



4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK

ARCHAEOLOGICAL EVALUATION





4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK ARCHAEOLOGICAL EVALUATION

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Planning Ref.	DC/16/1271/FUL	OASIS	britanni1-268963
Event Code	ESF25046	HER Inv. No.	9194368
Approved By:		Date	November 2016



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Abstract

On the 15th December 2016, Britannia Archaeology Ltd (BA) undertook a trial trench evaluation 4 Grindle Cottages, Bury St Edmunds, Suffolk (NGR TL 85944 63378) in advance of planned construction works associated with a new dwelling

Background research showed that the site had a significant potential for features and finds dating to the Anglo-Saxon and Medieval periods and moderate to low potential for all other periods

Despite the potential no archaeological finds or features were encountered in the excavated area. The evaluation revealed three phases of activity on the site. The first relates to a Subsoil which is likely a buried post-medieval to modern soil formed when the area was used for agriculture. The second phase relates to the Former Topsoil, which is formed of the former upper layer in the sequence which accumulated following the end of its use as an agricultural field. The third and final phase of activity on the site related to the Imported Topsoil. This layer then formed the garden soil for number 4 Grindle cottage.



1.0 INTRODUCTION

On the 15th December 2016, Britannia Archaeology Ltd (BA) undertook a trial trench evaluation at 4 Grindle Cottages, Bury St Edmunds, Suffolk (NGR TL 85944 63378) in advance of planned construction works associated with a new dwelling. A design brief issued by Suffolk County Council Archaeology Service/Conservation Team (SCCAS/CT) (Antrobus, A. dated 27th October 2016) required a single trial trench measuring 10.00m x 1.80m (Fig. 1) to be excavated using a 360° tracked, mechanical excavator fitted with a toothless ditching bucket.

2.0 SITE DESCRIPTION (Fig. 1)

The site is located in the south eastern bounds of the town of Bury St Edmunds, Suffolk in a cul-de-sac running west from the southern portion of Southgate Street. Directly to the sites north is the NWES Enterprise Centre.

The bedrock geology is described as Lewes Nodular Chalk Formation. This white chalk sub-group is comprised of both Seaford, Newford and Culver Chalk and formed during the Turonian Age (BGS, 2016).

Superficial deposits at the site are described as River Terrace Deposits 1, 2 and 4. These superficial gravel (with lenses of slits and clays) deposits formed during the Flandrian Age when the local environment previously dominated by shorelines, (BGS, 2016).

3.0 PLANNING POLICIES

The archaeological investigation is to be carried out on the recommendation of the local planning authority, following guidance laid down by the National Planning and Policy Framework (NPPF, DCLD 2012) which replaced Planning Policy Statement 5: Planning for the Historic Environment (PPS5, DCLG 2010) in March 2012. The relevant local development framework is the Forest Heath Local Plan, (Policy 8.20, 1995).

4.0 ARCHAEOLOGICAL BACKGROUND (Figures 2, 3 & 4)

The following archaeological background draws on the Suffolk Historic Environment Record (HER) (500m search centred on the site), English Heritage PastScape (www.pastscape.org.uk), and the Archaeological Data Service (www.ads.ahds.ac.uk) (ADS) (Fig. 2, 3 & 4).

There are 73 monument entries and 28 events within the 500m search radius. Twelve listed building entries lie within the 200m of the site.



The assessment site lies in an area on the edge of historic Anglo-Saxon and medieval core of Bury St Edmunds (BSE 241) and consequently has a high potential for remains dating to these periods.

The HER search returned three Palaeolithic records within 500m of the site. The nearest to the site (BSE 065) lies 76m to the south west and at Grindle Pit where five Palaeolithic objects were recovered including a flint hand axe and worked bone objects. A Palaeolithic ovate hand axe (BSE 049) was found 144m to the east and similar hand axes and a cleaver were recovered on Maynewater Road (BSE 347) 390m to the north-west.

Evidence of prehistoric activity in the search area is relatively sparse with one record (BSE 127) returned. This records a pits, ditch and other features uncovered during an evaluation at St Edmunds Nursing Home located 320m to the north-west.

Two Roman records are located within the search area. An evaluation on the access road for Green King Brewery (BSE 207) identified peat accumulation dating to between 230AD and 440AD lying 380m to the west. The evaluation at St Edmunds Nursing Home (BSE 127) also recorded residual Roman coins and roof tile in later Anglo-Saxon and medieval features.

The origins of the modern town date to the early Anglo-Saxon period. The Angle King Sigebert founded a monastery in 633AD. The town's name at this time was Beodericsworth meaning 'enclosure of a man named Beodric'. By the 10th century the town was named St Edmund's Bury after the martyred King Edmund and the name derives from the Old English burgh meaning 'fortified settlement' plus the sanctified Edmund.

Evidence from the HER search supports an increase in settlement activity during the Anglo-Saxon period. The most significant record relates to the historic Anglo-Saxon core of the town (BSE 241) and the site is located on the south-western edge of this. The edge of the Saxon town defences is located 45m to the south (BSE 140) on Friars Lane. Pits and ditches dating to this period have been recorded 320m to the north-west (BSE 127). Pottery and features have also been identified in works to the north and north-east (BSE 117, BSE 144 and BSE 201) suggesting significant settlement activity.

The monastery dominated the town from the 10th and 11th century onwards when a Benedictine monastery replaced the earlier monastery. The entry in Domesday records the settlement as having 207 households which was very large. The Abbey of St Edmunds is noted as holding the lordship before and after the Conquest suggesting that little changed in way of administration for the town.

The HER search returned numerous medieval records, the most significant of which is the medieval core of the town (BSE 241) which clearly expanded from the earlier Anglo-Saxon settlement. The site lies on the south-western edge of the core. Other notable records include Sextons Meadows (BSE 503), 120m to the west, which was a managed landscape from the medieval period onwards. The town defences to the south (BSE 140)



where built on the earlier Saxon defence and the town South Gate (BSE 064) is located on 190m to the south-east.

Numerous records are located to the north and often relate to the focused activity of the Abbey. These include St Boltoph's Chapel (BSE 021), Rothe Bridge (BSE 081), St Botolph's Bridge (BSE 157) and a variety of features and finds recorded around St. Mary's square (BSE 044, BSE 043, BSE 299, BSE 284 and BSE 144) including an alter and chantry chapel.

The Abbey was stripped off all assets and used as a source of building material by the town's folk following the Dissolution of 1539.

The town continued to flourish in the early post-medieval period and was awarded a Royal Charter in 1606. The cloth industry sustained a healthy economy during the 16th century, however this declined in the 17th century and consequently the town declined in importance until the 19th and 20th century when brewing became a dominant industry.

The HER search returned records six, none of which are close to the site. Almoner's Barn (BSE 162) lies 200m to the south-west and the 19th century York Bridge (BSE 141) lies 210m to the west. To the north, Southgate Brewery (BSE 263) is located 240m from the site and Oast House is 110m to the north-west. The records generally record later post-medieval structures or activity consistent with later industrialisation of earlier industries.

The HER holds 52 records of listed building within 500m of the site, but this is reduced to 12 within 200m of the site. These are located all along Southgate Street and includes Grade II* Weavers Rest (467462) dating to the late 15th century. None of these buildings have line of site to the site, however a Grade II listed wall (467476) is located 60m to the east along the access road to Grindle Cottages.

Given the above, the site had a significant potential for features and finds dating to the Anglo-Saxon and Medieval periods and moderate to low potential for all other periods.

5.0 PROJECT AIMS

The SCCAS/CT brief states that the evaluation should aim to (Antrobus, A. Brief, Section 4.2). Both the WSI, fieldwork and resulting report/archiving will be undertaken in accordance with the Requirements for Trenched Archaeological Evaluation 2011 Ver 1.3 (SCCAS/CT).

- 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.
- Determine the location, extent, date, character, condition, significance and quality of any surviving archaeological remains liable to be threatened by the proposed development.

6.0 PROJECT OBJECTIVES

Research objectives for the project are in line with those laid out in *Research and Archaeology Revisited: a revised framework for the East of England*, East Anglian Archaeology Occasional Paper 24 (Medlycott, 2011).

The brief also states that the project will need to consider the following objectives:

- To provide for the absolute dating of critical contacts.
- To make the results of the investigation available through suitable reportage.

7.0 FIELDWORK METHODOLOGY

The SCCAS/CT brief required the excavation of 10.00 meters of trial trenching in advance of the new construction of a new dwelling. The trenching was target the footprint of the new dwelling.

A 360° mechanical excavator fitted with a toothless ditching bucket was used to machine down to the first archaeological horizon, thereafter all excavation work was undertaken by hand.

The archaeology was recorded using pro-forma record sheets, drawn plans and section drawings and appropriate photographs were also be taken.

8.0 DESCRIPTION OF RESULTS (Fig. 5 - 6)

The trench was orientated NW-SE and located in the former garden of 4 Grindle Cottage. The trench was excavated to a maximum depth of 0.96m.

8.1 Trench 1

Imported Topsoil **1000** was the uppermost layer in the trench. Former Topsoil **1001** was next in the stratigraphic sequence followed by Subsoil **1002**. This overlay Natural Geology **1003**.

No Archaeological Finds or features were present in the trial trench.



9.0 DEPOSIT MODEL (Fig. 6)

Imported Topsoil **1000** consisted of dark brown-grey, loose, sandy silt. This layer was present to a maximum depth of 0.40m in Sample Section 2 and overlay Modern Sand **1001**.

Former Topsoil **1001** was a mid-grey brown, compact, sandy silt, present to a thickness of 0.16m and a maximum depth of 0.56m in Sample Section 2.

Subsoil **1002** was 0.36m in thickness and present to a depth of 0.92m in sample section 2. The layer consisted of mid brown orange, compact, sandy silt with infrequent, sub angular flint gravel inclusions.

The final layer in the stratigraphic sequence was Natural Geology **1003**. This layer consisted of light yellow orange, loose silty sand with infrequent, sub angular flint gravel inclusions.

10.0 DISCUSSION AND CONCLUSION

The archaeological background suggested that the site had a significant potential for remains associated with the Anglo-Saxon and medieval periods and moderate to low potential for all other periods.

Despite the potential no archaeological finds or features were encountered in the excavated area. The evaluation revealed three phases of activity on the site. The first relates to Subsoil **1002** which is likely a buried post-medieval to modern soil formed when the area was used for agriculture.

The second phase relates to Former Topsoil **1001**, which is formed of the former upper layer in the sequence which accumulated following the end of its use as an agricultural field.

The third and final phase of activity on the site relates to Imported Topsoil **1000**. This layer was brought onto the site, most likely when the adjacent 19th century cottages were constructed. This layer then formed the garden soil for number 4 Grindle cottage.

11.0 ACKNOWLEDGEMENTS

Britannia Archaeology would like to thank Mrs Kate Mee for commissioning the project.

We would also like to thank Dr Abby Antrobus of Suffolk County Council Archaeological Services/Conservation Team for his advice and assistance on the project.

The site was excavated by Dan McConnell and Martin Brook of Britannia Archaeology Ltd.



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English Heritage PastScape www.pastscape.org.uk

Archaeological Data Service (ADS) www.ads.ahds.ac.uk

English Heritage National List for England
www.english-heritage.org.uk/professional/protection/process/national-heritage-list-for-england

DEFRA Magic <http://magic.defra.gov.uk/website/magic>



APPENDIX 1 – DEPOSIT TABLES

Deposit Tables

TRENCH 1

Trench No	Orientation	Height AOD	Shot ID
1	NW - SE	39.77	Sample Section 1
Sample Section No	Location	Facing	
1	E Side	SW Facing	
Context No	Depth	Deposit Description	
1000	0.00-0.40m	Imported Topsoil: Dark brown-grey, loose, sandy silt	
1001	0.40-0.56m	Former Topsoil: Mid grey-brown, compact, sandy silt	
1002	0.56-0.92m	Subsoil: Mid brown-orange, compact, sandy silt, infrequent sub angular flint gravel inclusions	
1003	0.92m +	Natural Geology: light yellow-orange, loose, silty sand, infrequent sub angular flint gravel inclusions	



APPENDIX 2 – OASIS SHEET

5/17/2017

OASIS FORM - Print view

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: britanni1-268963

Project details

Project name	4 Grindle Cottages, Bury St Edmunds, Suffolk
Short description of the project	Archaeological evaluation
Project dates	Start: 15-12-2016 End: 15-12-2016
Previous/future work	No / Not known
Any associated project reference codes	BSE 513 - Sitecode
Type of project	Field evaluation
Site status	None
Current Land use	Residential 1 - General Residential
Monument type	N/A None
Significant Finds	N/A None
Methods & techniques	"Sample Trenches"
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK ST EDMUNDSBURY BURY ST EDMUNDS 4 Grindle Cottages, Bury St Edmunds, Suffolk
Postcode	IP33 2BQ
Study area	170 Square metres
Site coordinates	TL 85944 63378 52.236676328529 0.723464835932 52 14 12 N 000 43 24 E Point
Height OD / Depth	Min: 0.96m Max: 0.96m

Project creators

Name of Organisation	Britannia Archaeology Ltd
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Dan McConnell
Project director/manager	Dan McConnell
Project supervisor	Dan McConnell

<http://oasis.ac.uk/form/print.cfm>

1/2



5/17/2017

OASIS FORM - Print view

Type of sponsor/funding body Developer
Name of sponsor/funding body Kate Mee

Project archives

Physical Archive Exists? No
Digital Archive recipient Suffolk HER
Digital Archive ID BSE 513
Digital Contents "none"
Digital Media available "Database","GIS","Images raster / digital photography","Text"
Paper Archive recipient Suffolk HER
Paper Archive ID BSE 513
Paper Contents "none"
Paper Media available "Context sheet","Drawing","Map","Photograph","Plan","Report","Section"

Project bibliography 1

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APPENDIX 3 – Approved Written Scheme of Investigation

1.0 INTRODUCTION

This Written Scheme of Investigation (WSI) has been prepared by Britannia Archaeology Ltd (BA) on behalf of Kate Mee (c/o Brown & Scarlett Architects) as a condition of planning application reference DC/16/1271/FUL, in advance of the erection of a single dwelling with following the demolition of an existing garage.

This WSI presents a programme of archaeological investigation by means of archaeological trial trench evaluation to assess the nature and potential of the site, and to determine the need for any future site investigations 4 Grindle Cottages, Bury St Edmunds, Suffolk (NGR TL 85944 63378). A design brief issued by Suffolk County Councils Archaeological Service (SCCAS/CT) (Antrobus, A. dated 27th October 2016) requires a programme of linear trial trenching to adequately sample the threatened available area. A single trial trench measuring 10.00m x 1.80m will be excavated using a 360° tracked, mechanical excavator fitted with a toothless ditching bucket.

2.0 SITE DESCRIPTION (Fig. 1)

The site is located in the south eastern bounds of the town of Bury St Edmunds, Suffolk in a cul-de-sac running west from the southern portion of Southgate Street. Directly to the sites north is the NWES Enterprise Centre.

The bedrock geology is described as Lewes Nodular Chalk Formation. This white chalk sub-group is comprised of both Seaford, Newford and Culver Chalk and formed during the Turonian Age (BGS, 2016).

Superficial deposits at the site are described as River Terrace Deposits 1, 2 and 4. These superficial gravel (with lenses of slits and clays) deposits formed during the Flandrian Age when the local environment previously dominated by shorelines, (BGS, 2016).

3.0 PLANNING POLICIES

The archaeological investigation is to be carried out on the recommendation of the local planning authority, following guidance laid down by the *National Planning and Policy Framework* (NPPF, DCLD 2012) which replaced *Planning Policy Statement 5: Planning for the Historic Environment* (PPS5, DCLG 2010) in March 2012. The relevant local development framework is the *Forest Heath Local Plan, (Policy 8.20, 1995)*.

3.1 National Planning Policy Framework (NPPF, DCLG March 2012)

The NPPF recognises that 'heritage assets' are an irreplaceable resource and planning authorities should conserve them in a manner appropriate to their significance when



considering development. It requires developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible. The key areas for consideration are:

- The significance of the heritage asset and its setting in relation to the proposed development;
- The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance;
- Significance (of the heritage asset) can be harmed or lost through alteration or destruction, or development within its setting. As heritage assets are irreplaceable, any harm or loss should require clear and convincing justification;
- Local planning authorities should not permit loss of the whole or part of a heritage asset without taking all reasonable steps to ensure the new development will proceed after the loss has occurred;
- Non-designated heritage assets of archaeological interest that are demonstrably of equivalent significance to scheduled monuments, should be considered subject to the policies for designated heritage assets.

3.2 St Edmundsbury Local Plan (2015)

The relevant section in the local plan (9. Heritage and Conservation) states the following aims and objectives:

9.1 To maintain and improve the quality of the built environment

9.2 To achieve this aim, the objectives are to:

- a) retain and enhance the character and appearance of the historic environment and ensure that new development is sensitive to the character of the locality;
- b) safeguard listed buildings, conservation areas and parks and gardens of special historic or design interest and their settings from inappropriate development;
- c) protect and conserve the fabric of historic buildings, structures and other features, and the archaeological remains related to them; and
- d) protect and conserve sites of archaeological importance and their settings.



4.0 ARCHAEOLOGICAL BACKGROUND (Fig. 2, 3 & 4)

The following archaeological background draws on the Suffolk Historic Environment Record (HER) (500m search centred on the site), English Heritage PastScape (www.pastscape.org.uk), and the Archaeological Data Service (www.ads.ahds.ac.uk) (ADS) (Fig. 2, 3 & 4).

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Two Roman records are located within the search area. An evaluation on the access road for Green King Brewery (BSE 207) identified peat accumulation dating to between 230AD and 440AD lying 380m to the west. The evaluation at St Edmunds Nursing Home (BSE 127) also recorded residual Roman coins and roof tile in later Anglo-Saxon and medieval features.

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The HER search returned records six, none of which are close to the site. Almoner's Barn (BSE 162) lies 200m to the south-west and the 19th century York Bridge (BSE 141) lies 210m to the west. To the north, Southgate Brewery (BSE 263) is located 240m from the site and Oast House is 110m to the north-west. The records generally record later post-medieval structures or activity consistent with later industrialisation of earlier industries.

The HER holds 52 records of listed buildings within 500m of the site, but this is reduced to 12 within 200m of the site. These are located all along Southgate Street and includes Grade II* Weavers Rest (467462) dating to the late 15th century. None of these buildings have line of site to the site, however a Grade II listed wall (467476) is located 60m to the east along the access road to Grindle Cottages.

Given the above, the site has significant potential for features and finds dating to the Anglo-Saxon and Medieval periods and moderate to low potential for all other periods.



5.0 PROJECT AIMS

The SCCAS/CT brief states that the evaluation should aim to (Antrobus, A. Brief, Section 4.2). Both the WSI, fieldwork and resulting report/archiving will be undertaken in accordance with the Requirements for Trenched Archaeological Evaluation 2011 Ver 1.3 (SCCAS/CT).

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- 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.
- determine, the location, extent, date, character, condition, significance and quality of any surviving archaeological remains liable to be threatened by the proposed development.

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The brief also states that the project will need to consider the following objectives:

- To provide for the absolute dating of critical contacts.
- To make the results of the investigation available through suitable reportage.

7.0 FIELDWORK METHODOLOGY

The SCCAS/CT brief requires the excavation of 10.00 meters of trial trenching in advance of the construction of the house and associated works. The trenching is to cover 5% of the site area with the trench arranged to cover the new development footprint. This will comprise a single 10.0m x 1.80m trench.

A 360° mechanical excavator fitted with a toothless ditching bucket will be used to machine down to the first archaeological horizon, thereafter all excavation work will be undertaken by hand (Fig. 5).

The archaeology will be recorded using pro-forma record sheets, drawn plans and section drawings and appropriate photographs will also be taken.



In the event that important archaeological remains are identified, a site meeting will be held with the client and the SCCAS/CT planning archaeologist to discuss the significance of the remains and decide on the scope of further excavation and recording. **The client is aware of the need for contingency funding to cover additional works if necessary.**

7.1 Site Plans

A site location plan based on the current Ordnance Survey 1:25000 map and indicating site north will be prepared. This will be supplemented by a site plan showing the area of investigation in relation to the proposed development.

A pre-excavation base plan accurately plotting all features will be produced using a Total Station (TS) or Real Time Kinetic Global Positioning System (RTK). The final post-excavation plan will be based on this. All drawings will be tied into the Ordnance Survey National Grid.

7.2 Mechanical Excavation

The location of electricity, gas, water, sewage and telephone services will be identified from information supplied by the client or relevant authorities prior to machining. Care will be taken when operating machinery in the vicinity of overhead services. All staff are trained in the use of CAT scanners that will be employed before the bucket breaks the ground.

Topsoil and any sterile subsoil layers shall be removed by mechanical excavator using a toothless ditching bucket under the supervision of a professional archaeologist. The exposed archaeological horizon will be cleaned by hand and any archaeological deposits or negative features planned.

No excavators or dumpers will be driven over the excavated surface. Topsoil and subsoil will be stored separately to aid the reinstatement of agricultural land.

The machine operator will have the relevant experience and appropriate documentation; will maintain the appropriate inspection register, Form F91 Part 1, Section C, either on the machine or at the depot. The operator must produce a clean, flat surface at precisely the correct level.

7.3 Hand Excavation

All archaeological features will excavated by hand, in the appropriate way detailed below, where it is safe to do so.



7.4 *Metal Detector*

A professional metal detector will be used to scan spoil heaps, exposed surfaces and any features. The finds will be recovered and recorded in the proper way. The machined spoil heaps will also be scanned, however demonstrably modern finds will not be retained. The metal detector will not be set to discriminate against iron.

7.5 *Excavation of Stratified Sequences*

All archaeological remains will be excavated by phase, from the most recent to the earliest, excluding those of obvious later 20th century origin. The phasing of the features will be distinguished by their stratigraphic relationships, fills and finds.

7.6 *Excavation of Buildings*

Following assessment of any structural remains encountered, a strategy for recording these will be implemented, and it may be that further mitigation will be required to allow the full recording of these remains. It may also be the case that any remains may best be left *in situ*. Any excavated building structures and associated features (e.g. stakeholes, postholes, sill-beams, gullies, masonry walls and possible floors) will be excavated in stratigraphic sequence.

7.7 *Ditches*

Ditch segments will be positioned to provide a total coverage of 25% and to ascertain relationship information and will be a minimum of 1.00m in length (dependant on the total length of ditch visible).

7.8 *Discrete Features*

All discrete features will be half-sectioned or excavated in quadrants providing for a minimum 50% sample.

7.9 *Full Excavation*

Industrial remains and intrinsically interesting features e.g. hearths, kilns etc. may merit full excavation in agreement with the SCCAS/CT planning archaeologist.

7.10 *Burials*

Any articulated human remains shall receive minimal excavation to define the extent and quality of their preservation. A decision will then be made on their future treatment in consultation with the client and the SCCAS/CT planning archaeologist. The coroner and the Ministry of Justice will be informed. Any removal of human remains will be carried out under a licence issued by the Ministry of Justice under section 25 of the Burials Act



1857 and in accordance with *Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England*' (English Heritage & the Church of England 2005).

7.11 *Written Record*

All archaeological deposits and artefacts encountered will be fully recorded on *pro forma* context, finds and sample forms, using a single context recording system.

7.12 *Photographic Record*

All features will be photographed as appropriate. This record will comprise high quality digital photographs (jpg). Where appropriate black and white prints (35mm) and colour slides (35mm) will be utilised. All photographs will be listed, indexed and archived.

7.13 *Drawn Record*

All drawings will be tied into the Ordnance Survey National Grid, plans will be initially hand drawn at a scale of 1:20 and the sections at 1:10 on drafting film (permatrace). The height AOD of all features and principal strata will be written on the appropriate plans and sections.

7.14 *Finds and Environmental Remains*

All finds recovered from sealed contexts will be retained. A sample of those found in the topsoil and subsoil will be taken to characterise the assemblage. Finds will be identified, by a unique site code and context number.

All finds will be processed according to BA standards and to the *CiFA Standard and Guidance for the collection, documentation, conservation and research of archaeological materials, 2014*. Important, rare or unusual finds will also be assigned a small finds number and sent away for specialist analysis.

Bulk samples will also be taken for retrieving artefacts and biological remains (for palaeoenvironmental and palaeoeconomic investigations) to be processed and analysed by the University of Leicester Archaeology Service, (ULAS). These samples will be taken from well-stratified datable deposits and specifically targeted areas of interest (e.g. undated sealed primary ditch fills) and will be a minimum of 40 litres where appropriate. The suitability of deposits for analysis will be discussed with CBC, Dr Boreham and Dr Mark Ruddy where appropriate.

Preserved wood will be sampled for potential dating via dendrochronology and Carbon 14 methods and will be assessed by Dr Roderick Bale (University of Wales Trinity St David). Prior to recovering timbers, suitability for dating will be assessed in conjunction with Dr Bale, CBC, Dr Mike Bamforth and Dr Mark Ruddy where appropriate.



Each deposit retained will be identified by context and a unique sample or timber number. For a full list of specialists see Appendix 2.

7.15 *Artefact Recovery*

A programme of bucket sampling will be conducted, whereby 90 litres of spoil will hand sorted for each soil horizon encountered. Bucket sampling points will occur at each end of trench. Unstratified artefacts will be sought and recovered from trench spoil heaps.

7.16 *Finds classed as Treasure*

It is the responsibility of the project manager for the site, after consultation with the relevant finds specialist, to submit any items falling under the provisions of the Act to the local coroner via the treasure co-ordinator (currently the Portable Antiquities Officer at the British Museum). See below for details of the act:

The Treasure Act

The Treasure Act of 1996 defines objects that qualify as Treasure and includes any metallic object other than coin that is made up of more than 10% gold or silver and is over 300 years old, any group of two or more metallic objects of prehistoric date that come from the same find, coin hoards that have been deliberately hidden, smaller groups of coins, votive or ritual deposits, any object from the same place as Treasure. Objects that are less than 300 years old made mainly of gold or silver, which have been deliberately hidden with the intention of recovery, and whose owners or heirs are unknown would also be classed as Treasure.

8.0 PRESENTATION OF RESULTS

A report will be prepared on the conclusion of the evaluation and will be completed 4 weeks after the field work ends (no further work required) or a maximum of 6 months from the end of fieldwork (further fieldwork is required). Resourcing of the post-excavation phase is dependent on findings. Where further publication is required a detailed publication programme will be provided within 4 weeks of completion of fieldwork, and a publication report will be programmed for completion within 6 months. The prepared client/archive report will be commensurate with the results of the fieldwork, and will be consistent with the principles of *Management of Research Projects in the Historic Environment (MoRPHE) (Historic England 2015)* and contain the following:

- *Summary.* A concise summary of the work undertaken and the results;
- *Introduction.* Introduction to the project including the reasons for work, funding, planning background;



- *Background.* The history, layout and development of the site;
- *Aims and Objectives;*
- *Methodology.* Strategy and technique for site excavation;
- *Results.* Detailed description of findings outlining the nature, location, extent, date of any archaeological material;
- *Deposit Model.* Description of events behind the archaeological stratigraphy and geological deposition;
- *Specialist Reports.* Description of the artefactual and ecofactual remains recovered;
- *Discussion and Conclusions.* A synopsis interpreting the archaeological deposits and artefacts, including details of preservation, impact assessment, wider survival, condition and relative importance of the site and its component parts in local, regional and national context;
- *Bibliography;*
- *Appendices.* Context Descriptions, Finds Concordance, Project Archive Contents and Archive Deposition, HER/OASIS Summary Sheet;
- Illustrative material including maps, plans, drawings and photographs.

Digital and paper report copies will be supplied to the client and SCCAS/CT (one copy and a .pdf copy on CD). An OASIS entry will be completed and a summary included with the report. A .pdf file of the report will be uploaded to the ADS. A digital vector plan will be included with the report, which will be compatible with MapInfo GIS software which will also be made available on request subsequent to the report being issued.

It is understood that, if substantial archaeological remains are recorded during the project, it will be necessary to undertake a full programme of analysis and publication in accordance with the guidelines of *MoRPHE*. The project report will contain recommendations as to whether this will be appropriate. Provision has been made for a summary publication within the annual Proceedings of the Suffolk Archaeology and History should the evaluation prove positive.



9.0 PROJECT ARCHIVE AND DEPOSITION

A full archive will be prepared for all work undertaken in accordance with guidance from the *Selection, Retention and Dispersion of Archaeological Collections*, Archaeological Society for Museum Archaeologists, 1993. Deposition will be with Suffolk County Council Archaeological Archives in accordance with the *Archives in Suffolk: Guidelines for Preparation and Deposition* (2015).

Any items requiring treatment will be conserved. Arrangements will be made for the archive to be deposited with the relevant museum, subject to agreement with the legal landowner where finds are concerned.

The archive will be quantified, ordered, indexed, cross-referenced and checked for internal consistency. The material will be catalogued, labelled and packaged for transfer and storage in accordance with the guidelines set out in the United Kingdom Institute for Conservation's *Conservation Guidelines No.2* and the Archaeological Archives Forum's *Archaeological Archives, A guide to best practice, compilation, transfer and curation* (Brown, 2007).

10.0 HEALTH AND SAFETY

BA operates a comprehensive Health and Safety Policy in accordance with the Health and Safety Executive. BA bases their H&S procedures on the Federation of Archaeological Managers and Employers (FAME) Health and Safety Field Manual, which is regularly updated by supplements.

BA holds employer's liability; public liability and professional indemnity insurance arranged through Towergate Insurance (see Appendix 3).

10.1 Code of Practice, Risk Assessment and Site Induction

BA's Code of Practice covers all aspects of excavation work and ensures all risks are adequately controlled. A site visit has been undertaken and an assessment of the potential risks has been highlighted. A full site risk assessment will be produced using this information. The assessment of risk is an on-going process and this document can be updated if any change in risk occurs on site. A copy of the Risk Assessment is kept on site, read and countersigned by all staff and visitors during the BA site induction.

11.0 RESOURCES

The archaeological works are undertaken by a team of professional archaeologists, qualified to undertake this type of work (Appendix 1). Full CV's are available on request.



All site work will be undertaken by a Projects Officer (with a field team if required) in close communication with a Project Manager. This project officer will also be responsible for post-excavation and publication in liaison with the relevant specialists (Appendix 2).

Other specialists may be consulted and will be made known to the SCCAS/CT planning archaeologist for approval prior to their engagement. Any changes to the specialists documented in Appendix 2 will be made known to the SCCAS/CT immediately.

12.0 TIMETABLE AND PROGRAMME OF WORK

The evaluation fieldwork is potentially likely to begin in early December 2016 pending approval of this written scheme of investigation by SCCAS/CT. Two members of staff will be on site to undertake the evaluation. Provision has been made for additional contingency days should any unexpected remains be encountered.

The client is aware of the working methods and provision has been made to allow access to undertake trenching as required by the design brief.

The production of the report will take either a maximum of 4 weeks from the end of fieldwork (no further fieldwork required) or a maximum of 6 months from the end of fieldwork (further fieldwork is required). Resourcing of the post-excavation phase is dependent on findings. Where further publication is required a detailed publication programme will be provided within 4 weeks of completion of fieldwork, and a publication report will be programmed for completion within 6 months.

13.0 MONITORING

SCCAS/CT will be responsible for monitoring progress and standards throughout the project. Any variations to the specification will be agreed with the SCCAS/CT monitoring officer prior to work being carried out. The monitoring officer will be kept informed of progress throughout the project.



Grindle Cottages

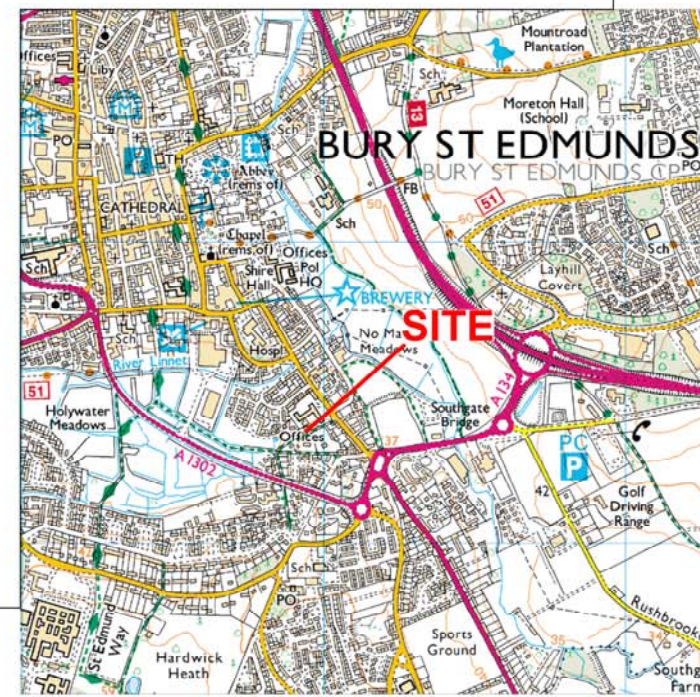


 Site Boundary

263378

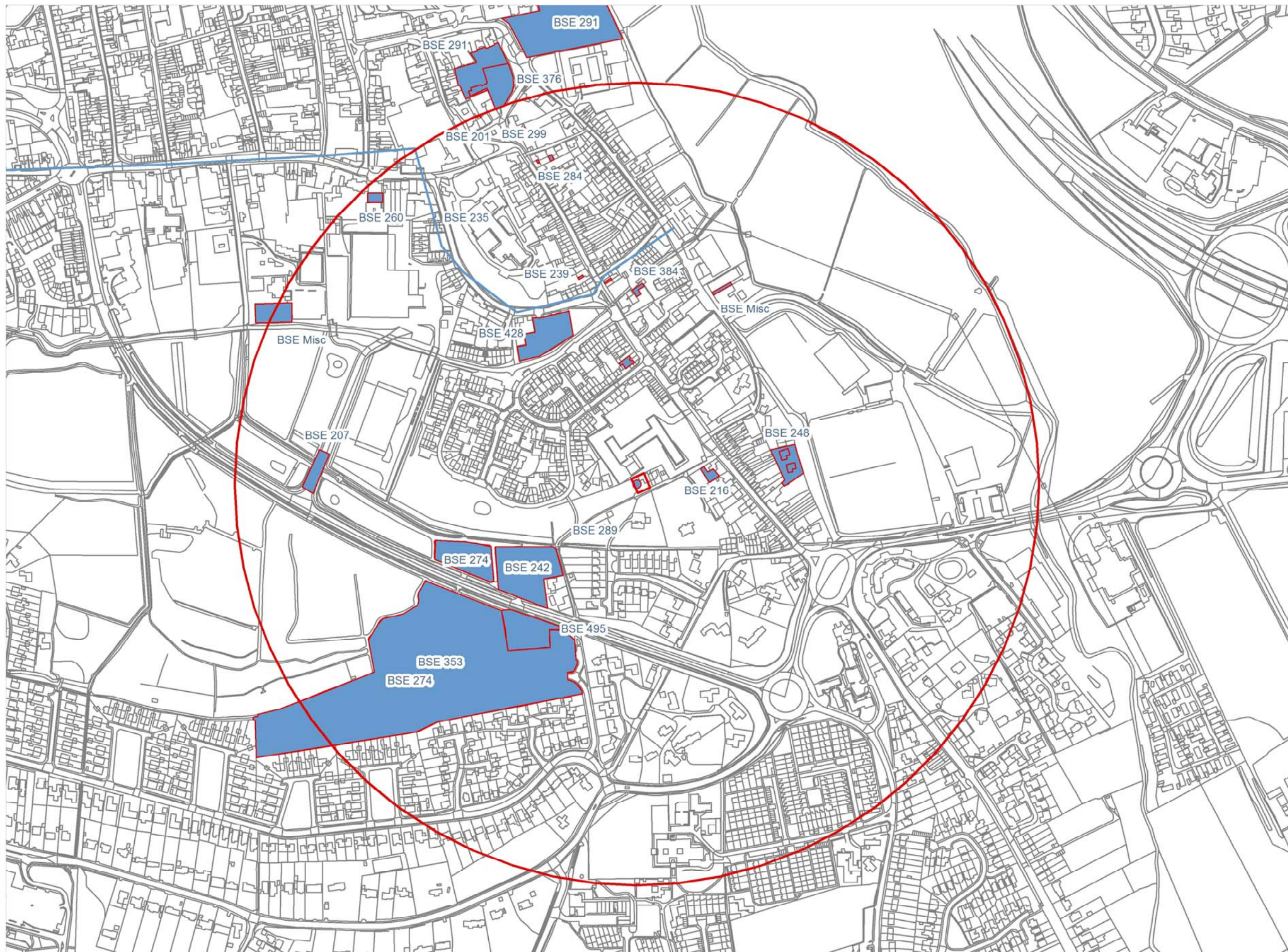
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

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NGR:	585944 263378	REF:	R1149
PROJECT:	4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK		
DESCRIPTION:	GENERAL LOCATION PLAN		
CLIENT:	KATE MEE		
BRITANNIA ARCHAEOLOGY LTD			
 UNIT 2 THE OLD WOOL WAREHOUSE ST ANDREWS STREET SOUTH BURY ST EDMUNDS SUFFOLK IP33 3PH T: 01449 763034 E: info@britannia-archaeology.com W: www.britannia-archaeology.com © Copyright Britannia Archaeology Ltd 2016			
DATE:	DEC 2016	FLOT:	A3
AUTHOR:	DPM	VERSION:	1
APPROVED:	MB	FIGURE:	1



-  HER Search Area
-  Archaeological Event
-  Conservation Area
-  Scheduled Monuments
-  Registered Parks & Gardens
-  Site Boundary

NGR: 585944 263378 REF: R1149

PROJECT: 4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK

DESCRIPTION: SHER DATA: EVENTS

CLIENT: KATE MEE

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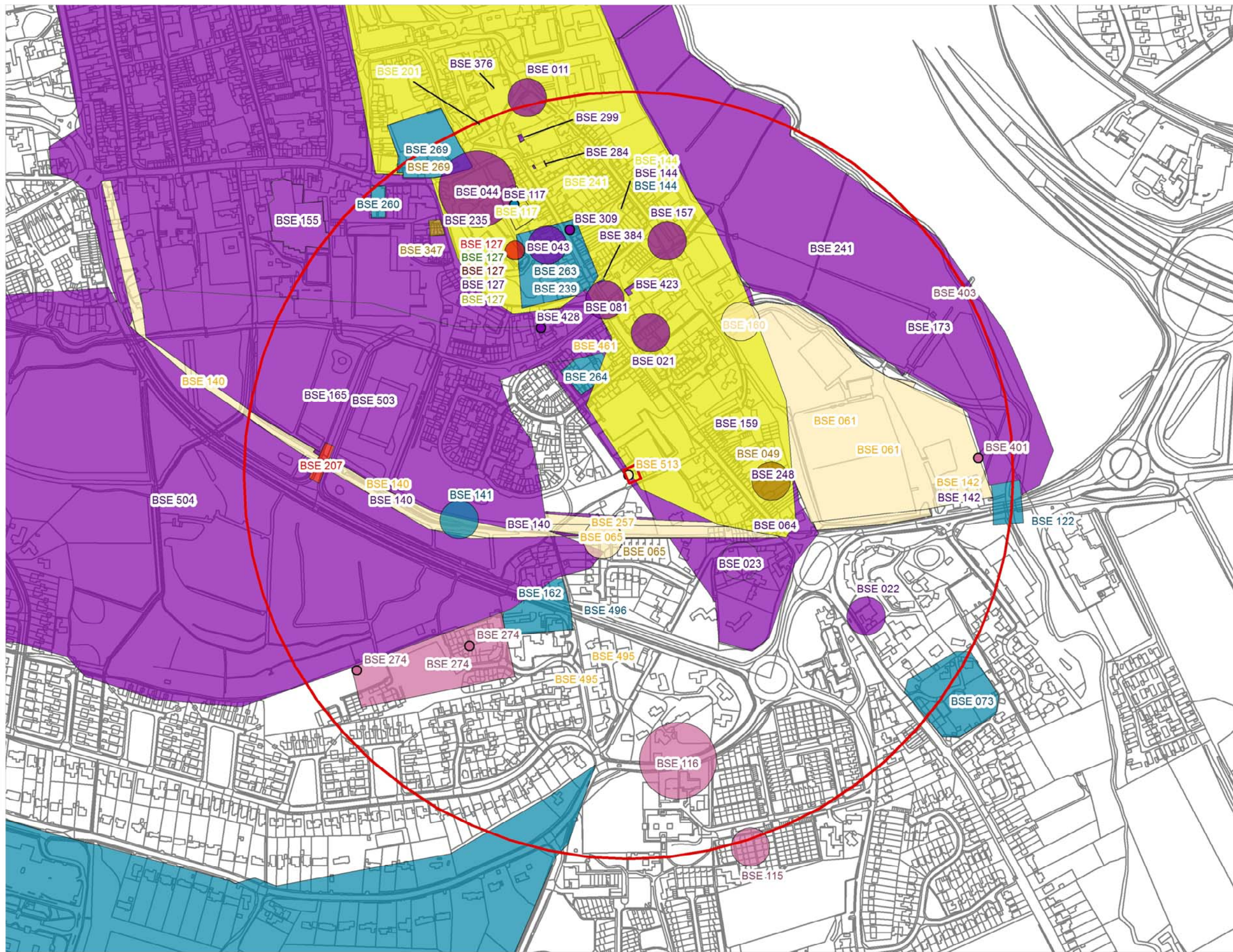
DATE: DEC 2016 PLOT: A3 VERSION: 1

AUTHOR: DPM FIGURE: 2

APPROVED: MB

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- HER Search Area
- Undated Record
- Multiperiod Record
- Modern Record
- Post-medieval Record
- Medieval Record
- Anglo Saxon Record
- Roman Record
- Iron Age Record
- Bronze Age Record
- Neolithic Record
- Mesolithic Record
- Palaeolithic Record
- Site Boundary

NGR: 585944 263378	REF: R1149
PROJECT: 4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK	
DESCRIPTION: SHER DATA: MONUMENTS	
CLIENT: KATE MEE	
BRITANNIA ARCHAEOLOGY LTD	
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AUTHOR: DPM	VERSION: 1
APPROVED: MB	3



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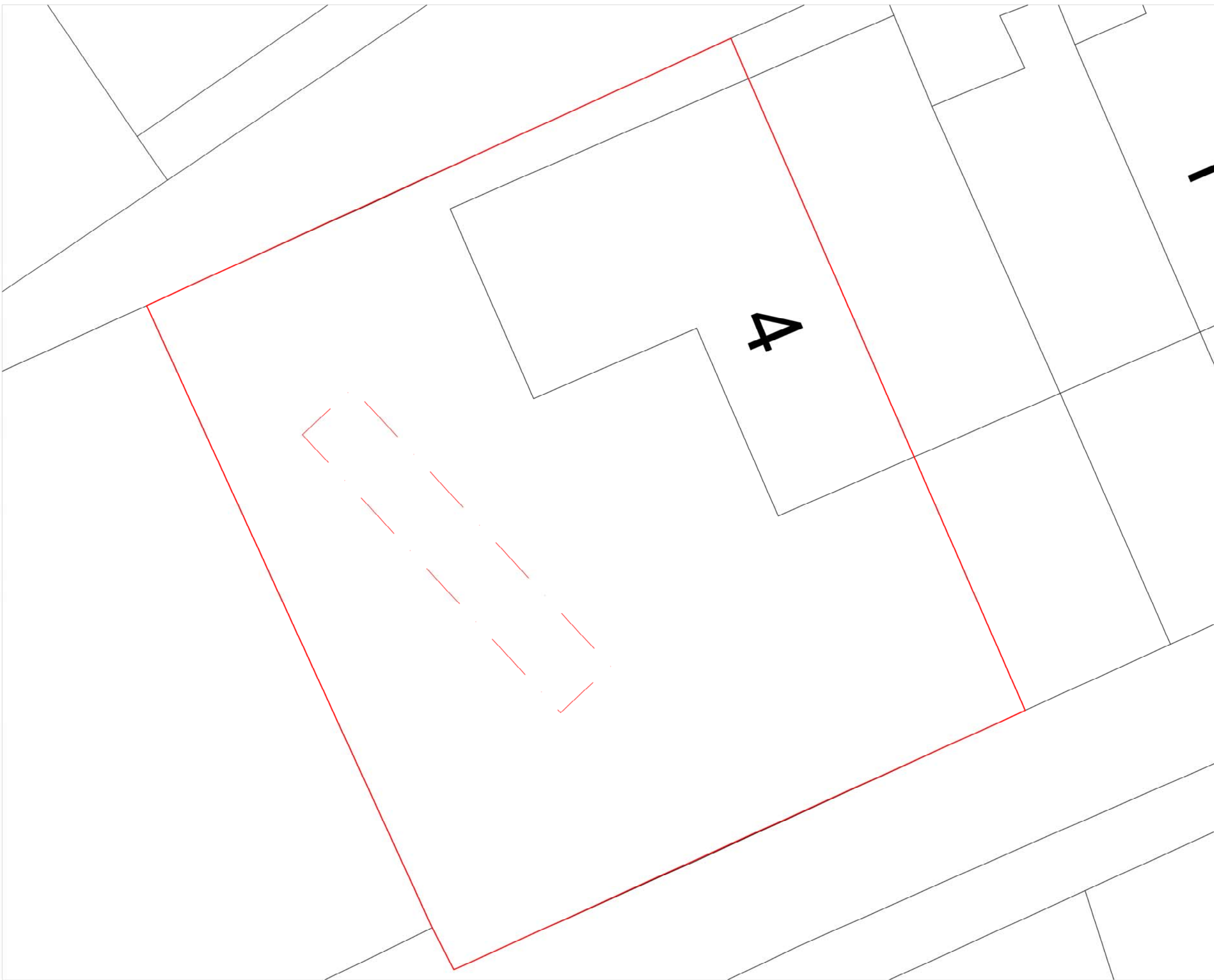
-  HER Search Area
-  Grade I
-  Grade II*
-  Grade II
-  Site Boundary

NGR:	585944 263378	REF:	R1149
PROJECT:	4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK		
DESCRIPTION:	SHER DATA: LISTED BUILDINGS		
CLIENT:	KATE MEE		
BRITANNIA ARCHAEOLOGY LTD			
	UNIT 2 THE OLD WOOL WAREHOUSE ST ANDREWS STREET SOUTH BURY ST EDMUNDS SUFFOLK IP33 3PH		
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DATE:	DEC 2016	PLOT:	A3	VERSION:	1
AUTHOR:	DPM	FIGURE:	4		
APPROVED:	MB				



-  Trench
-  Site Boundary

NGR: 585944 263378 REF: R1149

PROJECT: 4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK

DESCRIPTION: TRENCH LOCATION PLAN

CLIENT: KATE MEE

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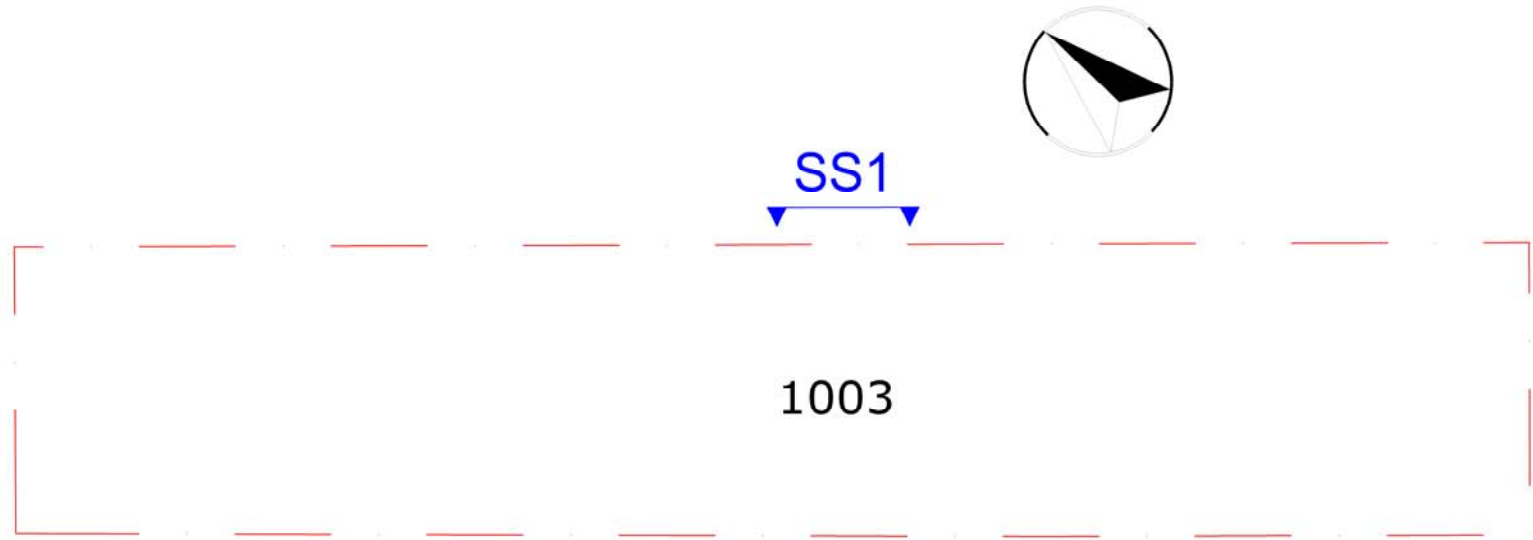
DATE: DEC 2016 FLOT: A3 VERSION: 1

AUTHOR: DPM FIGURE: 5

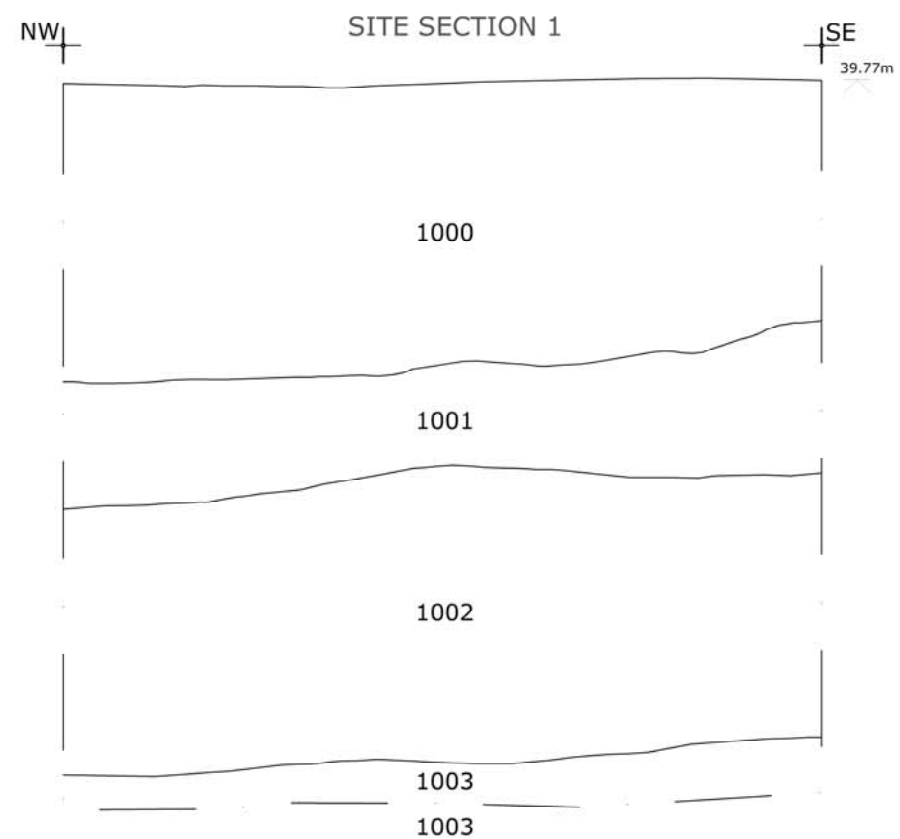
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DP2 - TRENCH 1 - VIEW NW



DP1 - SITE SECTION 1 - VIEW NE

- SS1 Sample Section
- Trench

(NGR):	585944 263378	(REF):	R1149
PROJECT:	4 GRINDLE COTTAGES, BURY ST EDMUNDS, SUFFOLK		
DESCRIPTION:	TRENCH PLAN, SECTION & PHOTOGRAPHS		
CLIENT:	KATE MEE		
BRITANNIA ARCHAEOLOGY LTD			
		UNIT 2 THE OLD WOOL WAREHOUSE ST ANDREWS STREET SOUTH BURY ST EDMUNDS SUFFOLK IP33 3PH	
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DATE:	DEC 2016	PLOT:	A3	VERSION:	1
AUTHOR:	DPM	FIGURE:		6	
APPROVED:	MB				