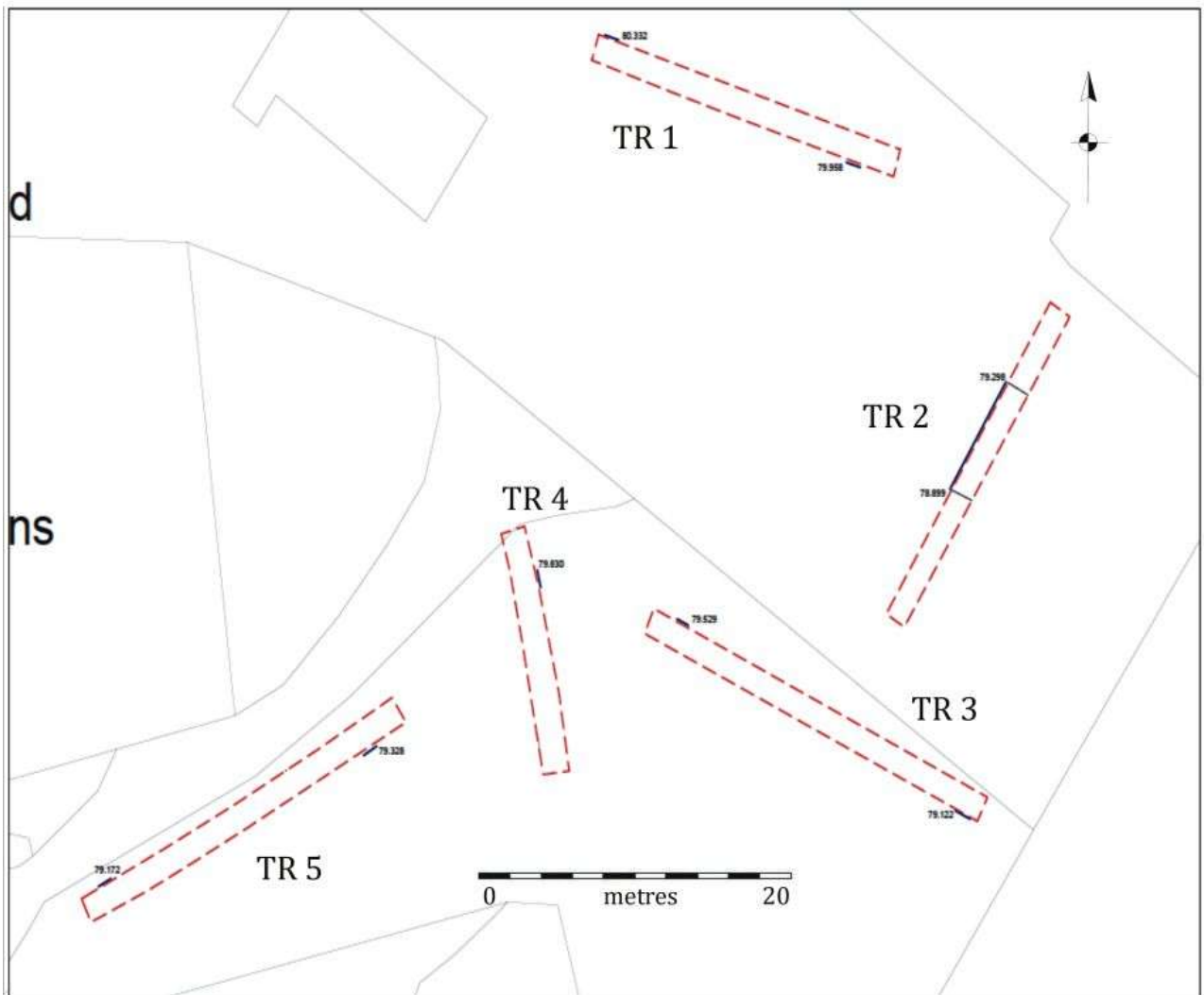


Figure 6. Palaeochannel; scale 1:20 and sample sections, scale 1:10



*Figure 7. Trench location plan
(produced from gps Smart Rover)*

7. Interpretation and Discussion

This evaluation was designed to locate any archaeological features within the development area. No features or archaeological finds were made throughout the trial trenching. In trench 2, however, a palaeochannel was recorded of over 8m in width by 0.63m in depth and was thought to be prehistoric in origin, no finds were made within the two fills.

8. Conclusion

The evaluation was successful in demonstrating that no significant archaeology was present within the development and therefore no archaeology will be compromised by the proposed development at this location of Cross Green Cockfield.

9. Archive Deposition

The paper and photographic archive will be held at the County Store, Hollow Road, Bury St Edmunds.

A digital record and copies of the report can be viewed at The Historic Environment Record office, Hollow Road, Bury St Edmunds and online at:
<http://ads.ahds.ac.uk/project/policy.html>.

10. Acknowledgements

The author would like to thank Mr Richard Ince who funded the project and commissioned this work.

This report for archaeological evaluation was written by Dennis Payne BA (Hons) ACIfA (Archaeoserv), who also managed the project and carried out the field-work along with Matt Adams (Britannia Archaeology).

James Rolfe of the SCCA/CT produced the brief for this project.

Bibliography

British Geological. Survey, 1990; sheet 190

Medlycott, M. 2011 *Research and Archaeology Revised: A Revised Framework for the East of England* East Anglian. Archaeology. Occ. Pap. 24

White, W., 1844, History, Gazeteer and Directory of Suffolk; David and Charles Reprints; published by Clarke Doble & Brendon Ltd Plymouth Devon

Appendix I: Digital Images



Plate 1. Pre-excavation of site with reinstated level of ground, looking east to south-east



Plate 2. Pre-excavation general view, from the south-east



Plate 3. Tr 5, post-excavation, from the west



Plate 4. Sample section 1.; Tr 5, from the south



Plate 5. Trench 4, post-excavation, from the south



*Plate 6. Trench 4, S.S. 4, from the west
(board incorrect)*



Plate 7. Trench 3, post-excavation, from the south-east



Plate 8. Tr 3, sample section



Plate 9. Tr 2, Palaeochannel, looking south



Plate 10. Tr 2, Palaeochannel, looking south-west



Plate 11. Tr 2. Palaeochannel, looking south-east



Plate 12. Trench 2, post-excavation, looking west



Plate 13. Trench 1. post-excavation, looking north-west



Plate 14. Tr 1, sample section

**Specification for Archaeological Evaluation
on land at Cross Green
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Non-technical summary

This is a written scheme of investigation for archaeological evaluation by way of trial trenching in advance of five new dwellings with on land at Cross Green Cockfield Suffolk. This written scheme of Investigation has been written in response to an archaeological brief written by James Rolfe of the Suffolk County Council Archaeological Services Conservation Team, dated 12th of September 2018.

This WSI complies with the SCCAS/CT standard Requirements for a Trenched Archaeological Evaluation (2017), as well as the following national and regional guidance and 'Standards for. Archaeological Excavation' (IFA, 1995, revised 2001) '*Field Archaeology in the East of England,*' (East Anglian Occasional papers 14, 2003). In addition, this brief has been compiled respecting the following standards: Regional Research Framework (East Anglian Archaeology Occasional Paper 3, 1997, 'Research and Archaeology: A Framework for the Eastern Counties, 1. resource assessment'; Occasional Paper 8, 2000, 'Research and Archaeology: A Framework for the Eastern Counties, 2. research agenda and strategy'; and Revised Research Framework for the Eastern Region, 2008; and Medlycott, M., 2011.

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1.1 The superficial & bedrock geology of the site is Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation And Culver Chalk Formation (undifferentiated) - Chalk. Sedimentary Bedrock formed approximately 72 to 94 million years ago in the Cretaceous Period. Local environment previously dominated by warm chalk seas. (BGS. 206)



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This condition is in accordance with the National Planning and Policy Framework (NPPF, DCLD 2012) which replaces Planning Policy Statement 5: Planning for the Historic Environment (PPS5, DCLG 2010).

3. Archaeological and Historical Background

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The SCCA/CT brief states: *'This site lies in an area of archaeological potential recorded on the County Historic Environment Record, is on the road frontage between the medieval Cross Green Settlement (COK 054) and the medieval water mill (COK 047). As a result, there is high potential for the discovery of below-ground heritage assets of archaeological importance within this area, and groundworks associated with the development have the potential to damage or destroy any archaeological remains which exist.'* (Rolfe, James., SCCA/CT Brief, 2018)

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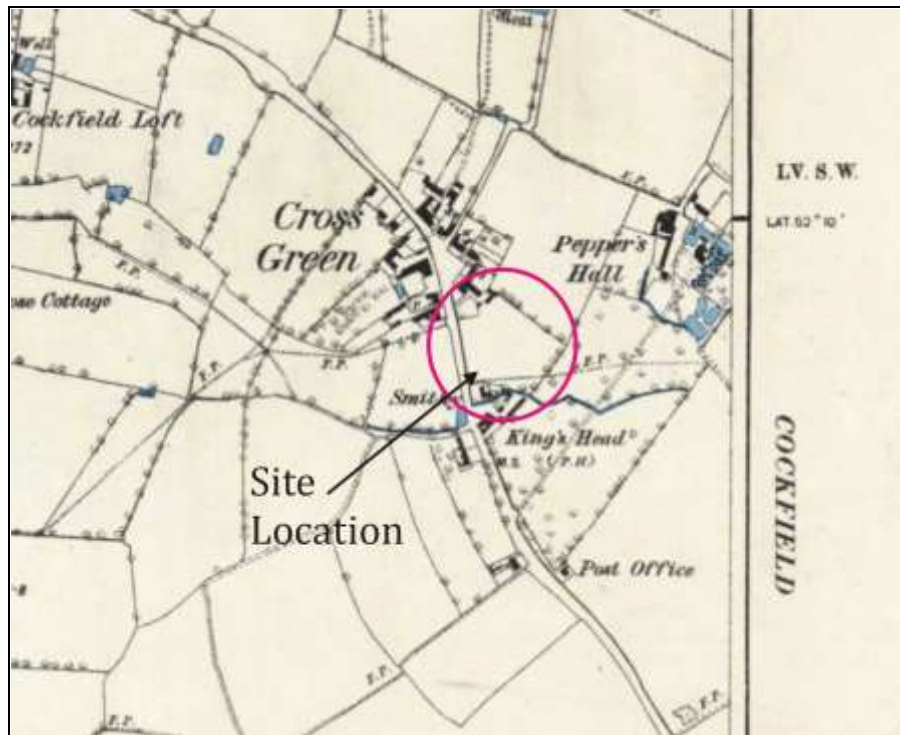


Figure 4. Ordnance Survey 1st edition, 1884



Figure 5. Ordnance Survey map of 1933

5. Methodology of Evaluation

5.1 This specification has been prepared in response to the above SCCA/CT brief, incorporating information of the available sources from the Suffolk Records Office and the Historic Environment Record.

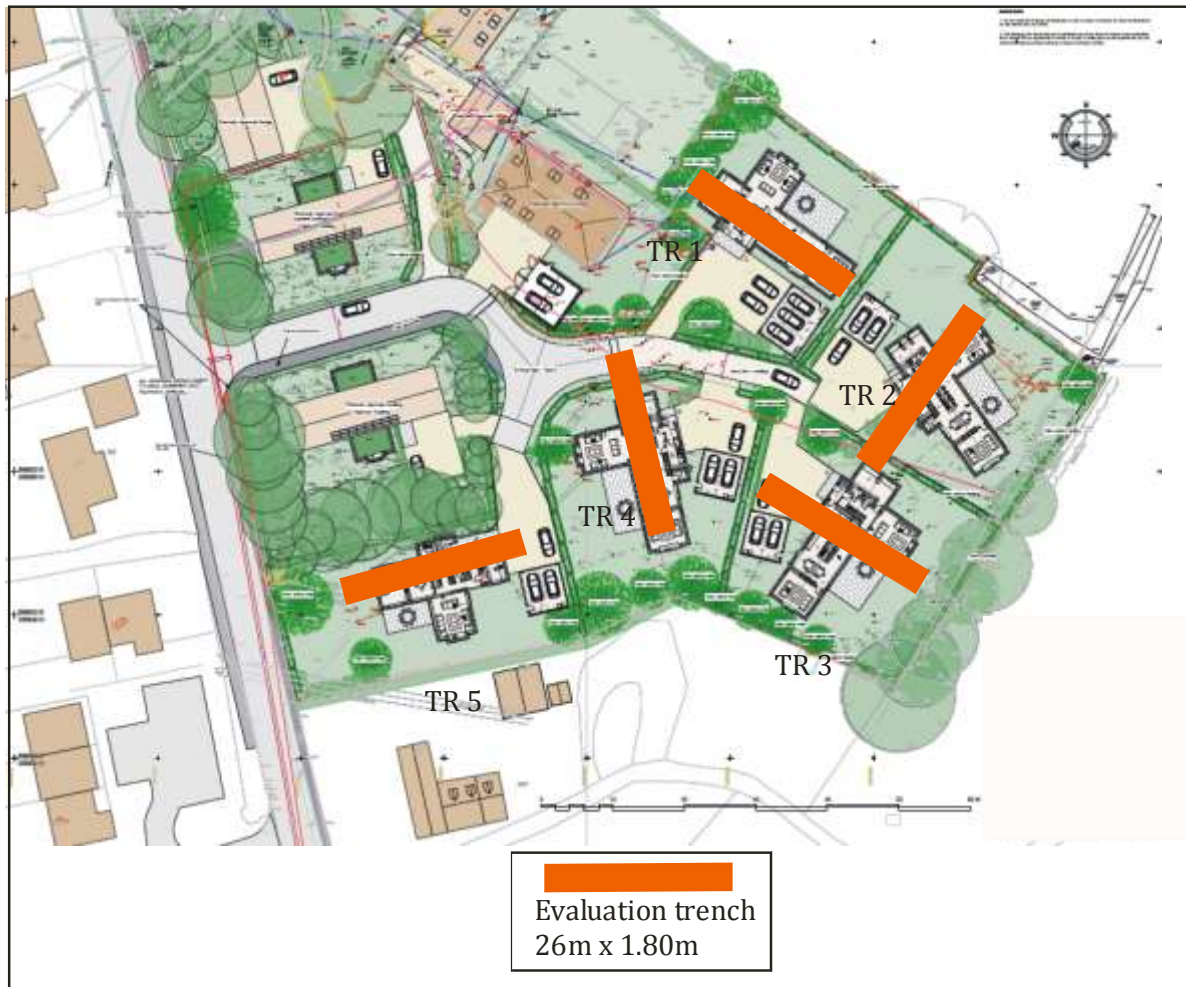
5.2 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed on Details, Location and Creators forms.

5.3 A risk assessment will be carried out in consultation with the developer (Simon Burgess), to ensure that all potential risks are minimised.

5.4 In order to inform the archaeological mitigation strategy, the following work will be carried out: to provide a record of archaeological deposits which are damaged or removed by any development (including services and landscaping) permitted by the current planning consent. The results of this evaluation will enable the archaeological resource, both in quality and extent, to be accurately quantified. Decisions on the need for and scope of any mitigation measures, should there be any archaeological find of significance, will be made by the SCCA/CT and based upon the result of the evaluation, this will be then subject to an additional specification.

5.5 This evaluation will identify the date, approximate form and purpose of any archaeological deposit within the application area, 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. Also, to establish the potential of the survival of environmental evidence. Sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practises, timetables and orders of costs.

5.6 This project will be carried through in a manner broadly consistent with English Heritage's *Management of Archaeological Projects*, 1991 (MAP 2). Field evaluation is to be followed by the preparation of a full archive and report with an assessment of any potential archaeological or environmental evidence. Any further excavation required as mitigation will be the responsibility of SCCAS/CT to advise. Each stage will be subject of a brief and updated project design; this document covers only the evaluation stage. The developer or ARCHAEOSEV will give SCCAS/CT (address as above) five working days notice of the commencement of ground works on the site, to enable the archaeological work to be monitored.



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Figure 6. Trench plan

The Evaluation Trenches

5.7 Five 26m by 1.80m linear trenches will be excavated to cover the footprints of plots 1-5 in the southern half of the site, to allow for area sampling, as per the trench design, (fig.6) and will allow for spoiling and access by staff and visitors.

5.8 The Excavation will be by mechanised using a toothless ‘ditching bucket’. A scale plan showing the proposed location of the trial trenching shown above and the detailed trench design must be approved by SCCAS/CT before field work begins.

The top soil will be mechanically removed using an appropriate machine with a back-acting arm down to the interface layer between topsoil and subsoil or other visible archaeological surface.

5.9 All machine excavation is to be under the direct control and supervision of an archaeologist. The topsoil will be examined for any archaeological material.

5.10 The top of the first archaeological deposit will, if necessary, be initiated by machine, but further cleaning will be done by hand. The excavation of any

archaeological deposits will be continued by hand unless it can be shown that there will be no loss of evidence by using a machine

5.11 As in all evaluation excavation work there is the need to cause the minimum of disturbance to the site so that significant archaeological features e.g. solid or bonded structural remains, building slots or post holes, should be preserved intact even if fills are sampled.

5.12 For linear features, 1.00m wide slots (min) will be excavated across their width.

5.13 For discrete features such as pits, 50% of their fill will be sampled (in some instances 100% may be requested).

5.14 Sufficient excavation will be made to give clear evidence for the period, depth and nature of any archaeological deposit. The depth and nature of colluvial or other masking deposits will be established. All archaeological features exposed will be planned at a minimum scale of 1:50 or 1:20 on a plan. Any stratigraphic sequences encountered will be recorded in section at a scale of 1:10 or 1:20. Any structures, for example, hearths, kilns and other significant finds will be excavated and recorded in plan and by single context recording where required. In the event that no stratigraphic sequences are encountered, sections and features in plan will be hand cleaned and will be drawn to either 1:10 or 1:20 scale depending on the size, and details of any features and deposits will be fully recorded.

5.15 All contexts will be numbered and finds recorded by context.

5.16 All levels will relate to Ordnance Datum.

5.17 All contexts will be recorded using numbered context sheets containing descriptions and sketches of the deposits and finds that might be encountered.

5.18 Best practise will be employed to allow for the sampling of archaeological deposits. All archaeological contexts will, where possible, be sampled for the potential of the site, taking, at a minimum, 40 litre bulk samples (using sealable containers designed for the purpose) or 100% of smaller features. These containers, before leaving site, will be clearly marked by the site team showing from which context they were taken. Environmental samples will be sent to the relevant specialist for flotation and analysis resulting in the specialists report for inclusion into the final report. Where waterlogged `organic` features are encountered, advice will be sought from a geoarchaeologist or environmental specialist, and if necessary, will be invited to the site to consider all options available. This should include the extraction of monolith samples, whether by the site team or the specialist. If rich or unusual features are encountered, further advice will be sought from the RSA before any attempt to remove them is made.

5.19 Should it be deemed necessary, the guide to sampling Archaeological deposits (Murphy, P.L & Wiltshire., P.E.J., 1994). A guide to Sampling Archaeological deposits for environmental analysis) will be consulted. A copy is held for viewing by SCCAS/CT. Advice will also be sought from Zoe Outram, English Heritage Regional adviser for Archaeological science (East of England), should the need arise.

5.20 All trench areas will be scanned by metal detector before excavation begins and any spoil from the excavation also..

5.21 Any natural subsoil surface revealed will be hand cleaned and examined for archaeological deposits and artefacts. Sample excavation of any archaeological features revealed may be necessary in order to gauge their date and character

5.22 All finds will be collected and processed (unless variations in this principle are agreed with SCCAS/CT during the course of the evaluation). Any finds deemed treasure will be reported to the FLO who will refer it to the coroner within 14 days.

5.23 The data recording methods and conventions used will be consistent with, and approved by, the County HER

5.24 Any human remains discovered during the course of the evaluation will be left in situ unless it can be shown that removal is necessary. In the event that human remains have to be removed, then proper respect will be accorded any remains encountered. Possible human remains will be cleaned to allow positive identification and fully recorded upon skeleton context sheets. Any remains observed will be related to the relevant authorities before removal takes place.. The client will make contingency for a Licence to disturb the remains, and DPAS will also inform SCCA/CT before any removal takes place. The Ministry Of Justice states the following guidelines for encountering human remains:

'In the event of discovery of any human remains the archaeological contractor should inform the client, the County Archaeological Service, the Coroner, the Police and the Ministry of Justice via the submission of an application form for the 'Archaeological/Accidental/Site Investigation Licence regarding the disturbance of human remains'. The Human remains should be left in-situ, covered and protected. Where a licence for their excavation is issued by the Ministry of Justice, the requirements of that licence should be followed.

Where the Ministry of Justice is unable to issue a licence and it is reasonably determined that the remains are likely to be subject to further unavoidable disturbance or deterioration the archaeological contractor should inform the client and Ministry of Justice of their intention to excavate the remains with due decency and in accordance with the general 5 conditions formerly attached to licences issued for excavation of human remains under similar circumstances. ' (MOJ)

5.25 All work will be undertaken to Institute for Archaeologists (ClfA) and Museum of London Archaeology Service (Mola) standards.

5.26 The project will be managed and undertaken by Dennis Payne BA (Hons) ACIfA with extensive experience in undertaking archaeological evaluations. One further site assistant, with the relevant experience, will be appointed as deemed necessary from Britannia Archaeology.

5.27 The Post excavation work will be carried out in part by Dennis Payne along with the appropriate specialists that may be appointed for this project.

5.28 A photographic record will be compiled, comprising an overview of the site prior to work starting, as well as after completion of the work using high resolution digital images, which will include any excavated features, sections and other relevant details that aid interpretation.

5.29 Finds will be conserved where required.

5.30 All relevant finds will be ordered into an archive using single context numbering.

6. Aims and objectives of the project

6.1 To provide as much information about the archaeological resources within the proposed development site.

6.2 To comply with SCCAS/CT request for an archaeological evaluation as part of the planning process for the new development.

6.3 To obtain information about the archaeological resources within the development site, with particular regard to any which are of sufficient importance to merit preservation in situ.

6.4 To identify and establish the approximate form and purpose of any archaeological deposit within the application area together with its likely extent localised depth and quality of preservation.

6.5 To evaluate the likely impact of land uses in the past and the possible presence of colluvial/alluvial deposits.

6.6 Assess the condition, nature, character, quality and date of any archaeological remains encountered.

6.7 To preserve by recording, any evidence of the potential for survival of any environmental deposits of the area.

6.8 Research questions allied to this project will focus upon the potential for locating Prehistoric, Roman and early medieval archaeological finds and successive period evidence; in particular the possible medieval origins of the village, which may be evident at this location, close to the green.

An objective account and interpretation of any potential finds will be made in conjunction with the known data to allow for a more informed interpretation of the overall evidence. Questions arising from information gained will seek to highlight research questions within the scope of the East Anglian Research Agenda: *Research and Archaeology Revisited: a revised framework for the East of England*; East Anglian Archaeology Occasional Paper 24. (Medlycott. 2011).

7. Environment and Health & Safety

7.1 A risk assessment strategy covering all activities will be carried out during the lifetime of the project, a copy of the risk assessment will be given to and signed by the developer or site owner.

7.2 All work will be carried out in accordance with current health and safety legislation.

7.3 Every care will be taken to minimise the environmental impact.

8. Back Filling & Reinstatement

Backfilling of all trenches will only be carried out when approval to do so by the SCCA/CT has been confirmed.

Backfilling of trenches is included in the cost unless otherwise agreed with the client.

9. Ownership of Finds, Storage and Curation of Archive

All artefactual material recovered will be held in long term storage by the archaeological service Suffolk County Council (SCCAS/CT) and ownership of all such archaeological finds will be given over to SCC to facilitate future study and ensure proper preservation of all such artefacts. In the unlikely event that artefacts of significant monetary value are discovered, and if they are not subject to the Treasure Act (1996), separate ownership arrangements may be negotiated.

10. Monitoring arrangements

10.1 Curatorial responsibility lies with Suffolk County Council Archaeology (Conservation Team). They are to be notified of each stage of work. They will be notified in advance of the date of works on the site (minimum of five days).

10.2 Access is required to the site at all reasonable times to allow for monitoring by SCCA/CT or their agents and ARCHAEOSERV -DPAS.

10.3 Internal monitoring will be the responsibility of Archaeoserv.

11. Archive preparation and deposition

The archive will be presented to the Suffolk County Council Archaeology Department, Hollow Road Bury St Edmunds, to the standards as laid out in their specification/brief. This will respect the SCCAS Conservation Team Archive guidelines, (Archaeological Archives in Suffolk, 2017) with the county store (SCCA/CT Hollow Rd Bury St Edmunds) being the intended depository.

12. Reporting Procedures

12.1 The report will be completed within three months after the finalisation of the fieldwork. Any delays will be related to the relevant authorities. A summary report will be produced with the final report. A draft of the report with a WSI appended will be submitted to James Rolfe (SCCAS/CT) for approval.

12.2 The report will reflect the aims of the WSI by giving an objective account of the archaeological evidence, clearly distinguished from its interpretation.

12.2A A discussion and interpretation of the archaeological evidence including environmental and palaeoenvironmental recovered from palaeosoils and cut features and its conclusions will include a clear statement of the archaeological potential of the site, and the significance of that potential in the context of the Regional Framework (East Anglian Archaeology, Occasional Papers 3&8, 1997 and 2000) and (Medlycott, M., 2011).

12.3 An opinion may be given within the report for further work based upon the findings, but the final decision for any further work rests with the SCCA/CT. A mitigation strategy will be written to how best preserve any archaeological deposits or finds that may be encountered.

12.4 Reports on specific areas, for example, ceramic or bone evidence will be included within the report to allow for a fully informed interpretation of any archaeology encountered. Sufficient detail will be placed upon the specialists findings to permit a detailed assessment of the finds, including tabulation of data by context, including non-technical summaries.

12.5 One copy of the report with the WSI appended will be sent to the client.

One draft copy will be sent to Suffolk County Council, Archaeology Conservation team for comment - approval. Upon approval, a final hard copy version will be issued to the SCCA/CT

In addition an online version of the report will be submitted into the OASIS project.

A CD Rom will be submitted of the report including word and pdf format versions along with the digital image archive.

12.6 If positive results are yielded a summary will be produced for the PSIAH annual round up.

13. Publication and Dissemination

The deposition of the site archive will be in accordance with guidelines outlined in the specification written by James Rolfe of the Suffolk County Council, Archaeological Service Conservation Team.

14. Other factors (including contingency)

14.1 Contingency costs will be made for operational delays including weather.

14.2 Contingency costs will be expected of the client for significant archaeology discovered as a result of the evaluation.

14.3 Contingency costs will be expected of the client for any specialist report that the relevant authority deems appropriate that cannot satisfactorily be produced by Archaeoserv or their agents.

14.4 Contingency costs will be expected of the client in the event that human remains are discovered in the course of the trench excavations.

15. Resources

15.1 The evaluation will be undertaken by Dennis Payne BA (Hons) ACIfA and additional staff as necessary using standard archaeological field techniques.

15.2 Recognised specialists will be sought in the event that other data are retrieved in the course of the trench excavations.

16. Insurance Statement

Towergate Insurance	Employers Liability Insurance	Public Liability	Professional Indemnity
Insurer	Towergate Insurance	Towergate Insurance	Towergate Insurance
Extent of Cover	£2,000,000	£2,000,000	£2,000,000
Policy Number	UN/010052	UN/010052	HUPI9129989/1372

17. Copyright

Copyright will remain that of the author. Licence will be given to the client to present any reports, copyright of the author, to the planning authority in good faith of satisfactory settlement of account.

18. Ownership

18.1 It will be asked of the client, at the outset, that the ownership of any portable objects discovered in the course of the brief be donated with the archive.

18.2 All material deemed Treasure Trove will be reported to the local Portable Antiquities Officer who in turn will inform the Coroner and will be subject to the `Treasure Act 1996` and investigations of the Coroner in accordance within that act.

Bibliography

British Geological Society, sheet 206, 1990

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DCLG, DCMS and English Heritage, 2010. PPS5 Planning for the Historic Environment: Historic Environment Practice Guide.

Domesday Book, 1986, A. Rumble (ed.), Phillimore

English Heritage, 1991. Management of Archaeological Projects.

Medlycott, M., (ed.) 2011, *Research and Archaeology Revisited: A Revised Framework for The East of England*, East Anglian Archaeology Occasional Paper 24

Appendix 1: Consultant specialists

Post-excavation analysis will be undertaken by DPAS and where required, specialist analysis and advice from:-

Post-excavation analysis will be undertaken by Archaeoserv-DPAS and where required, specialist analysis and advice from:-

Barnett, Dr. Sarah	Luminescence Dating
Bates Sarah MiFA	Lithics
Boreham, Steve	Pollen and soils (Geoarchaeologist)
Cowgill, Jane	Slag /metal working residues
Crummy, Nina	Roman Metalwork
Curl, July	Human bone ; Animal Bone
Fawcett, Andy	Medieval ceramics, Prehistoric pottery, Roman and Iron Age pottery (Britannia Archaeology)
Anna West	Environmental analysis
French, Dr. C.A.I	Soil micromorphology
Goffin, Richenda	Post Roman Pottery
Outram, Zoey	Environmental advice
Percival, Sarah	Prehistoric pottery
Atkins, Robert	Medieval-post-medieval bricks