

SUFFOLK ARCHAEOLOGY

• A HISTORY OF EXPERTISE •

Land off Burnt Lane Orford, Suffolk

Client:

Mr Jonathan Mullen.

Date:

March 2016

ORF 140
Archaeological Evaluation Report
SACIC Report No. 2016/016
Author: M. Sommers
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Land off Burnt Lane Orford

ORF 140

Archaeological Evaluation Report

SACIC Report No. 2016/016

Author: M. Sommers

Editor: Dr R. Gardner

Report Date: March 2016

HER Information

Site Code: ORF 140
Site Name: Land off Burnt Lane, Orford
Report Number 2016/016
Planning Application No: DC/15/2088
Date of Fieldwork: 23rd February 2016
Grid Reference: TM 4235 4997
Oasis Reference: suffolka1-230948
Curatorial Officer: Dr Abby Antrobus
Project Officer: M. Sommers
Client/Funding Body: Mr Jonathan Mullen
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: 22nd March 2016

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	7
5. Results	9
6. Finds and environmental evidence	11
6.1 Introduction	11
6.2 The Pottery	11
6.3 Stone	13
6.4 Shell	13
6.5 Discussion of material evidence	13
7. Discussion	14
8. Conclusions and recommendations for further work	14
9. Archive deposition	14
10. Acknowledgements	15
Plates	16

List of Figures

Figure 1. Location map	6
Figure 2. Trench location map	8
Figure 3. Trench plan and sections	10

List of Plates

Plate 1. General view of the evaluation trench (camera facing southeast)	16
Plate 2. Stone pad (0007) in base of trench (camera facing northeast)	16
Plate 3. Deposit 0003 as seen in the northeast trench edge	17
Plate 4. General view showing the stone pad (0007), with the scorched clay deposits (0003) beyond and layer 0004 in foreground	17
Plate 5. Section 2 (camera facing north)	18
Plate 6. Section 2 (camera facing north) with scales	18

List of Appendices

- Appendix 1. Written Scheme of Investigation
- Appendix 2. Catalogue of pottery
- Appendix 3. OASIS data collection form

Summary

An archaeological evaluation was carried out on an area of land situated at the corner of Burnt lane and High Street, Orford, in advance of the construction of a single dwelling. A single trench was excavated within which an area of fired silty clay associated with what was probably and a supporting pad of stonework, which was also scorched. This was buried beneath a layer of mixed silty sand containing pottery and oyster shell. This pottery, along with further sherds collected from the scorched layer, has been dated to the medieval period. The scorched surface and stone pad has clearly been associated with *in-situ* heating which suggest it was probably the remains of a domestic oven or hearth or that it was possibly related to some form of medieval industrial activity. (Suffolk Archaeology Community Interest Company for NWA Planning Ltd.)

1. Introduction

Planning permission has been granted for the construction of a dwelling on a plot of land situated on the corner of High Street and Burnt Lane, Orford, Suffolk (application number DC/15/2088). 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 the development.

The first stage of the programme of work, as specified in a Brief produced by Dr Abby Antrobus 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 4235 4997. Figure 1 shows a location plan of the site.

The archaeological evaluation was carried out on the 23rd February 2016 by Suffolk Archaeology Community Interest Company (SACIC) who were commissioned by Mr Jonathan Mullen.

2. Geology and topography

The local topography undulates very gently but is otherwise relatively flat. The site itself is situated on a gentle southeast facing slope that runs down to an area of low-lying land adjacent the River Or, beyond which runs Orford Ness and the North Sea. The river, and Orford Quay, is situated c.500m to the southeast of the site.

The underlying bedrock geology consists of sand of the Chillesford Church Sand Member (British Geological Survey website).

The site comprised a grassed area with a number of small fruit trees. It was bounded by hedges on all sides and accessed via a vehicle width entrance off High Street. It slopes down gently from c.10.5m OD at the northwest end of the site to c.9.7m OD close to the

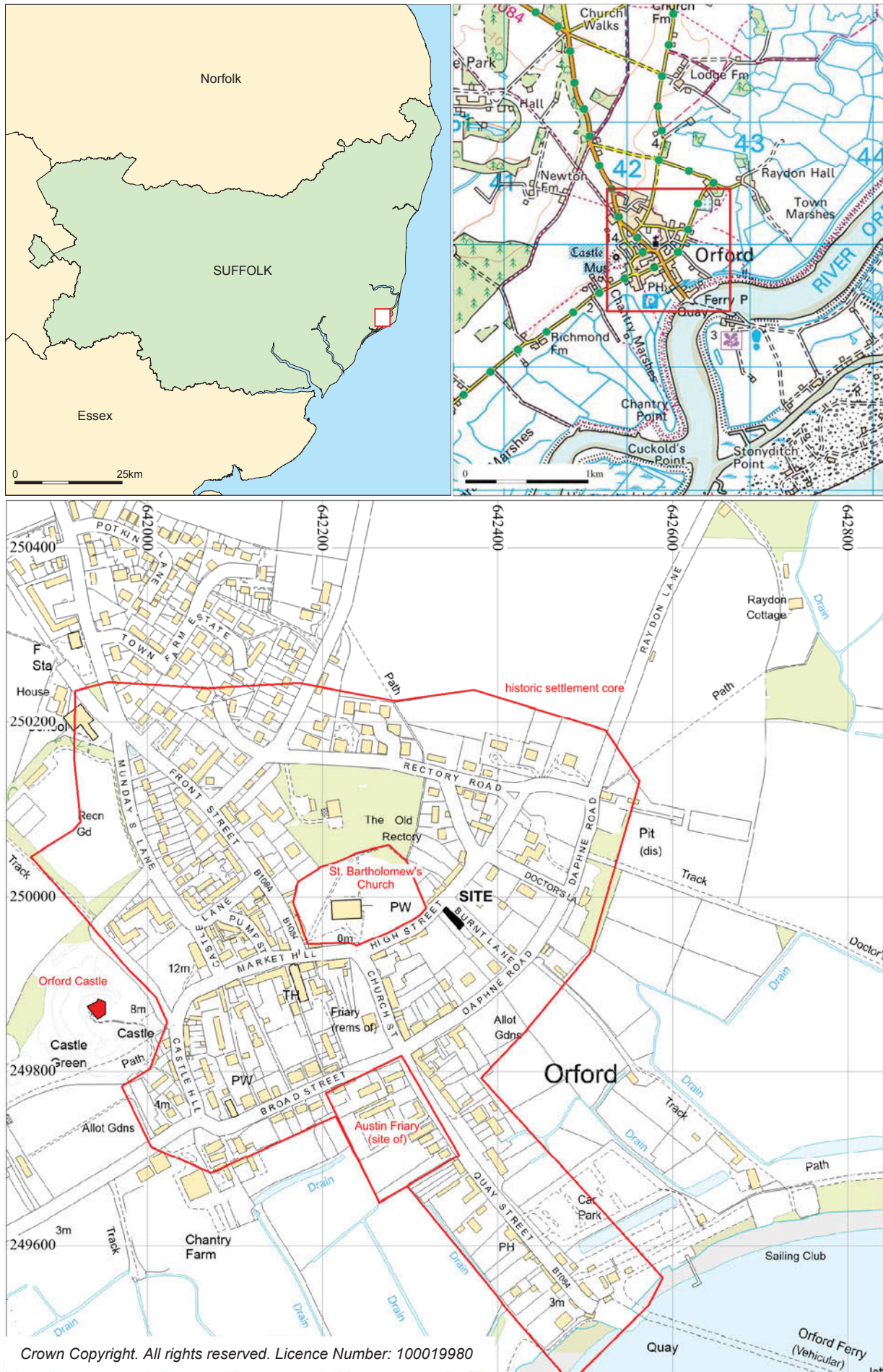


Figure 1. Location map

southeast boundary. Burnt Lane, which runs along the northeast boundary, slopes at a slightly steeper angle so that it is c.1m lower adjacent to the southeast end of the site. The land immediately to the southeast of the site is also about 1m lower.

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, the majority of which are related to the medieval, or later, occupation of the town of Orford. The historic settlement core of the town is approximately marked in Figure 1 and is primarily based on Hodskinson's map of 1773, early Ordnance Survey maps, and the locations of Listed Buildings. Documentary evidence suggest the town was already in existence by c.1165 when Orford Castle and St Bartholomew's Church were built. They were later joined by a priory of Austin Friars that was founded 1295.

It can be seen that the proposed development site is well within the historic settlement core of the town and that it lies close to St. Bartholomew's Church and churchyard. Consequently there is a high potential for archaeological evidence deposits to be present within the site.

4. Methodology

The trial trench was machine excavated down to the level of the natural subsoil, or the top of the first significant archaeological level, using a toothless bucket fitted to a 5 tonne mechanical excavator. The machining of the trench was closely observed throughout in order to identify archaeological features and deposits and to recover any artefacts that might be revealed.

As potentially significant deposits were encountered the trench was hand cleaned, photographed and planned. The northeast edge of the trench as also recorded in section. Following this a narrow test trench was hand dug through the exposed deposit to explore its thickness and to recover secure dating.

Upon completion of the recording work the trench was subsequently backfilled.

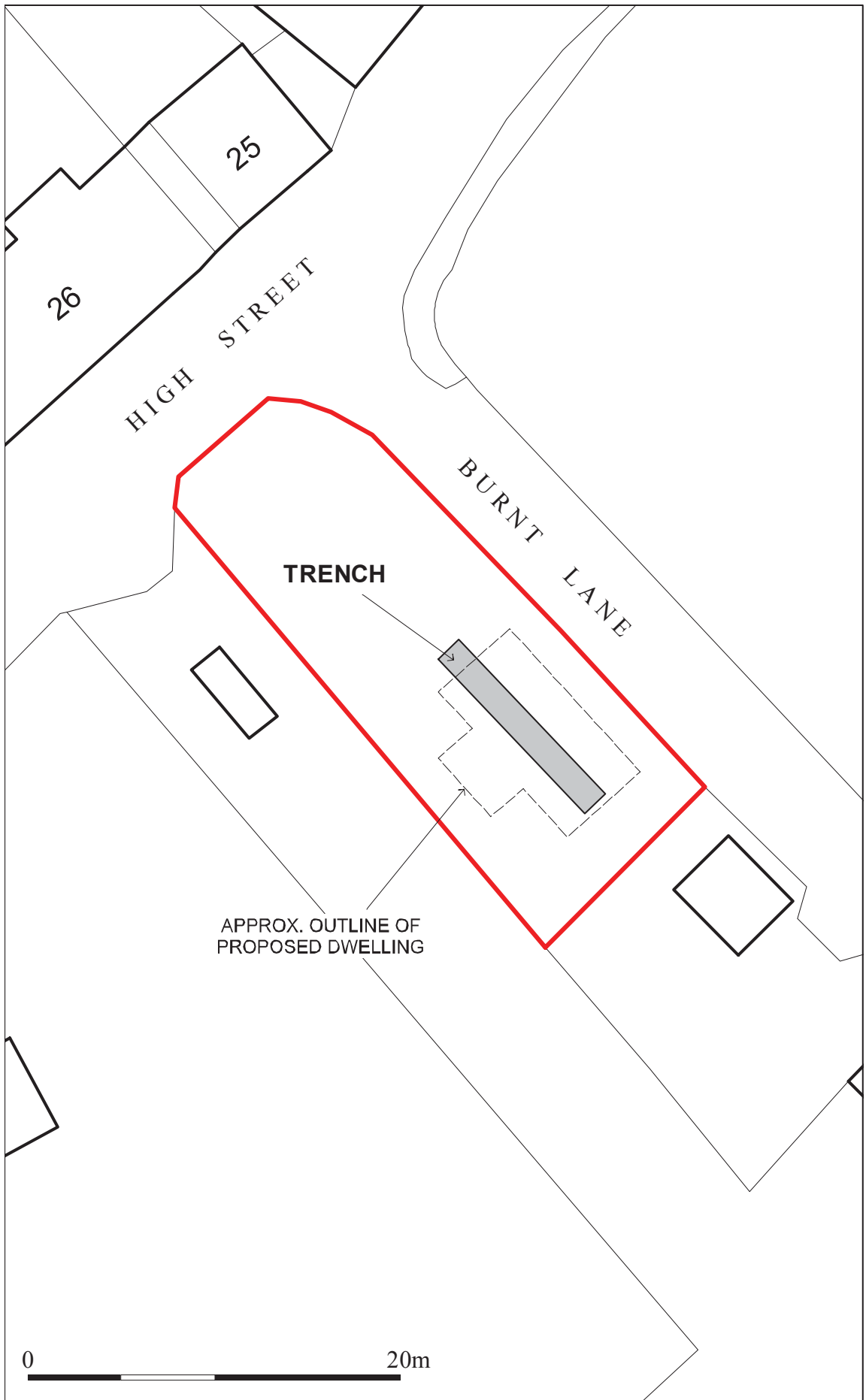


Figure 2. Trench location map

5. Results

A single evaluation trench (11.5m by 1.5m) was excavated across the footprint of the proposed dwelling (Fig. 2). See Figure 3 for a plan of the trench and the recorded sections. Plate 1 comprises a general view of the trench.

The overburden comprised 0.6m of dark brown to black topsoil which overlay a layer of grey-brown silty sand (contexts 0001 and 0005). This was interpreted as an imported layer of dumped material and the majority of it was removed by machine although finds, including a large fragment of dressed stone, that originated from this deposit were retained. At each end of the trench this material overlay the natural sand subsoil. At the northwest end of the trench it lay at a depth of c.0.85m (approx. 9.4m OD) and sloped down progressively until it lay at a depth of c.1.2m (approx. 8.5m OD) at the southeast end.

Close to the central area of the trench this material overlay a small area of stonework (0007) that comprised a series of closely rectangular stone blocks and a group of irregular shaped stones. Together these formed a small pad of stone with a roughly level surface, approximately rectangular in plan, which measured c.0.6m by 0.5m (plate 2). To the east of this lay an area of burnt and reddened silty clay (0003), interspersed with numerous thin lenses of charcoal, which had been partly cut into during machining (plates 3 and 4).

A slot was hand dug through the scorched clay to investigate its relationship with the stone pad (Fig. 3 Section 2; plates 5 and 6). This revealed a c.0.15m thick layer of yellow clay (0009), the upper surface of which was scorched. The section revealed the presence of a hollow depression in this layer, approximately 0.1m deep (0010), the base of which was lined with a thin lens of charcoal. The stone pad (0007) with a surrounding clay infill (0011) was laid upon this charcoal layer. The surface of the stone pad (0007), the surrounding infill (0011) and the clay layer (0009) has been scorched and reddened.

To the east the surface of 0009 was less scorched although occasional thin lenses of charcoal, possibly remnants of 0003, were present (pottery recovered during surface cleaning in the area were allocated the context number 0002). A layer of pale brown

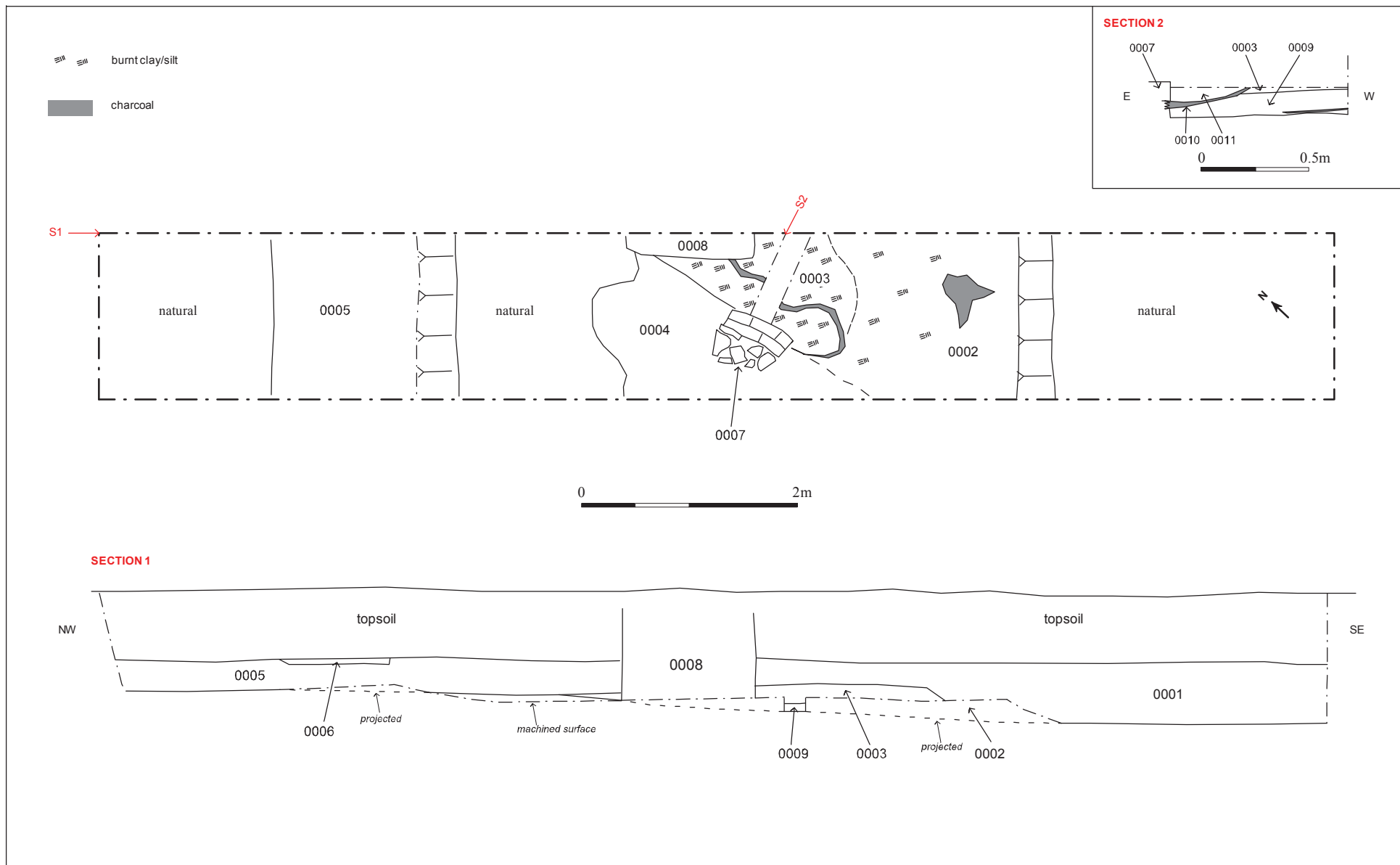


Figure 3. Trench plan and sections

silty sand (0004) was situated to the west of the stone pad. It was not scorched or charcoal rich and was separated from 0003/0009 by a clear and relatively straight boundary aligned approximately north-south.

Towards the northwest end of the trench a layer of stone slabs (0006) lying on the surface of the layer 0005 were present. The majority of slabs were of irregularly shaped although one, which was retained, appeared to have been dressed. These may have formed a formal surface, possibly a pathway of an unknown date running southwest to northeast, or are part of a dump of material.

A rectangular shaped cut with a fill of mixed yellow clay and topsoil was present adjacent to the northeast side of the trench (0008). This was interpreted as a modern pit excavated to test soil conditions.

6. Finds and environmental evidence

Richenda Goffin

6.1 Introduction

Pottery and a small quantity of other finds were recovered from seven contexts, as shown in the table below.

Context	Pottery		Stone		Shell		Spot Date
	No.	Wt/g	No.	Wt/g	No.	Wt/g	
0001	11	148	1	16000	0	0	U/s, med
0002	3	67	0	0	0	0	13th-14th C
0003	10	126	0	0	0	0	13th-14th C
0004	2	128	0	0	0	0	12th-14th C
0005	8	119	0	0	1	20	13th-14th C
0006	0	0	4	10000	0	0	
0007	0	0	4	2259	0	0	
Totals	34	588	9	28259	1	20	

Table 1. Finds quantities

6.2 The Pottery

Introduction and methodology

A total of 34 fragments of pottery with a total weight of 588g was collected from the

evaluation. The ceramics were quantified using the recording methods recommended in the MPRG Occasional Paper No 2, Minimum standards for the processing, recording, analysis and publication of Post-Roman ceramics (Slowikowski et al 2001). The number of sherds present in each context by fabric, the estimated number of vessels represented and the weight of each fabric was noted. Other characteristics such as form, decoration and condition were recorded, and an overall date range for the pottery in each context was established. The pottery was fully catalogued by context using letter codes based on fabric and form. This information is shown in Appendix 2.

The codes used are based mainly on broad fabric and form types identified in *Eighteen centuries of pottery from Norwich* (Jennings 1981), and additional fabric types established by the Suffolk Unit (S Anderson, unpublished fabric list). The pottery is medieval in date.

Pottery by feature

All the pottery was recovered from a single trench. A small and varied collection of medieval pottery was found in 0001, a deposit underlying the topsoil. In addition to wheel-made coarsewares, a fragment of a Hedingham ware dating to the mid 12th- mid 13th century was present, with a worn internal glaze. Fragments of Waveney Valley coarsewares including the base of a jug or cistern and a wide-mouthed bowl were identified in 0005, another deposit below the topsoil, dating to the 13th-14th century.

More wheelthrown coarsewares were collected from fill 0003, including a Waveney Valley coarseware bowl with a pronounced developed square rim also dating to the 13th-14th century. Additional medieval coarsewares with fully developed rims were also found in layer 0004 and in 0002, a number assigned to unstratified finds which are likely to have originally come from layer 0003.

Discussion

The majority of this small assemblage is made up of unprovenanced wheelthrown greywares which are likely to have been made locally. In addition there are some slightly micaceous well-made wheelthrown greywares which have been catalogued as Waveney Valley coarsewares. Some of these are partially oxidised, their appearance

suggesting that they form a transitional stage in the evolution of the products of this industry before they become the full Late medieval and transitional wares dating to the late medieval/early post-medieval period. In addition, a small amount of Hedingham glazed ware from Essex was identified, in the same context as a body sherd from a jug made in a light grey sandy fabric with oxidised external margin, which has vertical red slip decoration, and a partial splashed lead glaze. This vessel is also probably locally made, perhaps from the estuarine area around Ipswich. However, the fabric is slightly sandier than Ipswich Glazed ware and Hollesley Glazed ware.

All the pottery sherds show little sign of abrasion. Some of the coarsewares have clear evidence of sooting through usage, but none of the pottery is burnt, and there is no indication that any of the ceramics have been affected by the burning event recorded in the trench. The rims of the cooking vessels and bowls are stylistically consistently of the same date range, with little or no earlier pottery being present.

6.3 Stone

Four fragments of very coarse shelly limestone were recovered from 0007. Three pieces are likely to have been made from the same block, whilst a fourth fragment has a slightly different appearance. The two heaviest pieces show the same pattern of burning; one side is a pale salmon pink through burning, but this has not penetrated all the way through the stone and the other side is more buff or cream in colour. A fragment of worked limestone was retained from 0007. It is a window mullion which had been reused as a stone pad.

A single fragment of sandstone (Coralline Crag, probably from Chillesford) was recovered as a sample from 0006, which may have been a surfaced pathway or a dump of stone.

6.4 Shell

A single fragment of oyster shell was found in layer 0005.

6.5 Discussion of material evidence

The finds assemblage consists mostly of a group of pottery which dates mainly the period of the 13th-14th centuries, or perhaps slightly later. In spite of the burning recorded on site, none of the ceramics appear to have been affected by heat; rather

they represent an ordinary domestic assemblage typical of what might be expected within the medieval core of the town of Orford.

7. Discussion

The feature and deposits recorded within the trench are probably related to either a domestic oven or hearth, possibly located within a structure for which no other evidence was identified, although the boundary between 0004 and 0003/0009 could potentially represent a wall line. It is also possible that some form of small scale industrial activity is indicated. Other than the fact it involved heating and/or burning no evidence for its precise nature was identified.

The presence of burning is recorded on this site which may or may not be coincidental to the name of Burnt Lane, the origins of which are not clear. The lane is unnamed on the 2nd edition Ordnance Survey map of 1904 although it is recorded on the 3rd edition of 1927. This could suggest it has a recent origin although it may have simply been missed out on the earlier map (the 1st edition was not readily available). Deeper documentary research may reveal more about the name's origins.

The stone recovered from the site probably originated from ruined medieval structures in the town. The ruined chancel of St Bartholomew's Church is situated 90m to the west of the site and Orford Castle would originally have had a substantial stone built curtain wall, which is now lost. The dissolution of the town's friary would also have resulted in an abundance of worked stone becoming available.

8. Conclusions and recommendations for further work

Based on the results of evaluation, there is clearly some form of medieval activity present within the development site. Given the limited size of the proposed development continuous archaeological monitoring of the groundworks may be deemed sufficient further mitigation. This would give an opportunity to clarify the extent of the recorded remains and would allow a fuller understanding of the site. The final decision with regards further work will be at the discretion of the County Conservation Team.

9. Archive deposition

Paper, digital and photographic archive will be sent to the County HER, ref. ORF 140. The project has also been entered onto OASIS, the online archaeological database, ref. suffolka1-230948. For a copy of the entry see Appendix 3.

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. General view of the evaluation trench (camera facing southeast)



Plate 2. Stone pad (0007) in base of trench (camera facing northeast)



Plate 3. Deposit 0003 as seen in the northeast trench edge



Plate 4. General view showing the stone pad (0007), with the scorched clay deposits (0003) beyond and layer 0004 in foreground



Plate 5. Section 2 (camera facing north)



Plate 6. Section 2 (camera facing north) with scales

Appendix 1. Written Scheme of Investigation



Burnt Lane Orford, Suffolk

Client:
NWA Planning Ltd

Date:
November 2015

Written Scheme of Investigation and Risk Assessment –
Archaeological Evaluation
Author: John Craven
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Contents

1. Introduction	2
2. The Site	2
3. Archaeological and historical background	2
4. Project Objectives	5
5. Archaeological method statement	1
6. Project Staffing	10

List of Figures

Figure 1. Location map	4
Figure 2. Proposed trench plan	4

Project details

Planning Application No:	DC/15/2088
Curatorial Officer:	Dr Abby Antrobus (Suffolk CC Archaeological Service)
Grid Reference:	TM 4235 4998
Area:	350sqm
HER Event No/Site Code:	TBC
Oasis Reference:	230948
Project Start date	26/11/2015
Project Duration:	c. 1 day

Client/Funding Body:	NWA Planning Ltd
SACIC Project Manager	Dr Rhodri Gardner
SACIC Project Officer:	Mark Sommers
SACIC Job Code:	ORFBUR001

1. Introduction

- 1.1 A program of archaeological evaluation is required to assess the site of residential development at Burnt Lane, Orford, Suffolk (Fig. 1) for heritage assets, by a condition on planning application DC/15/2088, in accordance with paragraph 141 of the National Planning Policy Framework.
- 1.2 The work required is detailed in a Brief (dated 04/09/2015), produced by the archaeological adviser to the Local Planning Authority (LPA), Dr Abby Antrobus of Suffolk County Council Archaeological Service (SCCAS).
- 1.3 Suffolk Archaeology (SACIC) has been contracted to carry out the project. This document details how the requirements of the Brief and general SCCAS guidelines (SCCAS 2011) will be met, and has been submitted to SCCAS, as advisors to the LPA, for review prior to submission to the LPA. It provides the basis for measurable standards and will be adhered to in full, unless otherwise agreed with SCCAS.

2. The Site

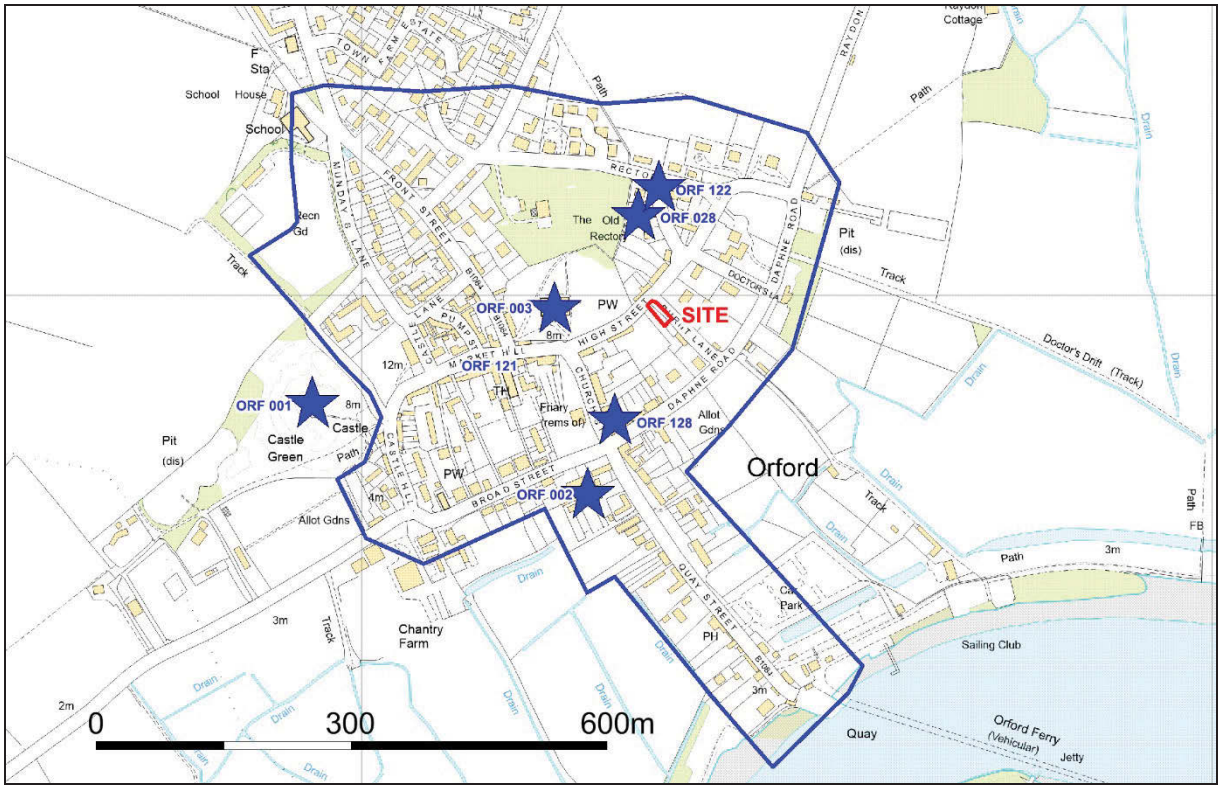
- 2.1 The site is a rectangular parcel of land enclosed by hedging, currently in use as garden/orchard, lying in the eastern part of the historic settlement of Orford on the junction of Burnt Lane and High Street
- 2.2 The site lies at a height of c.9m above Ordnance datum on a gentle south facing slope which heads down towards the River Ore, c.500m to the south.
- 2.3 The site geology consists of sedimentary bedrock of Chillesford Church Sand. No overlying superficial deposits are recorded (British Geological Survey website).

3. Archaeological and historical background

- 3.1 The condition has been placed as the site lies within an area of archaeological importance, as recorded in the Suffolk Historic Environment Record (HER). The site is situated within the historic medieval core of Orford (HER No. ORF 121), immediately to the south-east of the precinct of St Bartholomew's Church (ORF

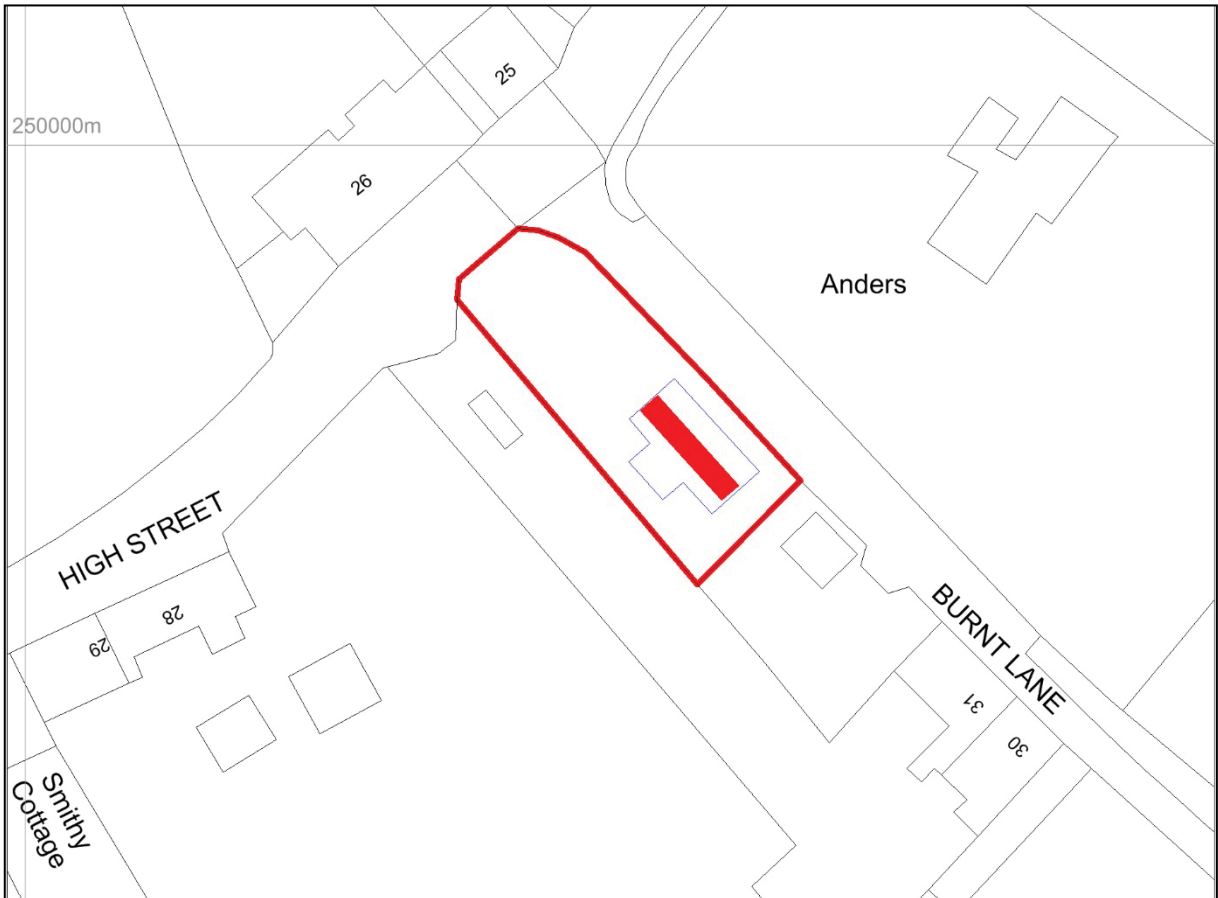
003), 200m north-east of a 13th century Augustinian Priory (ORF 002) and 400m east of Orford Castle (ORF 001). Medieval and post-medieval archaeological deposits have previously been observed in several archaeological interventions in the immediate vicinity (e.g. ORF 028, ORF 122 and ORF 128) and Orford as a whole.

- 3.2 Historic mapping shows that the site has seen little change in recent years, the same narrow plot being depicted as open land on the 2nd and 3rd Editions of the Ordnance Survey (1904 and 1927 respectively) although it did formerly extend further south to No's 30 & 31 Burnt Lane.
- 3.3 The site therefore has high potential to contain archaeological deposits relating to the medieval history and development of Orford. The proposed residential development will involve significant ground disturbance and this could have a detrimental impact upon any such archaeological deposits that exist.



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Figure 1. Location map



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Figure 2. Proposed trench plan

4. Project Objectives

- 4.1 The aim of the evaluation is to accurately quantify the quality and extent of the sites archaeological resource so that an assessment of the developments impact upon heritage assets can be made.
- 4.2 The evaluation will:
 - 4.2.1. Establish whether any archaeological deposits exist in the application area, with particular regard to any which are of sufficient importance to merit preservation *in situ*.
 - 4.2.2. Identify the date, approximate form and function of any archaeological deposits within the application area.
 - 4.2.3. Establish the extent, depth and quality of preservation of any archaeological deposits within the application area.
 - 4.2.4. Evaluate the likely impact of past land uses and whether masking alluvial or colluvial deposits are present.
 - 4.2.5. Establish the potential for the survival of environmental evidence.
 - 4.2.6. Assess the potential of the site to address research aims defined in the Regional Research Framework for the Eastern Counties (Brown and Glazebrook 2000, Medlycott 2011).
 - 4.2.7. Provide sufficient information for SCCAS to construct an archaeological conservation strategy dealing with preservation or the further recording of archaeological deposits.
 - 4.2.8. Provide sufficient information for the client to establish time and cost implications for the development regarding the application areas heritage assets.

5. Archaeological method statement

5.1. Management

- 5.1.1. The project will be managed by SACIC Manager Rhodri Gardner in accordance with the principles of *Management of Research in the Historic Environment* (MoRPHE, Historic England 2015).
- 5.1.2. SCCAS will be given five days notice of the commencement of the fieldwork and arrangements made for SCCAS visits to enable the works to be monitored effectively.
- 5.1.3. Full details of project staff, including sub-contractors and specialists are given in section 6 below.

5.2. Project preparation

- 5.2.1. An event number and site code have been requested from the Suffolk HER Officer and will be included on all future project documentation.
- 5.2.2. An OASIS online record has been initiated and key fields in details, location and creator forms have been completed.
- 5.2.3. A pre-site inspection and Risk Assessment for the project has been completed.

5.3. Fieldwork

- 5.3.1. Fieldwork standards will be guided by 'Standards for Field Archaeology in the East of England', EAA Occasional Papers 14, and the Chartered Institute For Archaeology's (CIFA) paper 'Standard and Guidance for archaeological field evaluation', 2014.
- 5.3.2. The archaeological fieldwork will be carried out by members of SACIC led by Project Officer Mark Sommers. The fieldwork team will be drawn from a pool of suitable staff at SACIC and will include an experienced metal detectorist/excavator.
- 5.3.3. The project Brief requires the application area to be evaluated by the placement of a 10m trench (measuring 1.8m wide) across the development footprint and a

proposed trench plan is included above (Fig. 2). If necessary minor modifications to the trench plan may be made onsite to respect any previously unknown buried services, areas of disturbance/contamination or other obstacles.

- 5.3.4. The trench locations will be marked out using an RTK GPS system.
- 5.3.5. The trenches will be excavated using a machine equipped with a back-acting arm and toothless ditching bucket (measuring at least 1.6m wide), under the supervision of an archaeologist. This will involve the removal of an estimated 0.3m-0.5m of topsoils, and possible subsequent buried soil horizons, until the first visible archaeological surface or subsoil surface is reached.
- 5.3.6. Spoilheaps will be created adjacent to each trench and topsoil and subsoil will be kept separate if required. Spoilheaps will be examined and metal-detected for archaeological material.
- 5.3.7. The trench sides, base and archaeological surfaces will be cleaned by hand as necessary to identify archaeological deposits and artefacts and allow decisions to be made on the method of further investigation by the Project Officer. Further use of the machine, i.e. to investigate thick sequences of deposits by excavation of test pits etc, may be undertaken as necessary after consultation with SCCAS.
- 5.3.8. There will be a presumption that a minimum of disturbance will be caused whilst achieving adequate evaluation of the site, i.e. establishing the period, depth and nature of archaeological deposits. Typically 50% of discrete features such as pits and 1m slots across linear features will be sampled by hand excavation, although in some instances 100% may be removed, with the aim of establishing date and function. All identified features will be investigated by excavation unless otherwise agreed with SCCAS. Significant archaeological features such as solid or bonded structural remains, building slots or postholes will be preserved intact if possible.
- 5.3.9. Sieving of deposits using a 10mm mesh will be undertaken if they clearly appear to be occupation deposits or structurally related. Other deposits may be sieved at the judgement of the excavation team or if directed by SCCAS.
- 5.3.10. Any fabricated surface (floors, yards etc) will be fully exposed and cleaned.
- 5.3.11. Metal detector searches will take place throughout the excavation by an experienced SACIC metal-detectorist.

- 5.3.12. The depth and nature of colluvial or other masking deposits across the site will be recorded.
- 5.3.13. An overall site plan showing trench locations, feature positions, sections and levels will be made using an RTK GPS or Total Station Theodolite. Individual detailed trench or feature plans etc will be recorded by hand at 1:10, 1:20 or 1:50 as appropriate to complexity. All excavated sections will be recorded at a scale of 1:10 or 1:20, also as appropriate to complexity. All such drawings will be in pencil on A3 pro forma gridded permatrace sheets. All levels will refer to Ordnance Datum. Section and plan drawing registers will be maintained.
- 5.3.14. All trenches, archaeological features and deposits will be recorded using standard pro forma SACIC registers and recording sheets and numbering systems. Record keeping will be consistent with the requirements of the Suffolk HER and will be compatible with its archive.
- 5.3.15. A photographic record, consisting of high resolution digital images, will be made throughout the evaluation. A number board displaying site code and, if appropriate, context number and a metric scale will be clearly visible in all photographs. A photographic register will be maintained.
- 5.3.16. All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed. Finds on site will be treated following appropriate guidelines (Watkinson & Neal 2001) and a conservator will be available for on-site consultation as required.
- 5.3.17. All finds will be brought back to the SACIC finds department at the end of each day for processing, quantifying, packing and, where necessary, preliminary conservation. Finds will be processed and receive an initial assessment during the fieldwork phase and this information will be fed back to site to inform the on-site evaluation methodology.
- 5.3.18. Environmental sampling of archaeological contexts will, where possible, be carried out to assess the site for palaeoenvironmental remains and will follow appropriate guidance (Campbell *et al* 2011). In order to obtain palaeoenvironmental evidence, bulk soil samples (of at least 40 litres each, or 100% of the context) will be taken using a combination of judgement and systematic sampling from selected archaeological features or natural environmental deposits, particularly those which are both datable and

interpretable. All environmental samples will be retained until an appropriate specialist has assessed their potential for palaeoenvironmental remains. Decisions will be made on the need for further analysis following these assessments.

- 5.3.19. If necessary, for example if waterlogged peat deposits are encountered, then advice will be sought from the Historic England Science Advisor for the East of England on the need for specialist environmental techniques such as coring or column sampling.
- 5.3.20. If human remains are encountered guidelines from the Ministry of Justice will be followed. Human remains will be treated at all stages with care and respect, and will be dealt with in accordance with the law and the provisions of Section 25 of the Burial Act 1857. The evaluation will attempt to establish the extent, depth and date of burials whilst leaving remains *in situ*. If human remains are to be lifted, for instance if analysis is required to fully evaluate the site, then a Ministry of Justice license for their removal will be obtained in advance. In such cases appropriate guidance (McKinley & Roberts 1993, Brickley & McKinley 2004) will be followed and, on completion of full recording and analysis, the remains, where appropriate, will be reburied or kept as part of the project archive.
- 5.3.21. In the event of unexpected or significant deposits being encountered on site, the client and SCCAS will be informed. Such circumstances may necessitate changes to the Brief and hence evaluation methodology, in which case a new archaeological quotation will have to be agreed with the client, to allow for the recording of said unexpected deposits. If an evaluation is aborted, i.e. because unexpected deposits have made development unviable, then all exposed archaeological features will be recorded as usual prior to backfilling and a report produced.
- 5.3.22. Trenches will not be backfilled without the prior approval of SCCAS. Trenches will be backfilled, subsoil first then topsoil, and compacted to ground-level, unless otherwise specified by the client. Original ground surfaces will not be reinstated but will be left as neat as practicable.

5.4. Post-excavation

- 5.4.1. The post-excavation finds work will be managed by the SACIC Finds Team Manager, Richenda Goffin, with the overall post-excavation managed by Rhodri Gardner. Specialist finds staff, whether internal SACIC personnel or external specialists, are experienced in local and regional types and periods for their field.
- 5.4.2. All finds will be processed and marked (HER site code and context number) following ICON guidelines and the requirements of the Suffolk HER. For the duration of the project all finds will be stored according to their material requirements in the SACIC store at needham Market, Suffolk. Metal finds will be stored in accordance with ICON guidelines, *initially recorded and assessed for significance* before dispatch to a conservation laboratory within 4 weeks of the end of the evaluation. All pre-modern silver, copper alloy and ferrous metal artefacts 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.
- 5.4.3. All on-site derived site data will be entered onto a digital (Microsoft Access) SACIC database.
- 5.4.4. Bulk finds will be fully quantified and the subsequent data will be added to the digital site database. Finds quantification will fully cover weights and numbers of finds by context and will include a clear statement for specialists on the degree of apparent residuality observed.
- 5.4.5. Assessment reports for all categories of collected bulk finds will be prepared in-house or commissioned as necessary and will meet appropriate regional or national standards. Specialist reports will include sufficient detail and tabulation by context of data to allow assessment of potential for analysis and will include non-technical summaries.
- 5.4.6. Representative portions of bulk soil samples from archaeological features will be processed by wet sieving and flotation in-house in order to recover any environmental material which will be assessed by external specialists. The assessment will include a clear statement of potential for further analysis either on the remaining sample material or in future fieldwork.
- 5.4.7. All hand drawn site plans and sections will be scanned.

- 5.4.8. All raw data from GPS or TST surveys will be uploaded to the project folder, suitably labelled and kept as part of the project archive.
- 5.4.9. Selected plan drawings will then be digitised as appropriate for combination with the results of digital site survey to produce a full site plan, compatible with MapInfo GIS software.
- 5.4.10. All hand-drawn sections will be digitised using autocad software.

5.5. Report

- 5.5.1. A full written report on the fieldwork will be produced, consistent with the principles of MoRPHE (Historic England 2015), to a scale commensurate with the archaeological results. The report will contain a description of the project background, location plans, evaluation methodology, a period by period description of results, finds assessments and a full inventory of finds and contexts. The report will also include scale plans, sections drawings, illustrations and photographic plates as required.
- 5.5.2. The objective account of the archaeological evidence will be clearly separated from an interpretation of the results, which will include a discussion of the results in relation to relevant known sites in the region that are recorded in the Suffolk HER and other readily available documentary or cartographic sources.
- 5.5.3. The report will include a statement as to the value, significance and potential of the site and its significance in the context of the Regional Research Framework for the East of England (Brown and Glazebrook, 2000, Medlycott 2011). This will include an assessment of potential research aims that could be addressed by the site evidence.
- 5.5.4. The report will contain sufficient information to stand as an archive report should further work not be required.
- 5.5.5. The report may include SACIC's opinion as to the necessity for further archaeological work to mitigate the impact of the sites development. The final decision as to whether any recommendations for further work will be made however lies solely with SCCAS and the LPA.

- 5.5.6. The report will include a summary in the established format for inclusion in the annual '*Archaeology in Suffolk*' section of the Proceedings of the Suffolk Institute of Archaeology and History.
- 5.5.7. A copy of this Written Scheme of investigation will be included as an appendix in the report.
- 5.5.8. The report will include a copy of the completed project OASIS form as an appendix.
- 5.5.9. An unbound draft copy of the report will be submitted to SCCAS for approval within 4 weeks of completion of fieldwork.

5.6. Project archive

- 5.6.1. On approval of the report a printed and bound copy will be lodged with the Suffolk HER. A digital .pdf file will also be supplied, together with a digital and fully georeferenced vector plan showing the application area and trench locations, compatible with MapInfo software.
- 5.6.2. The online OASIS form for the project will be completed and a .pdf version of the report uploaded to the OASIS website for online publication by the Archaeological Data Service. A paper copy of the form will be included in the project archive.
- 5.6.3. A second bound copy of the report will be included with the project archive.
- 5.6.4. A digital .pdf copy of the approved report will be supplied to the client, together with our final invoice for outstanding fees. Printed and bound copies will be supplied to the client on request.
- 5.6.5. The project archive, consisting of the complete artefactual assemblage, and all paper and digital records, will be deposited in the SCCAS Archaeological Store at Bury St Edmunds within 6 months of completion of fieldwork. The project archive will be consistent with MoRPHE (Historic England 2015) and ICON guidelines. The project archive will also meet the requirements of SCCAS (SCCAS 2010).
- 5.6.6. The project costing includes a sum to meet SCCAS archive charges. A form transferring ownership of the archive to SCCAS will be completed and included in the project archive.

- 5.6.7. If the client, on completion of the project, does not agree to deposit the archive with, and transfer to, SCCAS, they will be expected to either nominate another suitable depository approved by SCCAS or provide as necessary for additional recording of the finds archive (such as photography and illustration) and analysis. A duplicate copy of the written archive in such circumstances would be deposited with the Suffolk HER.
- 5.6.8. Exceptions from the deposition of the archive described above include:
- 5.6.9. Objects that qualify as Treasure, as detailed by the Treasure Act 1996. The client will be informed as soon as possible of any such objects are discovered/identified and the find will be reported to SCCAS and the Suffolk Finds Liaison Officer and hence the Coroner within 14 days of discovery or identification. Treasure objects will immediately be moved to secure storage at SCCAS and appropriate security measures will be taken on site if required. Any material which is eventually declared as Treasure by a Coroners Inquest will, if not acquired by a museum, be returned to the client and/or landowner. Employees of SCCAS, or volunteers etc present on site, will not be eligible for any share of a treasure reward.
- 5.6.10. Other items of monetary value in which the landowner or client has expressed an interest. In these circumstances individual arrangements as to the curation and ownership of specific items will be negotiated.
- 5.6.11. Human skeletal remains. The client/landowner by law will have no claim to ownership of human remains and any such will be stored by SCCAS, in accordance with a Ministry of Justice licence, until a decision is reached upon their long term future, i.e. reburial or permanent storage.

Bibliography

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- Brown, N and Glazebrook, J. (Eds), 2000, *Research and Archaeology: a Framework for the Eastern Counties, 2. Research Agenda and Strategy*. East Anglian Archaeology Occasional Paper No. 8.
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- Historic England, 2015, *Management of Research in the Historic Environment (MoRPHE)*.
- Gurney, D., 2003, *Standards for Field Archaeology in the East of England*. East Anglian Archaeology Occasional Paper No 14.
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- McKinley, J., I and Roberts, C., 1993, *Excavation and post-excavation treatment of cremated and inhumed human remains*. IFA Technical Paper No 13.
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- SCCAS, 2011, *Requirements for Trenched Archaeological Evaluation 2011, ver 1.2*.
- Watkinson, D. and Neal, V., 2001, *First Aid for Finds*. Third Edition, revised. Rescue/UKIC Archaeology Section, London.

Websites

British Geological Survey

<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>

6. Project Staffing

6.1. Management

SACIC Manager	Dr Rhodri Gardner
SACIC Finds Dept	Richenda Goffin

6.2. Fieldwork

The fieldwork team will be derived from the following pool of SACIC staff.

Name	Job Title	First Aid	Other skills/qualifications
Mark Sommers	Project Officer	Yes	
Simon Picard	Assistant Project Officer		Surveyor
Preston Boyle	Supervisor	Yes	
Krisztina Baranyai	Project Assistant		
Tim Carter	Project Assistant	Yes	Metal detectorist
Rebecca Smart	Project Assistant		
Stefania Usai	Project Assistant		

6.3. Post-excavation and report production

The production of the site report and submission of the project archive will be carried out by Mark Sommers. The post-excavation finds analysis will be managed by Richenda Goffin. The following SACIC specialist staff will contribute to the report as required.

Graphics and illustration	Ellie Cox, Gemma Bowen
Post Roman pottery and CBM	Richenda Goffin
Roman Pottery	Stephen Benfield
Environmental sample processing/assessment	Anna West
Finds quantification/assessment	Dr Ruth Beveridge
Finds Processing	Jonathan Van Jennians

SACIC also uses a range of external consultants for post-excavation analysis who will be sub-contracted as required. The most commonly used of these are listed below.

Sue Anderson	Human skeletal remains	Freelance
Sarah Bates	Lithics	Freelance
Julie Curl	Animal bone	Freelance
Anna Doherty	Prehistoric pottery	Archaeology South-East
Val Fryer	Plant macrofossils	Freelance
SUERC	Radiocarbon dating	Scottish Universities Environmental Research Centre
Cathy Tester	Roman pottery and general finds	Freelance
Donna Wreathall	Illustration	SCCAS

Appendix 2. Catalogue of pottery

Context	Ceramic period	Fabric	Form	Decoration	No of sherds	Weight	ENV	Abrasion	Sooting	Comments	Fabric spotdate	Overall spotdate
0001	MED	HFW	BODY		1	28	1	A		w worn int w cop gl	M12th-M13th C	
0001	MED	MCW	BODY		7	84	0		S	2 frags w sagging bases	L12th-14th C	
0001	MED	UPG	BODY		1	26	1			Red vert slip stripes, ld gl, part oxid, ?WV	L12th-14th C	
0001	MED	WVCW	BODY		2	9	2				13th-14th C	U/S, 13-14th C
0002	MED	MCW	BODY		1	13	1				L12th-14th C	
0002	MED	WVCW	CP/JAR		1	28	1		S	Square rim, developed	13th-14th C	13th-14th C
0002	MED	YAR?	BODY/BASE		1	26	1			Very sandy, sagging base	11th-12th C, poss 11th-13th C	
0003	MED	MCW	BODY		1	11	1		S	Very sandy	L12th-14th C	
0003	MED	MCW	BODY		2	13	3				L12th-14th C	
0003	MED	MCW	BOWL		1	12	1		S	Squared rim	13th-14th C	
0003	MED	MCWC	BODY		1	13	1		S	Sandy with sp chalk- spalled out	12th-14th C	
0003	MED	WVCW	BODY		1	7	1				13th-14th C	
0003	MED	WVCW	BODY		3	52	3	A		Includes base. Sl micaceous grey	13th-14th C	13th-14th C+
0003	MED	WVCW	BOWL?		1	16	1			Very pronounced squared rim, late	13th-14th C+	
0004	MED	WVCW	BODY/BASE		1	84	1	A		Base of jar or bowl	13th-14th C	
0004	MED	WVCW	CP/JAR		1	44	1	A		Squared rim, sl abraded	13th-14th C	13th-14th C
0005	MED	MCW	BODY		1	6	1			Knife trimmed; could be WVCW	L12th-14th C	
0005	MED	WVCW	BODY		2	31	2		S	Sagging base x 2	13th-14th C	
0005	MED	WVCW	BODY	THB	4	53	1	AA		Part oxid, very abraded base, almost LMT	13th-14th C	13th-14th C
0005	MED	WVCW	BOWL		1	28	1	A	S		13th-14th C	

Appendix 3. OASIS data collection form

OASIS ID: suffolka1-230948

Project details

Project name	ORF140 - Land on Burnt Lane, Orford
Short description of the project	Trenched evaluation revealed evidence for medieval activity. No actual cut features recorded but spread of material containing medieval pottery and a probable hearth or oven based formed of limestone with in-situ burning.
Project dates	Start: 23-02-2016 End: 21-03-2016
Previous/future work	No / Yes
Any associated project reference codes	ORF140 - HER event no.
Any associated project reference codes	DC/15/2088 - Planning Application No.
Type of project	Field evaluation
Current Land use	Other 5 - Garden
Monument type	SPREAD Medieval
Monument type	HEARTH Medieval
Significant Finds	POTTERY Medieval
Significant Finds	WORKED STONE Medieval
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 SUFFOLK COASTAL ORFORD Land on Burnt Lane, Orford

Study area 63 Square metres
Site coordinates TM 4235 4997 52.094296129582 1.538544820379 52 05 39 N 001 32 18 E Point

Project creators

Name of Organisation Suffolk Archaeology CIC
Project brief originator Local Authority Archaeologist and/or Planning Authority/advisory body
Project design Suffolk Archaeology CIC
originator
Project director/manager Rhodri Gardner
Project supervisor Mark Sommers
Type of sponsor/funding body Developer

Project archives

Physical Archive recipient Suffolk HER
Physical Archive ID ORF140
Physical Contents "Ceramics","Worked stone/lithics"
Digital Archive recipient Suffolk HER
Digital Archive ID ORF140
Digital Contents "other"
Digital Media available "Images raster / digital photography","Text"
Paper Archive recipient Suffolk HER
Paper Archive ID ORF140
Paper Contents "other"
Paper Media available "Correspondence","Plan","Report","Section"

Project bibliography

Publication type Grey literature (unpublished document/manuscript)

Title	Archaeological Evaluation Report: Land off Burnt Lane Orford, Suffolk
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC Report No. 2016/016
Date	2016
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	printed sheets of A4 with card covers and a plastic comb binding

Entered by MS (mark.sommers@suffolkarchaeology.co.uk)

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