



Land adjacent to Parsonage Farm, The Street Preston St. Mary, Suffolk

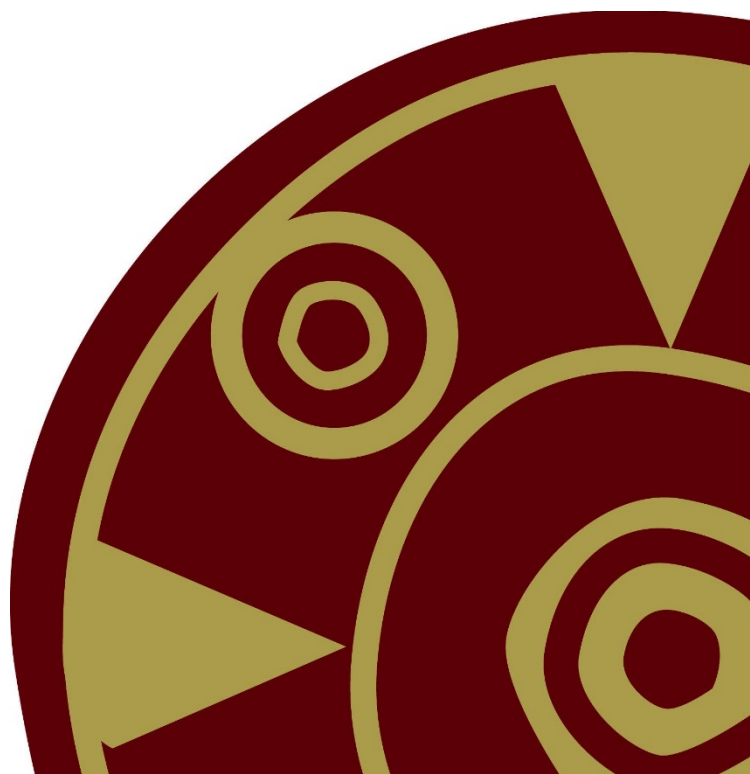
Client:

Mr. J. Goodwin

Date:

May 2015

PSM 039
Archaeological Evaluation Report
SACIC Report No. 2015/034
Author: M. Sommers
© SACIC



Land adjacent to Parsonage Farm The Street, Preston St. Mary

PSM 039

Archaeological Evaluation Report

SACIC Report No. 2015/034

Author: M. Sommers

Editor: Dr R. Gardner

Report Date: May 2015

HER Information

Site Code:	PSM 039
Site Name:	Land adjacent to Parsonage Farm, The Street, Preston St. Mary
Report Number	2015/034
Planning Application No:	B/14/01095/FUL
Date of Fieldwork:	1st May 2015
Grid Reference:	TL 9447 5029
Oasis Reference:	suffolka1-209598
Curatorial Officer:	R. Abraham
Project Officer:	M. Sommers
Client/Funding Body:	J. Goodwin
Client Reference:	n/a

Digital report submitted to Archaeological Data Service:
<http://ads.ahds.ac.uk/catalogue/library/greylit>

Disclaimer

Any opinions expressed in this report about the need for further archaeological work are those of Suffolk Archaeology CIC. Ultimately the need for further work will be determined by the Local Planning Authority and its Archaeological Advisors when a planning application is registered. Suffolk Archaeology CIC cannot accept responsibility for inconvenience caused to the clients should the Planning Authority take a different view to that expressed in the report.

Prepared By: M. Sommers
Date: 5th May 2015

Approved By: Dr R. Gardner
Position: Company Director
Date:
Signed:

Contents

Summary

1. Introduction	5
2. Geology and topography	5
3. Archaeology and historical background	7
4. Methodology	8
5. Results	8
6. Finds and environmental evidence	10
7. Discussion	10
8. Conclusions and recommendations for further work	10
9. Archive deposition	10
10. Acknowledgements	10

List of Figures

Figure 1. Location map	6
Figure 2. Trench locations in relation to the proposed development	9

List of Tables

Table 1. Summary of HER entries	7
---------------------------------	---

List of Plates

Plate 1. Sample section showing the natural subsoil and the topsoil overburden	11
Plate 2. General view of Trench 1	11

List of Appendices

Appendix 1. Written Scheme of Investigation	
Appendix 2. OASIS data collection form	

Summary

An archaeological evaluation was carried out on an area of land adjacent to Parsonage Farm, The Street, Preston St. Mary, in advance of a residential development. Two trenches were excavated but no features were identified, other than two areas of modern disturbance, and no significant artefacts were recovered. (Suffolk Archaeology Community Interest Company for Mr. J. Goodwin)

1. Introduction

Planning permission has been granted for a small residential development in an area land adjacent to Parsonage Farm, The Street, Preston St. Mary, Suffolk (application number B/14/01095/FUL). One of the conditions attached to the planning consent called for an agreed programme of archaeological work to be put in place in advance of this development.

The first stage of the programme of work, as specified in a Brief produced by Rachael Abraham of the Suffolk County Council Conservation Team, was the undertaking of a trenched evaluation in order to ascertain what levels of archaeological evidence may be present within the development area and to inform any mitigation strategies that may then be deemed necessary. Based on this brief a Written Scheme of Investigation (WSI) was produced and subsequently approved by the Conservation Team (Appendix 1).

The National Grid Reference for the approximate centre of the site is TM 9447 5029. Figure 1 shows a location plan of the site.

The archaeological evaluation was carried out on the 1st May 2015 by Suffolk Archaeology Community Interest Company (SACIC) who were commissioned by the developer, Mr. J. Goodwin.

2. Geology and topography

The underlying geology in this area consists of sands of the Crag Group, which are overlain by the Lowestoft Formation, an extensive sheet of chalky till, together with outwash sands and gravels, silts and clays (British Geological Survey website).

The local topography is that of a typical rolling clay land landscape. The development site is located at c.75m above sea level on a gentle south facing slope that descends into a small valley drained by an unnamed stream, some 700 to the southeast, which flows east before draining into the River Brett approximately 900m to the east.

At the time of the evaluation the site comprised an open area of grassland lying between Parsonage Farm and its outbuildings to the south and a private house to the northwest. The site fronted onto The Street to the northeast.

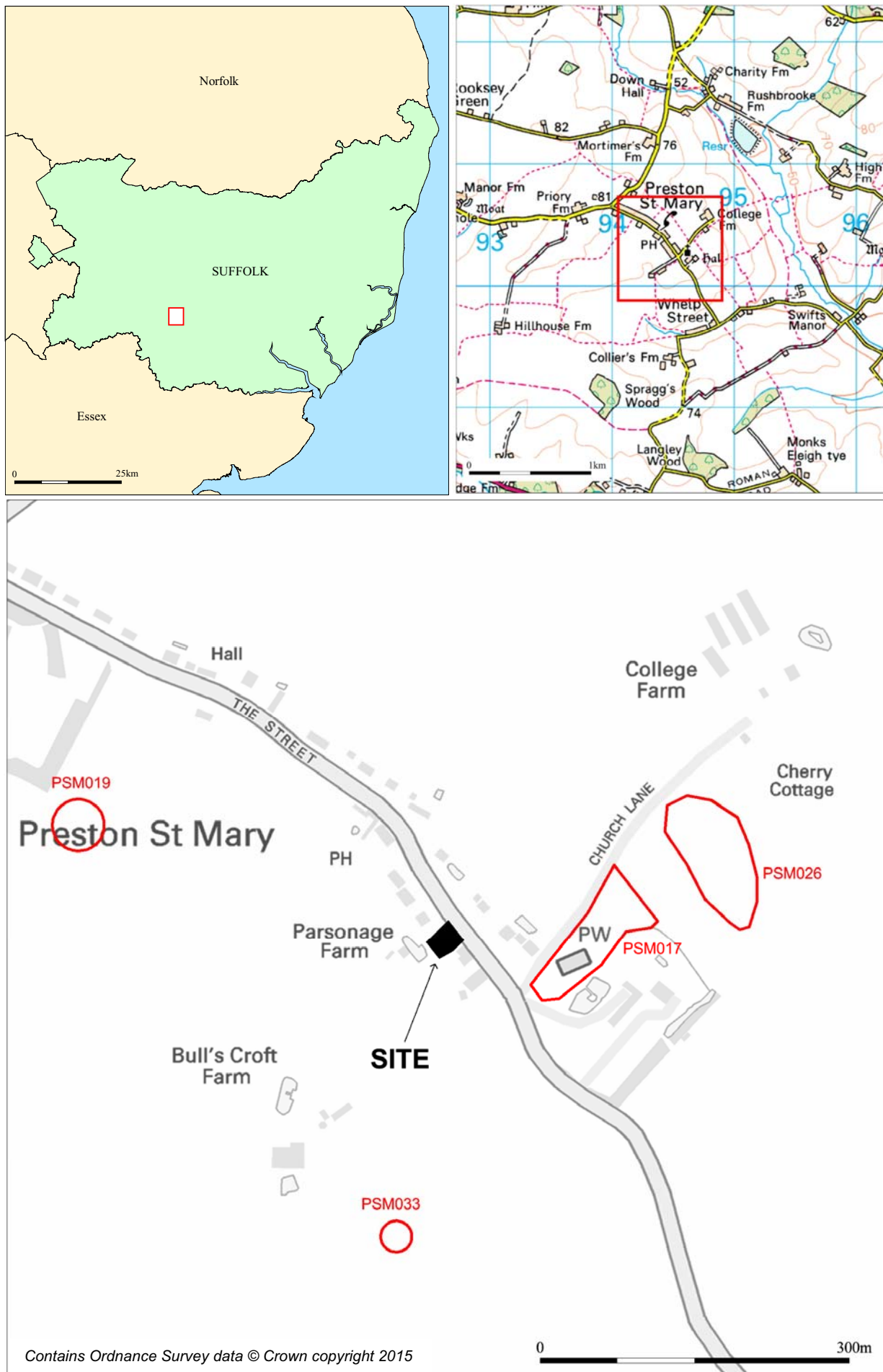


Figure 1. Location map

3. Archaeology and historical background

A small number of archaeological sites or findspots are recorded on the Historic Environment Record (HER) within the vicinity of the development site. A summary of these entries is presented in the following table; the recorded locations are marked in Figure 1.

HER No.	Date	Nature of Evidence
PSM017	Med	St Mary's Church, is situated in the centre of the parish in the village, near to Preston Hall. The W tower was rebuilt in 1868. Decorated chancel - old S window and the piscina in the E jamb of the SE window. Perpendicular aisles and clerestory. The arcade piers have four filleted shafts and squares in the diagonals. Low tomb recess in N aisle, N porch with rich flushwork panelling. Three-light windows with tracery. Three niches above entrance. Font - Norman, square with rosettes, stars, intersected arches, a tree of life and interlace. Stained glass - about 50 heraldic pieces in the aisle E windows and the clerestory windows. A church is recorded in Preston in the Domesday survey.
PSM019	Med	Iron hunting sword found during ploughing. Sword has been conserved by Moyses Hall (BSE) and retained by finder.
PSM026	Rom	Metal detector finds of top of Colchester derivative double lug type brooch (C1) & late Rom buckle (Hawkes & Dunning 1961, type 1B). Blue glass gaming(?) piece, Rom or later. Also possible Rom coin.
PSM033	Un	Series of 4 or 5 parallel rectilinear cropmarks, possibly fish ponds. Found on Bing online maps.

Table 1. Summary of HER entries

There are few entries on the County HER in the vicinity of the development site but this is probably a reflection of the lack of systematic work undertaken in the area. What has been recorded suggests there is a possible Roman site c.250m to the east.

The Church of St. Mary, which lies within 100m of the site, is at least medieval, or possibly earlier, and would have been a focus of early settlement activity in this area, as demonstrated by the presence of listed medieval and early post-medieval buildings that front onto The Street.

The proximity of this recorded evidence suggests a reasonable potential for further archaeological deposits to be present within the development area.

4. Methodology

The trial trenches were machine excavated down to the level of the natural subsoil using a toothless bucket fitted to a small (3.5 tonne) mechanical excavator.

The machining of the trenches was closely observed throughout in order to identify archaeological features and deposits and to recover any artefacts that might be revealed. Excavation continued until undisturbed natural deposits were encountered, the exposed surface of which was then examined for cut features.

A photographic record of the work undertaken was also compiled using a 18 megapixel digital camera.

Following excavation of each trench, the nature of the overburden was recorded and the depths noted. The location of each trench was then related to the site boundary using 30m measuring tapes.

5. Results

Two evaluation trenches (10m by 1.6m) were excavated across the site in locations that were broadly in accordance to the agreed trench plan (as per the WSI). Figure 2 depicts the trenches as excavated.

The natural subsoil comprised a stiff pale yellow clay with frequent chalk nodules and occasional rounded flints, some of which could be quite large. It lay below a layer of topsoil between 0.3m to 0.4m thick (plate 1). Frequent fragments of broken soft red brick and tile, large cobbles and fragments concrete were present throughout the topsoil and these occasionally extended down to the surface of the natural subsoil.

Two areas of modern disturbance were noted. These consisted of a pit, c.2.5m across, at the northeast end of Trench 1 (plate 2), and a possible northeast-southwest ditch or an elongated pit at the northwest end of Trench 2. The fills of both disturbances yielded clearly modern material, such as concrete, glass and plastic. No obviously early artefacts were noted in either trench.

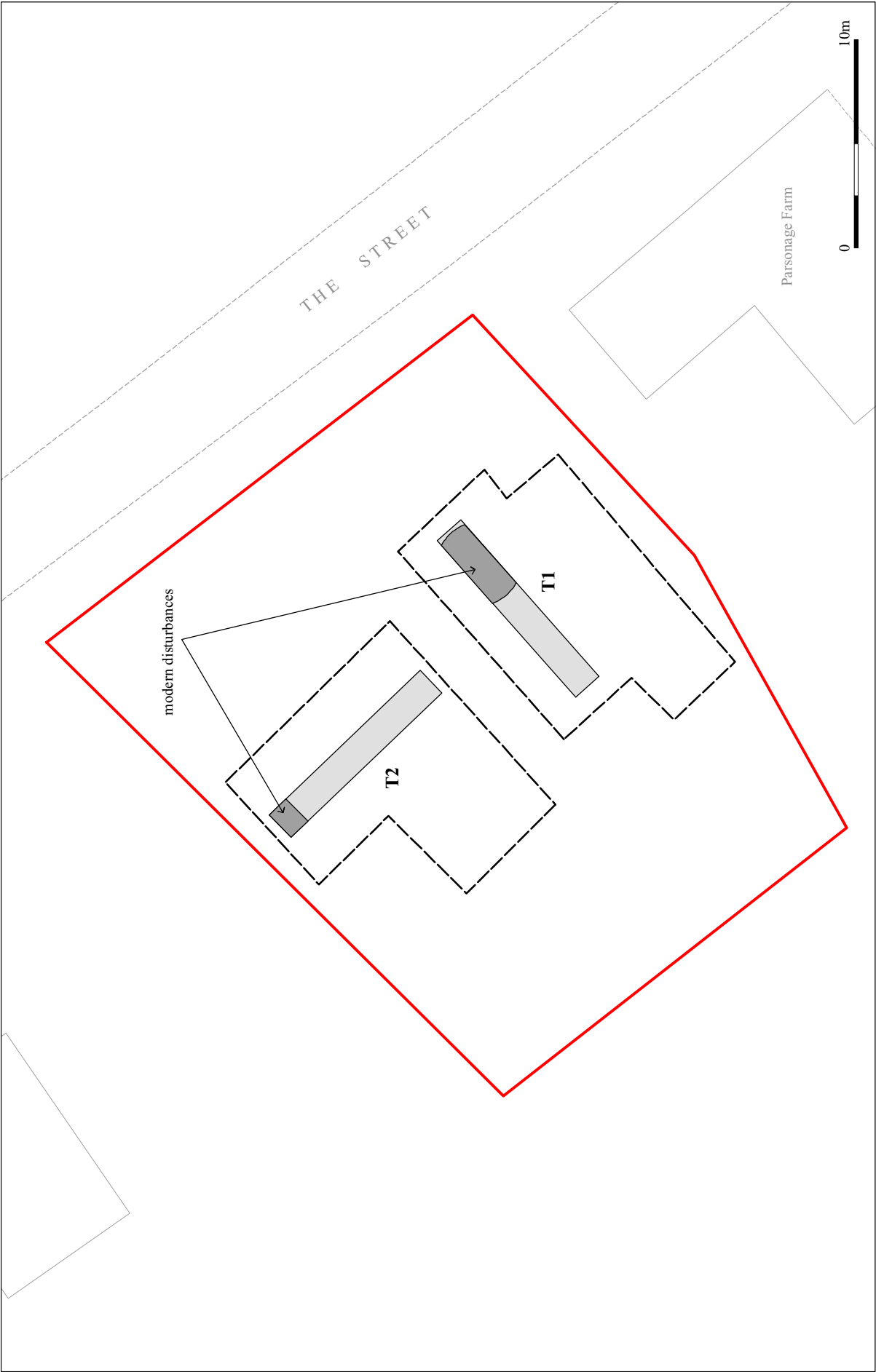


Figure 2. Trench locations in relation to the proposed development

6. Finds and environmental evidence

No artefacts worthy of further analysis were recovered and no environmental samples taken.

7. Discussion

No significant archaeological features were recorded in the evaluation trenches and no early artefacts were recovered. The presence of relatively large amounts of rubble in the topsoil indicates previous disturbance. Parsonage Farm is immediately adjacent and it is possible this area once formed part of a yard area that had been roughly surfaced with rubble that has been pushed into the surface. The large disturbance at the northeast end of Trench 1 contained a plastic twine that is commonly found on farms further suggesting this area was once part of the farmyard.

8. Conclusions and recommendations for further work

Based on the results of evaluation no further archaeological work is recommended for this site although the final decision is at the discretion of the County Conservation Team.

9. Archive deposition

Paper, digital and photographic archive will be sent to the County HER, ref. PSM 039. SACCIC digital photograph refs. HZJ 84 to HZJ 86.

10. Acknowledgements

The fieldwork was carried out by Mark Sommers

Project management was undertaken by Dr Rhodri Gardner who also provided advice during the production of the report and undertook the final editing.

Plates



Plate 1. Sample section showing the natural subsoil and the topsoil overburden
Trench 1, camera facing northwest (ref. HZJ 84)



Plate 2. General view of Trench 1, the modern disturbance can be seen in the foreground
camera facing west (ref. HZJ 85)

Appendix 1. Written Scheme of Investigation



Parsonage Farm, Preston St Mary

Written Scheme of Investigation

Trenched Evaluation

Date: April 2015

Prepared by: Mark Sommers

Issued to: Rachael Abrahams (SCCAS Conservation Team)

© SACIC



Summary Project Details

Site Name	Land adjacent Parsonage Farm, The Street
Site Location/Parish	Preston St Mary
Grid Reference	TL 9447 5029
Access	Off The Street
Planning Application No	B/14/01095/FUL
HER code	PSM 039
Event No.	ESF23036
OASIS ref.	Suffolka1-209598
Type:	Trial trench evaluation
Area	0.07ha
Project start date	TBC
Fieldwork duration	1 day (estimated)
Number of personnel on site	Up to 3

Personnel and contact numbers

SACIC Project Manager	Rhodri Gardner	01449 900120
Project Officer (first point of on-site contact)	TBC	
Curatorial Officer	Rachael Abraham	01284 741232
Consultant	n/a	

Emergency contacts

Local Police	Sudbury Police Station Acton, Lane, Sudbury	01473 613500
Location of nearest A&E	West Suffolk Hospital, Hardwick Lane, Bury St Edmunds, IP33 2QZ	01284 713000

Hire details

Plant:	TBC	
Toilet Hire	TBC	
Tool hire:	n/a	

Contents

1. Background
2. Fieldwork
3. Post-excavation
4. Additional Considerations
5. Staffing

Figures

1. Site location
2. Trench layout

1. Background

- 1.1 Suffolk Archaeology have been asked by Mr J Goodwin, of Chilton Hall Farm, to prepare documentation for a programme of archaeological evaluation by trial trench at the above site (Fig 1). This Written Scheme of Investigation (WSI) covers this trenched evaluation only. Any further stages of archaeological work that might be required in relation to the proposed development would be subject to new documentation.
- 1.2 The whole site is covers c. 740m², and is located at NGR TL 944 502 (Figure 1).
- 1.3 The work is to be undertaken as a requirement of a condition attached to Babergh District Council Planning Consent, application no. B/14/01095/FUL.
- 1.4 The LPA has been advised that this consent should be conditional upon an agreed programme of archaeological work taking place prior to development, in accordance with the National Planning Policy Framework (Para 141). The purpose of such a condition being the recording and advancement of understanding of any heritage assets present at the location before they are damaged or destroyed in the course of the development.
- 1.5 The archaeological investigation will be conducted in order to comply with a Brief produced for this specific planning condition by Rachael Abraham of the Suffolk County Council Archaeological Service (SCCAS) (dated 21st April 2015).
- 1.6 The application is within an area of archaeological importance, as recorded in the County HER. The Brief states that the site lies within the historic core of Preston St Mary, on a street fronted by listed medieval and post-medieval buildings and is only 100m from the medieval parish church. Additionally, finds of Roman date (HER ref. PSM 026) have been close to the development site.
- 1.7 The development proposal is for the construction of two adjacent houses. The groundwork such construction would entail is liable to damage or destroy any potential heritage assets that may be present within the site. The purpose of the trial trenching is to assess the archaeological potential of the development site.
- 1.8 The trial trench locations and the footprints of the proposed houses are shown in Figure 2. Deposits within the footprints will be directly affected by the foundations and other groundworks associated with the development.
- 1.9 This WSI complies with the SCCAS/CT standard Requirements for a Trenched Archaeological Evaluation (2012, Ver 1.1), as well as the following national and regional guidance 'Standards and Guidance for Archaeological Excavation' (IFA, 1995, revised 2001) and 'Standards for Field Archaeology in the East of England (EAA Occasional Papers 14, 2003).

1.10 The research aims of this trial trench evaluation are as follows, as described in Section 4.2 of the SCCAS Conservation Team brief:

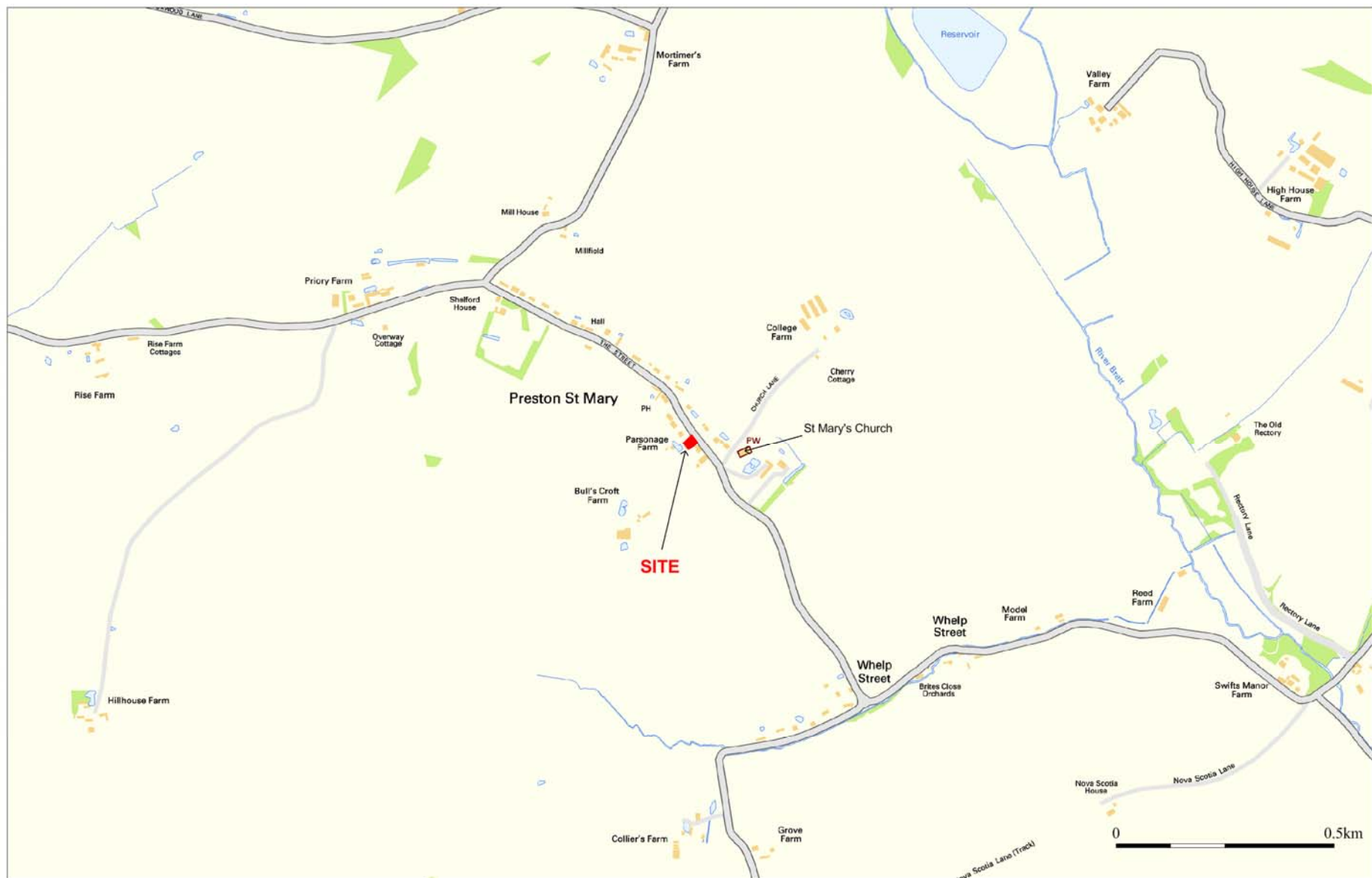
RA1: Identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.

RA2: Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.

RA3: Establish the potential for the survival of environmental evidence.

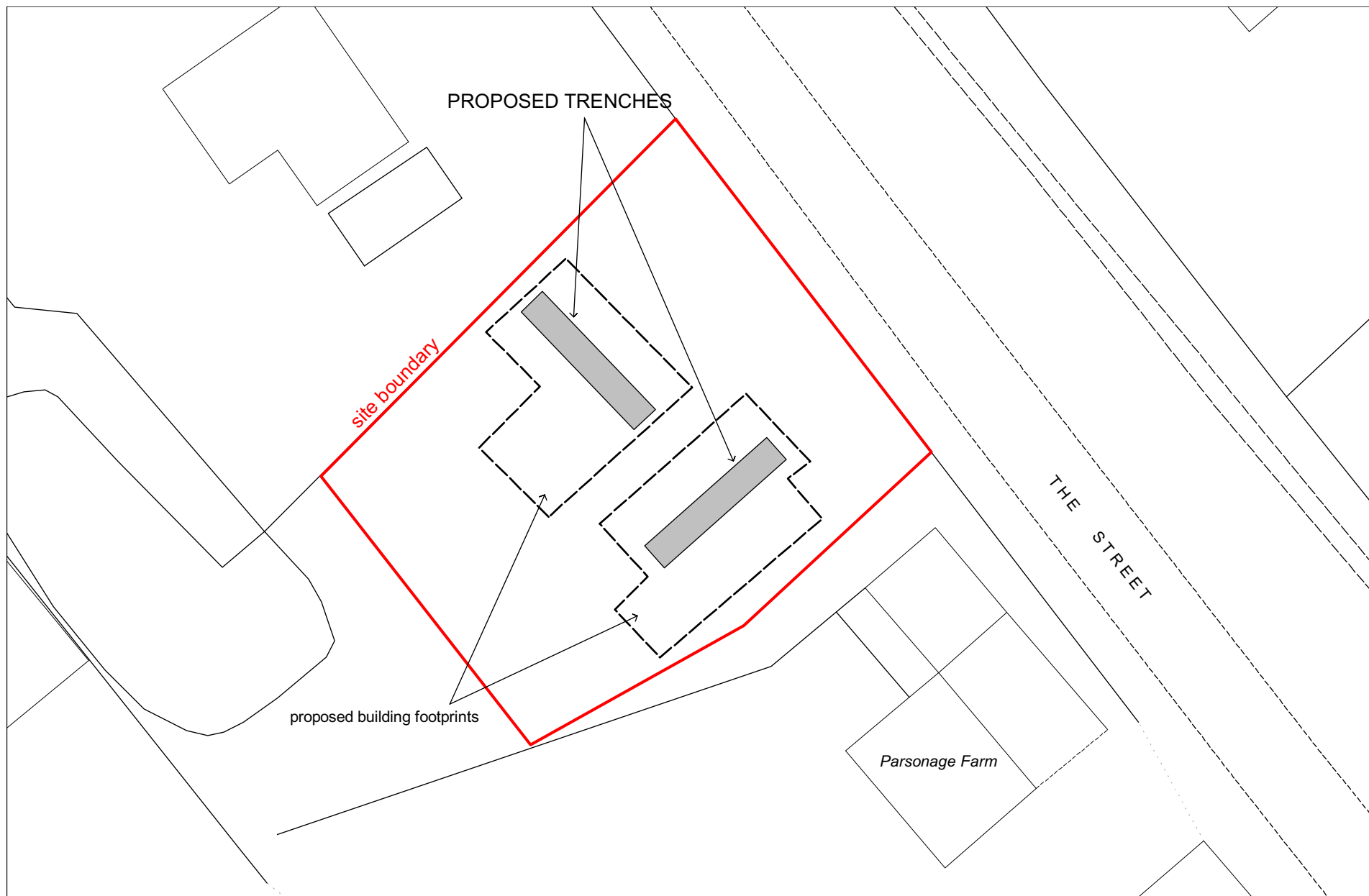
RA4: Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

In addition to these specific aims the potential of the site to address any relevant themes outlined in the Regional Research Framework for the Eastern Counties (Brown & Glazebrook, 2000; Medleycott, 2011).



Contains Ordnance Survey data © Crown copyright and database right 2015

Figure 1. Site Location



Contains Ordnance Survey data © Crown copyright and database right 2015

Figure 2. Proposed trench layout

2 Fieldwork: trial trench evaluation

- 2.1 All archaeological fieldwork will be carried out by full-time professional employees of Suffolk Archaeology. The project team will be led in the field by an experienced member of staff of Project Officer grade/experience. The excavation team will comprise a Project Officer and up to 2 experienced excavators and surveyors (to include metal detectorist).
- 2.2 Evaluation of the development area in this instance will employ a two, 1.8m wide, trenches with a total length of 20m, as specified in the brief (Section 4.4). They will be positioned to sample the footprints of the proposed new houses. The trench locations are shown in Figure 2.
- 2.3 No information has currently been provided about the presence or otherwise of services by the developer. Therefore if previously unknown services or similar restrictions are encountered during work on site then trench layout may have to be amended accordingly.
- 1.4 The trenches will be excavated by a machine equipped with a toothless ditching bucket, under the constant supervision of an archaeologist. All overburden (topsoil and subsoil) will be removed stratigraphically until either the first archaeological horizon or natural deposits are encountered. Spoil will be stored adjacent to each trench and topsoil, subsoil and concrete/overburden will be kept separate for sequential backfilling.
- 1.5 Archaeological deposits and features will be sampled by hand excavation and the trench bases and sections cleaned as necessary in order to satisfy the project aims and also comply with the SCCAS Requirements for Archaeological Evaluation, 2012.
- 1.6 If a trench requires access by staff for hand excavation and recording, it will not exceed a depth of 1.2m. If this depth is not sufficient to meet the archaeological requirements of the Brief and Specification it will be brought to the attention of the client or their agent and the Archaeological Advisor to the LPA so that further requirements can be established. Deeper excavation can be undertaken provided suitable trench support is used or, where practicable, the trench sides are stepped or battered. However such a variation will incur further costs to the client and time must be allowed for this to be established and agreed.
- 1.7 All features will be investigated and recorded to provide an accurate evaluation of archaeological potential whilst at the same time minimising disturbance to archaeological structures, features and deposits.
- 1.8 A site plan showing all trench locations, feature positions and levels AOD will be recorded using suitable surveying equipment, depending on the specific requirements of the project. A minimum of one to two sections per trench will be recorded at 1:20. Feature sections and plans will be recorded at 1:20 and trench and feature plans at 1:20 or 1:50 as appropriate. All recording conventions used will be compatible with the County HER.

- 1.9 The site will be recorded under a unique HER number acquired from the Suffolk HER Office and archaeological contexts will be recorded using pro forma Context Recording sheets and entered into an associated database.
- 1.10 The HER number in this instance is PSM 039.
- 1.11 A digital photographic record will be made throughout the evaluation.
- 1.12 Metal detector searches will be made at suitable stages of the excavation works.
- 1.13 All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed.
- 1.14 All finds will be brought back to the Suffolk Archaeology premises for processing, preliminary assessment, conservation and packing. Most finds analysis work will be done in house, but in some circumstances it may be necessary to send some categories of finds to specialists working in other parts of the country.
- 1.15 Bulk environmental soil samples (40 litres each) will be taken from suitable features and retained until an appropriate specialist has assessed their potential for palaeo-environmental remains. Decisions can then be made on the need for further analysis following this assessment. If necessary advice will be sought from English Heritage's Regional Advisor in Archaeological Science on the need for specialist environmental sampling.
- 1.16 In the event of human remains being encountered on the site, guidelines from the Ministry of Justice will be followed. The evaluation will attempt to establish the extent, depth and date of burials whilst leaving remains *in situ*. During the evaluation any exposed human remains will be securely covered and hidden from the public view at all times when they are not attended by staff. At the conclusion of the work backfilling will be carried out in a manner sensitive to the preservation of such remains.
- 1.17 If circumstances dictate that the lifting of human remains is unavoidable then a Ministry of Justice Licence for their removal will be obtained prior to their removal from site.

3 Post-excavation

- 3.1 A unique HER number will be acquired from the Suffolk HER. This will be clearly marked on all documentation and material relating to the project.
- 3.2 The post-excavation work will be managed by Suffolk Archaeology's Post-excavation and Finds Manager, Richenda Goffin. Specialist finds staff whether in-house personnel or external specialists are experienced in local and regional types of material in their field.
- 3.3 All artefacts and ecofacts will be held by Suffolk Archaeology until their analysis of the material is complete.
- 3.4 All site data will be entered on a computerised database compatible with the County HER. All site plans and sections will be copied to form a permanent archive on archivally stable material. Ordnance Datum levels will be on the section sheets. The photographic archive will be fully catalogued within the County HER photographic index.
- 3.5 All finds will be processed, marked and bagged/boxed to County HER requirements. Where appropriate finds will be marked with a site code and a context number.
- 3.6 Bulk finds will be fully quantified on a computerised database compatible with the County HER. Quantification will fully cover weights and numbers of finds by context with a clear statement on the degree of apparent residuality observed.
- 3.7 Metal finds on site will be stored in accordance with ICON guidelines, initially recorded assessed for significance before dispatch to a conservation laboratory within 4 weeks of the end of the excavation. All pre-modern silver, copper alloy and ferrous metal artefacts will be x-rayed and coins will be x-rayed if necessary for identification. Sensitive finds will be conserved if necessary and deposited in bags/boxes suitable for long term storage to ICON standards. All coins will be identified to a standard acceptable to normal numismatic research.
- 3.8 Pottery will be recorded and archived to a standard consistent with the Draft Guidelines of the Medieval Pottery Research Group and Guidelines for the archiving of Roman Pottery, SGRP (ed. M.G. Darling, 1994) and to The Study of Later Prehistoric Pottery: General Policies and Guidelines for analysis and Publications, Occasional Papers No.1 and No. 2, 3rd Edition (Revised 2010, Prehistoric Ceramic Research Group).
- 3.9 Environmental samples will be processed and assessed to standards set by the English Heritage Regional Scientific Advisor with a clear statement of potential for further analysis and significance.
- 3.10 Animal and human bone will be quantified and assessed to a standard acceptable to national and regional English Heritage specialists.
- 3.11 An industrial waste assessment will cover all relevant material (i.e. fired clay finds as well as slag).

- 3.12 A report on the results of the evaluation will be completed within 6 weeks of the completion of the fieldwork. The report will be commensurate with the level of results but will contain sufficient information to stand as an archive report should no further work be required on the site.
- 3.13 The report will include a summary in the established format for inclusion in the annual "Archaeology of Suffolk" section of the *Proceedings of the Suffolk Institute of Archaeology and History*.
- 3.14 The Suffolk HER is registered with the Online Access to Index of Archaeological Investigations (OASIS) project. Suffolk Archaeology will complete a suitable project-specific OASIS form at <http://ads.ahds.ac.uk/project/oasis>. The completed form will be reproduced as an appendix to the final report.
- 3.15 A draft of the report will be submitted to SCCAS for approval.
- 3.16 On acknowledgement of approval of the report from SCCAS hard and digital copies will be sent to the Suffolk HER.
- 3.17 Upon completion of reporting works ownership of all archaeological finds will be given over to the relevant authority. There is a presumption that this will be SCCAS, who will hold the material in suitable storage to facilitate future study and ensure its proper preservation.
- 3.18 The project archive shall be compiled in accordance with the guidelines issued by the SCCAS (2010). The client is aware of the costs of archiving and provision will be made to cover these costs in our agreement with them. The archive will be deposited with the County Archaeology Store unless another suitable repository is agreed with SCCAS.
- 3.19 If the client does not agree to transfer ownership to SCCAS they will be required to nominate another suitable repository approved by SCCAS or provide funding for additional recording and analysis of the finds archive (such as, but not limited to, additional photography or illustration of objects).
- 3.20 The law dictates that client can have no claim to the ownership of human remains. Any such remains must be stored by SCCAS, in accordance with the relevant site's Ministry of Justice licence.
- 3.21 In the rare event that artefacts of significant monetary value are discovered separate ownership arrangements may be negotiated, provided they are not subject to Treasure Act legislation.
- 3.22 If an object qualifies as Treasure, under the Treasure Act 1996. The client will be informed as soon as possible if this is the case and the find(s) will be reported to the Suffolk Finds Liaison Officer (who then reports to the Coroner) within 14 days of the

objects discovery and identification. Treasure objects will immediately be removed to secure storage, with appropriate on-site security measures taken if required.

- 3.23 Any material eventually declared as Treasure by a Coroner's Inquest will, if not acquired by a museum, be returned to the client and/or landowner. Employees of Suffolk Archaeology, their subcontractors or any volunteers under their control will not be eligible for any share of a treasure reward.

4 Additional considerations

4.1 Health and Safety

- 4.1.1 The project will be carried out in accordance with Suffolk Archaeology's Health and Safety Policy at all times.
- 4.1.2 All Suffolk Archaeology staff are experienced in working under similar conditions and on similar sites to the present site and are aware of Suffolk Archaeology H&S policies. All permanent Suffolk Archaeology excavation staff are holders of CSCS cards.
- 4.1.3 A separate Risk Assessment and Method Statement (RAMS) document will be prepared for the site and provided to the client. Copies will be available to SCCAS on request.
- 4.1.4 All staff will be aware of the project's risk assessment and will receive a safety induction from the Project Officer.
- 4.1.5 It may be necessary for site visits to be made by external specialists or Suffolk County Council monitors. All such staff and visitors must abide by Suffolk Archaeology's H&S requirements for each particular site, and will be inducted as required and made aware of any high risk activities relevant to the site concerned.
- 4.1.6 Site staff, official visitors and volunteers are all covered by Suffolk Archaeology's insurance policies.

4.2 Environmental controls

- 4.2.1 Suffolk Archaeology is committed to following an EMS policy. All our preferred providers and subcontractors have been issued with environmental guidelines. On site the Project Officer will police environmental concerns. In the event of spillage or contamination reporting procedures will be carried out in accordance with Suffolk Archaeology's EMS policies.

4.3 Plant machinery

- 4.3.1 A 360° tracked mechanical excavator equipped with a full range of buckets will be required for the trial trenching. The sub-contracted plant machinery will be accompanied by a fully qualified operator who will hold an up-to-date Construction Plant Competence Scheme (CPCS) card (approved by the CITB).

4.4 Site security

- 4.4.1 Unless previously agreed with the client this WSI (and the associated quotation) assumes that the site will be sufficiently secure for archaeological work to be undertaken.
- 4.4.2 In this instance all security requirements including fencing, padlocks for gates etc. are the responsibility of the client.

4.5 Access

- 4.5.3 The client will secure access to the site for Suffolk Archaeology personnel and subcontracted plant, and obtain all necessary permissions from landowners and tenants. This includes the siting of any accommodation units/facilities required for the work.
- 4.5.2 Any costs incurred to secure access, or incurred as a result of access being withheld (for example by a tenant or landowner) will not be the responsibility of Suffolk Archaeology. Such costs or delays incurred will be charged to the client in addition to the archaeological project fees.

4.6 Site preparation

- 4.6.1 The client is responsible for clearing the site in a manner that enables the archaeological works to go ahead as described. Unless previously agreed the costs of any subsequent preparatory works (such as tree felling, scrub/undergrowth clearance, removal of concrete or hardstanding not previously quoted for, demolition of buildings or sheds, removal of excessive overburden, refuse or dumped material) will be charged to the client in addition to the archaeological project fees.

4.7 Backfilling

- 4.7.1 The trench will be backfilled sequentially in reverse order of deposit removal. Where present topsoil will be returned as the uppermost layer. The backfilled material will then be compacted by the machine tracking along the line of trench.
- 4.7.2 No specialist reinstatement is offered, unless by specific prior agreement.

4.8 Monitoring

- 4.8.1 Arrangements for monitoring visits by the LPA and its representatives will be made promptly in order to comply with the requirements of the brief and specification.

5 Staffing

5.1 The following staff will comprise the Project Team:

- 1 x Project Manager (supervisory only, not based on site full-time)
- 1 x Project Officer (full time)
- 2 x Site Assistant (as required)
- 1 x Site Surveyor (as required)
- 1 x Finds/Post-excavation manager (part time, as required)
- 1 x Finds Specialist (part time, as required)
- 1 x Environmental Supervisor (as required)
- 1 x Finds Assistant or Supervisor (part time, as required)
- 1 x Senior Graphics Assistant (part time, as required)

5.2 Project Management will be undertaken by Rhodri Gardner and the Project Officer will be Mark Sommers. All Site Assistants and other staff will be drawn from Suffolk Archaeology's qualified and experienced staff. Suffolk Archaeology will not employ volunteer, amateur or student staff, whether paid or unpaid, to undertake any of the roles outlined in 5.1.

5.3 A wide range of external specialists can be employed for artefact assessment and analysis work as circumstances require.

Appendix 2. OASIS data collection form

OASIS ID: suffolka1-209598	
Project details	
Project name	PSM039 - Land adjacent Parsonage Farm, Preston St Mary
Short description of the project	trenched evaluation revealed no significant archaeological deposits or features
Project dates	Start: 01-05-2015 End: 05-05-2015
Previous/future work	No / No
Any associated project reference codes	PSM039 - HER event no.
Any associated project reference codes	B/14/01095/FUL - Planning Application No.
Type of project	Field evaluation
Current Land use	Grassland Heathland 5 - Character undetermined
Monument type	NONE None
Significant Finds	NONE None
Methods & techniques	"Sample Trenches"
Development type	Rural residential
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 BABERGH PRESTON ST MARY PSM039 - Land adjacent Parsonage Farm
Study area	740.00 Square metres
Site coordinates	TL 9447 5029 52.1161835286 0.840676229152 52 06 58 N 000 50 26 E Point
Project creators	
Name of Organisation	Suffolk Archaeology CIC
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Suffolk Archaeology Community Interest Company
Project director/manager	Rhodri Gardner
Project supervisor	Mark Sommers
Type of sponsor/funding body	Developer

Project archives	
Physical Archive Exists?	No
Digital Archive recipient	Suffolk HER
Digital Archive ID	PSM039
Digital Contents	"other"
Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Suffolk HER
Paper Archive ID	PSM039
Paper Contents	"other"
Paper Media available	"Correspondence","Report"
Project bibliography	
Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Evaluation Report: Land adjacent to Parsonage Farm, The Street, Preston St Mary
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC Report No. 2015/034
Date	2015
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	printed sheets of A4 paper with card covers
Entered by	MS (mark.sommers@suffolkarchaeology.co.uk)
Entered on	5 May 2015

Suffolk Archaeology CIC
Unit 5 | Plot 11 | Maitland Road | Lion Barn Industrial Estate
Needham Market | Suffolk | IP6 8NZ
Rhodri.Gardner@suffolkarchaeology.co.uk

01449 900120
www.suffolkarchaeology.co.uk

