



WALNUT TREE COTTAGE, ORFORD, SUFFOLK

ARCHAEOLOGICAL MONITORING & RECORDING



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April 2019



WALNUT TREE COTTAGE, ORFORD, SUFFOLK

CONTINUOUS ARCHAEOLOGICAL RECORDING

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Abstract

On the 27th November 2018, and the 3rd and 4th January 2019 Britannia Archaeology Ltd (BA) undertook a continuous archaeological recording on behalf of Mr Patrick O'Connell of a side and rear extension at Walnut Tree Cottage, Orford, Suffolk (Planning ref. DC/PREAPP/17/1249, NGR TM 420 498) (Fig. 1). The monitoring work was conducted in accordance with a design Brief (Antrobus, A. 6th November 2017) issued by Suffolk County Council Archaeological Service (SCCAS/CT) and a Written Scheme of Investigation by BA (dated December 2017) and approved by SCCAS/CT.

The archaeological background search suggested that the site had a moderate to high potential for medieval finds mainly due to the proximity of Orford Castle and its associated medieval settlement. The potential for all other periods was negligible.

*Despite this, the monitoring revealed only post-medieval activity in the form of two post-medieval garden soil layers (**1001** and **1002**), and a single modern garden soil layer **1000**. The upper two garden soils (**1000** and **1001**) are likely to be the result of garden activity from the adjacent Walnut Tree Cottage and Pettistree Cottage to the south. Post-medieval layer **1002** may possibly be the result of quarry infill activity (resulting from the post-medieval quarrying of Orford Castle) or resulting from levelling during the construction of Walnut Tree Cottage.*

*Post-medieval/modern wells **1004** and **1005** were also uncovered, with well **1004** located within the investigation area. These wells more than likely were in use in the latter half of the 19th century onwards, and possibly originally belonged to Pettistree Cottage to the south of the investigation area.*

The site was excavated using a 360° mechanical excavator fitted with a toothless ditching bucket.



1.0 INTRODUCTION

On the 27th November 2018, and the 3rd and 4th January 2019 Britannia Archaeology Ltd (BA) undertook continuous archaeological recording on behalf of Mr Patrick O'Connell of a side and rear extension at Walnut Tree Cottage, Orford, Suffolk (Planning ref. DC/PREAPP/17/1249, NGR TM 420 498) (Fig. 1). The monitoring work was conducted in accordance with a design Brief (Antrobus, A. 6th November 2017) issued by Suffolk County Council Archaeological Service (SCCAS/CT) and a Written Scheme of Investigation by BA (dated December 2017) and approved by SCCAS/CT.

2.0 SITE DESCRIPTION

The site is located just south west of the core of the village of Orford, Suffolk, and directly within the south-eastern bounds of the medieval Orford Castle. The focus of the monitoring is within the rear plot of Walnut Tree Cottage.

The bedrock geology is described as Chillesford Church Sand Member - Sand. This sedimentary bedrock formed approximately 2 to 2 million years ago in the Quaternary Period when the local environment previously dominated by shallow seas, (BGS, 2017).

No superficial geology was recorded at the site at the time of writing.

3.0 PLANNING POLICIES

The archaeological investigation was carried out on the recommendation of the local planning authority, following guidance laid down by the *National Planning and Policy Framework* (NPPF, DCLD 2018) which replaces *Planning Policy Statement 5: Planning for the Historic Environment* (PPS5, DCLG 2010). The relevant local planning policy is the *Suffolk Coastal District Local Plan (2013)*.

4.0 ARCHAEOLOGICAL BACKGROUND (Fig. 2 & 3)

The following archaeological background uses the Suffolk Historic Environment Record (SHER) and Record Office (1000m search centred on the site), English Heritage PastScape (www.pastscape.org.uk), and the Archaeological Data Service (www.ads.ahds.ac.uk) (ADS).

The site is located within the bounds of Orford Castle (ORF 001) a Scheduled Monument on the western edge of Orford and within the Orford conservation area and heritage coast. This is the most significant record returned by the SHER search. It is the earliest castle in England for which documentary evidence for its building survives with its construction by King Henry II recorded between 1165-1173 at a total cost of £14139s 2d. Second to Dover Castle it was the largest amount spent by Henry on any castle works and its coastal location was strategically important in defending the coast from invasion. The castle was



in use until 1336 when it went into decline and after 1600 the structures were dismantled for stone to use elsewhere. The only surviving structure is the Keep surrounded by complex earthworks associated with the defences and later quarrying and landscaping. A survey of the castle by Historic England (2004) including geophysical survey and archaeological investigation was undertaken on the Castle Green and helped interpret the arrangement of the defences. The extent of the castle complex is defined by a large single ditch and counterscarp bank with the keep is located in the centre. A substantial berm is between the keep and ditch but has been affected by quarrying and modern landscaping. The keep is surrounded by a curtain wall with mural towers, a portion of which is revealed in earthwork form as a robber trench, the rest has been part destroyed by quarrying and modern landscaping. This curtain wall would've formed a circular bailey around the keep from which a barbican passageway ran to a bridge over the ditch.

The site is on the south-eastern edge of the castle complex within the projected line of the castle ditch and berm but also in the area of post-medieval and modern landscaping. Monitoring was previously undertaken on the site in 1997 which encountered no archaeological features but revealed 3 sherds of medieval pottery (c.12th-15th century) and a considerable quantity of post-medieval pottery sherds (ORF MISC/MSF176).

Prehistoric

The only prehistoric record returned by the SHER search relates to surface and metal detected finds of a blade end probably from a small axe and a flint scraper both from the Early Bronze Age (GED 064).

Roman

Adjacent to the site on its south side on Castle Hill, 2 sherds of Roman pottery were found during the construction of houses (ORF 198). A Roman silver coin of Theodosius I was found c.200m east of the site (ORF 009). Archaeological investigation at Castle House c.300m north of the site revealed 2 Roman cremation urns and Roman coins were previously found in the same area, remains of a probable oven were also found (ORF 011). Monitoring of works on land previously reclaimed in the medieval period found a sherd of Roman grey ware and possible evidence of Roman salt production (ORF 034). Additionally Roman coins have been found further from the site; a Republican bronze uncia of the 1st half of the 2nd century BC c.600m north-west of the site (ORF 036), and 2 coins (1 worn denarius and 1 follis of Maximian) c.650m west of the site (GED MISC/MSF11975).

Medieval

The medieval period is one of the most significant periods represented by the SHER search results for this area. In addition to Orford Castle there is the area of the medieval town of Orford contemporary with the castle. The site lies in the western area of the medieval town. A market already existed there by 1154 and once construction began on the castle the town comprised of a grid of streets east of the castle and included the still extant church of St Bartholomews dated 1165-1167 (ORF 003) and the priory of Austin Friars (founded 1295) the ruins of which still partially survive (ORF 002, ORF033, ORF035).



Excavations just 100m south-east of the site revealed evidence of this extensive medieval activity in the form of post holes suggesting structures, ditches, large quarry and rubbish pits, and clay constructed ovens with finds indicating a date of 12th century onwards (ORF 032). In the same area monitoring of works found medieval green glaze fragments (ORF007). In the grounds of Castle House c.300m north of the site part of the possible outer moat of the castle was found which produced fragments of medieval pottery (ORF 011). Monitoring c.400m east of the site identified a series of intercutting medieval pits (ORF 128) and 600m south east of the site a scatter of oyster shells and 13th-14th century pottery sherds were found close to the coast (ORF 005).

Post Medieval and Modern

A number of records relating to WW2 defences were returned by the SHER search. The site of a WW2 radar station was located within the castle area c.200m north west of the site but had been removed by 1972 (ORF 130). To the south and south-east of the site (c.600-750M) there were various points of WW2 coastal defence which were visible on aerial photographs including a heavy anti-aircraft artillery battery (ORF 091), pill boxes (ORF 092), and barbed wire obstructions (ORF 092, ORF 093).

Given the above data, there was a moderate to high potential for the discovery of finds and features relating to the medieval period, in particular Orford Castle.

5.0 PROJECT AIMS

The SCCAS/CT brief states that the development "can be adequately recorded by controlled excavation/continuous archaeological monitoring and recording during all groundworks." Specific attention needs to be paid to:

- The monitoring of any groundworks, including upcast soil.
- The likelihood of encountering human remains, possibly shallow and vulnerable human remains. In this event, SCCAS/CT should be contacted.

6.0 PROJECT OBJECTIVES

Research objectives for the project were 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).

Project objectives covered the following:

- To enable any remains of archaeological significance to be investigated and recorded.
- The archaeological investigation should provide a record of archaeological deposits which are damaged or removed by any development [including services and landscaping] permitted by the current planning consent.



- To recover as much information as possible on the extent, date, phasing, character, function, status and significance of the site. Also that the state of preservation of archaeological features and deposits should be determined.

7.0 FIELDWORK METHODOLOGY

The SCCAS/CT brief required continuous archaeological recording of all excavations associated with ground works conducted in advance of the construction of a side and rear extension. All works were conducted in accordance with *Requirements for Archaeological Excavation* (Suffolk County Council, March 2017).

The excavation of the foundation trenches and associated intrusive ground works was undertaken by a mechanical excavator/by hand and then further investigated by hand as was necessary.

8.0 DESCRIPTION OF RESULTS (Figs. 5 - 7)

Monitoring of the groundworks was carried out on the 27th November 2018, and the 3rd and 4th January 2019 by Britannia Archaeology Ltd. The first phase involved the removal across the whole footing area of modern topsoil layer **1000**, and following this the foundation trenches were excavated through layers **1001** and **1002**. All intrusive works occurred under archaeological monitoring, and to a maximum depth of 1.08m.

Topsoil layer **1000**, a modern garden soil beneath the lawn area of the property, was the topmost layer. It contained fragments of modern brick, pottery, glass and pieces of modern rubbish (not retained). This overlay post-medieval/modern garden soil layer **1001**, which contained fragments of late post-medieval CBM, pottery, and glass (not retained). Garden soil layer **1001** overlay layer **1002**, dating to the post-medieval period and containing early medieval, medieval and late post-medieval pottery. This overlay natural geology **1002**.

Two capped and filled post-medieval/modern wells (**1004** and **1005**) were encountered during the site works, one outside of the extension area was already exposed during scrub clearance (**1005**) and **1004** during garden soil **1000** removal within the first phase of monitoring. Both were of the same dimensions (length 1.23m x width 1.23m) with rounded, domed capping. The capping on both wells were formed from modern 20th century brick, poorly mortared. Well **1004** was opened fully during the site investigations, although due to health and safety implications and that it was to be preserved *in-situ*, was not investigated further. Well **1004** was constructed crudely from late post-medieval brick in stretcher-bond, held together with a crude poorly laid rough mortar, a modern soakaway pipe had been added through its northern wall (Fig. 6). Well **1004** cut through both garden soil **1001** and layer **1002** and is likely late post-medieval/early modern in date.

No other archaeological features were present.



9.0 DEPOSIT MODEL (Fig. 5)

The deposit model was consistent across the site.

At the top of the stratigraphic sequence in all sample sections was modern garden topsoil **1000** which was a dark brown/black loose silty/sand with frequent sub-angular flint pebble inclusions. It contained fragments of modern CBM, pottery, glass, and pieces of modern rubbish (not retained). This layer was present to a maximum depth of 0.35m in Sample Section 1.

The next layer in the sequence was late post-medieval garden soil layer **1001**. This layer was a mid grey/brown compact silty/sand with frequent sub-angular flint pebbles. It contained fragments of late post-medieval pottery, CBM, and glass (not retained). It was present to a maximum depth of 0.76m in Sample Section 1.

The final layer in the sequence was late post-medieval layer **1002**. This layer was a mid grey/orange/brown compact silty/sand with frequent sub-angular flint pebbles. It contained fragments of early medieval, medieval and late post-medieval pottery (Fawcett, 2019). It was present to a maximum depth of 1.08m in Sample Section 1.

Natural sub-soil 1003 was found at the base of the sequence. This layer was a light yellow/grey loose silty/sand with occasional sub-angular flint pebbles, and was present from 1.08m+ in the archaeological sequence.

10 DISCUSSION AND CONCLUSION

The archaeological background search suggested that the site had a moderate to high potential for the discovery of finds and features relating to the medieval period, in particular Orford Castle and its surrounding contemporary settlement. The potential for all other periods was negligible.

Despite this, only layers dating to the late post-medieval and modern period were present. Modern garden soil **1000** is associated with the garden use of Walnut Tree Cottage in the 20th century onwards, with late post-medieval garden soil **1001** relating to garden use associated with both Walnut Tree Cottage and Pettistree Cottage to the south of the investigation area. As can be seen in the 6" Ordnance Survey map of 1893 (Fig.7), half of the current investigation area lays within the curtilage of Pettistree Cottage. Both wells **1004** and **1005** are also located along the edge of the bounds of Pettistree Cottage, and likely serviced this residence in the 19th and former half of the 20th centuries.

Of more interest, is late post-medieval layer **1002**. Spreading across the whole investigation area, pottery dating from the Saxon through late post-medieval period was recovered from the layer (Fawcett, 2019). The 1893 6" Ordnance Survey (Fig.7) clearly



shows that Orford Castle has been subjected to various quarrying phases throughout its history with its banks being robbed for aggregate material. The OS map also shows that a castle bank should extend through the investigation area. It may be that the investigation area was subject to one of these quarrying exercises in the post-medieval period, and layer **1002** was the result of the semi-backfilling of material removed originally from the site during quarrying, hence the mix of pottery from the early medieval through late post-medieval periods. Layer **1002** may equally be the result of landscaping processes during the construction of Walnut Cottage and Pettistree Cottage.

11.0 ACKNOWLEDGEMENTS

Britannia Archaeology would like to thank Mr Patrick O'Connell for commissioning and funding the work.

Britannia Archaeology would also like to thank James Rolfe at SCCAS/CT for his advice and assistance throughout the project.

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



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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>

Historic England National List for England

<https://www.historicengland.org.uk/listing/the-list>

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



APPENDIX 1 – DEPOSIT TABLES

Sample Section 1

Trench No n/a	Orientation N-S	Height aOD 13.43m	Shot No DP 5
Sample Section No 1	Location Middle, E side	Facing W Facing	
Context No	Depth	Deposit Description	
1000	0.00-0.35m	Modern Garden Soil – Dark brown/black loose silty/sand with frequent sub-angular flint pebble inclusions	
1001	0.35-0.76m	Late Post-medieval/modern Garden Soil – Mid grey/brown compact silty/sand with frequent sub-angular flint pebbles	
1002	0.76m-1.08m	Post-medieval Layer – Mid grey/orange/brown compact silty/sand with frequent sub-angular flint pebbles	
1003	1.08m+	Natural - Light yellow/grey loose silty/sand with occasional sub-angular flint pebbles	

Context Descriptions

Feature Context	Feature Type & Description (m)	Layer/Fill Context	Layer/Fill Description	Spot Date	Finds /g (sherds or number)
1004	Late Post-med/modern Well (1.23m x 1.23m x 1.50m+) Circular in plan, with vertical sides and an unknown base.	n/a	Constructed from rustic stretcher bonded brick, crude mortar and dome capped with 20 th century brick.	Late Post-med/Modern	n/a
1005	Late Post-med/modern Well (1.23m x 1.23m x 1.50m+) Circular in plan, with vertical sides and an unknown base.	n/a	Constructed from rustic stretcher bonded brick, crude mortar and dome capped with 20 th century brick.	Late Post-med/Modern	n/a



APPENDIX 2 – SPECIALIST REPORT

The pottery from Walnut Tree Cottage, Orford, Suffolk (ORF 200).

Andy Fawcett, 2019.

A total of six sherds of pottery dated from the medieval to post-medieval period (150g) were retrieved from late post-medieval layer (1002) at Walnut Tree Cottage.

The first of these and the most abraded is base sherd of probable Ipswich ware (IPS) dated from AD720 to 850. The fabric is grey and coarse which contains ill-sorted quartz, sparse black iron ore and silver mica; the remains of coils can be seen on the interior.

Three sherds are dated from the mid/late 12th to 14th century. These are made up of two cooking pot bases and a body sherd of unsourced medieval grey ware (MCW) all of which display only slight abrasion.

A single sherd is dated from late medieval to early post-medieval period. This is a slightly abraded base sherd of a dish. It is in late medieval transitional fabric (LMT) which has a thick uniform green glaze on its interior.

Finally, a single rim sherd of a Staffordshire slipware baking dish was recorded. The sherd has a crimped rim and is dated from the late 17th to 18th/early 19th century.



APPENDIX 3 – COMPLIANCE – WRITTEN SCHEME OF INVESTIGATION

1.0 INTRODUCTION

This Written Scheme of Investigation (WSI) has been prepared by Britannia Archaeology Ltd (BA) on behalf of Mr John Stebbing, in advance demolition and rebuild of garage, and link extension at Walnut Tree Cottage, Orford, (TM 420 498).

This WSI presents a programme of archaeological investigation by means of monitoring. The design brief was issued by Suffolk County Councils Archaeological Service (SCCAS/CT) (Antrobus, A. dated 6th November 2017) and requires the continuous monitoring and recording of all intrusive ground works (including any up cast soil) associated with the construction of the extension and grubbing out of the existing extension.

2.0 SITE DESCRIPTION (Fig. 1)

The site is located just south west of the core of the village of Orford, Suffolk. The focus of the monitoring is within the rear plot of Walnut Tree Cottage.

The bedrock geology is described as Chillesford Church Sand Member - Sand. This sedimentary bedrock formed approximately 2 to 2 million years ago in the Quaternary Period when the local environment previously dominated by shallow seas, (BGS, 2017).

No superficial geology was recorded at the site at the time of writing.

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 replaces *Planning Policy Statement 5: Planning for the Historic Environment* (PPS5, DCLG 2010). The relevant local planning policy is the *Suffolk Coastal District Plan (2013)*.

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 Suffolk Coastal District Local Plan (2013)

The relevant section in the local plan states the following aims and objectives:

- 3.149 The importance of buildings and places is recognised as contributing to peoples' general quality of life. The district contains a rich historic legacy. Its historic market towns and villages together with their landscape settings, archaeology, individual buildings and groups of, and historic street patterns all add to the social and cultural history of the area.
- 3.150 In relation to the built environment, the designation of conservation areas, scheduled ancient monuments, historic parklands and the listing of buildings are all issues that can be addressed outside of the Local Plan process. The role of the Core Strategy in relation to these topics will be to provide general advice supporting their retention and enhancement whilst minimising any significant adverse impacts upon them. Section 12 of the NPPF supports this aim and will be applied rigorously. More generally, decisions on development proposals affecting heritage assets will be informed as appropriate by Conservation Area Appraisals, information from the Historic

4.0 ARCHAEOLOGICAL BACKGROUND (Figs. 2-3)

4.1 Archaeological/Historical Sources

The following archaeological background uses the Suffolk Historic Environment Record (SHER) and Record Office (1000m search centred on the site), English Heritage PastScape (www.pastscape.org.uk), and the Archaeological Data Service (www.ads.ahds.ac.uk) (ADS).

The site is located within the bounds of Orford Castle (ORF 001) a Scheduled Monument on the western edge of Orford and within the Orford conservation area and heritage coast. This is the most significant record returned by the SHER search. It is the earliest castle in England for which documentary evidence for its building survives with its construction by King Henry II recorded between 1165-1173 at a total cost of £14139s 2d. Second to Dover Castle it was the largest amount spent by Henry on any castle works and its coastal location was strategically important in defending the coast from invasion. The castle was in use until 1336 when it went into decline and after 1600 the structures were dismantled



for stone to use elsewhere. The only surviving structure is the Keep surrounded by complex earthworks associated with the defences and later quarrying and landscaping. A survey of the castle by Historic England (2004) including geophysical survey and archaeological investigation was undertaken on the Castle Green and helped interpret the arrangement of the defences. The extent of the castle complex is defined by a large single ditch and counterscarp bank with the keep is located in the centre. A substantial berm is between the keep and ditch but has been affected by quarrying and modern landscaping. The keep is surrounded by a curtain wall with mural towers, a portion of which is revealed in earthwork form as a robber trench, the rest has been part destroyed by quarrying and modern landscaping. This curtain wall would've formed a circular bailey around the keep from which a barbican passageway ran to a bridge over the ditch.

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The only prehistoric record returned by the SHER search relates to surface and metal detected finds of a blade end probably from a small axe and a flint scraper both from the Early Bronze Age (GED 064).

Roman

Adjacent to the site on its south side on Castle Hill, 2 sherds of Roman pottery were found during the construction of houses (ORF 198). A Roman silver coin of Theodosius I was found c.200m east of the site (ORF 009). Archaeological investigation at Castle House c.300m north of the site revealed 2 Roman cremation urns and Roman coins were previously found in the same area, remains of a probable oven were also found (ORF 011). Monitoring of works on land previously reclaimed in the medieval period found a sherd of Roman grey ware and possible evidence of Roman salt production (ORF 034). Additionally Roman coins have been found further from the site; a Republican bronze uncia of the 1st half of the 2nd century BC c.600m north-west of the site (ORF 036), and 2 coins (1 worn denarius and 1 follis of Maximian) c.650m west of the site (GED MISC/MSF11975).

Medieval

The medieval period is one of the most significant periods represented by the SHER search results for this area. In addition to Orford Castle there is the area of the medieval town of Orford contemporary with the castle. The site lies in the western area of the medieval town. A market already existed there by 1154 and once construction began on the castle the town comprised of a grid of streets east of the castle and included the still extant church of St Bartholomews dated 1165-1167 (ORF 003) and the priory of Austin Friars (founded 1295) the ruins of which still partially survive (ORF 002, ORF033, ORF035). Excavations just 100m south-east of the site revealed evidence of this extensive medieval



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Post Medieval and Modern

A number of records relating to WW2 defences were returned by the SHER search. The site of a WW2 radar station was located within the castle area c.200m north west of the site but had been removed by 1972 (ORF 130). To the south and south-east of the site (c.600-750M) there were various points of WW2 coastal defence which were visible on aerial photographs including a heavy anti-aircraft artillery battery (ORF 091), pill boxes (ORF 092), and barbed wire obstructions (ORF 092, ORF 093).

Given the above data, there is a **moderate** to **high** potential for the discovery of finds and features relating to the medieval period and in particular Orford Castle.

5.0 PROJECT AIMS

The SCCAS/CT brief states that the development "can be adequately recorded by controlled excavation/continuous archaeological monitoring and recording during all groundworks." Specific attention needs to be paid to:

- The monitoring of any groundworks, including upcast soil.
- The likelihood of encountering human remains, possibly shallow and vulnerable human remains. In this event, SCCAS/CT should be contacted.

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The 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).

Project objectives will cover the following:

- To recover as much information as possible on the extent, date, phasing, character, function, status and significance of the site. Also that the state of preservation of archaeological features and deposits should be determined.



7.0 FIELDWORK METHODOLOGY

The SCCAS/CT brief requires archaeological monitoring and recording of all excavations associated with ground works conducted in advance of the construction of a *new extension (landscaping, services, etc)*. All works will be conducted in accordance with *Requirements for Archaeological Excavation* (Suffolk County Council, March 2017).

The excavation of the foundation trenches and associated intrusive ground works will be undertaken by a mechanical excavator/by hand and then further investigated by hand as necessary. 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 any 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 Global Positioning System (GPS). 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 prior to machining.

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.

7.3 Hand Excavation

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

7.4 Excavation of Stratified Sequences

All archaeological remains will be excavated by phase, from the most recent to the earliest. The phasing of the features will be distinguished by their stratigraphic relationships, fills



and finds. All archaeological features/deposits will have adequate provisioned time to fully investigate during excavation.

7.5 *Excavation of Buildings*

All building structures and associated features (e.g. stakeholes, postholes, sill-beams, gullies, masonry walls, possible floors) will be excavated in stratigraphic sequence.

7.6 *Ditches*

Ditch segments will be positioned to provide a total coverage of 25% and to ascertain relationship information. Features present in the footings will be 100% excavated.

7.7 *Discrete Features*

All discrete features will be half-sectioned or excavated in quadrants providing for a minimum 50% sample. Features present in the footings will be 100% excavated.

7.8 *Full Excavation*

Industrial remains and intrinsically interesting features e.g. hearths and burials will merit full excavation in agreement with the SCCAS/CT planning archaeologist.

7.9 *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).

7.10 *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.

7.11 *Photographic Record*

All features will be photographed. This record will comprise high quality digital photographs (jpg), black and white prints (35mm) and colour slides (35mm) will be utilised. All photographs will be listed, indexed and archived. In the event that the site has no archaeology present within the monitoring area, only digital photography will be used.

7.12 *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 appropriate plans and sections.

7.13 *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 using 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.

Environmental samples will be taken from well-stratified datable deposits and specifically targeted areas of interest (e.g. undated sealed primary ditch fills) where appropriate. Each deposit retained will be identified by context and unique sample number.

A full list of specialists is at Appendix 2.

7.14 *Metal Detecting Survey*

All upcast soil and exposed and partially exposed surfaces and features will be fully scanned using a professional metal detector model.

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, SCCAS/CT (one copy and a .pdf copy on CD) and the Regional Advisor for Archaeological Science at Heritage England (one copy). 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.

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.

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 and *Archaeological Archives in Suffolk Guidelines*



for Preparation and Deposition 2017. Deposition will be with Suffolk County Council HER Store.

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 following documents:

- *Packaging and Storage of Freshly-Excavated Artefacts from Archaeological Sites. Conservation Guidelines No. 2. Archaeology Section, United Kingdom Institute for Conservation, 1983;*
- *Archives. A guide to best practice, compilation, transfer and curation, Archaeological Archives Forum's Archaeological (Brown 2007);*

10.0 HEALTH AND SAFETY

BA operate a comprehensive Health and Safety Policy in accordance with the Health and Safety Executive. BA operates under 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 will be undertaken and an assessment of the potential risks will be highlighted. A full site risk assessment is 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.

BA will liaise with the contractor or client on arrival and will follow any additional Health and Safety instructions given. A qualified First Aider will be present on every site. All BA staff are CSCS registered.

11.0 RESOURCES

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



All site work will be undertaken by a Project 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 the commencement of fieldwork. 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 project is due to be undertaken in early 2018 (pending approval of this WSI) and take approximately 1 – 2 on site days to complete. We will notify SCCAS/CT as soon as a start date has been confirmed.

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.



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Websites:

The British Geological Survey (Natural Environment Research Council) – Geology of Britain Viewer - www.bgs.ac.uk/opengeoscience/home.html?Accordion2=1#maps

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



HER Data

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APPENDIX 1 STAFF

The following members of staff have the skills and experience necessary to undertake the supervision of archaeological work as required in the brief. All have a wide range of experience on a variety of site types.

Assistant Supervisor Louisa Cunningham MSc, MA (Hons)

Qualifications: *University College of London, MSc Skeletal and Dental Bioarchaeology (2013-2014)*
University of Glasgow, MA (Hons) Archaeology (2008-2012)

Experience: Louisa joined Britannia Archaeology in 2017 as an Assistant Supervisor and has 2 years' commercial archaeological experience. As an undergraduate she was involved in the Strathearn and Environs Research Project (SERF) in Perth, Scotland and participated in the excavation of several hillforts. In 2015 she began working in East Anglia and has since worked on numerous rural and urban sites throughout the area developing her excavation skills, including 2 urban cemeteries. Louisa's research interests focus on human osteology and burial archaeology, particularly from the medieval period.

Specialist Andy Fawcett MA, BA (Joint Hons)

Qualifications: *University of Leicester, MA Post-Excavation (1996-1997)*
University of Leicester, BA (Joint Hons) Archaeology and Ancient History (1993-1996)

Experience: Andy joined Britannia Archaeology in 2017 as a Specialist and has twenty years commercial archaeological experience. Since 1997 Andy has worked for three commercial units and extensively as a free-lance specialist in the field of late Iron Age/Roman ceramics and ceramic building materials. In this time he has produced a large number of evaluation, assessment and publication reports (principally from around the midlands and south-east areas of England) as well undertaking several outreach and teaching roles. Andy's particular area of research within the overall study of ceramics concerns late Iron Age and Roman cremation issues.

Project Officer Matthew Baker MA, BA (Hons)

Qualifications: *Cardiff University, MA Archaeology (2011-2013)*
Cardiff University, BA (Hons) Archaeology (2008-2011)

Experience: Matthew joined Britannia Archaeology in 2016 as a Project Officer and has four years' commercial archaeological experience. Matthew has been involved with



numerous projects across the United Kingdom, including conducting geophysical surveys for the Exmoor Mire Project, and the Damerham Archaeological Project. Since 2013 Matthew has been working in East Anglia where he has developed his skills in both Archaeological excavation and geophysics, undertaking numerous small to large scale projects; including monitoring, trial trenching, full excavation and gradiometer surveys across East Anglia and beyond. Matthews's research interests involve metal production technology with a focus on the Late Bronze Age – Early Iron Age transition.

Director Dan McConnell BSc (Hons)

Qualifications: University of Bournemouth, BSc (Hons) Archaeology (1995-1998)

Experience: Dan is a Director at Britannia Archaeology and has nineteen years' commercial archaeological experience. He took part in several archaeological projects in the north of England from the late 1980s onwards, including the Wharram Percy Research Project and Mount Grace Priory excavations. Within commercial archaeology he has been involved with many small to large scale archaeological projects in the United Kingdom and Ireland including major infrastructure schemes. Since relocating to East Anglia in 2004 he has carried out and managed several small to large scale excavations across the south and east of England. In 2008 Dan became a County Archaeologist for the Cambridgeshire County Council Historic Environment Team before joining Britannia in 2014. His main research interests focus on the early pre-historic period (in particular the Neolithic) of the British-Isles and late post-medieval archaeology.

Director Martin Brook BA (Hons) PCIfA

Qualifications: University of Leicester, BA (Hons) Archaeology (2003 – 2006)

Experience: Martin is a Director at Britannia Archaeology and has ten years' commercial archaeological experience. He specialises in logistical project management, archiving and fieldwork. He has carried out numerous excavations and evaluations throughout East Anglia and the Midlands, and works closely with local and national museums when archiving sites. His research interests are focused on the British Iron age specifically funerary traditions in the south of England and in East Yorkshire. Martin specialises in metalwork finds from the period, specifically those associated with grave goods and personal adornment.

Director Matthew Adams BA (Hons) ACIfA

Qualifications: University of Durham, BA (Hons) Classical Studies (1997- 2000)

Experience: Matt is a Director of Britannia Archaeology and has ten years' commercial archaeology experience. He was involved in several archaeological projects in the midlands from the mid 1990s onwards and in the North East of England as an



undergraduate. Since 2007 he has been based in East Anglia where he has specialised in all areas of practical field work, running numerous projects both large and small. He is also an experienced surveyor, GIS and AutoCAD operator. Matt was an occasional contributor to the popular TV series Time Team and is experienced at presenting talks and seminars to interested organisations. His main research interests focus on transitional periods and include the late Iron Age and early Romano-British period, the late Roman and early Anglo-Saxon period in Britain and the late Aegean Bronze Age in Crete.



APPENDIX 2 - SPECIALISTS

Prehistoric Pottery:	Andrew Fawcett (BA)
Roman Pottery:	Andrew Fawcett (BA)
Saxon and Medieval Pottery:	Andrew Fawcett (BA)
Post Medieval Pottery:	Andrew Fawcett (BA)
Flint:	Dan McConnell (BA)
Animal Bone:	Julie Curl (Sylvanus Archaeology)
Human Bone:	Dr Malin Holst (York Osteoarchaeology Ltd) Dr Steph Leach (Independent)
Environmental:	University of Leicester Archaeological Services (ULAS)
Pollen and Seeds:	Dr Steve Boreham (University of Cambridge)
Charcoal and Wood:	Dr Roderick Bale (University of Trinity St David) Mike Bamforth (Independent)
Soil Micromorphology:	Dr Steve Boreham (University of Cambridge)
Carbon-14 Dating:	Beta Analytic Inc
Conservation:	University of Leicester Archaeological Services (ULAS)
Metalwork and Leather:	University of Leicester Archaeological Services (ULAS)
Glass:	University of Leicester Archaeological Services (ULAS)
Small Finds:	University of Leicester Archaeological Services (ULAS)
Illustration:	Dave Watt (Independent)
Slag:	Jane Cowgill (Independent)
Geophysical Consultant:	Dr Dave Bescoby
Air Photographic Assessments:	Alison Deegan (BSc)
Topographic Survey:	Matt Adams (BA)
CAD:	Dan McConnell & Mr Matt Adams (BA)
Coins & Medals:	British Museum, Department of Coins & Medals or University of Leicester Archaeological Services (ULAS)



APPENDIX 3 INSURANCE DETAILS

	Employers Liability Insurance	Public Liability	Professional Indemnity
Insurer	Towergate Insurance	Towergate Insurance	Towergate Insurance
Extent of Cover	£10,000,000	£5,000,000	£5,000,000
Policy Number	000436	000436	201101352/1236



APPENDIX 4 – OASIS SHEET

OASIS DATA COLLECTION FORM: England

OASIS ID: britanni1-302602

Project details

Project name	Walnut Tree Cottage, Orford
Short description of the project	Monitoring and recording
Project dates	Start: 27-11-2018 End: 05-01-2019
Previous/future work	No / Not known
Any associated project reference codes	DC/PREAPP/17/1249 - Planning Application No.
Type of project	Field evaluation
Site status	Scheduled Monument (SM)
Current Land use	Other 5 - Garden
Monument type	WELL Post Medieval
Monument type	WELL Post Medieval
Monument type	LAYER Post Medieval
Significant Finds	CONTAINER Early Medieval
Significant Finds	CONTAINER Medieval
Significant Finds	CONTAINER Post Medieval
Methods & techniques	"Targeted Trenches"
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	Pre-application

Project location

Country	England
Site location	SUFFOLK SUFFOLK COASTAL ORFORD Walnut Tree Cottage, Orford
Postcode	IP12 2NE
Study area	97 Square metres
Site coordinates	TM 642019 249823 51.860049491733 1.837626857493 51 51 36 N 001 50 15 E Point
Height OD / Depth	Min: 12.35m Max: 13.43m

Project creators



Name of Organisation Britannia Archaeology Ltd
Project brief originator Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator Martin Brook
Project director/manager Dan McConnell
Project supervisor Dan McConnell
Type of sponsor/funding body Developer
Name of sponsor/funding body Patrick O'Connell

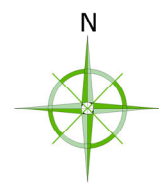
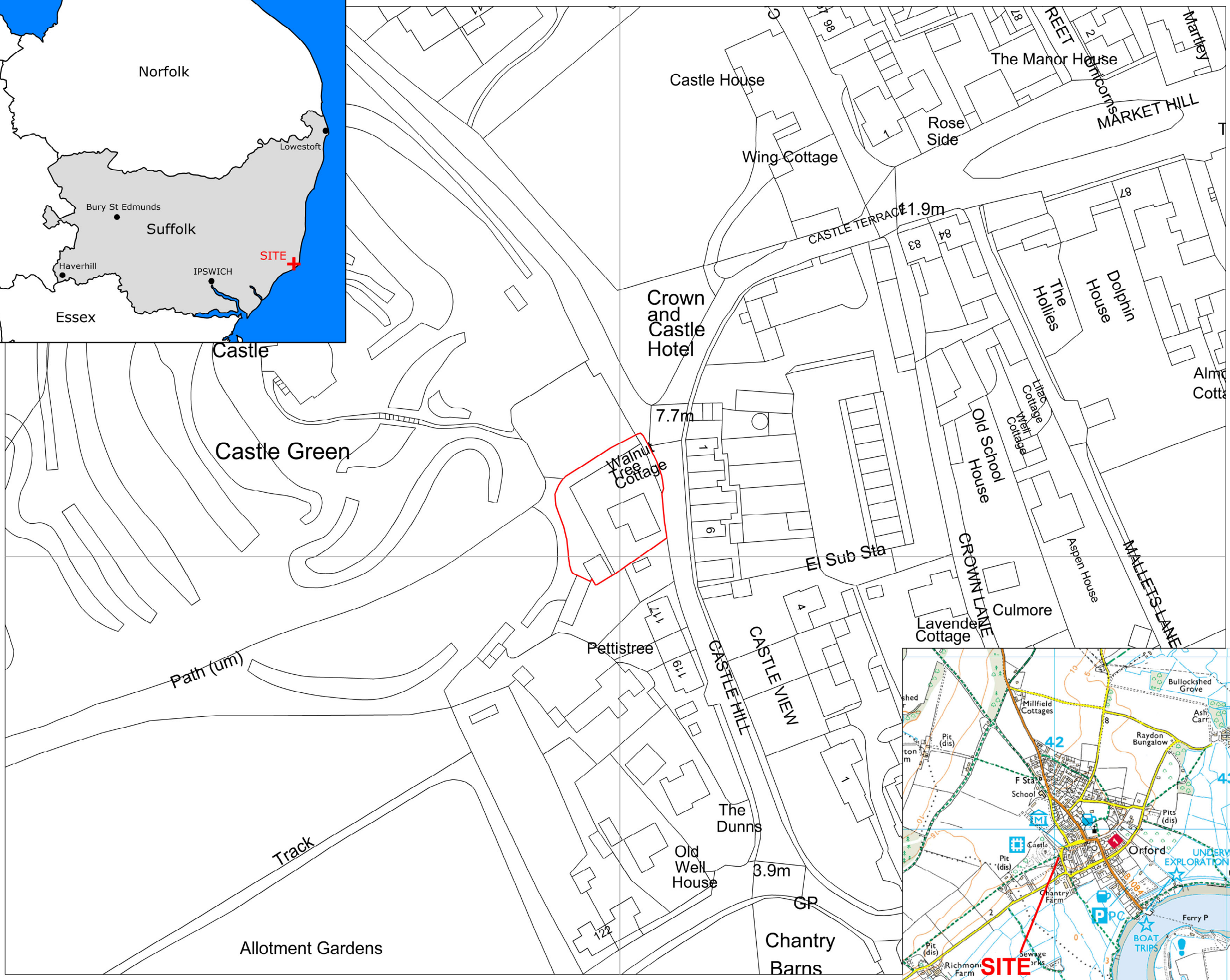
Project archives

Physical Archive recipient Suffolk HER
Physical Archive ID ORF200
Physical Contents "Ceramics"
Digital Archive recipient Suffolk HER
Digital Archive ID ORF200
Digital Contents "none"
Digital Media available "GIS", "Images raster / digital photography", "Spreadsheets", "Survey", "Text"
Paper Archive recipient Suffolk HER
Paper Archive ID ORF200
Paper Contents "none"
Paper Media available "Context sheet", "Correspondence", "Drawing", "Map", "Plan", "Report", "Section", "Survey "

Project bibliography

1
Publication type Grey literature (unpublished document/manuscript)
Title WALNUT TREE COTTAGE, ORFORD, SUFFOLK - ARCHAEOLOGICAL MONITORING and RECORDING
Author(s)/Editor(s) McConnell, D.
Other bibliographic details R1223
Date 2019
Issuer or publisher Britannia Archaeology Ltd
Place of issue or publication Bury St Edmunds
Description A4 Grey Literature report with A3 fold outs.

Entered by Dan McConnell (dan@brit-arch.com)
Entered on 17 May 2019

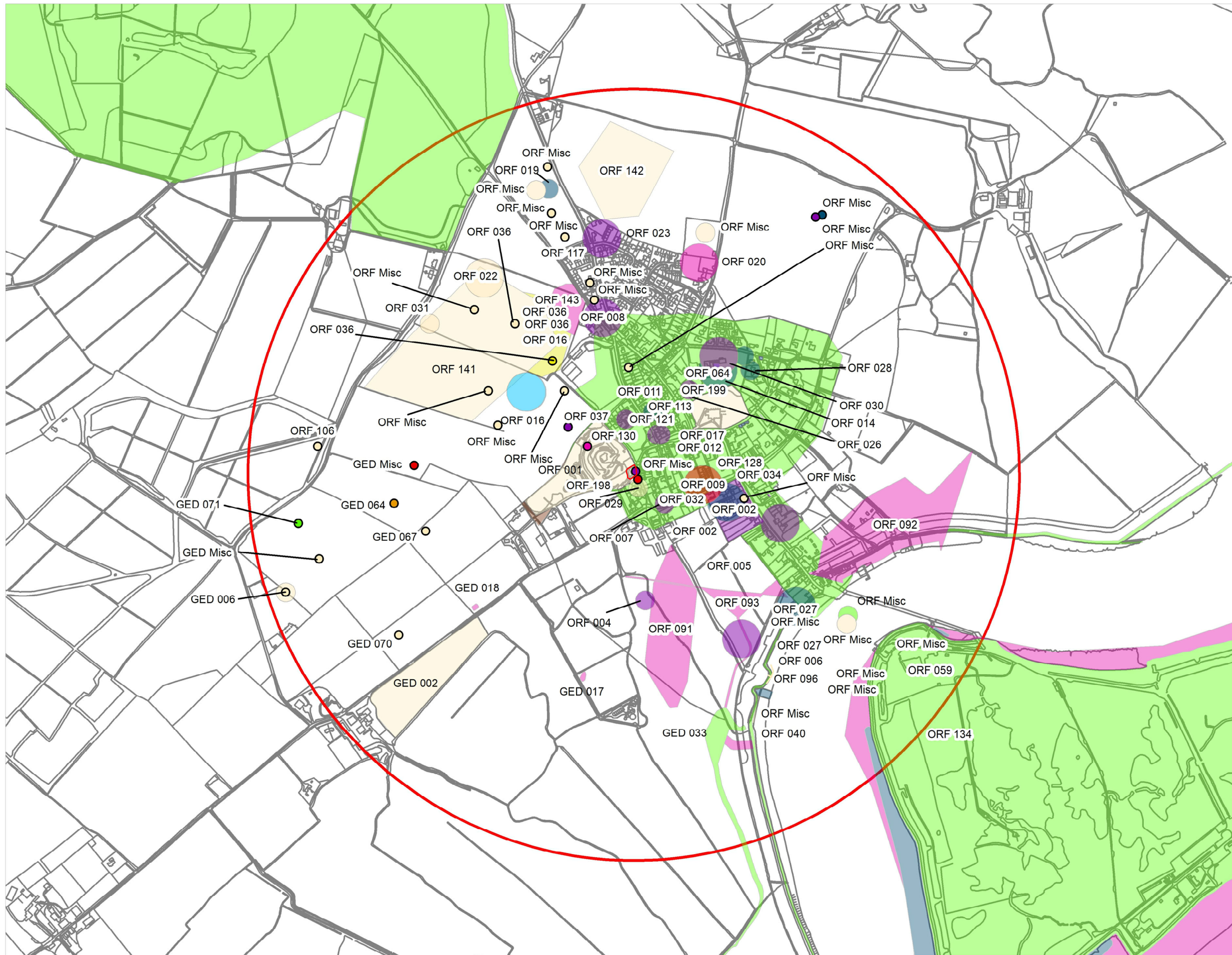


Site Boundary

WGR:	642019 249823	REF:	R1223
PROJECT:	WALNUT TREE COTTAGE, ORFORD, SUFFOLK		
DESCRIPTION:	GENERAL LOCATION PLAN		
CLIENT:	PATRICK O'CONNELL		
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 2019	
DATE:	APRIL 2019	PLOT:	A3
		VERSION:	1
AUTHOR:	DPM	FIGURE:	1
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

(WGR: 642019 249823) (REF: R1223)

PROJECT: WALNUT TREE COTTAGE, ORFORD, SUFFOLK

DESCRIPTION: SHER DATA: MONUMENT DATA

CLIENT: PATRICK O'CONNELL

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DATE: APRIL 2019 PLOT: A3 VERSION: 1

AUTHOR: DPM
APPROVED: MB

FIGURE: 2

1:10000 0 1:10000 500m

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

WGR: 642019 249823 REF: R1223

PROJECT: WALNUT TREE COTTAGE, ORFORD, SUFFOLK

DESCRIPTION: SHER DATA: NMP & SAM DATA

CLIENT: PATRICK O'CONNELL

BRITANNIA ARCHAEOLOGY LTD



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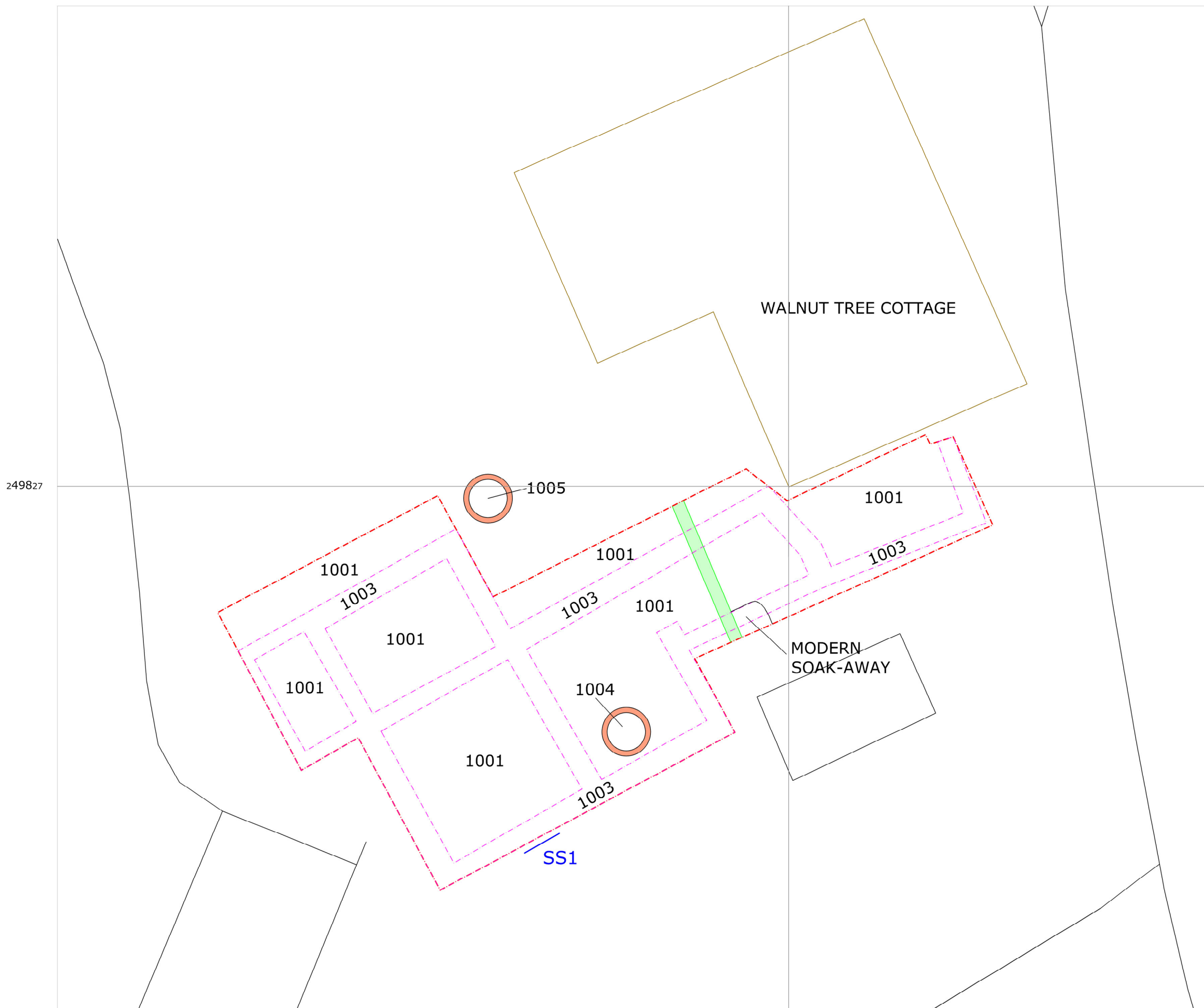
DATE: APRIL 2019 PLOT: A3 VERSION: 1






AUTHOR: DPM FIGURE: 3

APPROVED: MB

1:10000 0 1:10000 500m

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-  Sample Section
-  Well
-  Footings
-  Modern Drain
-  Site Boundary

(WGR: 642019 249823) (REF: R1223)

PROJECT: WALNUT TREE COTTAGE, ORFORD, SUFFOLK

DESCRIPTION: SITE & MONITORED FOOTINGS PLAN

CLIENT: PATRICK O'CONNELL

BRITANNIA ARCHAEOLOGY LTD



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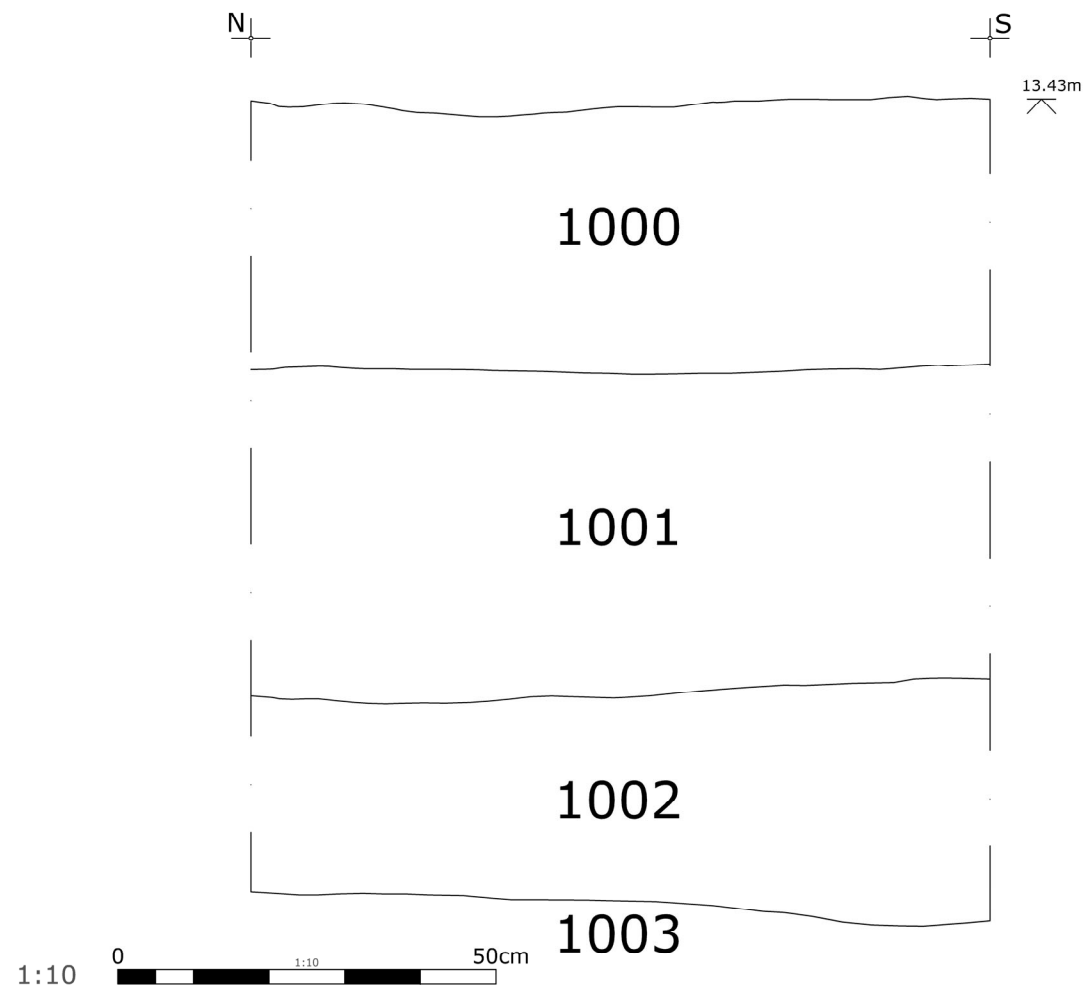
DATE: APRIL 2019 PLOT: A3 VERSION: 1

AUTHOR: DPM APPROVED: MB

FIGURE: 4



642023



DP 5 - SITE SECTION 1 - VIEW SE



DP 1 - SW SITE, 1001 & WELL 1004 EXPOSED - VIEW SE



DP 2 - NE SITE, 1001 EXPOSED - VIEW NE

WGR:	642019 249823	REF:	R1223
PROJECT:	WALNUT TREE COTTAGE, ORFORD, SUFFOLK		
DESCRIPTION:	SITE SECTION & PHOTOGRAPHS		
CLIENT:	PATRICK O'CONNELL		
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 2019			
DATE:	ARIL 2019	PLOT:	A3
		VERSION:	1
AUTHOR:	DPM	FIGURE:	5
APPROVED:	MB		



DP 4 - N EXTENT OF FOOTINGS - VIEW N








DP 6 - WELL 1004 & CAP - VIEW SW



DP 7 - WELL 1004 INTERIOR - VIEW SW

WGR:	642019 249823	REF:	R1223
PROJECT:	WALNUT TREE COTTAGE, ORFORD, SUFFOLK		
DESCRIPTION:	SITE PHOTOGRAPHS		
CLIENT:	PATRICK O'CONNELL		
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 2019	
DATE:	ARIL 2019	PLOT:	A3
		VERSION:	1
AUTHOR:	DPM	FIGURE:	6
APPROVED:	MB		



-  Sample Section
-  Well
-  Footings
-  Modern Drain
-  Site Boundary

(WGR: 642019 249823) (REF: R1223)

PROJECT: WALNUT TREE COTTAGE, ORFORD, SUFFOLK

DESCRIPTION: SITE PLAN OVER 1893 6" OS MAP

CLIENT: PATRICK O'CONNELL

BRITANNIA ARCHAEOLOGY LTD



UNIT 2
THE OLD WOOL WAREHOUSE
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DATE: APRIL 2019 PLOT: A3 VERSION: 1

AUTHOR: DPM APPROVED: MB

FIGURE: 7



249827

1:250 0 10m

642023