



Land North West of Park Farm

South Elmham St James,
Suffolk

SEJ 038

Client:
Flixton Farms Ltd

Date:
April 2016

Archaeological Evaluation Report
SACIC Report No. 2016/036
Author: Simon Picard
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Author: Simon Picard

Illustrator: Gemma Bowen

Editor: Rhod Gardner

Report Date: April/2016

HER Information

Site Code: SEJ 038

Site Name: Land North West of Park Farm
South Elmham St James

Report Number 2016/036

Planning Application No: DC/15/5016/FUL

Date of Fieldwork: 25th April 2016

Grid Reference: TM 3173 8055

Oasis Reference: Suffolka1-248425

Curatorial Officer: Kate Batt

Project Officer: Simon Picard


Client/Funding Body: Flixton Farms Ltd

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: Simon Picard
Date: April 2016
Approved By: Rhod Gardner
Position: Managing Director
Date: April 2016
Signed: 

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Summary

An archaeological evaluation involving the excavation of seven trenches took place on land north west of Park Farm, South Elmham St James as a condition on planning consent for the construction of two new livestock units, a dirty water lagoon, manure storage and attenuation pond on the site. Although a small amount of modern disturbance was revealed no archaeological features were encountered, no finds were recovered and no environmental samples were collected.

1. Introduction

An archaeological evaluation was carried out at land north west of Park Farm, South Elmham St James, Suffolk (Fig. 1) as a condition of planning application DC/15/5016/FUL, relating to the proposed construction of two new livestock units, a dirty water lagoon, manure storage and attenuation pond. The site is centred on grid reference TM 3173 8055 and is c.50m above Ordnance Datum. The work was carried out to a Written Scheme of Investigation by Rhod Gardner of Suffolk Archaeology CIC (SACIC, Appendix 1) which adheres to a Brief issued by Kate Batt of Suffolk County Council Archaeological Service Conservation Team (SCCAS/CT) and was commissioned and funded by Flixton Farms Ltd.

2. Geology and topography

South Elmham St James is situated on the northern edge of a plateau of high ground around the 50m contour in an area of open arable land. The village is approximately 4.5km to the southeast of the Waveney valley and 7km to the northwest of the Blyth valley and, more locally, c.800m to the west of the Beck, a tributary of the Waveney. The site itself is the corner of a large and flat field currently in cultivation within the confines of a disused World War Two airfield and is around 50m above the Ordnance Datum.

The geology of the area is described as superficial deposits of Lowestoft Formation of chalky till with outwash sands and gravels, silts and clays overlying bedrock deposits of Red Crag Formation sand (BGS 2016). On site the geology presented itself predominantly as mid orange clay with occasional pockets of mid brownish orange silty sandy clay and very occasional mid greyish yellow chalky clay patches.

3. Archaeology and historical background

A search of the Suffolk Historic Environment Record (HER, Invoice no.9186174) shows nine entries recorded within 500m of the development area (Fig. 1). Probably the most relevant entry relates to RAF Metfield, a World War Two airbase (MTF 145), with the site in the extreme northeast corner of the airfield as defined by the HER. Designated Station 366, the airfield was built to a standard design for use by heavy bombers with three intersecting runways and a perimeter track, two large aircraft hangars (Type T-2)

and buildings for 2900 personnel. The majority of the housing for the personnel was situated to the southwest of the airfield with the hangars placed at opposite corners of the flying field, one in the southwest and one in the northeast; immediately adjacent to the site. Construction of the airfield was completed in early August 1943 with operations beginning on 9th August. The airfield was initially used by the United States 8th Army Air Force (USAAF) as a base for the 353rd Fighter Group flying P-47 Thunderbolts until April 1944 with B-24 Liberator bombers of the 491st Bomb Group arriving in June of that year. A large explosion in the bomb dump in July 1944 meant that major operations from the base ceased in August 1944 although a small number of bombers were retained by the 1409th Army Air Force under the command of the European Division of Air Transport (USSTAF) to carry out clandestine operations over Sweden. The airfield was closed in May 1945, handed over to the RAF and subsequently abandoned. It was sold off in 1964 and returned to agriculture. Few buildings survive and during the late 1960s large parts of the runways and perimeter track were broken up. Still clearly visible on aerial photography these do persist for the most part as modern field boundaries and farm tracks.

Five of the entries relate to fieldwalking surveys carried out in the early 1980s over Metfield, South Elmham St James and the surrounding villages. Three of the entries to the west and south of the site relate to scatters of white, heat altered flints (MTF 050, MTF 051 and MTF 053, 410m and 310m to the west and 430m to the south respectively). Although these scatters are undated they do suggest possible prehistoric activity in the area. Also recorded via the results of the fieldwalking surveys are two scatters of pottery. To the east, c.490m, a scatter of predominantly medieval, but including a small amount of post-medieval, pottery is recorded (SEJ 025). Approximately 470m to the northwest of the site a further scatter of medieval pottery sherds is recorded (SEJ 004). Included in this assemblage is a high proportion of kiln wasters similar to those recovered from a kiln recorded at Docking Hall further to the west and just outside the search area. Also possibly associated with Docking Hall is a small concentrated spread of medieval and post-medieval pottery and tile recorded during the topsoil strip for a new building c.470m to the west of the site and just to the east of Docking Hall (MTF 143). The final two entries on the HER relate to two undated ring ditches c.410m to the west northwest and northwest (SEJ 034 and SEJ 035 respectively). It is suggested that these may be the locations of searchlights or Anti-Aircraft gun emplacements associated with the airfield but no evidence of these can be

seen on aerial photography from 1945. It is possible they represent prehistoric activity in the area.

4. Methodology

Seven trenches, totalling 210m in length by 1.6m wide, were excavated with a 360 degree tracked mechanical excavator fitted with a toothless ditching bucket under the constant observation and direction of an experienced archaeologist (Fig. 2). The topsoil was removed to expose the natural strata below with the upcast soil being examined and metal detected for finds.

Following excavation, the trenches were described and their soil profiles were cleaned by hand and recorded. Potential archaeological deposits were also cleaned by hand, investigated and, if necessary, recorded. All recording was carried out using SACIC *pro forma* sheets with all sections drawn at a scale of 1:20 on plastic drawing film. A photographic record was made using a high resolution digital camera and the trenches and any archaeological deposits were located and heights above Ordnance Datum obtained using an RTK GNSS surveying system (Leica GS08+). No finds were recovered and no environmental samples were collected.

Site data has been input onto an MS Access database and recorded using the County HER code SEJ 038. An OASIS form has been completed for the project (reference no. suffolka1-248425, Appendix 2) and a digital copy of the report submitted for inclusion on the Archaeology Data Service database (<http://ads.ahds.ac.uk/catalogue/library/greylit>). The site archive will be kept at the SACIC office in Needham Market until it is deposited with the County HER, maintained by SCCAS/CT at Bury St Edmunds under HER code SEJ 038.

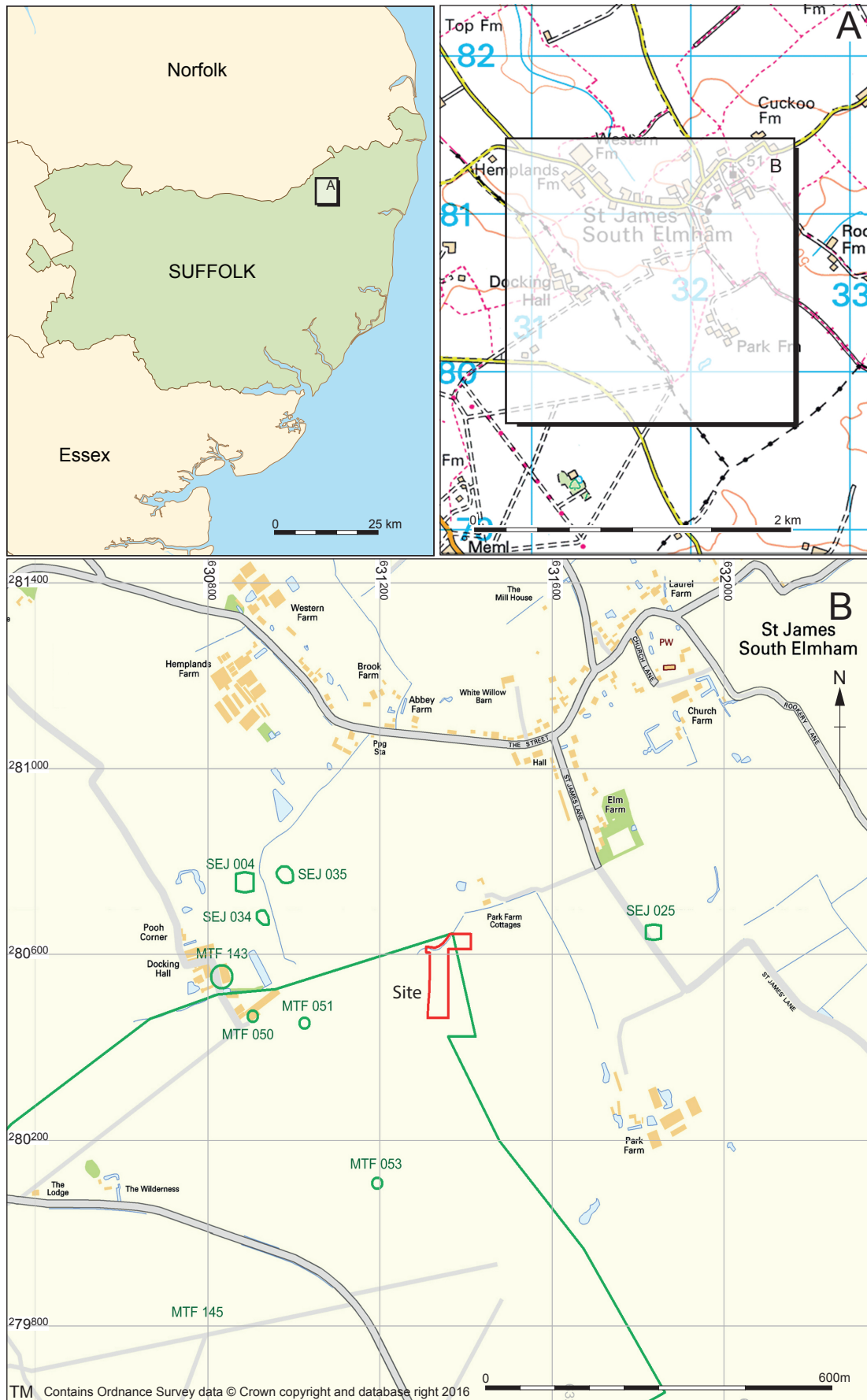


Figure 1. Location of site, showing development area (red) and HER entries (green)

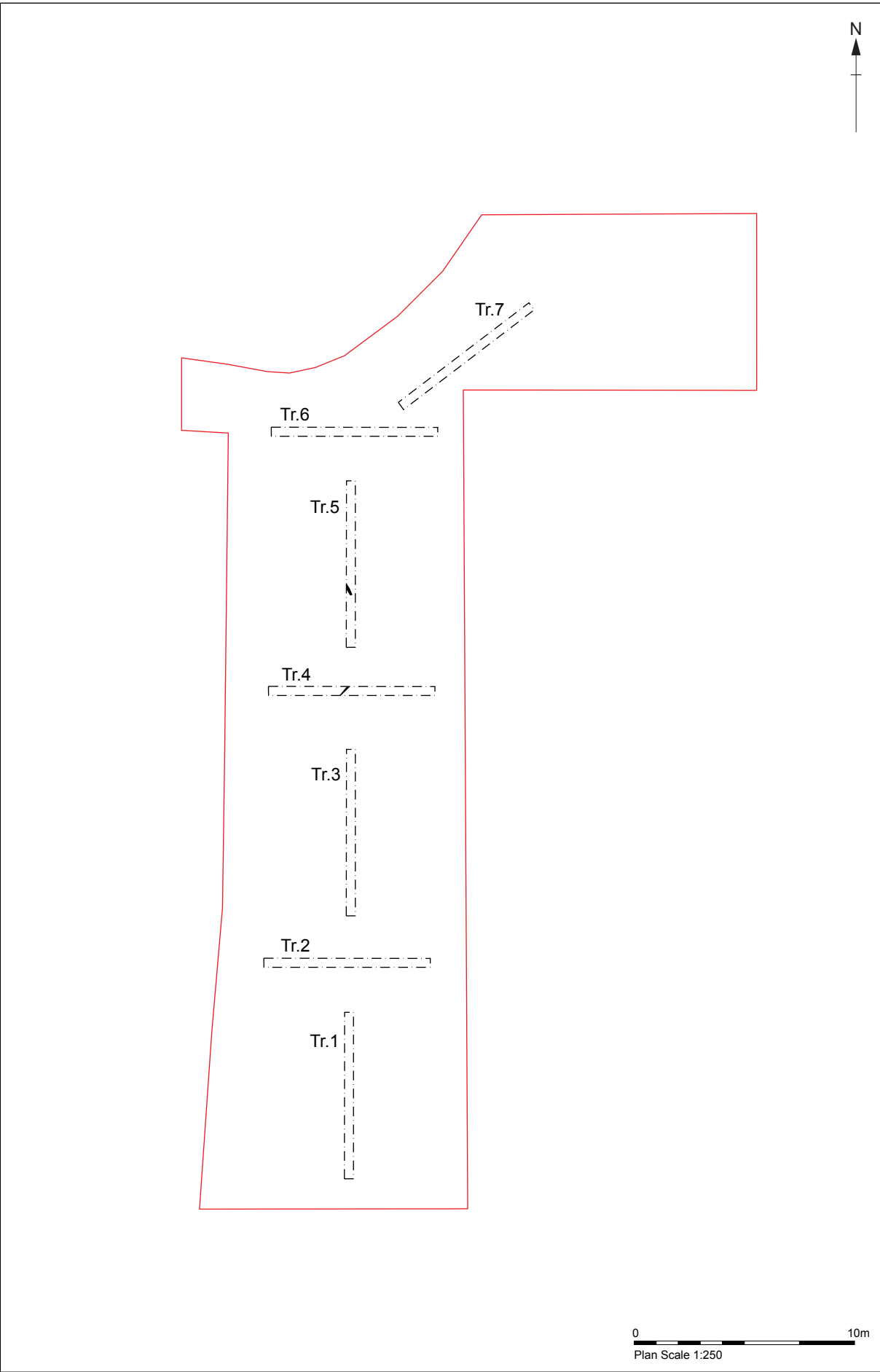


Figure 2. Trench plan

5. Results

No features or deposits of any archaeological interest were uncovered during the evaluation. Three potential features were investigated but were found to be naturally occurring deposits while modern disturbance was seen in two trenches; an electricity service running diagonally across Trench 4 and a shallow rectangular pit filled with loose sand against firm dark greyish brown silty clay with moderate amounts of ceramic building material (CBM) and glass sherds in Trench 5. The topsoil on site was very dark brownish grey sandy silty clay which contained moderate amounts of mixed angular, sub-angular and rounded stones and occasional fragments of CBM as well as very occasional slate and broken glass and was consistent in both composition and thickness across the site. In each trench the topsoil directly overlaid the naturally derived clay. Trench 7, in the northeast corner of the site, was moved to the west and its orientation changed to northeast southwest in order to account for a change in the planned location of the proposed attenuation pond. The trench plan is shown in Figure 2, the results are summarised in Table 1 below and examples of the trenches and soil profiles are shown in Plates 1 and 2.

Trench	Length	Width	Depth	Topsoil thickness	Orientation
1	30m	1.6m	0.35m	0.3m	North-South
2	30m	1.6m	0.37m	0.33m	East-West
3	30m	1.6m	0.33m	0.3m	North-South
4	30m	1.6m	0.38m	0.33m	East-West
5	30m	1.6m	0.35m	0.3m	North-South
6	30m	1.6m	0.4m	0.35m	East-West
7	30m	1.6m	0.38m	0.34m	Northeast-Southwest

Table 1. Trench Results

6. Conclusions

The site borders an extant concrete pad which provided the base for a hangar at the northeast end of the main north northeast south southwest aligned runway of RAF Metfield, a Second World War airfield, but despite this very little modern intrusion was encountered. Anecdotal evidence gathered on site suggested the presence of a small network of concrete paths associated with the hangar building remained over the development area after the decommissioning of the airfield, and these can be seen on aerial photography from 1945. This may account for the modern disturbance displayed

in Trench 5, it is also likely that the electricity cable run seen in Trench 4 is related to the airfield.

While the decision on any future work rests with SCCAS/CT, based on the absence of any archaeological deposits uncovered during the evaluation it is thought unlikely that any future work will be required.



Plate 1. Trench 6, 1m scale, looking east



Plate 2. Trench 1 soil profile, 1m scale, looking west

7. Archive deposition

The site archive will be kept at the SACIC office in Needham Market until it is deposited with the County HER, maintained by SCCAS/CT at Bury St. Edmunds.

8. Acknowledgements

The fieldwork was carried out and directed by Simon Picard.

Project management was undertaken by Rhod Gardner who also provided advice during the production of the report.

The report illustrations were created by Gemma Bowen and the report was edited by Rhod Gardner.

11. Bibliography

BGS, 26th April 2016, Information obtained from http://www.bgs.ac.uk/products/digital_maps/data_625k.html and reproduced with the permission of the British Geological Survey ©NERC. All rights Reserved

Appendix 1. Written Scheme of Investigation (abridged)



Land NW Park Farm, South Elmham St James, Suffolk

Written Scheme of Investigation for Trenched Evaluation

Date: April 2016

Prepared by: Rhodri Gardner

Issued to: Kate Batt (SCCAS Conservation Team)

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Summary Project Details

Site Name	Land NW of Park Farm
Site Location/Parish	South Elmham St James
Grid Reference	TM 317 805
Access	Off farm track
Planning Application No	DC/15/5016/FUL
HER code	SEJ 038
Event No.	ESF 238561
OASIS ref.	Suffolka1-248425
Type:	Trial trench evaluation
Area	Two new livestock units, dirty water lagoon, manure storage and attenuation pond
Project start date	TBC
Fieldwork duration	Up to 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	TBC
Curatorial Officer	Kate Batt	01284 741 227
Consultant		

Emergency contacts

Local Police	Suffolk Constabulary	01473 613500 (999 in an emergency)
Location of nearest A&E	Ipswich Hospital, Heath Road, Ipswich, Suffolk, IP4 5PD	01473 712233

Hire details

Plant:	Client provided	
Toilet Hire	n/a	
Tool hire:	n/a	

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2. Trench layout

Appendices (removed)

1. Health and Safety Policy
2. Insurance Documentation

1. Background

- 1.1 Suffolk Archaeology have been asked by asked by Flixton Farms Ltd 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 covers c. 0.8ha, and is located at NGR TM 317 805 (Figure 1).
- 1.3 The present stage of work has been granted as a condition of the relevant planning application. The LPA has been advised that a programme of archaeological work should take place prior to development, in accordance with the National Planning Policy Framework (Para 141). The purpose of such work 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.
- 1.4 The archaeological investigation will be conducted in order to comply with a Brief produced for this specific planning condition by Kate Batt of the Suffolk County Council Archaeological Service (SCCAS) (dated 5th April 2016).
- 1.5 The application site lies to the south-west of the historic core of South Elmham St James, recorded as an area of archaeological interest in the County Historic Environment Record (HER). The site is therefore considered by the LPA to have sufficient potential to merit a condition requiring a programme of archaeological work.
- 1.6 The development proposal is for the construction of two new livestock units, a manure store, dirty water lagoon, water attenuation pond and associated hardstanding and services. The groundworks involved in the development are liable to damage or destroy heritage assets that may be present within the site. The purpose of the trial trenching is therefore to assess the archaeological potential of the development site prior to the start of construction.
- 1.7 Two hundred and twenty (220) metres of trial trenching to cover the footprints of the proposed new development has been specified. Seven (7) trenches each measuring 30m long by 1.8m wide are proposed. These will be positioned to give as even coverage of the site as possible (shown in Figure 2).
- 1.8 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 Evaluation' (ClfA, 2014) and 'Standards for Field Archaeology in the East of England (EAA Occasional Papers 14, 2003).
- 1.9 The research aims of this trial trench evaluation are as follows, as described in Section 4.2 of the SCCAS Conservation Team brief:

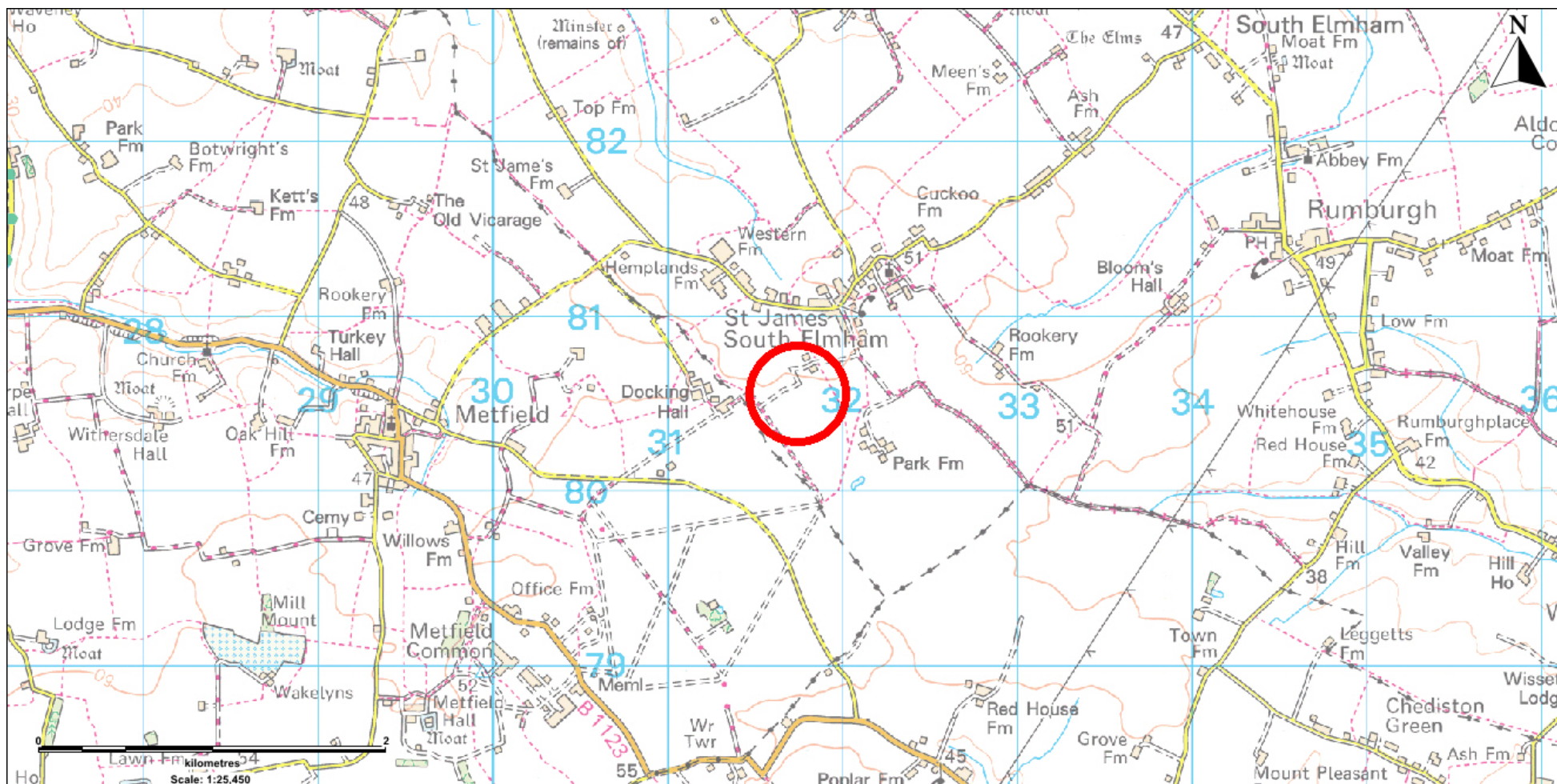
RA1: Identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.

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.

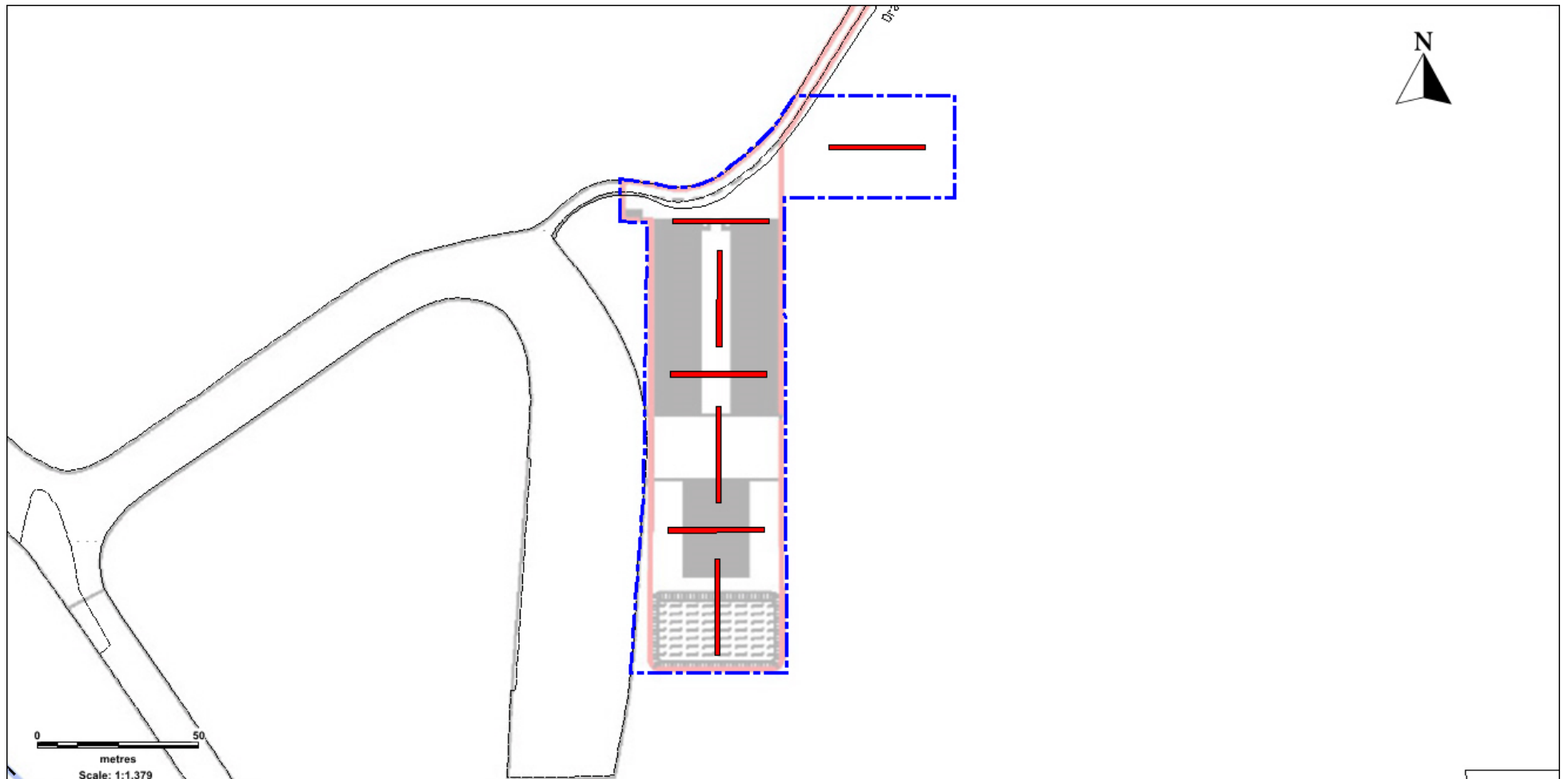
RA4: Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

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).



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Figure 1. Site Location



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Figure 2. Proposed trench layout (trenches in red), with overlay of proposed development

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 seven 30m long trenches. They are being positioned to sample the proposed development area as evenly as possible. The location of the trenches are shown in Fig 2.
- 2.4 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.
- 2.5 Trenches will be excavated by a machine equipped with a toothless ditching bucket, under the constant observation 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 mechanically separated for sequential backfilling if this is required.
- 2.6 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.
- 2.7 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.
- 2.8 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.
- 2.9 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.
- 2.10 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.

- 2.11 A digital photographic record will be made throughout the evaluation.
- 2.12 Metal detector searches will be made at suitable stages of the excavation works.
- 2.13 All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed.
- 2.14 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.
- 2.15 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.
- 2.16 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.
- 2.17 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. The HER number in this instance is SEJ 038, and the event number ESF 238561.
- 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 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.
- 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 A search of the Suffolk HER will be commissioned and the results will be incorporated into the evaluation report. Some elements of the search may be simply tabulated and represented graphically, but results which have a direct bearing on the findings of the evaluation will be discussed in full.
- 3.14 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*.
- 3.15 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.
- 3.16 A draft of the report will be submitted to SCCAS for approval upon completion. The SCCAS terms of usage state that they undertake to comment on standard reports and determine whether further work might be required within 30 days of receipt of any report.
- 3.17 On acknowledgement of approval of the report from SCCAS hard and digital copies will be sent to the Suffolk HER.
- 3.18 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.
- 3.19 The project archive shall be compiled in accordance with the guidelines issued by the SCCAS (2015). 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.
- 3.20 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).
- 3.21 The law dictates that the client can have no claim to the ownership of human remains. Any such remains must be stored by SCCAS, in accordance with the relevant Ministry of Justice licence, acquired on a site specific basis.

- 3.22 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.
- 3.23 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.
- 3.24 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. A copy of this policy is provided in Appendix 1.
- 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. Policy details are shown in Appendix 2.

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 if required. Where present topsoil will be returned as the uppermost layer. The separation will be done mechanically by the plant provider – it is inevitable that a small amount of mixing of the material will take place under these circumstances.
- 4.7.2 The backfilled material will then be compacted by the machine tracking along the line of trench.
- 4.7.3 No specialist reinstatement is offered, unless by specific prior written 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)

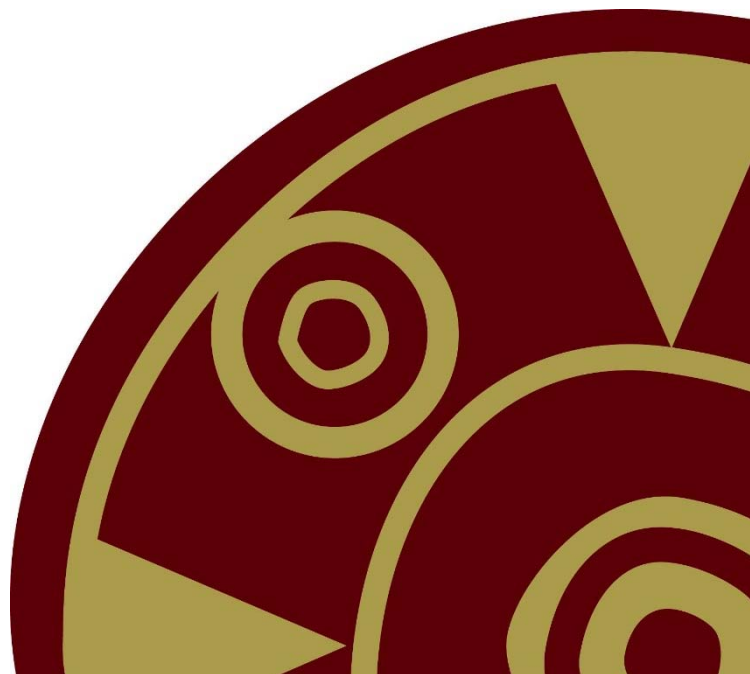
5.2 Project Management will be undertaken by Rhodri Gardner and the Project Officer will be confirmed nearer to the project start. All Site Assistants and other staff will be drawn from Suffolk Archaeology's qualified and experienced staff. Suffolk Archaeology will not employ volunteer, amateur or student 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.

Suffolk Archaeology CIC

Unit 5 | Plot 11 | Maitland Road | Lion Barn Industrial Estate Needham Market | Suffolk | IP6 8NZ

01449 900120



Appendix 2. OASIS Form

OASIS ID: suffolka1-248425

Project details

Project name	Land NW Park Farm
Short description of the project	A trial trench evaluation carried out in advance of the construction of two new livestock buildings and ancillary structures/services.
Project dates	Start: 25-04-2016 End: 25-04-2016
Previous/future work	No / Not known
Any associated project reference codes	DC/15/5016/FUL - Planning Application No.
Type of project	Field evaluation
Site status	None
Current Land use	Cultivated Land 3 - Operations to a depth more than 0.25m
Monument type	NONE None
Significant Finds	NONE None
Methods & techniques	""Sample Trenches""
Development type	Rural commercial
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 WAVENEY ST JAMES SOUTH ELMHAM Land NW Park farm
Postcode	IP19 0HR

Study area	0.8 Hectares
Site coordinates	TM 317 805 52.372908948804 1.404268825784 52 22 22 N 001 24 15 E Point
Height OD / Depth	Min: 50.2m Max: 50.95m

Project creators

Name of Organisation	Suffolk Archaeology CIC
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Kate Batt
Project director/manager	Rhodri Gardner
Project supervisor	Simon Picard
Type of sponsor/funding body	Landowner
Name of sponsor/funding body	Flixton Farms Ltd

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Suffolk HER
Digital Archive ID	SEJ 038
Digital Contents	"none"
Digital Media available	"Images raster / digital photography","Survey","Text"
Paper Archive recipient	Suffolk HER
Paper Archive ID	SEJ 038
Paper Contents	"none"

Paper Media available "Drawing", "Notebook - Excavation", ' Research', ' General Notes', "Report", "Section"

Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)

Title Land North West of Park Farm, South Elmham St James, Evaluation Report

Author(s)/Editor(s) Picard, S.

Other bibliographic details 2016/036

Date 2016

Issuer or publisher Suffolk Archaeology CIC

Place of issue or publication Needham Market

Description A4, white paper, in colour

Entered by Simon Picard (simon.picard@suffolkarchaeology.co.uk)

Entered on 29 April 2016

OASIS:

Please e-mail [Historic England](#) for OASIS help and advice

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Cite only: <http://www.oasis.ac.uk/form/print.cfm> for this page

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