



**Bell House**  
Humble Green,  
Little Waldringfield, Suffolk

**Client:**  
Naomi Miller

**Date:**  
January 2017

WFL 033  
Archaeological Evaluation Report  
SACIC Report No. 2017/006  
Author: Jezz Meredith  
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**Bell House,  
Humble Green,  
Little Waldringfield, Suffolk  
WFL 033**

Archaeological Evaluation Report

SACIC Report No. 2017/006

Author: Jezz Meredith

Illustrator: Gemma Bowen

Editor: Rhodri Gardner

Report Date: January 2017



## HER Information

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**Site Code:** WFL 033

**Site Name:** Bell House, Humble Green, Little Waldringfield

**Report Number** 2017/006

**Planning Application No:** B/15/01556/FUL

**Date of Fieldwork:** 29/01/2017

**Grid Reference:** TL 9566 6597

**Oasis Reference:** Suffolka1-264950

**HER Purchase Number:** 9194766

**Curatorial Officer:** Rachael Abraham

**Project Officer:** Jezz Meredith

**Client/Funding Body:** Naomi Miller

**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: Jezz Meredith  
Date: 24/02/2017  
Approved By: Rhodri Gardner  
Position: Managing director  
Date: 24/02/2017  
Signed:



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## Summary

Bell House is located on the edge of Humble Green, which was associated with the cloth industry in the medieval and early post-medieval periods. A trial trenched evaluation was conducted at land to the north and east of Bell House to test the archaeological potential of the locations of proposed holiday lodges. The trenches to the east of the house were blank but the trench to the north revealed a ditch of likely 19th century date. This appears to correspond to a ditch shown on the Ordnance Survey map of the 1880s.



Plate 1. View of Trench 2 looking north-west



# 1. Introduction

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Suffolk Archaeology were commissioned to conduct a trial trench evaluation at Bell House, Humble Green, Little Waldringfield (Fig. 1; grid reference TL 9310 4581). The trenches were positioned to sample potential archaeological deposits in the vicinity of three proposed holiday lodges at Bell House. The proposed development area (hereafter referred to as 'the site') includes areas of cleared scrub/woodland to the east and an orchard area to the north of the house.

A 'Brief for a Trenched Archaeological Evaluation' produced by the senior archaeological officer Rachael Abraham of Suffolk County Council Archaeology Service required that the site be investigated for its archaeological potential as a condition of planning consent (application B/15/01556/FUL). 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 the proposed new lodges.

The aims of the evaluation were to investigate potential archaeological deposits that might be disturbed during the construction of the lodges. In particular, Humble Green was probably associated with medieval settlement and multi-period artefact scatters are known within the vicinity.

The trial trenching was conducted on the morning of the 21st of November 2016. The trench locations (Fig. 2) differ somewhat from those indicated in the WSI. To the east of the house, trenches were cut in the areas that had been cleared specifically for the holiday lodges (slightly different from the locations on the WSI plan). The trench to the north had to be moved southwards due to trees and overhead cables. This trench was reoriented to be aligned approximately north to south to sample a potential ridge and dip apparent across this area.

The site has been given the Little Waldringfield reference WFL 033 within the Historic Environment Record (HER) for Suffolk. The national OASIS record for this site is Suffolka1-264950 (Appendix 2).

## **2. Geology and topography**

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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.

The site is on a slightly elevated plateau above the 70m contour. The land slopes down to the west, where a tributary of the River Box is located c.1km away, and down towards the main part of the village c.500m to the south-west. Probably due to the heavy clay nature of the soils here, there are a number of ponds and water filled ditches and drains within the vicinity of the site.

## **3. Archaeology and historical background**

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A search of the Suffolk HER (Historic Environment Record) in a 1000m radius of the site has revealed a large number of recorded archaeological sites, findspots and historic buildings within the vicinity, which in the following discussion will be referred to as ‘the study area’ (evidence provided by Suffolk County Council Archaeological Service). The following information should be viewed in conjunction with Figure 1 where sites have been identified using their Monument reference (eg codes starting with ‘MSF’).

- The site is immediately adjacent to Humble Green (MSF17571). According to John Wyncoll’s will of 1544, cloth trade settlement was located here.
- A multi-period artefact scatter dating from the Roman to medieval periods is located close to the site to the west (MSF33865). A Roman artefact scatter is located near Priory Farm, near the south-western edge of the study area (MSF15800).
- To the north of the study area, a number of medieval and later sites are recorded. To the north-west, Nether Hall (MSF5787) is associated with a moat and is adjacent to a probable rabbit warren (MSF25074). Early medieval and medieval pottery was recovered from a pipeline excavation (MSF17572) and a single sherd of medieval pot was found to the north-east (MSF17573).

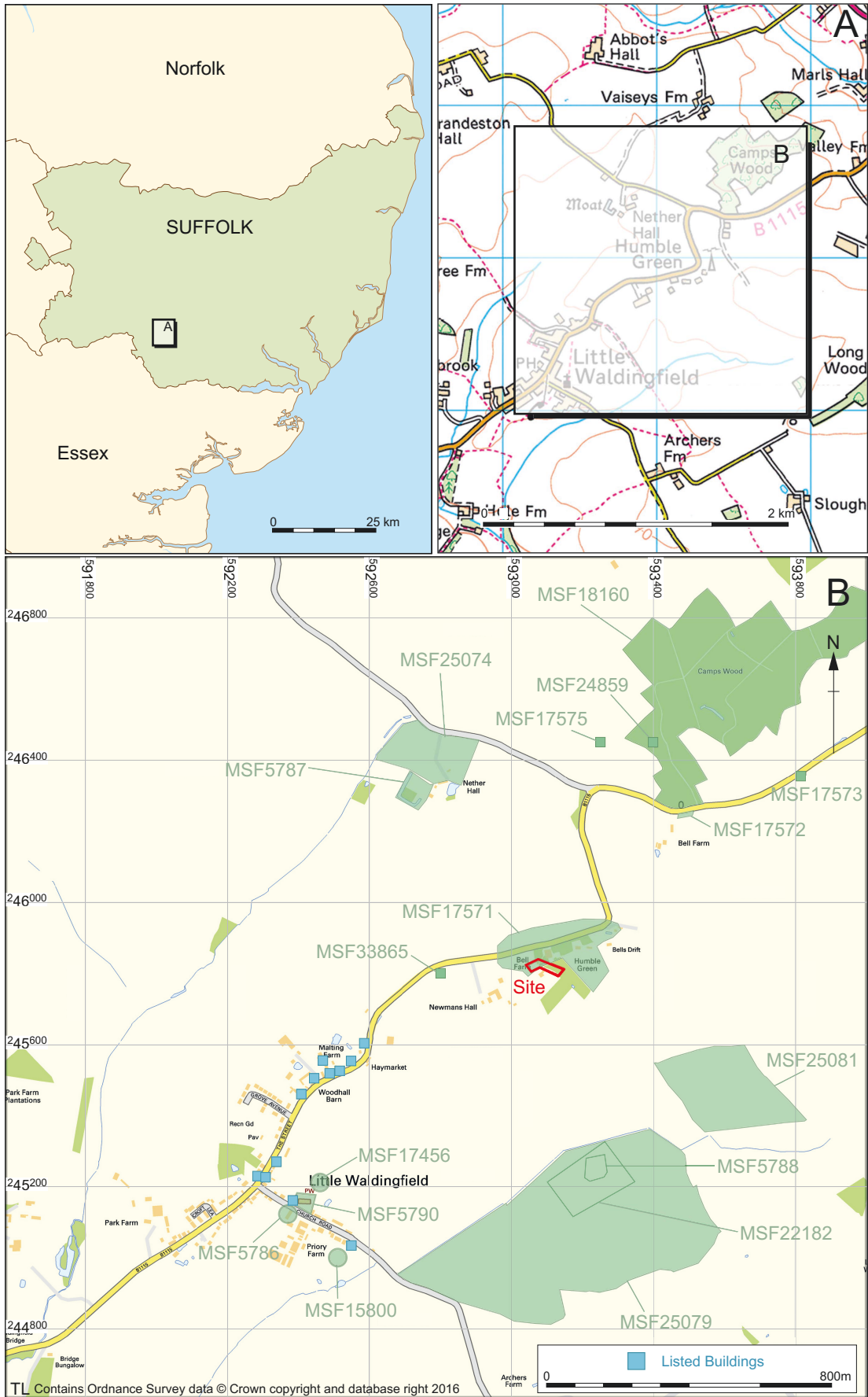


Figure 1. Location of site showing HER entries

- Historic landscape characterisation shows that many of the field systems within the study area are of pre-18th century origin, with the area immediately to the north, east and west of the site showing some evidence for irregular co-axial fields. The area to the west of the site has seen realignment since the 1950s.
- Camps Wood (MSF18160) is an area of ancient woodland to the north-east. Two brick kilns (one within Camps Wood itself) are recorded within the vicinity (MSF17575 and 24859). Early records indicate that another area of woodland was located to the south-east and called Reeve's Wood (MSF25081).
- The medieval core of the village of Little Waldringfield is located at some distance from the site to the south-west, the centre of which is the medieval Church of St Lawrence (MSF 5790). An artefact scatter of Saxon date to the north of the church (MSF17456) might indicate an earlier origin of the village. To the south of the church is a vaulted crypt of 14th century date under a listed building of later construction (MSF5786). All other listed buildings within the study area are 16th to 19th century in date (shown as blue squares on Fig. 1).
- Across the south of the study area is a probable deer park of likely 14th to 16th century date (MSF25079). Within this area is a cropmark of a moated site (MSF5788), medieval pottery has been recovered from the same vicinity (MSF22182).

## **4. Methodology**

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Trench 1 and 2 locations were modified to sample areas that had been prepared for the proposed cabins. Trench 3 was repositioned to avoid trees and an overhead cable. The trench was rotated by 90° so a possible earthwork could be sampled.

The evaluation was conducted during a period of very heavy rain and extremely wet ground conditions, making some aspects of recording difficult.

Trenching was conducted using a 360° tracked mini-digger equipped with a 0.9m wide toothless ditching bucket, the machine was provided by the client. All machining was carried out under direct archaeological observation with the topsoil or other overburden removed by machine to reveal undisturbed natural clay 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.

Individual deposits and a single feature cuts and fills were given separate context numbers within the range 0001 to 0005 (Table 1).

All elements of the site archive have been identified with the Suffolk HER code WFL 033. An OASIS record (for the Archaeological Data Service) has been undertaken and the reference code Suffolka1-264950 has been used for this project (Appendix 2).

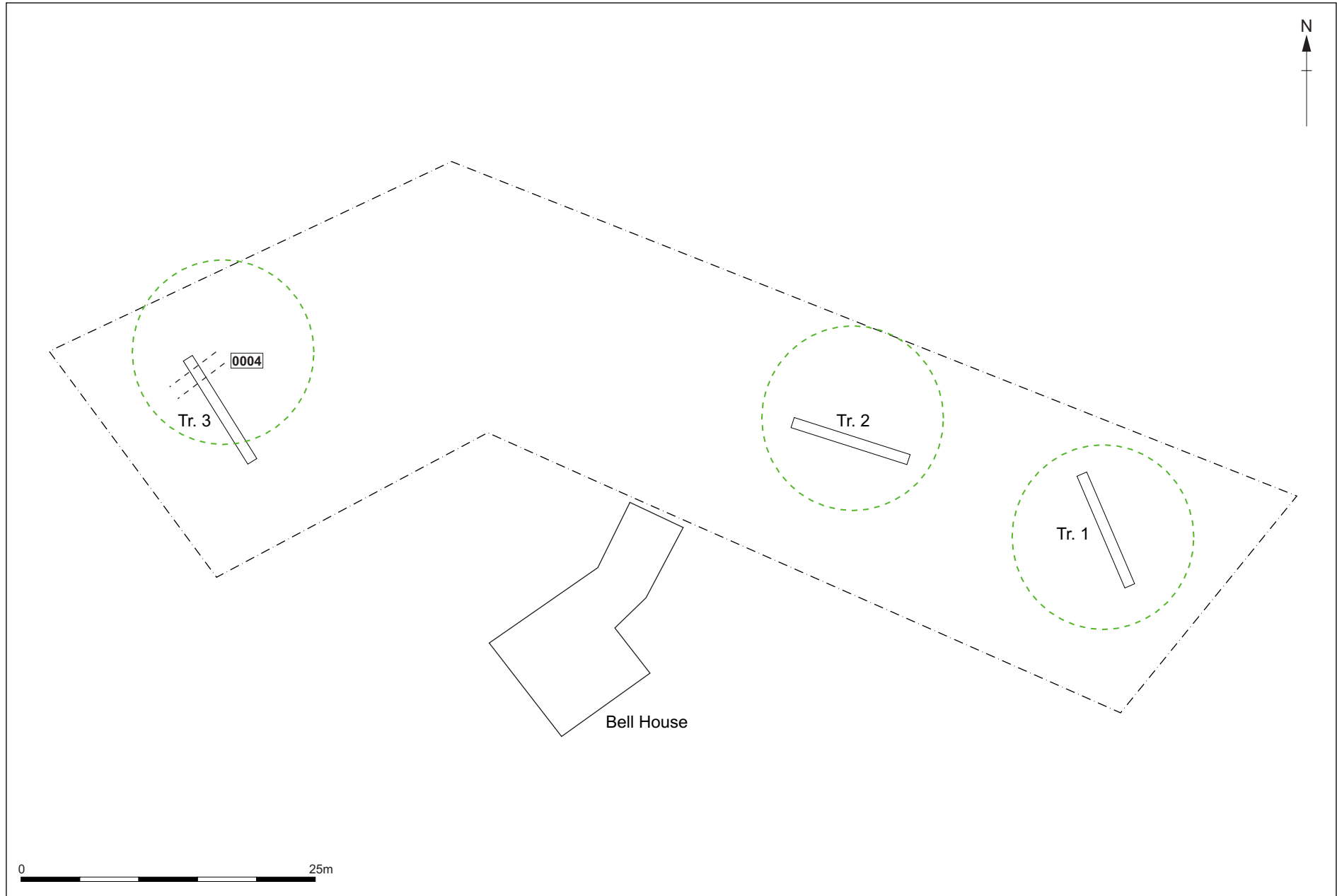


Figure 2. Trench plan (approximate lodge locations within green circles)



## 5. Results

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No archaeological features were encountered in Trenches 1 and 2 and a single post-medieval ditch was found in Trench 3. A list of contexts 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	1	Spread of hardcore over Natural, c.0.3m thick
0003	Layer	2 & 3	Topsoil: humic loam, c.0.25 – 0.3m thick
0004	Ditch cut	3	NE-SW running linear feature; sampled but not fully excavated.
0005	Ditch fill	1 & 3	Fill of 0004 (sampled only).

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Table 1. Context list

### Trench 1

Trench 1 was placed to the east of Bell House, it was 10m in length and was orientated north-north-west to south-south-east.

No features, deposits or finds of archaeological significance were identified. Only a single deposit was encountered, a spread of modern hardcore of c.0.3m depth. This was over truncated natural of mottled grey brown clay.

### Trench 2

Trench 2 was positioned to the north-east of Bell House, was aligned west-north-west to east-south-east and was 10m in length (Plate 1).

No archaeological features, deposits or finds were revealed in this trench. This trench was adjacent to a tall hedge so there was a high degree of root disturbance. The humic clay loam topsoil was over orange brown sandy clay natural.

### Trench 3

Trench 3 was to the north-west of Bell House, in the front garden / orchard (Plate 2). This trench was 10m in length and was orientated north-north-west to south-south-east

and was positioned to sample a possible earthwork in the form of a linear bank and trough.

Excavation showed that this earthwork was the result of a post-medieval ditch, running at right-angles to the trench. Ditch 0004 was of c.1.55m width and contained a dark brown humic clay loam fill 0005. A test-hole was dug into this deposit to a depth of c.0.6m without encountering natural. Several large pieces of 19th century transfer-printed pottery were recovered from this fill.

After consultation with Rachael Abraham, and due to the heavy rain and the recent date of the finds, it was decided not to fully excavate this feature.

## **6. Finds**

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Finds recovered from the fill of ditch 0004 include two large sherds of blue and white transfer printed pottery of likely later 19th century date. Other finds include a small sherd of porcelain, two pieces of ceramic building material, likely to be peg-tile, and a fragment of clear bottle glass. A post-medieval or modern date is likely for all these finds. Consequently, they were not retained and will not form part of the site archive.

## **7. Conclusions**

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The only feature encountered of archaeological interest was an east-north-east running ditch from Trench 3. The finds from this ditch and the dark humic nature of its fill suggest this was a feature of fairly recent date and it does appear to correspond to a minor field boundary as shown on the first edition Ordnance Survey map of the 1880s (Fig. 3).

No archaeological features or finds were found in Trenches 1 and 2. Trench 1 was in an area of truncation and hardcore spread and the digger driver (a neighbour) was able to confirm that a large post-war barn had stood at this location before its demolition.

Despite evidence for Roman, medieval and early post-medieval activity in the vicinity, the only indications of past use as revealed by the trenching belong to the 19th and 20th centuries.



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

## 8. Archive deposition

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

## 9. Acknowledgements

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The fieldwork was carried out by Aimee McManus and Jezz Meredith. Project management, and the editing of this report, was undertaken by Rhodri Gardner. The report illustrations were created by Gemma Bowen.

## 10. Bibliography

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British Geological Survey website:  
<http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer>



Plate 2. View of Trench 3 looking south-east

## Appendix 1. Written Scheme of Investigation

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Bell House Humlereen Little Malin  
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Written Scheme of Investigation  
for  
Archaeological Evaluation

Date: October 2016  
Prepared by: Rhodri Gardner  
Issued to: Rachael Abraham SCCAS Conservation Team  
© SACIC



## Summary Project Details

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<b>Site Name</b>	Bell House, Humble Green
<b>Site Location/Parish</b>	Little Waldingfield
<b>Grid Reference</b>	TL 930 457
<b>Access</b>	Off B1115
<b>Planning Application No</b>	B/15/01556/FUL
<b>HER code</b>	WFL 033
<b>Event No.</b>	ESF 24810
<b>OASIS ref.</b>	Suffolka1-264950
<b>Type:</b>	Trial trench evaluation
<b>Area</b>	Small (3 lodges)
<b>Project start date</b>	November 2016 (TBC)
<b>Fieldwork duration</b>	Up to 1 day (estimated)
<b>Number of personnel on site</b>	Up to 3

### Personnel and contact numbers

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<b>SACIC Project Manager</b>	Rhodri Gardner	01449 900120
<b>Project Officer (first point of on-site contact)</b>	TBC	TBC
<b>Curatorial Officer</b>	Rachael Abraham	01284 741230
<b>Consultant</b>		

### Emergency contacts

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<b>Local Police</b>	Suffolk Constabulary	101 (999 in an emergency)
<b>Location of nearest A&amp;E</b>	West Suffolk Hospital, Hardwick Lane, Bury St Edmunds, IP33 2QZ	01284 713000

### Hire details

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<b>Plant:</b>	TBC	TBC
<b>Toilet Hire</b>	n/a	
<b>Tool hire:</b>	n/a	

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1. Health and Safety Policy
2. Insurance Documentation

## 1. Background

- 1.1 Suffolk Archaeology have been asked by the owners of the site 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 proposed area of development covers a small area (three dispersed new holiday lodges) and is centred on approximately NGR TL 930 457.
- 1.3 The present stage of work is being requested as a condition of planning application B/15/01556/FUL. 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 Rachael Abraham of Suffolk County Council Archaeological Service (SCCAS) (dated 17 August 2014).
- 1.5 According to the Brief (Section 2.1): "This site lies in an area of archaeological potential recorded in the County Historic Environment Record (HER). It is located in a documented area of medieval occupation (WFL 011) surrounding Humble Green. As a result, this location has high potential for the discovery of early occupation deposits."
- 1.6 The development proposal is for the construction of three new holiday lodges. The associated groundworks are liable to damage or destroy any archaeological deposits that may be survive 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 The brief requires that 3 x 10m long trial trenches be used to sample the footprints of the proposed new lodges (Fig. 2). The proposed trenching rationale will be outlined in Section 2, below.
- 1.8 This WSI complies with the SCCAS standard Requirements for a Trenched Archaeological Evaluation (2012, Ver. 1.3), 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 3.2 of the SCCAS Conservation Team brief:

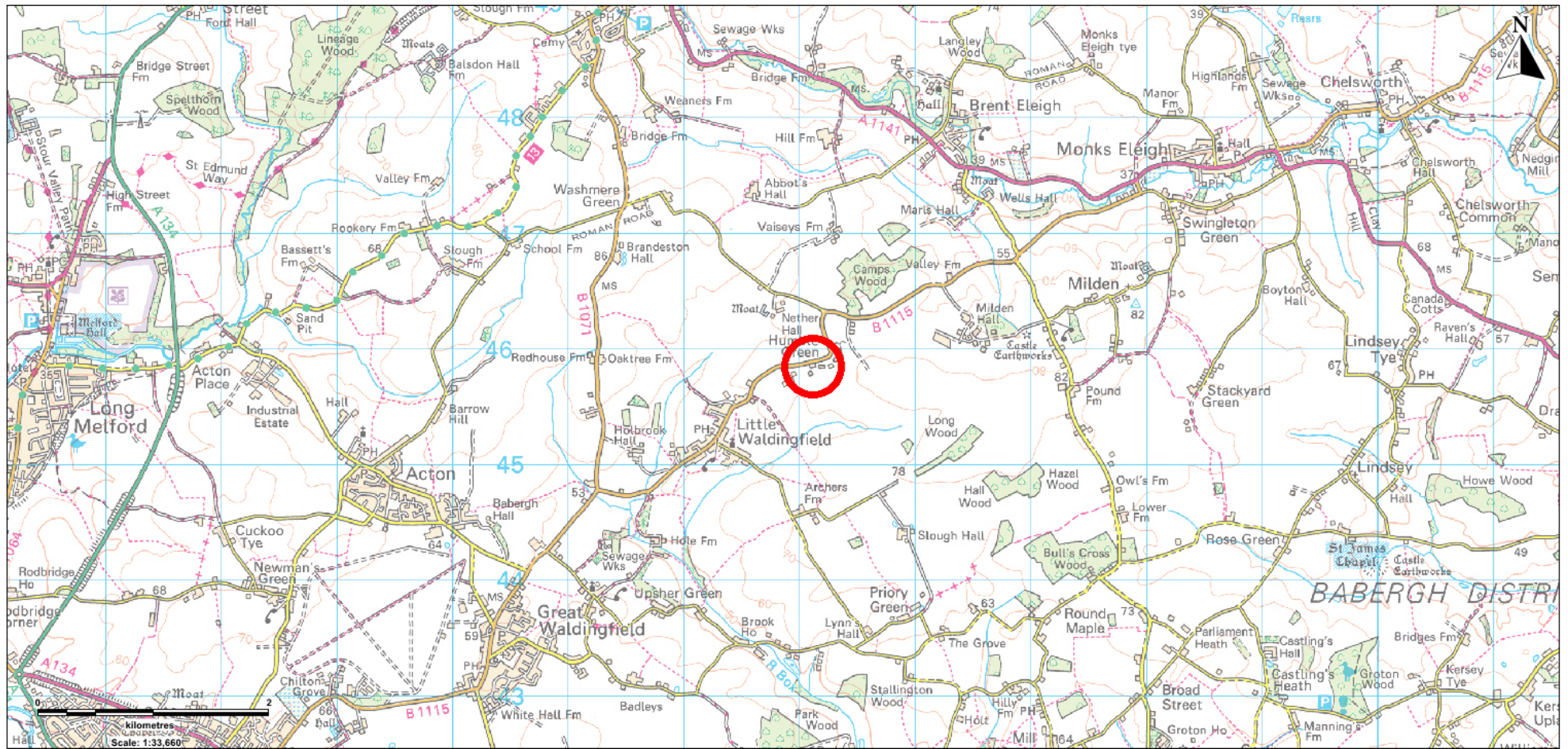
*RA1: Identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.*

*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.*

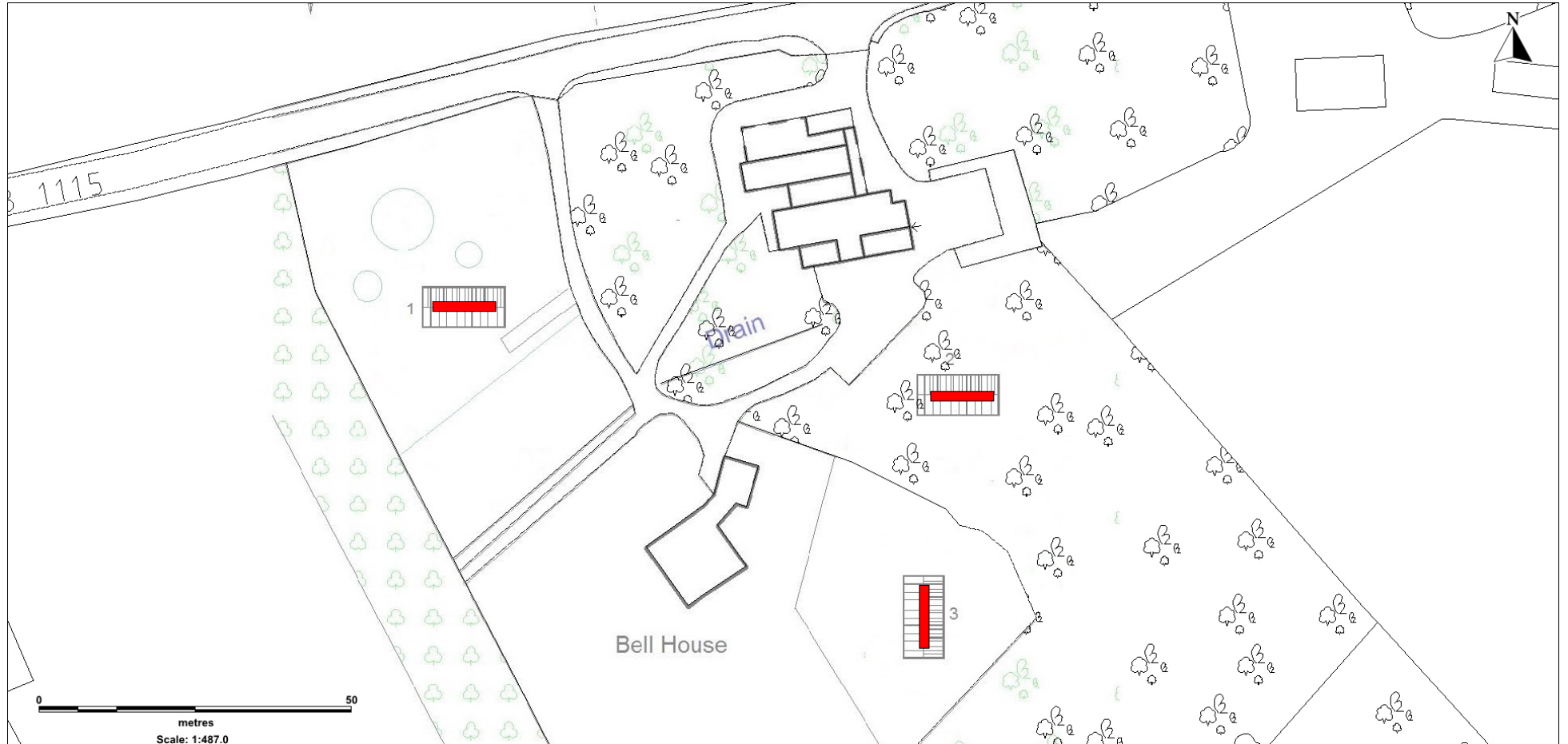
*RA4: Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.*

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; Medlycott, 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 (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 three (3) trenches, each measuring 10m long by 1.8m wide. The proposed trench location plan is shown in Fig 2.
- 2.3 No information has currently been provided about the presence or otherwise of services by the developer. Therefore, if previously unknown services or similar restrictions are encountered during work on site then trench layout may have to be amended accordingly.
- 2.4 The 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 any other concrete/overburden will be mechanically separated for sequential backfilling if requested.
- 2.5 Archaeological deposits and features will be sampled by hand excavation and the trench bases and sections cleaned as necessary in order to satisfy the project aims and also comply with the SCCAS Requirements for Archaeological Evaluation, 2012.
- 2.6 If a trench requires access by staff for hand excavation and recording, it will not exceed a depth of 1.2m. If this depth is not sufficient to meet the archaeological requirements of the Brief and Specification, it will be brought to the attention of the client or their agent and the Archaeological Advisor to the LPA so that further requirements can be established. Deeper excavation can be undertaken provided suitable trench support is used or, where practicable, the trench sides are stepped or battered. However, such a variation will incur further costs to the client and time must be allowed for this to be established and agreed.
- 2.7 All features will be investigated and recorded to provide an accurate evaluation of archaeological potential whilst at the same time minimising disturbance to archaeological structures, features and deposits.
- 2.8 A site plan showing all trench locations, feature positions and levels AOD will be recorded using suitable surveying equipment, depending on the specific requirements of the project. A minimum of one to two sections per trench will be recorded. 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.

- 2.9 The site will be recorded under a unique HER number (WFL 033) and Event number (ESF 24810) acquired from the Suffolk HER Office and archaeological contexts will be recorded using pro forma Context Recording sheets and entered into an associated database.
- 2.10 A digital photographic record will be made throughout the evaluation.
- 2.11 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.
- 2.12 All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed.
- 2.13 All finds will be brought back to Suffolk Archaeology's 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.
- 2.14 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.
- 2.15 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.
- 2.16 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 The unique HER number will be clearly marked on all documentation and material relating to the project.
- 3.2 The post-excavation work will be managed by Suffolk Archaeology's Post-excavation and Finds Manager, Richenda Goffin. Specialist finds staff whether in-house personnel or external specialists are experienced in local and regional types of material in their field.
- 3.3 All artefacts and ecofacts will be held by Suffolk Archaeology until 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. This will include reference to archaeologically relevant information held in the County HER.
- 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 and requested prior to backfilling. 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 and a list of such specialists currently used by Suffolk Archaeology is available on request.

## Appendix 2. OASIS Summary

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OASIS ID: [suffolka1-264950](#)

### Project details

Project name	WFL 033 Bell House, Humble Green
Short description of the project	Bell House is located on the edge of Humble Green, which was associated with the cloth industry in the medieval and early post-medieval periods. A trial trenched evaluation was conducted at land to the north and east of Bell House to test the archaeological potential of the locations of proposed holiday lodges. The trenches to the east of the house were blank but the trench to the north revealed a ditch of likely 19th century date. This appears to correspond to a ditch shown on the Ordnance Survey map of the 1880s.
Project dates	Start: 21-11-2016 End: 21-11-2016
Previous/future work	No / Not known
Any associated project reference codes	WFL 033 - HER event no.
Any associated project reference codes	B/15/01556/FUL - Planning Application No.
Type of project	Field evaluation
Site status	None
Current Land use	Residential 1 - General Residential
Monument type	DITCH Post Medieval
Significant Finds	POTTERY Post Medieval
Methods & techniques	"Targeted Trenches"
Development type	Rural commercial
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 BABERGH LITTLE WALDINGFIELD WSL 033 Bell House, Humble Green
Study area	100 Square metres
Site coordinates	TL 9310 4580 52.076342860087 0.818146414189 52 04 34 N 000 49 05 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	Kate Batt
Project director/manager	Rhodri Gardner
Project supervisor	Jezz Meredith
Type of sponsor/funding body	Developer

### Project archives

Physical Archive Exists?	No
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"

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### Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	WFL 033 Bell House, Humble Green, Little Waldringfield evaluation report
Author(s)/Editor(s)	Meredith, J.
Other bibliographic details	SACIC rpt 2017/006
Date	2017
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	Short report, largely negative

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Entered by	Jezz Meredith (jezz.meredith@suffolkarchaeology.co.uk)
Entered on	24 January 2017

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## OASIS:

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