



## Triangle Market Place Lowestoft, Suffolk

**Client:**

Ian Garrett Building Design Ltd.

**Date:**

May 2016

LWT 350  
Archaeological Evaluation Report  
SACIC Report No. 2016/039  
Author: M. Sommers  
© SACIC





# Triangle Market Place, St. Peter's Street Lowestoft

## LWT 350

Archaeological Evaluation Report

SACIC Report No. 2016/039

Author: M. Sommers

Editor: Dr R. Gardner

Report Date: May 2016



## HER Information

---

**Site Code:** LWT 350

**Site Name:** Triangle Market Place, St Peter's Street, Lowestoft

**Report Number** 2016/039

**Planning Application No:** DC/16/0163/FUL

**Date of Fieldwork:** 5th May 2016

**Grid Reference:** TM 5507 9360

**Oasis Reference:** suffolka1-249856

**Curatorial Officer:** Dr Abby Antrobus

**Project Officer:** M. Sommers

**Client/Funding Body:** Ian Garrett Design Ltd.

**HER Search invoice no.** 9186626

**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: Mark Sommers

Date:

Approved By: Dr Rhodri Gardner

Position: Company Director

Date:

Signed:



# Contents

---

Summary

<b>1. Introduction</b>	<b>1</b>
<b>2. Geology and topography</b>	<b>1</b>
<b>3. Archaeology and historical background</b>	<b>3</b>
<b>4. Methodology</b>	<b>7</b>
<b>5. Results</b>	<b>9</b>
<b>6. Finds and environmental evidence</b>	<b>9</b>
<b>7. Discussion</b>	<b>9</b>
<b>8. Conclusions and recommendations for further work</b>	<b>10</b>
<b>9. Archive deposition</b>	<b>10</b>
<b>10. Acknowledgements</b>	<b>10</b>
<b>Plates</b>	<b>11</b>

## List of Figures

Figure 1. Location map	2
Figure 2. 2nd Edition Ordnance Survey map, pub. 1905	6
Figure 3. Trench location	8

## List of Plates

Plate 1. General view of the evaluation trench (camera facing north)	11
Plate 2. Soil profile as revealed in western side of trench (camera facing west)	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 facing onto St Peter's Street, Lowestoft, in advance of a residential development. A single trench, 10m in length, was excavated across a former carpark revealing a natural subsoil of yellow sand at a depth of c.1.5m. The subsoil lay beneath thick deposits of made ground that contained material no earlier than the mid-19th century. No significant archaeological features or artefacts were identified. (Mark Sommers, Suffolk Archaeology Community Interest Company, for Ian Garrett Design Ltd.)



## **1. Introduction**

---

Planning permission has been granted for a residential development on a site fronting onto St Peter's Street, Lowestoft, in the area of Triangle Market Place (application number DC/16/0163/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 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 5507 9360. Figure 1 shows a location plan of the site.

The archaeological evaluation was carried out on the 5th May 2016 by Suffolk Archaeology Community Interest Company (SACIC) who were commissioned by Ian Garrett Design Ltd., on behalf of their client.

## **2. Geology and topography**

---

The site of the evaluation trench comprises a level plateau at a height c.17.5m above sea level, although this is presumed to be a landscaped feature as the adjacent St Peter's Street is approximately 0.7m lower. The local area generally comprises a gentle south facing slope that runs down to Lake Lothing, which lies approximately 1km to the south. The slope continues to climb for approximately 1km to the northwest until it reaches a high plateau at c. 30m OD. Fifty metres to the east of the site the land slopes steeply down to a lower plateau at a height of c. 4m OD, which then very gently slopes down to the sea that lies 460m to the east.

The underlying geology in the region of the site consists of chalky clay tills (Lowestoft Till) on the plateau with sand and gravel deposits on the sloping fringes (British Geological Survey).

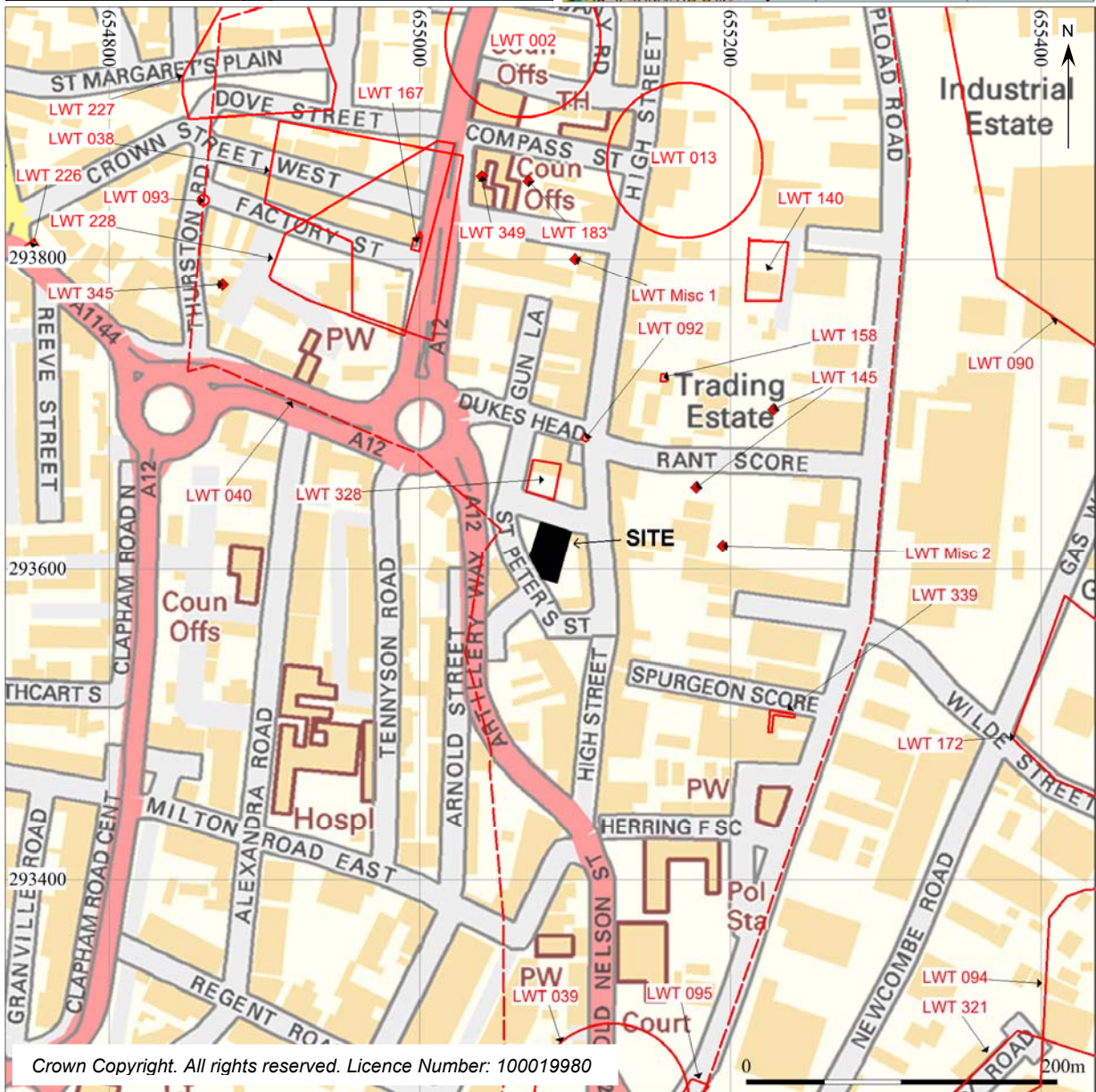
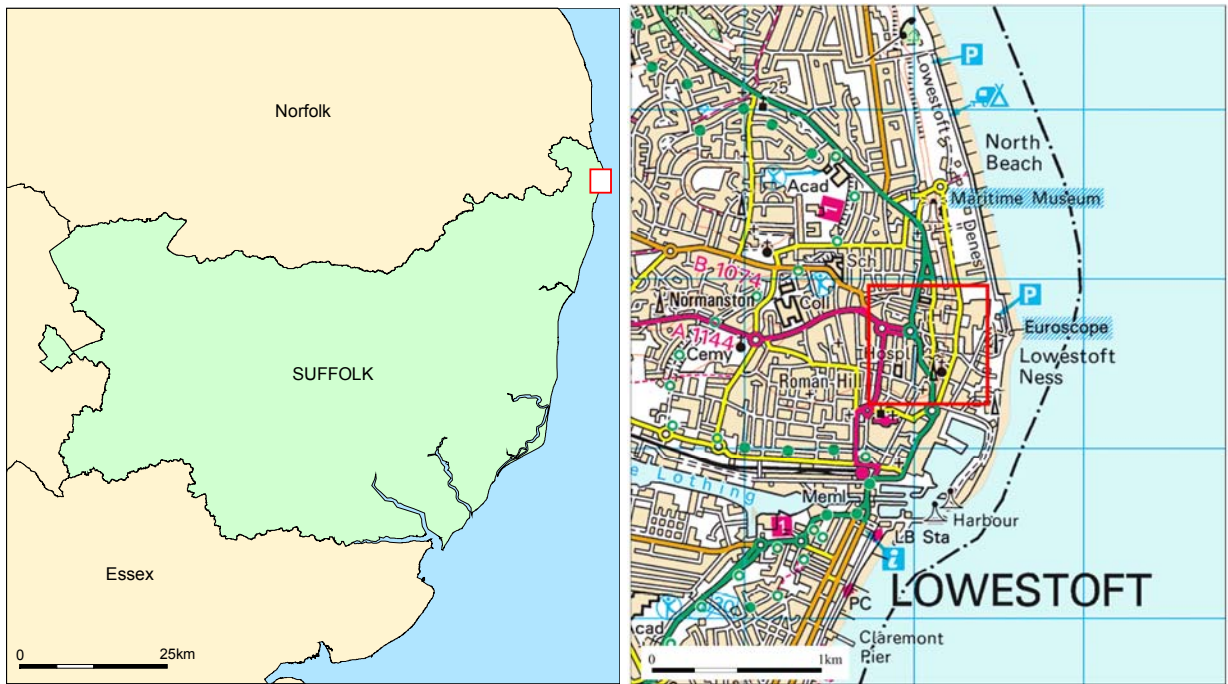


Figure 1. Location map

### 3. Archaeology and historical background

A 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 of are marked in Figure 1.

HER No.	Date	Nature of Evidence
LWT 002	Neo	Findspot of the cutting end of a Neolithic partly polished axe found in area of housing
LWT 013	med	Possible remains of Priory of St Bartholomew. Vaulted crypts recorded below 41, 42 and 160 High Street. Vault at 160 filled in when Anchor Hotel built over it in 1897
LWT 038	Pmed	Lowestoft Porcelain Factory, kilns etc. Established c. 1757 (on site of brick or pottery kiln/s in existence by 1756), closed c. 1801. Later converted into brewery & malt kiln. Most of the surviving remnants and remains of the kiln were demolished in 1955
LWT 039	Pmed	Battery (Napoleonic?) shown on 1837 Ordnance Survey map adjoining 'Preventive Station'. Location shown as built up area of buildings and roads on modern maps. Present condition unknown.
LWT 040	med	Lowestoft area of archaeological importance, defining area of medieval and early post medieval town core. Based on a map of the town in c. 1618, originally based on a manorial survey
LWT 090	mod	A number of World War II defensive features can be seen on aerial photographs of 1941. Stretches of barbed wire obstruction criss-cross the area along with two or three trench systems, possibly practice trenches, one of which has an associated pillbox. A stretch of minefield over 150m long, bomb craters, gun emplacements and a number of military buildings, possibly associated with the barrage balloon site at the north end of the Denes are also visible Another barrage balloon site with associated buildings can also be seen to the south
LWT 092	mod	A hexagonal pillbox c. 4.5m across visible on 1941 & 1944 aerial photographs. Probable World War II date

LWT 093	mod	A large circular structure, c.7m in diameter, can be seen at the junction of Thurston Road and Factory Street in Lowestoft on 1944 aerial photographs. It appears to be a World War II pillbox, although it is slightly larger than a typical pillbox
LWT 094	mod	The tethering blocks of a barrage balloon site can be seen just to the north of Lowestoft Harbour on 1945 aerial photographs. Just to the south there are three structures surrounded by barbed wire that are probably connected with wartime military activity
LWT 095	mod	A hexagonal pillbox, c.4.7m across, is visible at the junction of Whapload Road and Hamilton Road on 1941 aerial photographs. A roadblock can be seen across Whapload Road 20m to the northeast
LWT 140	med?	Monitoring of groundwork revealed the remains of an east-west aligned, roughly built, flint wall, probably associated with a boundary (as marked on early OS maps) and tentatively dated to the late medieval or post medieval period. The site is a terraced formed on a steep slope, the wall pre-dates this. Evidence recorded during the monitoring indicates a mid to late 20th century date for the construction of this terrace
LWT 145	Pmed	Assortment of post medieval pottery and stoneware recovered in pit excavated by Paul Durbidge
LWT 158		One pit observed in the north west corner of the site during archaeological monitoring, from which two adjoining sherds of 'Tudor Green' pottery, dating from c. 1380-1500, were recovered from the section. A corner of a flint and mortar wall of uncertain date cutting the pit was also observed
LWT 167	med + Pmed	A trial trench evaluation was carried out in advance of a proposal to redevelop the site. A number of features were recorded including two undated pits, a late medieval buried soil and similarly dated post-holes, and an early post-medieval flint and lime mortar foundation representing a building that remained in use into the 19th century. Evidence for the adjacent Lowestoft Porcelain factory was recovered in the form of kiln bar fragments
LWT 172	Pmed	Lowestoft town gas works, built 1837/8. Original buildings now all gone?
LWT 183		Outline Record: Compass Street - Eval (no further detail)

LWT 226	mod	The site of a probable World War Two pillbox and/or gun emplacement is visible on aerial photographs
LWT 227	mod	The site of World War Two earthen-covered public air raid shelters may be visible on aerial photographs, however the evidence is not conclusive and may relate to surface mounds of material. Two smaller earthen-covered shelters are also included within this site
LWT 228	mod	The site of a dispersed group of World War Two earthen-covered air raid shelter is visible on aerial photographs
LWT 321	mod	The site of World War Two Naval Base, HMS Mantis, at Hamilton Docks is visible on aerial photographs. Information from the Lowestoft Museum website states that the Headquarters buildings for Mantis were on the Hamilton Dock, the vessels attached to Mantis the MGB's (Motor Gun Boats) MTB's (Motor Torpedo Boats) and ML's (Motor Launches) used the dock. The aerial photographs show that large numbers of huts and military buildings were positioned along the sides of roads in and around the docks and that there was numerous earthen covered air raid shelters.
LWT 328	Med/ Pmed	Trenched evaluation in advance of a housing development revealed late medieval and post-medieval rubbish/cess pits
LWT 339	Pmed	Archaeological evaluation uncovered a probable 18th century wall, which may have been part of a warehouse, smoke house, or some other industrial building. A mortar surface and a cobble surface, both of which probably date to a similar period, were also revealed. Earlier (undated) layers of build-up were observed in two deeper sondages within the trench. The layers appeared to be characteristic of a deposit type seen elsewhere in Lowestoft, and may have resulted from the disposal and dumping of waste on marginal land
LWT 345		Outline Record: Thurston Road - Eval (no further detail)
LWT 349		Outline Record: White Horse Street - Eval (no further detail)
LWT Misc 1	Pmed	Probable clay pipe production site in Lowestoft, suggested by 1851 census of Thomas Brooks (b.1820), High Street, Lowestoft, recorded as a clay pipe tobacco maker

LWT Misc 2	Pmed	Large quantities of post-medieval pottery found during a public excavation at old John Wilde School. Exact location unknown but thought to be approx TM 5519 9361
------------	------	---

Table 1. Summary of HER entries

The site lies within the historic core of Lowestoft and this is reflected in the number of medieval and post-medieval sites recorded in the HER. It originally fronted onto an open area that formed part of Old Market Plain, as depicted on early Ordnance Survey maps (Fig. 2), which was a feature of the town from at least the early 17th century, if not before. The site is also close to a late 19th century market area, now known as Triangle Market Place, which lies to the south. Historic maps show buildings fronting on to Old Market Plain which may have had early origins. Evaluation to the north of Old Market Street (LWT 328) identified late medieval and post-medieval rubbish pits.

Given the proximity of the sites recorded on the HER and the site's location within the core of the early town there was deemed to be a high potential for further archaeological deposits to be present within the development area.

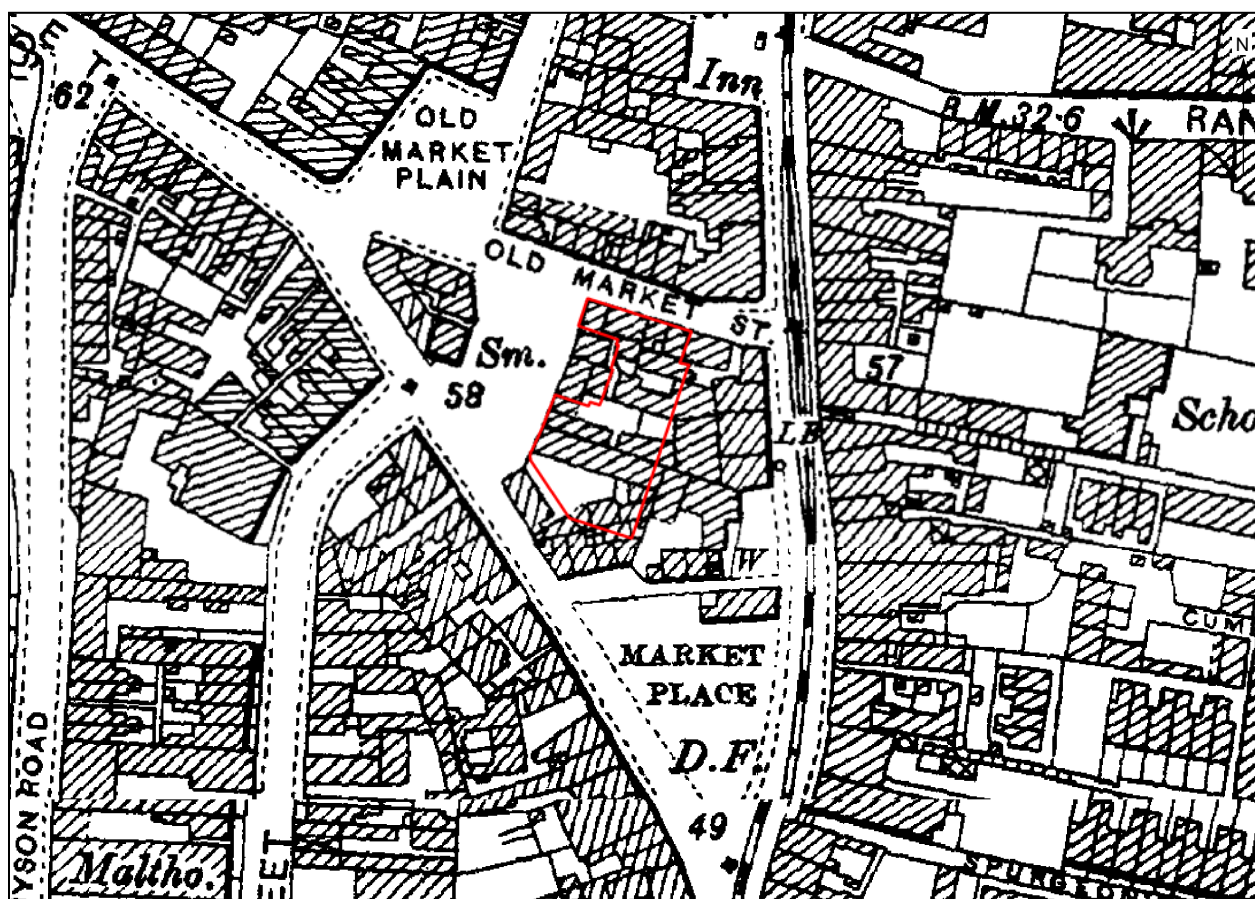


Figure 2. 2nd Edition Ordnance Survey map, pub. 1905 (rescaled extract, site outlined in red)



## **4. Methodology**

---

The single trial trench was machine excavated down to the level of the natural subsoil using a bucket fitted to the back-acting hoe of a wheeled excavator (JCB type).

The machining of the trench was closely observed throughout in order to identify any 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 although in the event none were identified.

Following excavation of the trench, the nature of the overburden was recorded and the depth of the subsoil noted. The trench's precise location was then measured from the existing site boundaries using 30m tapes.

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

Upon completion of the archaeological recording the trench was backfilled.

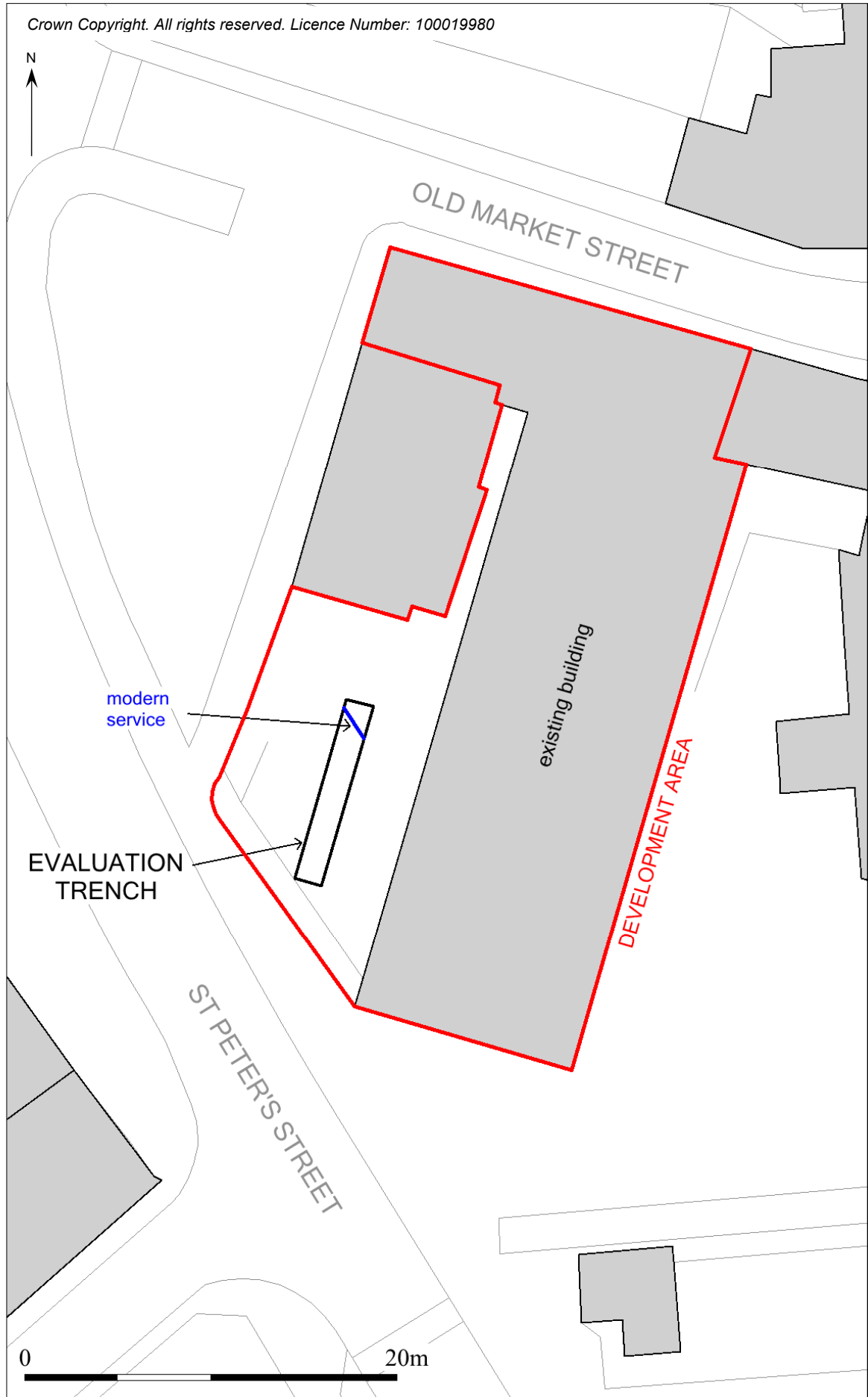


Figure 3. Trench location

## **5. Results**

---

A single evaluation trench (10m by 1.5m) was excavated across a former car park area (Fig. 3; plate 1). Although the trench was excavated to 10m in length it was not possible to expose the natural subsoil at the extreme northern end due to the presence of a modern service run.

The natural subsoil comprised a pale yellow sand which lay at a depth of 1.5m. It lay beneath an overburden that consisted of three main deposits (plate 2). The lower deposit consisted of a grey brown dense silty sand c.0.25m thick which may have been a buried topsoil, this was overlain by a 0.8m thick layer of reddy-brown silty sand with frequent fragments of red brick and tile of probable 19th century origin. This was overlain by a series of layers of sand, ballast, concrete and tarmac to form the car park sub-base and surface. This was interpreted as a modern deposit that was related to the construction of the adjacent retail warehouse and the creation of a level surface comparable to the internal floor levels (c.17.5m OD).

No archaeological features were noted and, other than late post-medieval brick and tile, no artefacts were recovered.

## **6. Finds and environmental evidence**

---

No artefacts were recovered and no environmental samples were taken.

## **7. Discussion**

---

No significant archaeological features or deposits were noted within the evaluation trench. The basal layer may have been a buried topsoil although this was not conclusive, otherwise only thick deposits of made-ground were present. Given the site's location it is highly likely that late medieval and post-medieval building or evidence of contemporary activity would have been present but that later building works, particularly in the 19th and 20th centuries have destroyed or rendered them unrecognisable.

## **8. Conclusions and recommendations for further work**

---

Based solely on the results of evaluation there would seem little need for any further archaeological works. It should be remembered, however, that the proposed development will entail the demolition of the adjacent retail warehouse and given it has a raised floor it is possible that some archaeological evidence could survive within its footprint (assuming it does not have a basement) although there is also the possibility that similar levels of post-medieval disturbance will be present across the entire site.

The final decision with regards to any further work that may be required 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. LWT 350. The project has also been entered onto OASIS, the online archaeological database, ref. suffolka1-249856. For a copy of the entry see Appendix 2.

## **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 north)



Plate 2. Soil profile as revealed in western side of trench (camera facing west)



## **Appendix 1. Written Scheme of Investigation**

---



### **Triangle Market Place, Lowestoft, Suffolk**

### Written Scheme of Investigation For Trenched Evaluation

**Date:** December 2015

**Prepared by:** Timothy Schofield HND BSc PCIFA

**Issued to:** Abby Antrobus (SCCAS Conservation Team)

© SACIC

## Summary Project Details

---

<b>Site Name</b>	Triangle Market Place, Lowestoft, Suffolk
<b>Site Location/Parish</b>	Lowestoft
<b>Grid Reference</b>	TM 551 936
<b>Access</b>	Off Old Market Street
<b>Planning Application No</b>	TBC
<b>HER code</b>	LWT 350
<b>Event No.</b>	ESF 23917
<b>OASIS ref.</b>	Suffolka1-249856
<b>Type:</b>	Trial trench evaluation
<b>Available Area</b>	0.05ha
<b>Project start date</b>	Thursday 5 <sup>th</sup> May 2016
<b>Fieldwork duration</b>	Up to 3 days (estimated)
<b>Number of personnel on site</b>	Up to 3

### Personnel and contact numbers

---

<b>SACIC Project Manager</b>	Rhodri Gardner	01449 900120
<b>Project Officer (first point of on-site contact)</b>	TBC	
<b>Curatorial Officer</b>	Abby Antrobus	01284 741231
<b>Consultant</b>		

### Emergency contacts

---

<b>Local Police</b>	Suffolk Constabulary	01473 613500 (101 from mobile in an emergency)
<b>Location of nearest A&amp;E</b>	James Paget University Hospital, Lowestoft Road, Gorleston, Great Yarmouth, Norfolk, NR31 6LA	01493 452452

### Hire details

---

<b>Plant:</b>	TBC	
<b>Toilet Hire</b>	n/a	
<b>Tool hire:</b>	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 Ian Garret Surveying Consultants (on behalf of a client) 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 available evaluation area located within the car park and access road covers 0.05Ha, and is located at NGR TM 5510 9360 (Figure 1).
- 1.3 The present stage of work is being requested pre-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 by Abby Antrobus of the Suffolk County Council Archaeological Service (SCCAS) (dated 21 December 2015).
- 1.5 The application site lies in an area of archaeological interest recorded in the County Historic Environment Record (CHER), situated within the historic settlement core of Lowestoft. There is a low potential for local archaeological activity dating from the prehistoric, Roman, and Anglo-Saxon periods, however there is significant evidence from the medieval period through to the present. The development area lies within the known limits of the medieval town of Lowestoft, situated adjacent to the former market that is of at least post-medieval date and opposite an 18th century public house. As a result there is a high potential for medieval and post-medieval deposits to be disturbed by the development.

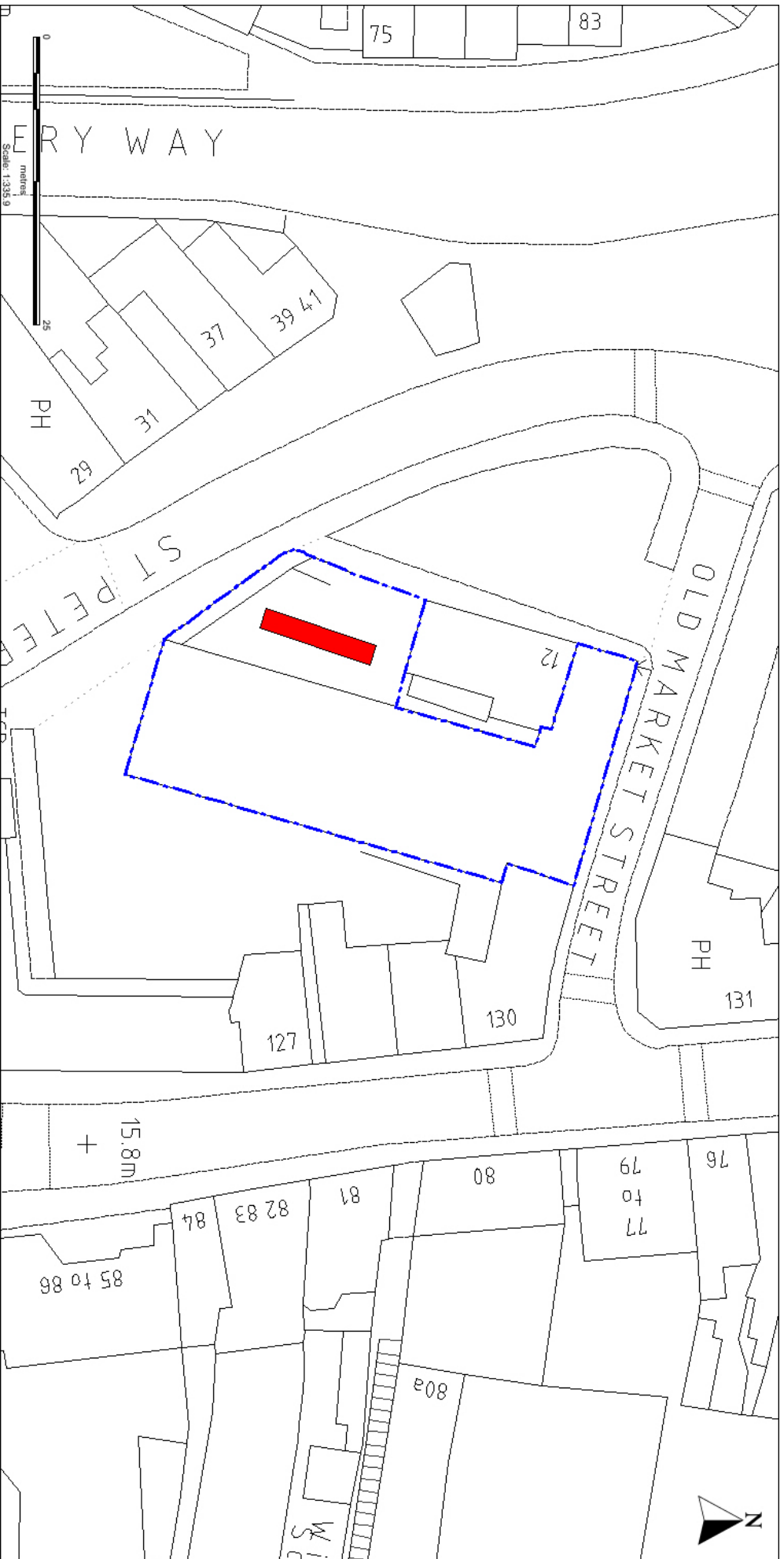
- 1.6 The development proposal is for the construction of new apartments. The groundworks involved in the development are liable to damage or destroy any heritage assets that may be present within the site. The purpose of the trial trenching is therefore to assess the archaeological potential of the development site prior to the commencement of construction.
- 1.7 Trial trenching within the available car parking area has been specified, one linear trench measuring 10m by 1.8m wide (18m<sup>2</sup>) will be employed to evaluate the site. The detailed trenching rationale will be outlined in Section 2, below.
- 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).



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 (trench in red)

## 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 one (1) 14m long trench with a width of 1.8 metres. The proposed trench location plan is 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 The trench 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 the trench and topsoil, subsoil and concrete/overburden will be mechanically separated for sequential backfilling if 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 the 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 the trench location, 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 trench sections 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 and event number are to be confirmed.
- 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 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. 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 the 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.



## Appendix 2. OASIS data collection form

---

OASIS ID: [suffolka1-249856](#)

### Project details

Project name	Triangle Market Place, St Peter's Street, Lowestoft
Short description of the project	Trial trench in advance of redevelopment and construction revealed 1.5m of post-medieval made-ground over a sand subsoil.
Project dates	Start: 05-05-2016 End: 10-05-2016
Previous/future work	No / Not known
Any associated project reference codes	LWT 350 - HER event no. DC/16/0163/FUL - Planning Application No.
Type of project	Field evaluation
Current Land use	Industry and Commerce 3 - Retailing
Monument type	NONE None
Significant Finds	NONE None
Methods & techniques	"Sample Trenches"
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	After full determination (eg. As a condition)

### Project location

Country	England
Site location	SUFFOLK WAVENEY LOWESTOFT Triangle Market Place, St Peter's Street
Study area	0.05 Hectares
Site coordinates	TM 5507 9360 52.479982029982 1.756865563661 52 28 47 N 001 45 24 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 CIC

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	LWT 350
Digital Contents	"other"
Digital Media available	"Images raster / digital photography", "Text"
Paper Archive recipient	Suffolk HER
Paper Archive ID	LWT 350
Paper Contents	"other"
Paper Media available	"Correspondence", "Report"

### Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Evaluation Report: Triangle Market Place Lowestoft, Suffolk
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC 2016/039
Date	2016
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	printed sheets of A4 paper with card covers and a plastic comb binding

Entered by	ms (mark.sommers@suffolkarchaeology.co.uk)
Entered on	10 May 2016



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

01449 900120  
[www.suffolkarchaeology.co.uk](http://www.suffolkarchaeology.co.uk)

