



Land adj Halfboys Ixworth Rd, Norton, Suffolk

Client:
Peter Simmons

Date:
August 2016

NRN 035
Archaeological Evaluation Report
SACIC Report No. 2016/057
Author: Jezz Meredith
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Land adj Halfboys,
Ixworth Rd, Norton, Suffolk
NRN 035

Archaeological Evaluation Report

SACIC Report No. 2016/057

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Report Date: August 2016

HER Information

Site Code: NRN 035

Site Name: Land adj Halfboys, Ixworth Rd, Norton

Report Number 2016/057

Planning Application No: 1751/16

Date of Fieldwork: 29/07/2016

Grid Reference: TL 9566 6597

Oasis Reference: Suffolka1-257816

HER Purchase Number: 9190052

Curatorial Officer: James Rolfe

Project Officer: Jezz Meredith

Client/Funding Body: Peter Simmons

Client Reference: n/a

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

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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: Jezz Meredith
Date: 03/08/2016
Approved By: John Craven
Position: project officer
Date: 03/08/2016
Signed:

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Summary

A trial trenched evaluation was conducted at land adjacent to Halfboys, Ixworth Rd, Norton. A single ditch and two large pits were recorded across the northern end of this site. All three features were associated with pottery of 16th to 18th century date. As this is the possible date range for Halfboys house, these features are possibly associated with this building or with other similar settlement. No evidence was found of Roman use or occupation, given that the A1088 adjacent is likely to be a Roman road. The site appears to be slightly lower than the surrounding fields and the road so the area might have been lowered or truncated in the past.



Plate 1. View of Trench 1 looking northwards towards Halfboys house

1. Introduction

Suffolk Archaeology were commissioned to conduct a trial trench evaluation at land adjacent to Halfboys, Ixworth road, Norton (Fig. 1; grid reference TL 9566 6597). The proposed development area (hereafter referred to as 'the site') consists of a plot of land measuring c.27m by c.23m to the south of the garden of Halfboys.

A 'Brief for a Trenched Archaeological Evaluation' produced by the archaeological curatorial officer James Rolfe of Suffolk County Council Archaeology Service required that the site be investigated for its archaeological potential as a condition of planning consent (application 1751/16). The Brief asked for 30m of trial trenching to test for surviving archaeological deposits.

A 'Written Scheme of Investigation and Risk Assessment' written by Rhodri Gardner (Appendix 1) specified how the trenches would be arranged to test deposits in the vicinity of proposed new buildings. A single north to south running trench was proposed (but 3 separate trenches had to be dug to achieve 30m, see Fig. 2).

The trial trenching was conducted on the 21st of July 2016.

The site has been given the Norton reference NRN 035 within the Historic Environment Record (HER) for Suffolk. The national OASIS record for this site is Suffolka1-257816 (Appendix 2).

2. Geology and topography

The site is on a level area on the west side of the A1088 road, just above the 40m contour. The ground slopes gradually to the west where the Black Bourne River is situated c.450m away. The ditch along the western side of the site was full of water during fieldwork, suggesting a high water table, although heavy downpours the night before might have led to localised ground saturation. On inspection the site appeared to be c.0.3 to c.0.5m lower than the level of the road to the east and the field to the west.

The underlying geology is recorded as superficial Lowestoft Formation, here represented by clay till with predominant chalk and flint content (formed 2 million years

ago) over chalk bedrock (of 71 to 94 million years in age) according to the British Geological Survey website. Excavation confirmed that the main undisturbed natural deposits (hereafter 'the natural') was orange brown clay with frequent chalk flecks and patches of flint gravel.

3. Archaeology and historical background

A search of the Suffolk HER (Historic Environment Record) in a 1000m radius of the site has revealed a large number of recorded archaeological deposits, findspots and historic buildings within the vicinity (evidence provided by Suffolk County Council Archaeological Service). The following information should be viewed in conjunction with Figure 1.

- Prehistoric sites in the vicinity include a large conical mound, possibly a tumulus, (NRN 001) located c.800m to the north-west. A Bronze Age spearhead fragment was found c.350m to the north-west (NRN 006). A ring-ditch associated with a trackway and field boundaries are known from aerial photos, located c.300m to the west (NRN 015). Part of a Neolithic polished stone axe was found c.300m to the south (NRN 019).
- The site is immediately adjacent to a possible length of Roman road (NRN 008). Site NRN 021 is recorded as Roman, c.400m to the north-east. A scatter of Roman coins has been recorded to the west (this information is confidential and cannot be shown on the map). A mixed scatter of Roman and medieval finds is located at site NRN 009 at c.550m to the north-east.
- Medieval sites include St Andrew's church (NRN 007) c.650m to the north-east, Little Haugh Manor and Hall (NRN 016) c.800m to the north-north-west and a single medieval coin (NRN 033) found in a garden c.200m to the south. At site NRN 024 medieval and post-medieval ditches and features were found c.400m to the south-east.
- A number of significant post-medieval buildings in the area include a dovecote (NRN 010), a moat (NRN 011) and a bridge over a serpentine lake (NRN 012), all located to the north-north-west at distances of c.850m, c.750m and c.650m respectively. Other structures include a 16th century timber barn (NRN 025), c.800m to the north and a 19th century threshing barn and cartshed (NRN 027) c.150m to the south. Late post-medieval features were revealed c.350m to the

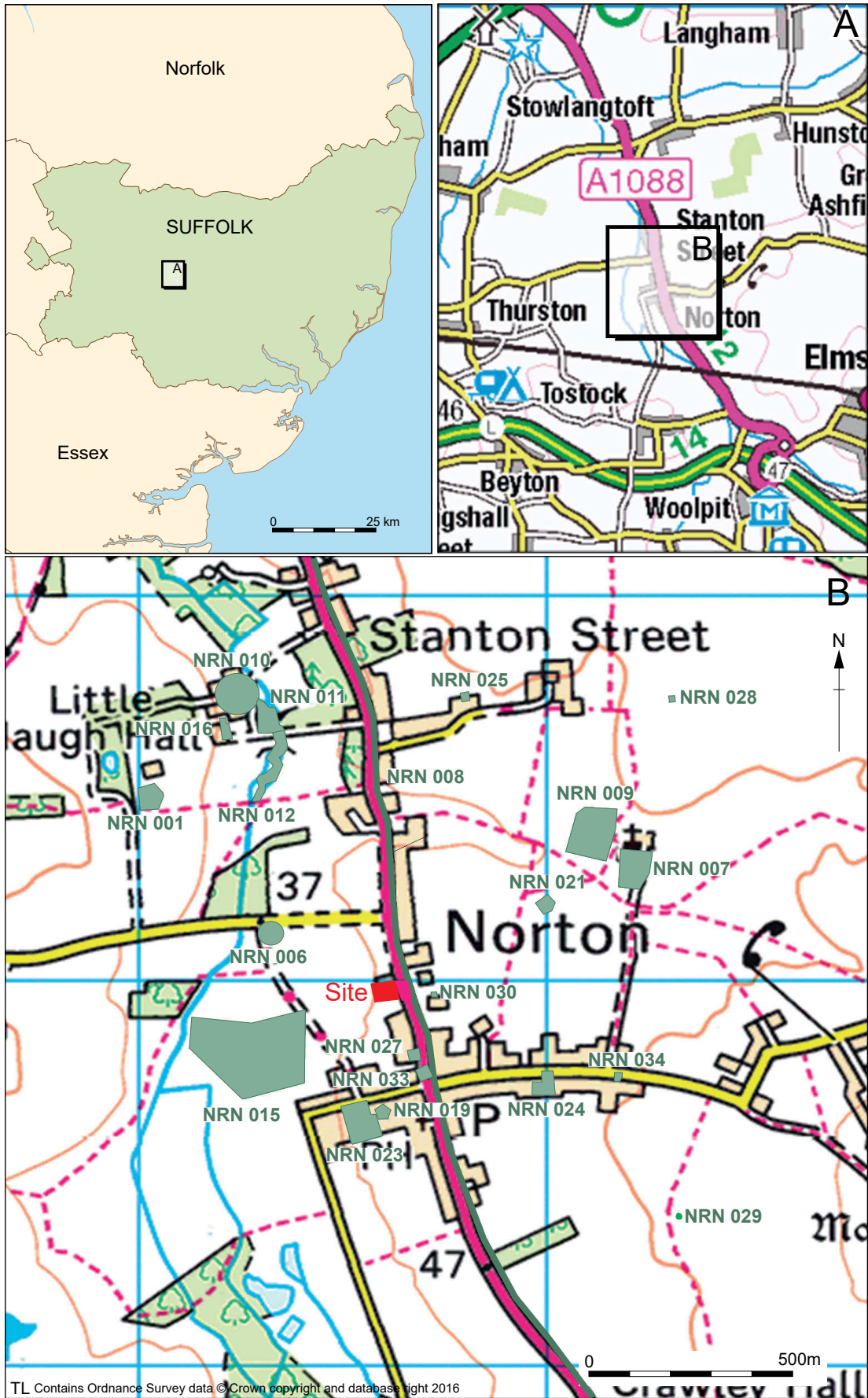


Figure 1. Location of site with HER data as mentioned in the text

- south (NRN 023) and 18th and 19th century walls were discovered c.550m to the east (NRN 034).
- Two pillboxes of Second World War date are located at c.1000m to the north-east (NRN 028) and c.900m to the south-east (NRN 029).
- An undated ditch was revealed c.50m to the east (NRN 030).

4. Methodology

It was attempted to lay the trenches out in accordance with the WSI (Appendix 1) but it was impossible to cut a single trench of 30m (the length of the site was c.27m north to south). In particular, the south of the site had been covered by a thick layer of hard-core for a hardstanding which proved to be difficult to trench through (approximately 5m of trench was cut through the hardstanding). In order to complete a full 30m, a single north to south trench was cut of 20.4m (Trench 1) with two short east to west spurs (Trenches 2 and 3) of 5.3m and 5m respectively

Trenching was conducted using a 6-tonne, 360° tracked digger equipped with a 1.5m wide toothless ditching bucket. All machining was carried out under direct archaeological observation with the topsoil and other overburden removed by machine to reveal undisturbed natural clay or archaeological deposits.

The base of each trench was examined for features and finds of archaeological interest. The upcast soil was checked visually for any finds. Records were made of the position and length of trenches and the depths of deposit encountered. Deposits and feature cuts and fills were given separate context numbers within the range 0001 to 0009 (Table 1). It was only attempted to excavate one feature due to the extremely wet ground conditions.

All elements of the site archive have been identified with the Suffolk HER code NRN 035. An OASIS record (for the Archaeological Data Service) has been undertaken and the reference code Suffolka1-257816 has been used for this project (Appendix 2).

5. Results

Archaeological features were found in Trenches 1 and 3. A list of features and their description is presented in Table 1, after which each trench is described in detail.

Context	Type	Trench	Description
0001	Finds	n/a	Unstratified finds (none collected).
0002	Layer	all	Topsoil: dark brown humic clay loam with much root disturbance; c.400mm deep.
0003	Layer	1 & 2	Subsoil: mid brown sandy clay with occasional small flints and chalk flecks; c.150 deep where present (Tr 1 & 2 only).
0004	Ditch cut	1 & 3	ENE-WSW running linear feature; c.1.6m wide, not excavated.
0005	Ditch fill	1 & 3	Fill of 0004: mid to dark brown sandy clay with occasional flints, chalk flecks & pieces of coal.
0006	Pit cut	1 & 3	Elliptical feature, orientated E-W, partly revealed; length <3.3m, width 1.6m, depth 0.35m. Slot excavated across but quickly filled with water.
0007	Pit fill	1 & 3	Fill of 0006: mottled mid grey/brown sandy clay with moderate flints & chalk flecks.
0008	Pit cut	1	Large pit partly revealed across base of trench at least 4m in diameter; not excavated.
0009	Pit fill	1	Fill of 0008: mid to dark grey brown sandy clay with moderate flints & frequent chalk flecks.

Table 1. Context list



Plate 2. Soil profile Trench 2

Trench 1

Trench 1 was placed parallel with the road at approximately 10m distance from the curb and was orientated north-north-west to south-south-east (Pl. 1). It was of 20.4m length, 1.5m wide and approximately 0.6m deep although at the southern end (where cutting through the hardstanding) it was closer to 0.9m deep.

The deep humic loam topsoil (0002) was of 0.4m thickness and the subsoil (0003), which was pale to mid brown sandy clay with occasional small flints and chalk flecks, was 0.15m deep (Pl. 2). The natural was pale to mid orange brown chalky clay with frequent patches of flint gravel. Three features were encountered in this trench, the ditch 0004 and the pits 0006 and 0008.

Ditch 0004

This ditch was east-north-east to west-south-west running and continued across Trench 3 (Fig. 2). It was c.1.5m wide but was not excavated. Ditch fill 0005 was mid to dark brown sandy clay with occasional flints, chalk flecks and pieces of coal and clinker. Finds included pottery of 16th to 18th century date. This feature had at least two large tree holes along its length which might represent a hedge line along the ditch.

Pit 0006

This elliptical pit, aligned east to west, was partly revealed in Trenches 1 and 2 (Fig. 2). The eastern end was outside the trench but was at least 3.3m long, was 1.6m wide and had a depth of 0.35m. A narrow slot of 0.5m width was excavated across this feature but it quickly filled with water so could only be recorded on a basic level. It was revealed to have gently sloping sides and a wide, slightly rounded base. Fill 0007 was mottled mid grey and brown sandy clay with moderate amounts of flints and of chalk flecks. A single small sherd was found at the top of this fill which was of 16th to 18th century date.

Pit 0008

A very large and extensive feature, partly revealed across the base of the trench and measuring at least 4m across (Fig. 2). This pit was not excavated. Fill 0009 was mid to dark grey brown sandy clay with moderate small to medium flints and frequent small chalk flecks. Finds recovered from the machined surface of this feature included 16th century pottery sherds but a fragment of clay pipe stem is likely to be later.

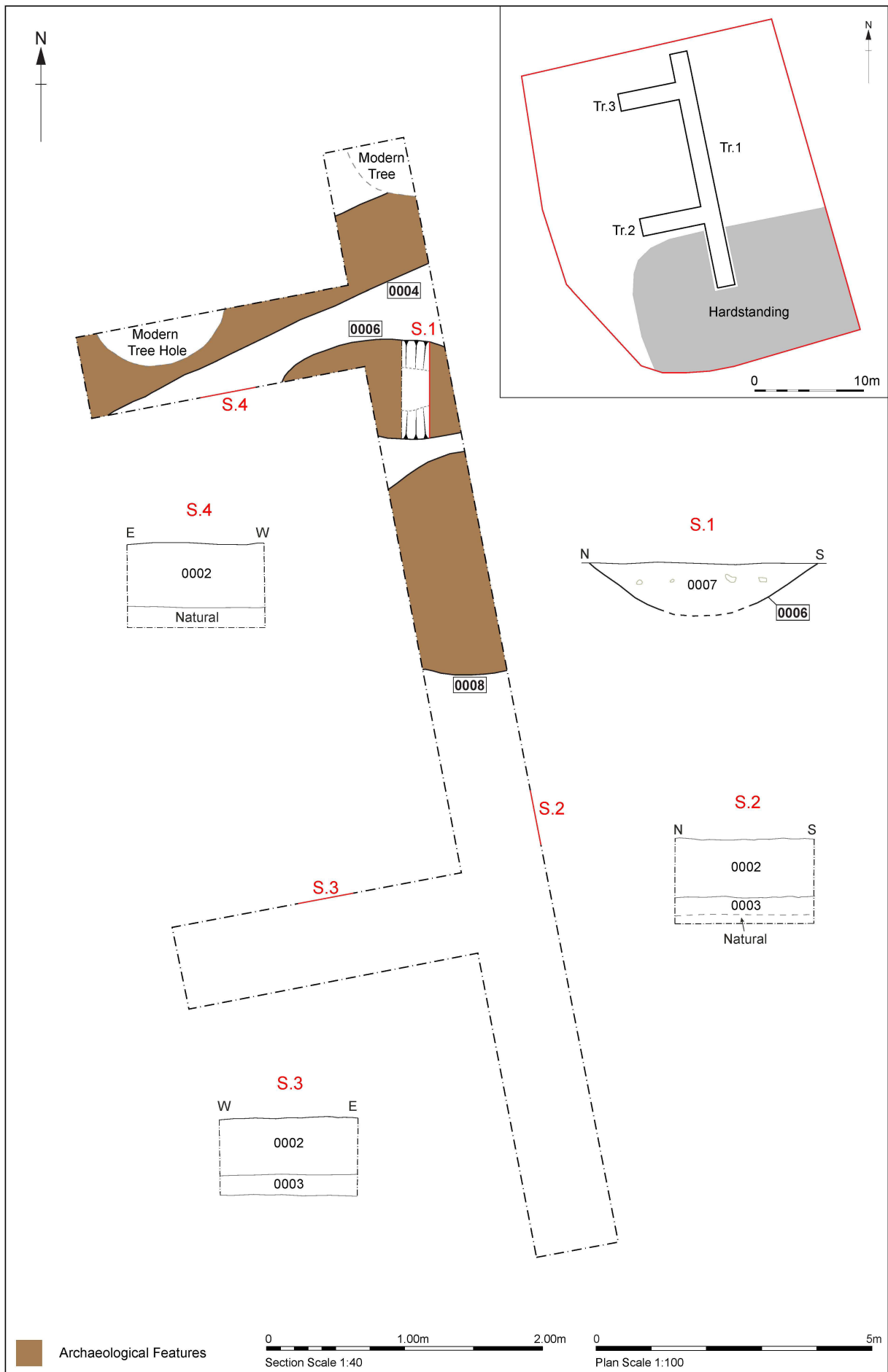


Figure 2. Trench plan and sections

Trench 2

Trench 2 was positioned at right-angles to Trench 1 and was aligned east-north-east to west-south-west (Pl. 3). It was of 5.3m length, was 1.5m wide and c.0.55m deep.

Topsoil 0002, subsoil 0003 and natural deposits were all similar to those in Trench 1.

No archaeological features were revealed in this trench.



Plate 3. Trench 2 looking eastwards

Trench 3

Trench 3 was to the north of Trench 2 and was also positioned at right-angles to Trench 1 and was aligned east-north-east to west-south-west (Pl. 4). It was of 5.0m length, was 1.5m wide and c.0.6m deep. Topsoil 0002 was slightly deeper at c0.45m; subsoil 0003 was not present. The natural deposits were similar to those encountered in Trench 1.

Ditch 0004 and pit 0006 extended from Trench 1 into this trench but have been described above.



Plate 4. Trench 3 looking eastwards, note ditch 0004 crossing the trench (the dark patch along the left hand side is a modern tree hole)

6. Finds and environmental evidence

Richenda Goffin

6.1 Introduction

A small quantity of finds was recovered from three contexts from the evaluation as listed below.

Context	Pottery		CBM		Clay Pipe		Spot date
	No.	Wt/g	No.	Wt/g	No.	Wt/g	
0005	1	31	1	117	1	3	Pmed
0007	1	2	0	0	0	0	Pmed
0009	3	76	2	16	1	5	Pmed
Totals	5	109	3	133	2	8	

Table 2. Finds quantities

6.2 The Pottery

Five sherds of pottery were recovered altogether, weighing 109g. A single sherd of abraded Glazed red earthenware (weight 31g) was found in the fill 0005 of ditch 0004 in Trenches 1 and 3. It is part of the worn base of a jar or bowl dating to the 16th-18th century. A small body sherd of Iron Glazed blackware of the same date was found in fill 0007 of pit 0006 weighing 2g. The most closely datable pottery is three joining pieces of a Frechen plain globular jug from fill 0009 of pit 0008 (Trench 1), which has a small cordon at the bottom of the cylindrical neck. The jug, which was imported from the Rhineland dates to the second half of the sixteenth century c.1550-1600 (Hurst, 216, fig.106, no. 332).

6.3 Ceramic Building Material

Three pieces of ceramic building material were collected from the evaluation. A fragment of fully oxidised roofing tile was found in fill 0005 of ditch 0004. It is made in a medium sandy fabric with flint (msf) and dates to the post-medieval period. Two fragments in a similar fabric were found in fill 0009 of pit 0008 and are also of this date.

6.4 Clay tobacco pipe

A single piece of the stem of a clay tobacco pipe was found in fill 0005 of ditch 0004 and also pitfill 0009. They have no diagnostic features and cannot be dated more closely than the seventeenth to nineteenth century.

6.5 Discussion of material evidence

The finds from the evaluation date to the sixteenth century at the earliest, with the presence of a Rhenish cordoned jug found in the fill of ditch 0004 dating to the late 16th century, which was accompanied by a clay pipe stem which may be slightly later in date.

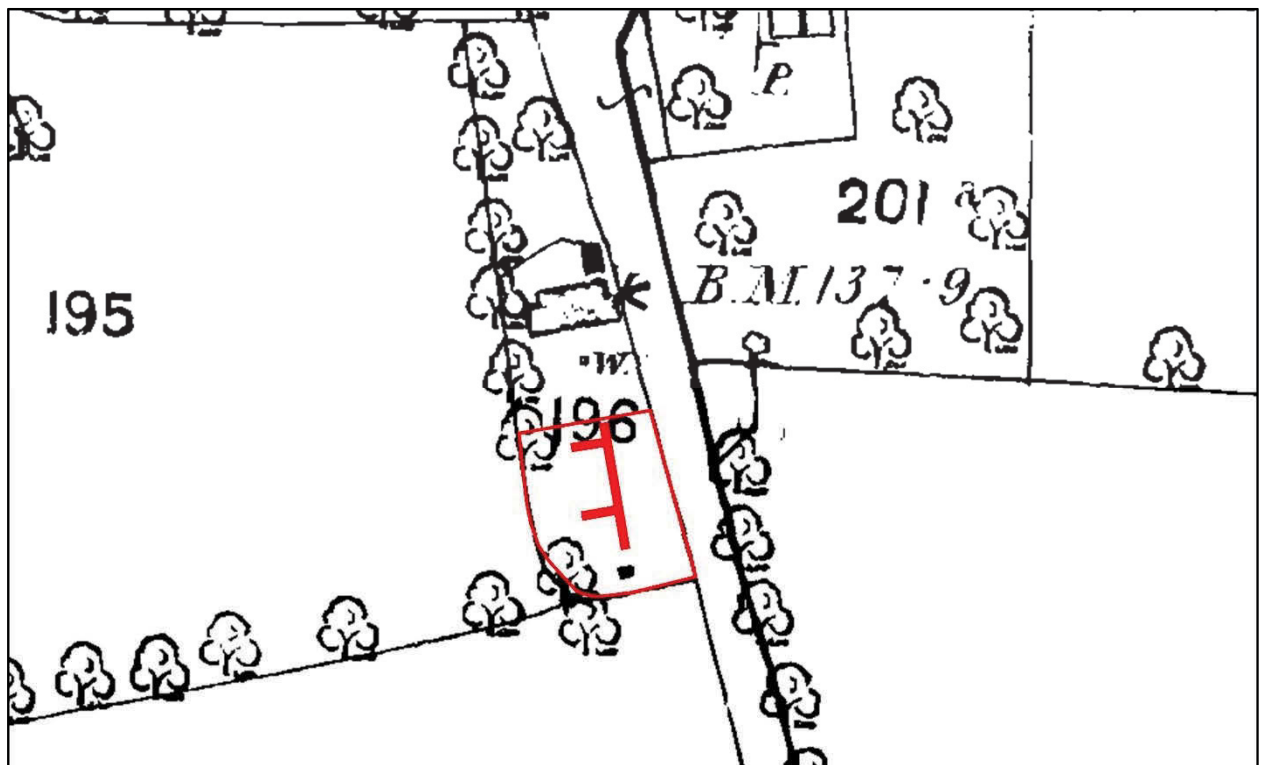


Figure 3. Site area and trench layout superimposed over first edition Ordnance Survey map of c.1880s

7. Conclusions

Archaeological features were concentrated towards the northern end of the site in Trenches 1 and 3. A wide ditch and two substantial pits were encountered.

Unfortunately, due to the waterlogged ground conditions on the day only one of these features was excavated, however datable finds were recovered from the surface of all three features.

All finds belong to the post-medieval period with the pottery dating from the 16th to 18th centuries. The Frechen stoneware fragments recovered from pit 0008 are likely to belong to the 16th century but these large, robust and fairly prestigious jars are likely to last for a considerable time, indeed many survive until today. The presence of a clay pipe fragment from pit 0008 however makes this feature more likely to be later 17th or 18th century.

Ditch 0004 is roughly at right-angles to the adjacent road (A1088) and is likely be part of an earlier field layout. No indication of this ditch could be seen on early editions of the Ordnance Survey maps (Fig. 3) but it does roughly correspond to the present southern boundary of Halfboys house and is parallel with the field boundary seen to the south. The core of Halfboys is a timber-framed building of possibly 18th century or earlier construction. The ditch, and possibly the pits, could be contemporary with Halfboys house and be associated with its construction or occupation.

No evidence was found of Roman use or settlement, so the possible Roman origins of the A1088 could not be confirmed. The site was definitely slightly lower than the adjacent road and field so earlier destructive truncation might have occurred although the soil profiles for Trenches 1 and 3 (Fig. 2) appeared to show a normal soil development without sharp contacts or suggestion of truncation.

8. Archive deposition

Paper, digital and finds archive will be submitted to the Suffolk HER, reference NRN 035.

9. Acknowledgements

The fieldwork was carried out by Jezz Meredith. Project management was undertaken by Rhodri Gardner. Finds processing was done by Jonathan van Jennians and finds analysis was undertaken by Ruth Beveridge and Richenda Goffin. Richenda Goffin prepared the finds report. The report illustrations were created by Gemma Bowen and the report was edited by John Craven.

10. Bibliography

British Geological Survey website:

<http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer>

Hurst, J., Neal, D. and van Beuningen, H., 1986, *Pottery Produced and Traded in North-West Europe 1350-1650*. Rotterdam Papers VI

Appendix 1. Written Scheme of Investigation



Land Adj Halfboys, Ixworth Road, Suffolk

Written Scheme of Investigation for Trenched Evaluation

Date: July 2016

Prepared by: Rhodri Gardner

Issued to: James Rolfe (SCCAS Conservation Team)

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Summary Project Details

Site Name	Land Adj Halfboys
Site Location/Parish	Norton
Grid Reference	TL 956 659
Access	Off Ixworth Road
Planning Application No	1751/16
HER code	NRN 035
Event No.	ESF 24319
OASIS ref.	Suffolka1-257816
Type:	Trial trench evaluation
Area	0.07ha
Project start date	21-07-2016
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	
Curatorial Officer	James Rolfe	01284 741225
Consultant		

Emergency contacts

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

Hire details

Plant:	Holmes Plant and Construction	01473 890766
Toilet Hire	N/A	
Tool hire:	N/A	

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1. Health and Safety Policy
2. Insurance Documentation

1. Background

- 1.1 Suffolk Archaeology have been asked 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. The Suffolk County Council brief includes provision for further excavation if the trial trenching identifies archaeological deposits. 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 development site covers c. 700m² and is located at NGR TL 956 659 (Figure 1).
- 1.3 The present stage of work is being requested as a condition of planning application 1751/16. 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 James Rolfe of the Suffolk County Council Archaeological Service (SCCAS) (dated 25th June 2016).
- 1.5 The application site lies in an area of archaeological importance, as identified in the County Historic Environment Record. It is adjacent to the Roman Road (recorded in the HER as NRN 015) and in the vicinity of significant cropmarks (NRN 015).
- 1.6 The development proposal is for two new dwellings. The excavation of strip foundations and service runs therefore have the potential 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 commencement of construction.
- 1.7 Trial trenching totalling c. 30m in length has been specified. A single trench will be used to fulfil this requirement and will be positioned in order to sample the footprints of the proposed new dwellings.
- 1.8 This WSI complies with the SCCAS/CT standard Requirements for a Trenched Archaeological Evaluation (2011, Ver 1.3), as well as the following national and regional guidance 'Standards and Guidance for Archaeological Excavation' (IFA, 1995, revised 2001) and 'Standards for Field Archaeology in the East of England (EAA Occasional Papers 14, 2003).
- 1.9 The research aims of this trial trench evaluation are as follows, as described in Section 4.2 of the SCCAS Conservation Team brief:

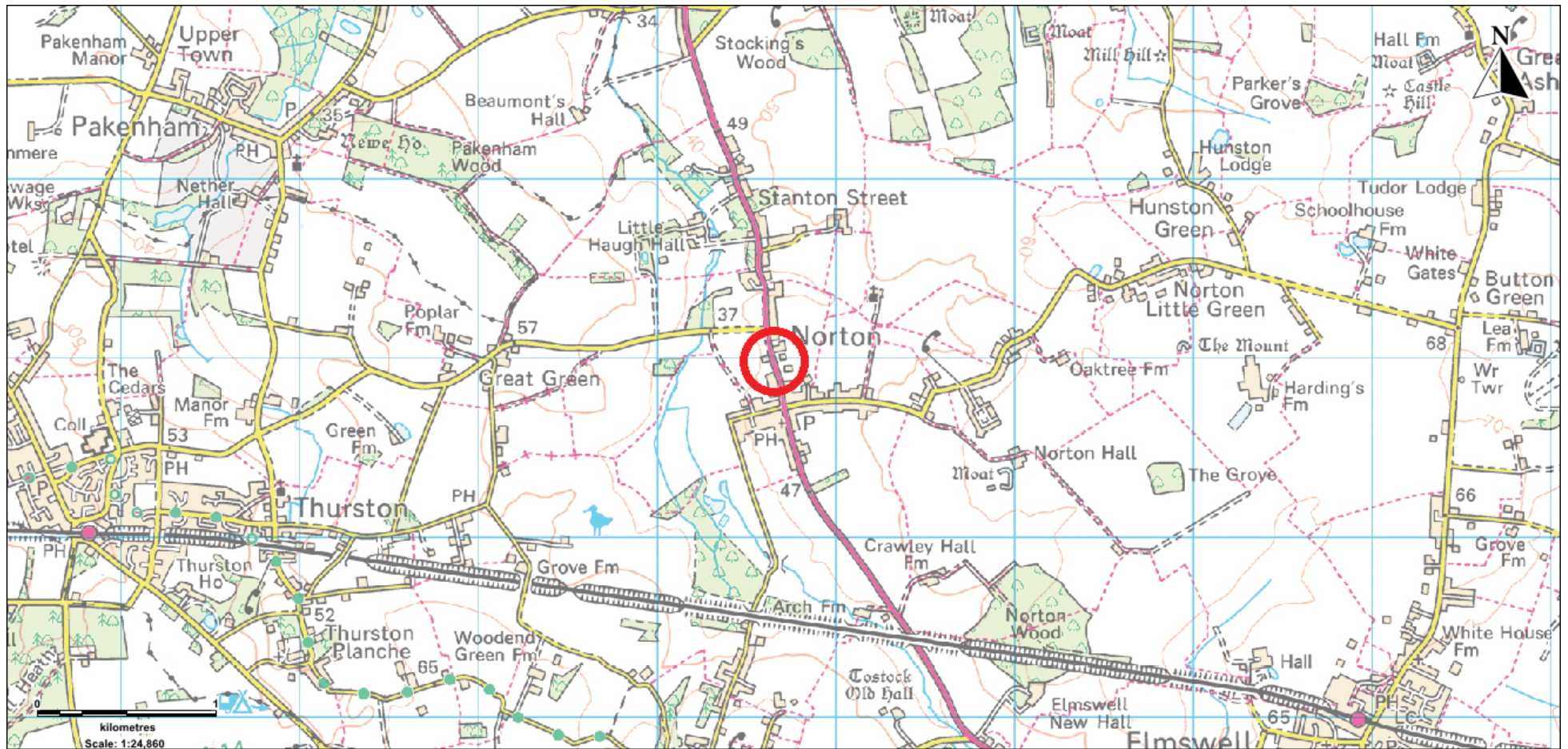
RA1: Identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.

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.

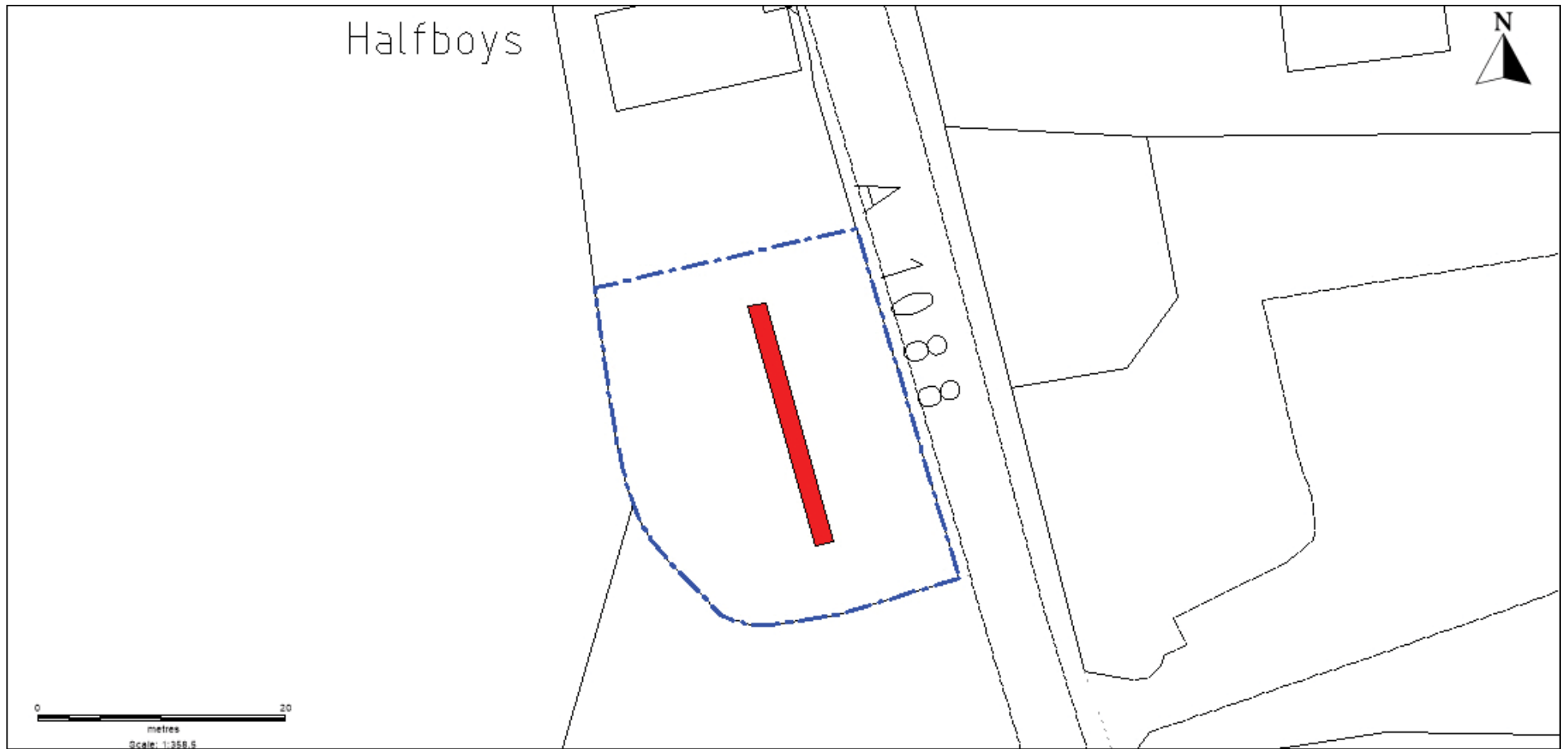
RA4: Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

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)

2 Fieldwork: trial trench evaluation

- 2.1 All archaeological fieldwork will be carried out by full-time professional employees of Suffolk Archaeology. The project team will be led in the field by an experienced member of staff of Project Officer grade/experience. The excavation team will comprise a Project Officer and up to 2 experienced excavators and surveyors (to include metal detectorist).
- 2.2 Evaluation of the development area in this instance will employ a single linear trench measuring 30m long by c. 1.6 – 1.8m in width. 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. 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 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, 2011.
- 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 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 Trenches and spoil heaps will be scanned for artefactual material and metal-detected throughout the project, including before the initial soil stripping and prior to hand-excavation. This will include trench bases if the natural geological surface is not exposed.
- 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 NRN 035, and the event number ESF 24319.
- 3.2 An HER search will be requested from the Suffolk HER Officer and will be used to inform fieldwork and the subsequent report. The reference number will be included in the report.
- 3.3 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.
- 3.4 All artefacts and ecofacts will be held by Suffolk Archaeology until analysis of the material is complete.
- 3.5 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.
- 3.6 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.
- 3.7 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.
- 3.8 Metal finds on site will be stored in accordance with ICON guidelines, then initially recorded and 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.
- 3.9 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).
- 3.10 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.
- 3.11 Animal and human bone will be quantified and assessed to a standard acceptable to national and regional English Heritage specialists.

- 3.12 An industrial waste assessment will cover all relevant material (i.e. fired clay finds as well as slag).
- 3.13 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.
- 3.14 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 report may include SACIC's opinion as to the suitability of further archaeological work which may be required in order to mitigate the impact of the proposed development. However the final decision as to whether any recommendations for further work will be made lies solely with SCCAS and the Local Planning Authority. Any further works will require new documentation and are not covered by this WSI.
- 3.16 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.
- 3.17 A draft of the report will be submitted to SCCAS for approval.
- 3.18 On acknowledgement of approval of the report from SCCAS hard and digital copies will be sent to the Suffolk HER.
- 3.19 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.
- 3.20 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.
- 3.21 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).

- 3.22 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.
- 3.23 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.
- 3.24 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.
- 3.25 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. Any sub-contracted plant machinery under the control of Suffolk Archaeology 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 Trenches 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.

Appendix 2. OASIS Summary

OASIS ID: suffolka1-257816

Project details

Project name	Land Adj Halfboys, Norton
Short description of the project	A trial trenched evaluation was conducted at land adjacent to Halfboys, Ixworth Rd, Norton. A single ditch and two large pits were recorded across the northern end of this site. All three features were associated with pottery of 16th to 18th century date. As this is the possible date range for Halfboys house, these features are possibly associated with this building or with other similar settlement. No evidence was found of Roman use or occupation, given that the A1088 adjacent is likely to be a Roman road. The site appears to be slightly lower than the surrounding fields and the road so the area might have been lowered or truncated in the past.
Project dates	Start: 21-07-2016 End: 12-08-2016
Previous/future work	No / Not known
Any associated project reference codes	NRN 035 - HER event no.
Any associated project reference codes	1751/16 - Planning Application No.
Type of project	Field evaluation
Site status	None
Current Land use	Vacant Land 2 - Vacant land not previously developed
Monument type	DITCH Post Medieval
Monument type	PIT Post Medieval
Significant Finds	POT Post Medieval
Methods & techniques	"Sample Trenches"
Development type	Small-scale (e.g. single house, etc.)
Prompt	Direction from Local Planning Authority - PPS
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK MID SUFFOLK NORTON NRN 035 Land Adj Halfboys
Study area	700 Square metres
Site coordinates	TL 9566 6597 52.256570486046 0.867085307936 52 15 23 N 000 52 01 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	James Rolfe
Project director/manager	Rhodri Gardner
Project supervisor	Jezz Meredith
Type of sponsor/funding body	Developer

Project archives

Physical Archive recipient	Suffolk HER
Physical Contents	"Ceramics"
Digital Archive recipient	Suffolk HER
Digital Contents	"other"
Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Suffolk HER
Paper Contents	"other"
Paper Media available	"Miscellaneous Material","Plan","Section"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	NRN 035, Land adj Halfboys, Norton: archaeological evaluation report
Author(s)/Editor(s)	Meredith, J.
Other bibliographic details	2016/057
Date	2016
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	short report of a small evaluation

Entered by	Jezz Meredith (jezz.meredith@suffolkarchaeology.co.uk)
Entered on	3 August 2016

OASIS:

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