SUFFOLK ARCHAEOLOGY

• A HISTORY OF EXPERTISE •

White House Farm

The Common, Mellis, Suffolk

Client:
Mr H J Smith

Date:
August 2017

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Archaeological Evaluation Report
SACIC Report No. 2017/056
Author: Catherine Douglas

White House Farm, The Common, Mellis MLS 023

Archaeological Evaluation Report

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Prepared By:	Catherine Douglas
Date:	June 2017
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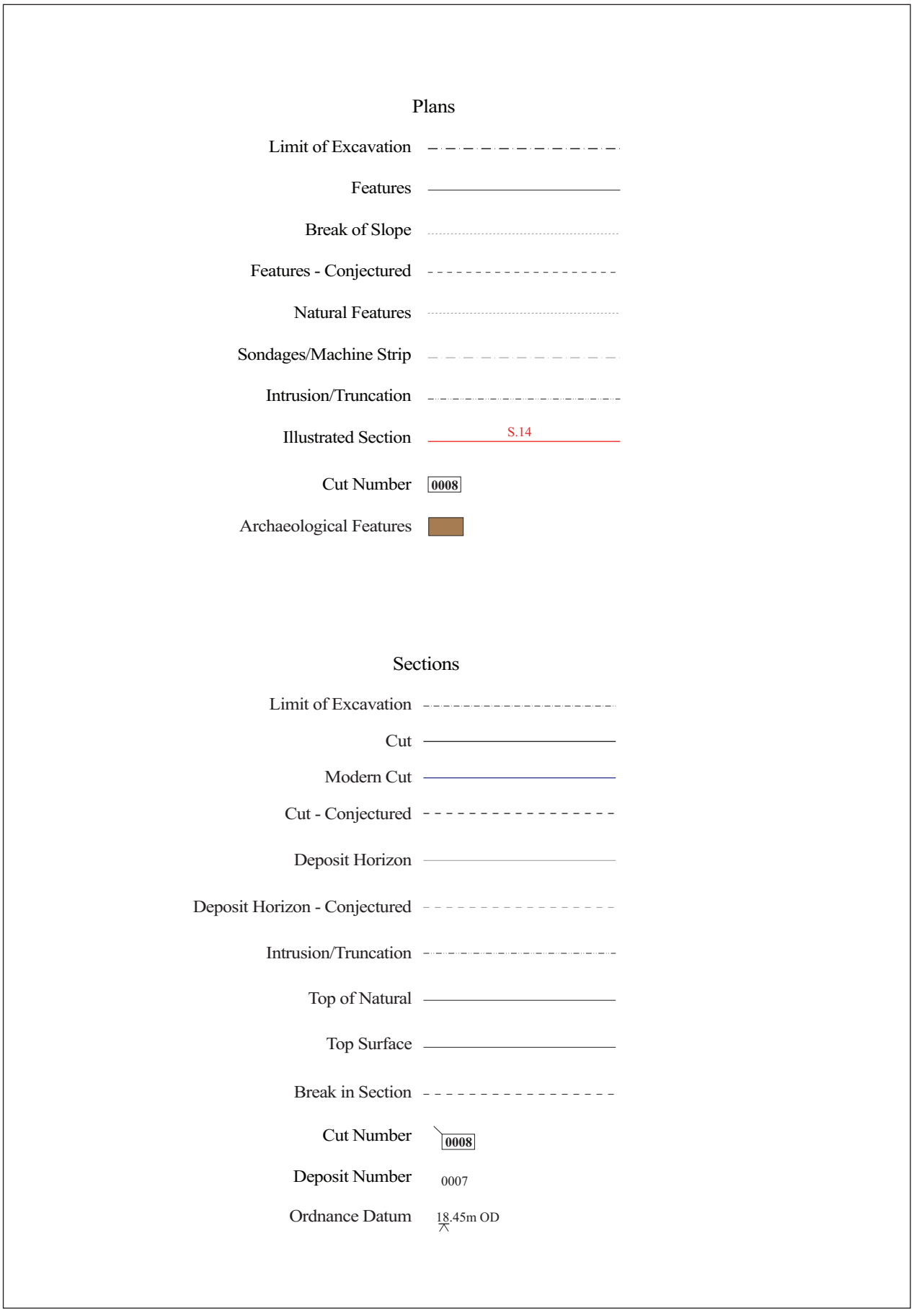
Summary

A single archaeological evaluation trench was excavated at White House Farm, The Common, Mellis, in advance of development of the site.

Medieval agricultural and settlement activity was identified, characterised by two ditches and a pit dating to between the 11th–14th century. The evaluation produced the largest assemblage of medieval pottery to have been recovered from anywhere in Mellis in recent decades. One of the ditches dated more specifically to the 13th-14th century. Evidence for food waste disposal and the presence of fired clay, possibly from oven domes, are indicative of medieval settlement activity.

Drawing Conventions



1. Introduction

An archaeological evaluation was carried out at White House Farm, The Common, Mellis, Suffolk (Fig. 1) with work commencing on 12th June 2017 and concluding on 13th June. The work was carried out as a condition on planning application 0338/14, for the construction of a new building. The purpose of the work was to record and increase understanding of any heritage assets present at the location before they are damaged or destroyed during the development.

The archaeological investigation was conducted in order to comply with a Brief produced for this specific planning condition by Rachael Abraham of the Suffolk County Council Archaeological Service (SCCAS) (Abraham, 2015). The brief required that a total of 15m of trial trenching be used to sample the footprint of the new dwelling.

The site lies in an area of archaeological interest on the edge of Mellis' substantial medieval green (recorded in the County Historic Environment Record as MLS 011). There was therefore thought to be scope for unknown archaeological remains to be present within the site.

The work was carried out to a Written Scheme of Investigation prepared by Rhodri Gardner of Suffolk Archaeology CIC (SACIC, Appendix 1) which was approved by Rachael Abraham.

All work was carried out in accordance 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' (CIfA, 2014) and 'Standards for Field Archaeology in the East of England (Gurney, 2003).

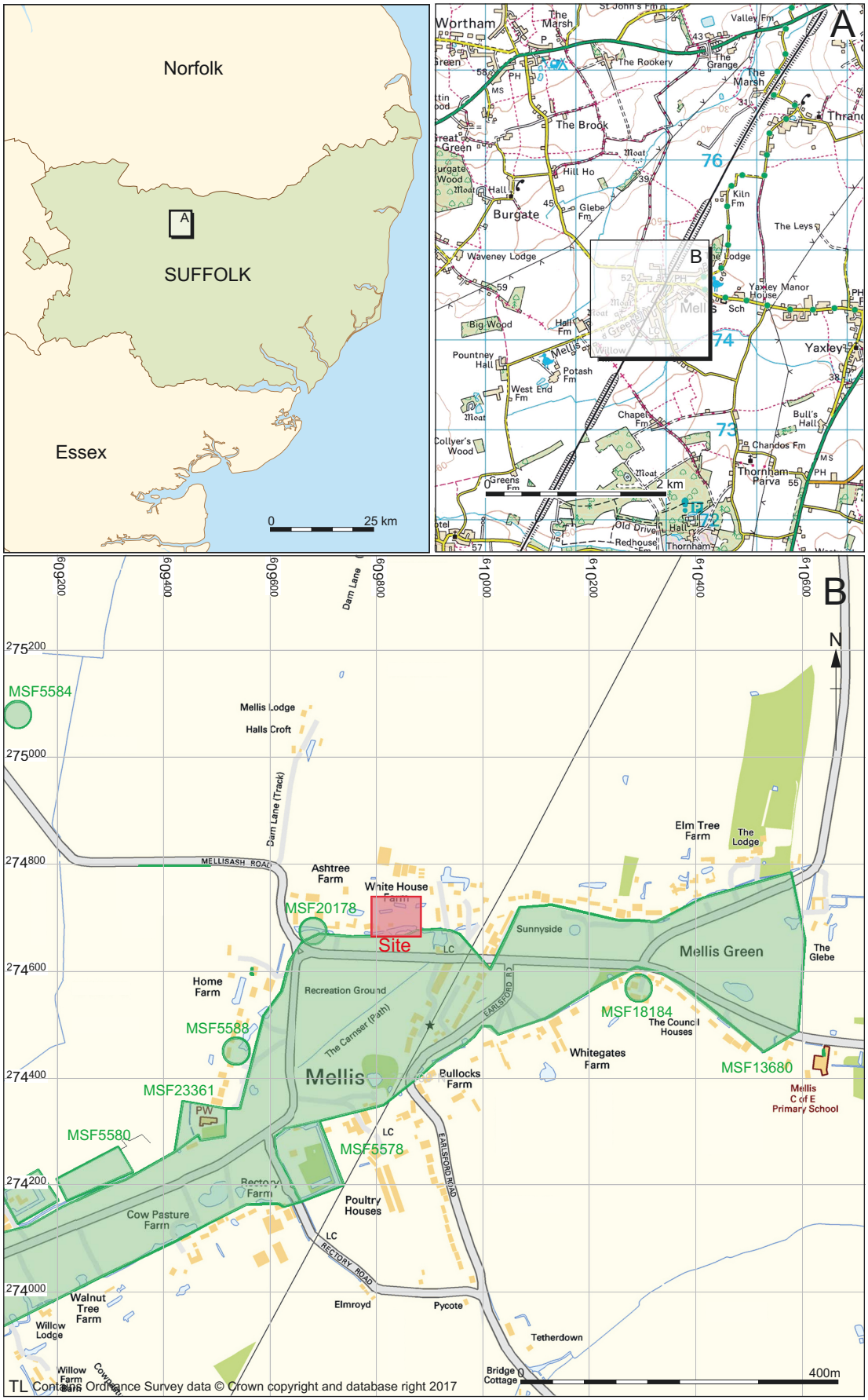


Figure 1. Location of site showing HER entries

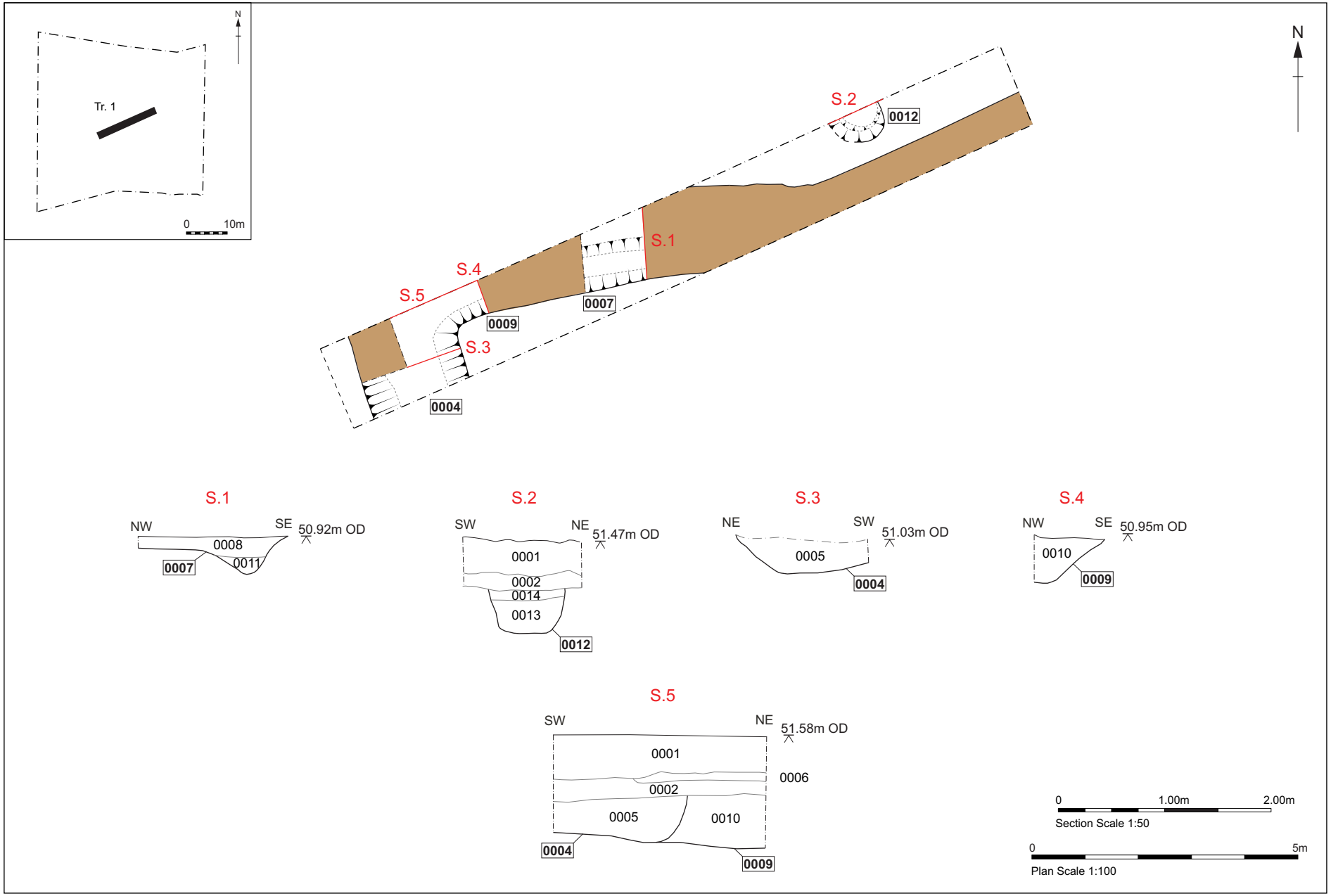


Figure 2 . Trench plan and sections

2. Geology and topography

The site is located within countryside, in the small village of Mellis. It is a square-shaped garden, to the rear of White House Farm, covering an area of *c.*0.12ha. The site is bounded to the south by Mellis Common, to the east by a further two gardens belonging to White House Farm, and to the north and west by residential houses and gardens.

The site lies at a height of *c.*52m above Ordnance Datum. The underlying geology is recorded as superficial deposits of Lowestoft Formation Diamicton, overlying Norwich Crag Formation sand (British Geological Survey website 2017).

3. Archaeology and historical background

Introduction

The site lies in an area of archaeological interest on the edge of Mellis' medieval green (recorded in the County Historic Environment Record as MLS 011). A search of the County Historic Environment Record (HER) within a 500m radius of the site identified nineteen entries. The full results of the search are held in the digital project archive. A summary of these entries is presented in Appendix 2, and the recorded locations are marked in Figure 1.

Recent Archaeological work

A single undated ditch was identified during an archaeological evaluation at Whitegates Farm, Earlsford Road, (ESF23674, 300m southeast of the current site). An archaeological monitoring of footing trenches for an extension at Treetops, The Common, Mellis identified a large undated ditch, thought to be an infilled part of the medieval or post-medieval water management systems of moats, ponds and drains that are still seen within the settlement surrounding the medieval green (ESF19310, 270m to the southwest). An archaeological monitoring of the site strip and footing trenches for an extension to Mellis Primary School located a single ditch of medieval date, possibly marking separate plots on the edge of Mellis Green (ESF19704, 0.8km southeast of the site). No archaeological features were identified during archaeological monitoring at Whitehouse Cottage (ESF22653, 100m to the east).

Neolithic

A prehistoric settlement site was excavated on a nearby field. The pottery included a large rim piece which appears to be Neolithic, and the flints included cores, scrapers and flakes (MSF8339). (This is the same site as MSF5585 discussed in the Iron Age section below).

Bronze Age

A barbed and tanged arrowhead was also found at the prehistoric settlement site mentioned above (MSF5584).

Iron Age

An Iron Age settlement site was identified during the excavation of a pipeline in July 1955. Sections in the pipeline revealed a hut site measuring 15 feet in diameter, with a central sunken circular hearth, containing three large burnt stones at the base which was filled with black earth, pottery and flints. Pottery included heavily gritted Iron Age sherds, and worked flints and flakes. On the south side of the hut site was a ditch or pit filled with dark soil, and to the north there appeared to be a ‘furnace’ lined with burnt clay and filled with black earth and worked clay (MSF5585).

Roman

A number of Roman coins have been identified within 500m of the site.

Medieval

The green at Mellis, which dates back to the medieval period, is the largest area of unfenced common land in England. It is shown on Hodkinson’s map of 1783, and can be seen on several aerial photographs (MSF13680).

Mellis Hall survives only as an earthwork, seen in aerial photographs as a rectangular site beside the green (MSF5579). It has an associated medieval moat (MSF5579) which is also visible as an earthwork.

Finds including pottery dating to the 15th-17th century and iron slag were found beneath the brick floor of Rose Tree Cottage, along with two lead weights and a bone 'comb' with

large teeth. A pile of iron slag (probably from smithing) was identified under the floor of the southernmost room of the house (MSF5588).

A church is recorded at Mellis in the Domesday book called the Church of St Mary the Virgin (MSF13681). It adjoined the large green (MLS 011). Once very fine, only the tower now survives in ruins after collapsing in 1730, and the chancel is poorly restored. Much of the 15th century work still survives, including glass in the windows. Features include the tomb of Richard Yaxley, dated 1570. In 1999 limited excavations in the chancel prior to building work revealed evidence of 14th century footings for wooden pews and a tiled floor, in addition to later finds. Following this, in October 1999, further observations were made when the pew platforms of the north and south nave were raised for repair. A flint and mortar wall footing lying beside the existing north nave wall is interpreted as the remains of a 12th or 13th century nave wall.

In April 1998, an evaluation consisting of six trenches totalling 110m was carried out off the south edge of Mellis Green (MLS 011) prior to a housing development. Two pits were identified, one containing early medieval pottery. A medieval ditch and two undated large pits were uncovered, along with a large area of silty peat, probably a backfilled pond. There was no clear settlement; The evidence suggested the site mainly consisted of (fish?) ponds (MSF18184).

An archaeological monitoring of the site strip and footing trenches for an extension to Mellis Primary School located a single ditch of medieval date, possibly marking separate plots on the edge of Mellis Green (MSF23896).

Post-medieval

The Great Eastern Main Line railway opened in 1849. In 1867 the Eye Branch Line was opened and Mellis became a railway junction. The branch line closed to passengers on the 2nd February 1931 but the line continued to serve traffic goods until the 1960s. The station closed to passengers in November 1969 and was demolished in 1975. During the 1980s the line was electrified and re-signalled with electric services to Norwich operating from June 1986. The signal box, built in 1883 to replace an earlier structure, and the remains of the old platform were demolished soon after (MSF29946).

The Haughley to Norwich railway line was erected to extend the existing line to (the now

closed) Norwich Victoria station in December 1849. This stretch of track now comprises part of the Great Eastern Main Line Service along with the Colchester to Ipswich line, and Ipswich to Bury St Edmunds.

Unknown date

An archaeological evaluation at Whitegates Farm revealed an undated ditch. The ditch was 15m south and broadly parallel with the nearby green edge ditch. The ditch contained no finds but the fill was compact and is recorded as '[looking] old' (MSF34578).

Another ditch of unknown date, probably a tenement boundary, was identified during an evaluation on the edge of the village green (MSF20178).

Monitoring of footing trenches at a separate site identified a large undated ditch, probably related to a medieval – post-medieval water management system (MSF23361).

4. Methodology

A single trench was excavated within the footprint of the proposed building, as set out in the WSI (Appendix 1). The trench measured a length of 15m by a width of 1.6m. The trench location was marked out using a Global Positioning System (DGPS) (Leica GPS). The trench location is shown on Figure 2.

The trench was scanned prior to excavation using a Cable Avoidance Tool (CAT).

The trench was opened using a 360° tracked mechanical excavator equipped with a 1.6m wide bladed ditching bucket in order to provide a good clean cut. Different layers of overburden were stored on opposite sides of the trench to facilitate sequential backfilling.

Excavation was carried out under the continuous supervision of an archaeologist. Mechanical excavation, in spits of no more than 0.25m, of undifferentiated topsoil and subsoil, were carried out down to the top of the first significant archaeological horizon or the top of the underlying geology, whichever was uppermost.

Discrete archaeological features were manually excavated in order to recover evidence for their date, form and function. All artefactual evidence was retained with a 'no discard' policy operated on-site.

Contextual information was recorded in a unique continuous numbering system on SCCAS Field Team pro-forma context sheets under the HER code MSL 023.

Plans and section drawings were executed in pencil on A3-sized sheets of plastic drafting film at scales of 1:20 (plans and sections) and 1:10 (sections). Features and levels were surveyed using a DGPS.

A photographic record consisting of high resolution digital shots was maintained throughout the evaluation.

Site data has been input onto an MS Access database and recorded using the County HER code MLS 023.

An OASIS form has been completed for the project (reference no. Suffolka1-270499, Appendix 3) and a digital copy of the report submitted for inclusion on the Archaeology Data Service database (http://ads.ahds.ac.uk/catalogue/library/ greylit).

The site archive will be kept at the SACIC office in Needham Market until it is deposited with the Suffolk County Council Archaeological Service under HER code MLS 023.

5. Results

5.1 Introduction

The single trench was located on a northeast-southwest orientation, within the footprint of the proposed building (Figure 2). It was excavated to a maximum depth of 0.58m below the topsoil surface level.

5.2 Geology and overburden

The natural, 0003, comprising mottled light orange brown and pale grey sandy clay, containing frequent small chalk nodules and occasional large rounded flints was identified at a similar level of 51m AOD throughout the trench.

The natural was overlain by a layer of subsoil, 0002, which consisted of mid brown compact sandy silty clay, containing occasional tiny flecks of chalk and occasional flints. It extended along the whole length and width of the trench and measured a thickness of 0.08m. A sherd of 12th-14th century pottery was recovered from the subsoil.

In the southwest end of the trench, the subsoil was overlain by a layer of made ground, 0006, which consisted of dark brown mottled with yellow compacted clay with patches of chalk, containing occasional small flint inclusions and a single sherd of 13th-14th century pottery. This layer measured a length of approximately 1m by a thickness of 0.08m, and was immediately overlain by 0.34m of topsoil, 0001. The topsoil was 0.34m thick and consisted of dark greyish brown loose sandy clayey silt, with occasional flint inclusions and occasional tiny flecks of chalk. A jar rim dating to the 19th century or later was recovered from topsoil 0001.

5.3 Trench results

Two ditches were identified, perpendicular to each other. The earliest ditch, 0007, (same as 0009) was oriented east-northeast – west-southwest and extended along most of the length of the trench. It measured a width of 1.42m by a depth of 0.33m and had straight steeply sloping sides, curving to a flat base. The ditch was much deeper in the south side of the ditch than the north side, where it was only 0.10m deep. It was excavated in two separate sondages, which revealed the same steep profile, and two fills 0008 (same as 0010) and 0011. The primary fill, 0011, consisted of mottled pale grey and orange compact clay containing occasional tiny pieces of chalk and small flints, measuring a thickness of 0.15m. This was overlain by a secondary fill, 0008, consisting of mottled grey, brown and orange compact silty sandy clay, containing sub-angular and sub-rounded flints and rounded flints, measuring a thickness of 0.33m. The secondary fill is likely to indicate a later period of silting up of the ditch, and possibly some overflowing on the north side of the feature. Five pieces of animal bone were identified in fill 0008, along with a small number of mussel shells and the remains of a terrestrial snail.

Plate 1. Trench shot showing ditches 0004 and 0009 facing northeast (1m scale)

A sondage was positioned on the location of the intervention between the two ditches 0004 and 0009, which revealed that ditch 0009 (fill 0010) was truncated by ditch 0004, which crossed the trench on a corresponding northwest-southeast orientation. A single sherd of medieval pottery was identified from fill 0010, but this appeared to be from the same vessel as a large concentration of pottery found in ditch fill 0005, so it is possible that this sherd is intrusive.

Plate 2. Trench shot showing the intervention between ditches 0004 and 0009 facing northwest (1m scale)

Ditch 0004 was much wider, with a width of 2.55m, but it had a similar depth of 0.28m. It had more gradually sloping curved sides and a flat base, and contained a single fill, 0005, which consisted of dark grey mottled compact sandy clay containing occasional flints and charcoal flecks. Ninety-two pottery sherds retrieved from fill 0005 represent a small number of vessels, each dating to the 13th/14th century.

The southeast half of a pit, 0012, was identified in the northeast end of the trench. The northwest half of the pit extended beyond the limit of the excavation area. It had straight, vertical sides and a flat base, and measured a diameter of 0.71m by a depth of 0.43m. The primary fill, 0013, consisted of mid grey sticky/compact sandy clay containing occasional flints, measuring a thickness of 0.30m. This was overlain by a secondary fill, 0014, which consisted of mottled mid-brown, orange and white sticky and compact sandy clay containing occasional flints, measuring a thickness of 0.10m. 11th-13th century pottery was recovered from both fills. Nine fragments of fired clay were collected from pit

fill 0014, thought possibly to be fragments of oven dome or a similar structure. A single iron nail was also recovered from pit fill 0014.

Plate 3. Pit 0012 facing northwest (1 x 1m scale)

6. Finds and environmental evidence

Richenda Goffin

6.1 Introduction

Finds were collected from eight contexts, as shown in the table below. In addition, small quantities of finds were present in the material recovered from samples taken from contexts 0005, 0008 and 0013. These are not shown on the table below but are recorded in the finds table on the project database.

Context	Pottery		Fired clay		Iron Nails		Animal Bone		Shell		Charcoal		Spotdate
	No.	Wt/g	No.	Wt/g	No.	Wt/g	No.	Wt/g	No.	Wt/g.	No.	Wt/g/.	
0001	2	5											Pmed
0002	1	7									1	3	Med
0005	92	2440					3	1					Med
0006	1	19											Med
0008							5	36	9	5			
0010	4	26							3	2			Med
0013	1	2					1	3					Med
0014	1	10	8	28	1	20							Med
Total	**102**	**2509**	**8**	**28**	**1**	**20**	**9**	**40**	**12**	**7**	1	3	

Table 1. Finds quantities

6.2 The Pottery

Sue Anderson

Introduction

Pottery (102 sherds, 2509g) was collected from seven contexts during the evaluation (Appendix 6).

Methodology

Quantification was carried out using sherd count, weight and estimated vessel equivalent (eve). The minimum number of vessels (MNV) within each context was also recorded, but cross-fitting was not attempted unless particularly distinctive vessels were observed in more than one context. A full quantification by fabric, context and feature is available in archive. All fabric codes were assigned from the author's post-Roman fabric series for Suffolk. Methods follow MPRG recommendations (MPRG 2001) and form terminology

follows MPRG classifications (1998). The results were input directly onto an MS Access database, which forms the archive catalogue.

Pottery by period

Table 2 shows the quantities of pottery by fabric.

Description	Fabric	Date range	No	Wt/g	Eve	MNV
St. Neot's Ware Developed	STND	1050–1250	1	7		1
Early medieval ware	EMW	11th–12th c.	1	2		1
Early medieval ware sparse shelly	EMWSS	11th–13th c.	2	12		2
EMWSS with coarse sand	EMWSG	11th–13th c.	1	4	0.04	1
Medieval coarseware	MCW	12th–14th c.	91	2398	0.75	11
Hollesley-type coarsewares	HOLL	13th–14th c.?	4	66		1
Grimston glazed ware	GRIM	L.12th–14th c.	1	19		1
Late post-med unglazed earthenware	LPME	19th-20th c.	1	1		1
Totals			**102**	**2509**	**0.79**	**19**

Table 2. Pottery quantities

Medieval 11th–14th c.

Five sherds of handmade early medieval ware vessels were found. One sherd is a shelly ware with the abundant fine shell inclusions typical of St Neots-type wares (punctate brachiopods etc) but also containing oyster shell. One sherd is in a fine/medium sandy fabric and was oxidised on both surfaces. There are two sherds of sandy wares with sparse shell content, one of which was micaceous, and a shelly ware with coarser rounded sand was also found. The latter is a jar rim with a beaded end, and the rest are body fragments, but are probably also from cooking pots/jars.

Nine very small sherds of medieval pottery weighing 10g were retained from the flotation of Sample 1, fill 0008 of ditch 0007. The group consists for the most part of small thin-walled sandy sherds of early medieval date but there is a single small fragment of thicker sandy ware which may be a medieval coarseware of L12th-14th century date. These extra sherds have not been included in the specialist pottery quantification as they were recorded later.

The medieval coarsewares in this group are fairly uniform, generally in fine to medium sandy fabrics, all with sparse locally-occurring inclusions such as mica, chalk, ferrous

particles and flint/rounded quartz, occasionally with burnt-out organics visible in section. Four sherds of a Hollesley-type vessel were also present.

Identifiable forms in this group comprise two wide shallow bowls/dishes and two jars. A thickened everted jar rim was recovered from topsoil 0001, and a square-beaded bowl rim sherd was found in ditch fill 0005. Also in 0005 are twenty-seven sherds of a rounded jar with an everted square-beaded rim and sagging base, and forty-four sherds of a wide shallow bowl with a square-beaded rim and finger-tip impressions at the shoulder. Eleven sherds are from the lower half of another vessel, possibly a jar. All rims in this group are developed forms of 13th/14th and 14th-century date.

Glazed wares are represented by a single body sherd from layer 0006, forming 7.7% of the high medieval group by MNV. This is within the normal range for a rural site in the county. The sherd was from a Grimston ware baluster jug with applied brown strip decoration under a green glaze. The strips had been impressed with a tool to form horizontal ridges.

Modern

A small fragment of a thin plant pot base was found in topsoil 0001.

Pottery by context

Table 3 shows the distribution of pottery by context and feature with suggested spotdates.

Feature	Context	Type	Fabrics	Spotdate
-	0001	Topsoil	MCW LPME	19th c.+
-	0002	Subsoil	MCW	12th-14th c.
0004	0005	Ditch	EMW EMWSG MCW HOLL	13th-14th c.
-	0006	Layer	GRIM	13th-14th c.
0009	0010	Ditch	STND MCW	13th-14th c.
0012	0013	Pit	EMWSS	11th-13th c.
0012	0014	Pit	EMWSS	11th-13th c.

Table 3. Pottery fabric distribution by context

The largest quantity was recovered from ditch fill 0005 (92 sherds), most of which represented large parts of two vessels as described above. A sherd from 0010 appeared to be from the large dish in 0005, suggesting either that the small sherd was intrusive, or

that the large dish had originally been in the lower ditch and was redeposited in the upper during digging.

Discussion

Based on sherd count, this is one of the largest assemblages of medieval pottery to have been recovered from anywhere in Mellis in recent decades. Previous fieldwork at land adjacent to Little Laurels (MLS 013; Anderson 1998) produced small quantities of sandy and shelly early medieval wares and some sandy medieval coarsewares, including an unusual shelly/chalky fabric, but this was not found at the Whitehouse Farm site.

The assemblage represents activity of broadly 11th–14th-century date, with one feature (pit 0012) containing only early medieval pottery, and further early medieval wares being residual finds in medieval contexts. The large group of sherds from ditch fill 0005 represented only a small number of vessels and their disposal in this fill must have occurred soon after breakage, before the sherds could be dispersed. This probably indicates occupation very close to or within the boundary of the site in the 13th/14th century.

6.3 The fired clay

Eight fragments (28g) of fired clay were collected from pit fill 0014, in association with early medieval pottery (Appendix 6). All pieces are abraded and in a fine sandy fabric with rounded chalk and angular flint. The fragments generally have cream-coloured surfaces with reddish cores. Surfaces which survive are generally slightly convex or flattish. The largest piece is 20mm thick from the surface inwards. These fragments are mostly likely to be from oven domes, or possibly part of an object of unknown function.

6.4 Iron nails and unidentified iron

A single iron object was recovered from fill 0014 of pit 0012. It is heavily corroded but is likely to be part of a nail. In addition the pit contained fragments of medieval pottery and

fired clay. A second iron object (SF1002) from topsoil 0001 is the fragmentary remains of a shaft of an object that is sub-rectangular in section. Neither find can be dated.

6.5 Faunal remains

Very fragmentary faunal remains were collected from the evaluation. Table 4 shows a brief list by context.

Context	No of frags	Weight (g)	Description
0005	3	1	Undiagnostic
0008	5	36	Mammalian premolar, mandible, ?deer
0013	1	3	Undiagnostic
Total	**9**	**40**	

Table 4. Animal bone by context

The largest quantity was found in the upper fill 0008 of ditch 0007. The only other material found in this fill was a small number of mussel shells and the remains of a terrestrial snail.

6.6 Shell

Mussel shells were found in small amounts in both fills 0008 and 0010 of ditch 0007, together with terrestrial shells.

6.7 Plant macrofossils and other remains

Anna West

Introduction and methods

Three bulk samples were taken from ditch and pit fills during this evaluation. The features sampled date from the medieval period. The samples were all processed in full in order to assess the preservation of any plant remains present and their potential to provide useful data as part of the archaeological investigations.

The samples were processed using manual water flotation/washover and the flots were collected in a 300 micron mesh sieve. The dried flots were scanned using a binocular microscope at x10 magnification and the presence of any plant remains or artefacts are noted on Table 5. Identification of plant remains is with reference to *New Flora of the British Isles,* (Stace, 1997).

All the samples contained fibrous rootlet fragments in medium to large quantities; these are modern contaminants and are considered intrusive within the archaeological deposits. When rootlets were present in large quantities they were removed prior to the remaining flot material being scanned.

The non-floating residues were collected in a 1mm mesh and sorted when dry. All artefacts/ecofacts were retained for inclusion in the finds total. The residues were also scanned with a magnet to retrieve any hammerscale or ferrous spheroids present.

Quantification

For the purpose of this initial assessment, items such as seeds, cereal grains and small animal bones have been scanned and recorded quantitatively according to the following categories:

= 1-10, ## = 11-50, ### = 51+ specimens

Items that cannot be easily quantified such as charcoal, magnetic residues and fragmented bone have been scored for abundance:

+ = rare, ++ = moderate, +++ = abundant

Results

SS no	Context no	Feature/ cut no	Feature type	Approx date of deposit	Flot contents
1	0008	0007	Ditch	Undated	charred cereal grains #, charred seeds #, uncharred seeds #, charcoal ++, snails +, rootlets +
2	0005	0004	Ditch	12th-14th Century	charred cereal grains #, charred legumes #, charred seeds #, animal bone frags #, uncharred seeds #, charcoal +, snails +, rootlets ++, ferrous globules #
3	0013	0012	Pit	11th-13th Century	charred cereal grains #, charred legumes #, charred seeds #, uncharred seeds #, charcoal ++, snails +, rootlets +

Table 5. Material recovered from bulk sample flots

The majority of the flot volume was made up of fibrous rootlets; this material was considered to be modern and intrusive within the archaeological contexts samples. Once the larger root fragments were removed, prior to examination, the remaining flot volumes were generally small at 50ml or less.

Terrestrial snail shells were recovered from all the samples but were relatively rare. No attempt has been made to identify these remains for the purposes of this report.

Preservation of the plant macrofossils present was through charring and is generally fair to poor. Wood charcoal fragments were rare within the sample flots and where present were generally highly comminuted, making them unsuitable for species identification or radiocarbon dating. A few slightly larger fragments were recovered from the non-floating residue of Sample 1, ditch fill 0008. Many of these appeared to be from ring porous species, but no attempt at identification has been made beyond this point.

Many of the cereal grains present were puffed and fragmented, as though they had been exposed to combustion at high temperatures. The fragmented condition of many caryopses made identification beyond broad species level difficult or impossible. Cereal grains were present in small numbers, less than ten specimens at a time, in all three samples. Both Barley (*Hordeum* sp.) and a free threshing bread wheat (*Triticum* sp.) were observed, with Bread Wheat perhaps being dominant. Charred legumes, in the form of peas (*Pisum* sp.) were also present, but again in small numbers within Sample 2, ditch fill 0005 and Sample 3, pit fill 0013.

Charred Grass family (Poaceae) caryopses were also present within all of the samples in small numbers.

Uncharred weed seeds were very rare, with only a couple of specimens in each sample of Elderberry (*Sambucus nigra* L.). Although these seeds are very robust, as those present were neither charred, mineralized or abraded, they most likely represent material from the background soil seed bank, being intrusive within the archaeological context sampled.

The animal bone fragments observed within Sample 2, ditch fill 0005, are consistent with domestic or food waste, and along with the cereals suggest domestic activities may have been taking place within the vicinity. The bone fragments recorded here were observed during rapid scanning under magnification and are too small and fragmented to be worthy of further specialist examination.

Ferrous globules were also observed within the flot of Sample 2, although no magnetic

material was recovered from the non-floating residue. Ferrous spheroids are formed when molten material is expelled during hot welding and the presence of ferrous globules, although no true spheroids were observed, suggests that metal working may have been taking place in the vicinity. Again however, this material is too sparse to warrant further specialist examination.

Discussion

The samples from this evaluation were fair to poor in terms of identifiable material. The presence of charred cereal grains, along with fired clay within pit 0012, identified as possibly being part of a medieval oven, suggests that cereal processing or food preparation may have being taking place in the vicinity. Cereals would often be dried or parched in an oven or over a hearth before either being stored or pounded to release them from the glumes, prior to consumption. These later stages of processing would often be carried out in batches as and when the cereal was required (Hillman, 1981). However, no chaff elements were recovered from these samples, and the wheat grains observed appear to be for free threshing wheat, which do not require parching in the same way that glume wheats do. The absence of any chaff elements suggests it is possible prime or semi-prime grain was being imported to the site, or that any necessary processing activities were taking place elsewhere.

Pulses provided an important source of protein within the diet and as a fodder crop. However, as they do not require processing with heat in the way cereals often do, they are less likely to be exposed to chance preservation through charring and are often under-represented in the archaeological record. Their presence within these samples suggests horticultural activities may have been taking place in the vicinity.

Many ovens and fires would have had multifunctional purposes and may have been used for both food preparation and light industrial activities, and so a mix of food and industrial waste is not uncommon.

The mixture of prime grain, legumes and bone fragments suggests domestic food preparation was taking place in the vicinity. The sparse and fragmented nature of the remains also suggests that detritus may have been moved around the occupation area by the action of wind, water or trample before becoming incorporated within the archaeological deposits sampled.

Recommendations for further work

It is not recommended that any further work should be carried out on these samples at this stage. The material present was rather sparse and it is difficult to draw any conclusions beyond the fact that agricultural, horticultural, light industrial and domestic activities were taking place in the vicinity during the medieval period. The flots from these samples should however, be retained as part of the site archive.

If further interventions are planned on this site, bulk sampling should be carried out on any well-sealed and well-dated contexts in order to further investigate the nature of the cereal and metal working waste recovered during this evaluation. Any further accompanying weed assemblage could possibly also provide useful insight into to the utilisation of local plant resources, agricultural activity and economic evidence for this site.

6.8 Discussion of material evidence

Although the amount of cultural material recovered from the evaluation is small, the pottery assemblage is substantial enough to provide significant dating evidence, and the presence of large unabraded sherds points to the likelihood that there was a medieval settlement close to the ditch into which they were deposited. The presence of mussel shell, animal bone and charred grains and other plant macrofossils is indicative of the discard of food debris which is also likely to be medieval.

7. Discussion

7.1 Overview of stratigraphic sequence and preservation

The Lowestoft Formation clay, 0003, was identified at 51m AOD throughout the trench. The archaeological horizon remained intact and the overlying subsoil, 0002, showed no visible sign of truncation or disturbance. The subsoil measured a thickness of 0.08m and consisted of mid brown compact sandy silty clay, containing occasional tiny flecks of chalk and occasional flints. In the southwest end of the trench, the subsoil was overlain by a layer of made ground, 0006, which consisted of mottled dark brown and yellow clay with patches of chalk, which contained a single sherd of 13th-14th century pottery. This was

overlain by loose sandy clayey silt topsoil, which measured a thickness of 0.34.

7.2 Feature type and distribution

Three features were identified during the evaluation. A ditch on an east-northeast – west-southwest orientation appeared to be truncated by another ditch on a northwest-southeast orientation, which was clearly dated to the 13th-14th century. Although no dating evidence was recovered from the earlier ditch, given the corresponding alignments and the similarities in size, shape and fill types of the ditches, it is quite likely they were broadly contemporary, perhaps representing part of a square/rectilinear field system or enclosure to the southeast of the trench. The presence of mussel shell and animal bone within the undated ditch is indicative of the discard of food debris, which is also likely to be medieval. Medieval pottery of 12th-13th century was also encountered in the subsoil.

A pit towards the northeast end of the trench was more broadly dated to the 11th-13th century. Fragments of fired clay within the pit may be from oven domes, which together with the evidence for food waste, may be indicative of domestic activities taking place near the site, therefore a settlement is likely to have existed nearby.

The types of features are not unusual for the area, but this is the largest assemblages of medieval pottery to have been recovered from anywhere in Mellis in recent decades. Similar medieval field systems have been identified during previous archaeological investigations on and surrounding the medieval green (ESF19704, MSF23896). Two large pits and a medieval ditch were identified during an evaluation in 1998 off the south edge of the green, where it is also thought that fish ponds existed during medieval times (MSF18184).

8. Conclusions

The evaluation has identified medieval agricultural and settlement activity, characterised by two ditches and a pit dating to between the 11th–14th century. A large concentration of pottery from one of the ditches dated more specifically to the 13th-14th century. The evidence for food waste disposal and fired clay, along with the large assemblage of

medieval pottery, suggests a settlement is likely to have existed nearby.

The depth of the archaeological horizon was at 0.58m below ground-level, therefore any groundworks taking place at this level are likely to impact upon the archaeological horizon.

9. Archive deposition

The site archive will be kept at the SACIC office in Needham Market until it is deposited in the SCCAS Archive store at Bury St. Edmunds, Suffolk.

10. Acknowledgements

The fieldwork was carried out by Catherine Douglas, Diogo Matos and Sara Pereira.

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

Post-excavation management was provided by Richenda Goffin. Finds processing was undertaken by Jonathan Van Jennians. The specialists finds report was produced by Richenda Goffin with Sue Anderson and the plant macrofossil report was written by Anna West.

The report illustrations were created by Gemma Bowen and the report was edited by Richenda Goffin.

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Appendix 1. Written scheme of investigation

SUFFOLK ARCHAEOLOGY

• A HISTORY OF EXPERTISE •

White House Farm, The Common, Mellis, Suffolk

Written Scheme of Investigation for Trenched Evaluation

Date: December 2016
Prepared by: Rhodri Gardner
Issued to: Rachael Abraham (SCCAS Conservation Team)

Summary Project Details

Site Name	White House Farm, The Common
Site Location/Parish	Mellis
Grid Reference	TM 098 747
Access	Off farm track
Planning Application No	0338/14
HER code	MLS 023
Event No.	ESF 25122
OASIS ref.	Suffolka1-270499
Type:	Trial trench evaluation
Area	Small (single dwelling)
Project start date	TBC
Fieldwork duration	Up to 1 day (estimated)
Number of personnel on site	Up to 3

Personnel and contact numbers

SACIC Project Manager	Rhodri Gardner	01449 900120
Project Officer (first point of on-site contact)	TBC	TBC
Curatorial Officer	Rachael Abraham	01284 741232
Consultant		

Emergency contacts

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

Hire details

Plant:	Holmes Plant and Construction	01473 890766
Toilet Hire	TBC	TBC
Tool hire:	TBC	TBC

Contents

Figures

Appendices

1. Background

1.1 Suffolk Archaeology have been asked by 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 proposed area of development is small and covers *c*. 0.12ha which is centred on approximately NGR TM 098 747.

1.3 The present stage of work is being requested as a condition of planning application 0338/14. 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 15/04/15).

1.5 The site lies in an area of archaeological interest on the edge of Mellis' substantial medieval green (recorded in the County Historic Environment Record as MLS 011). There is therefore scope for unknown archaeological remains to be present within the site.

1.6 The development proposal is for the construction of a single new dwelling. 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 a total of 15m of trial trenching be used to sample the footprint of the new dwelling (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' (CIfA, 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; Medlycott, 2011).

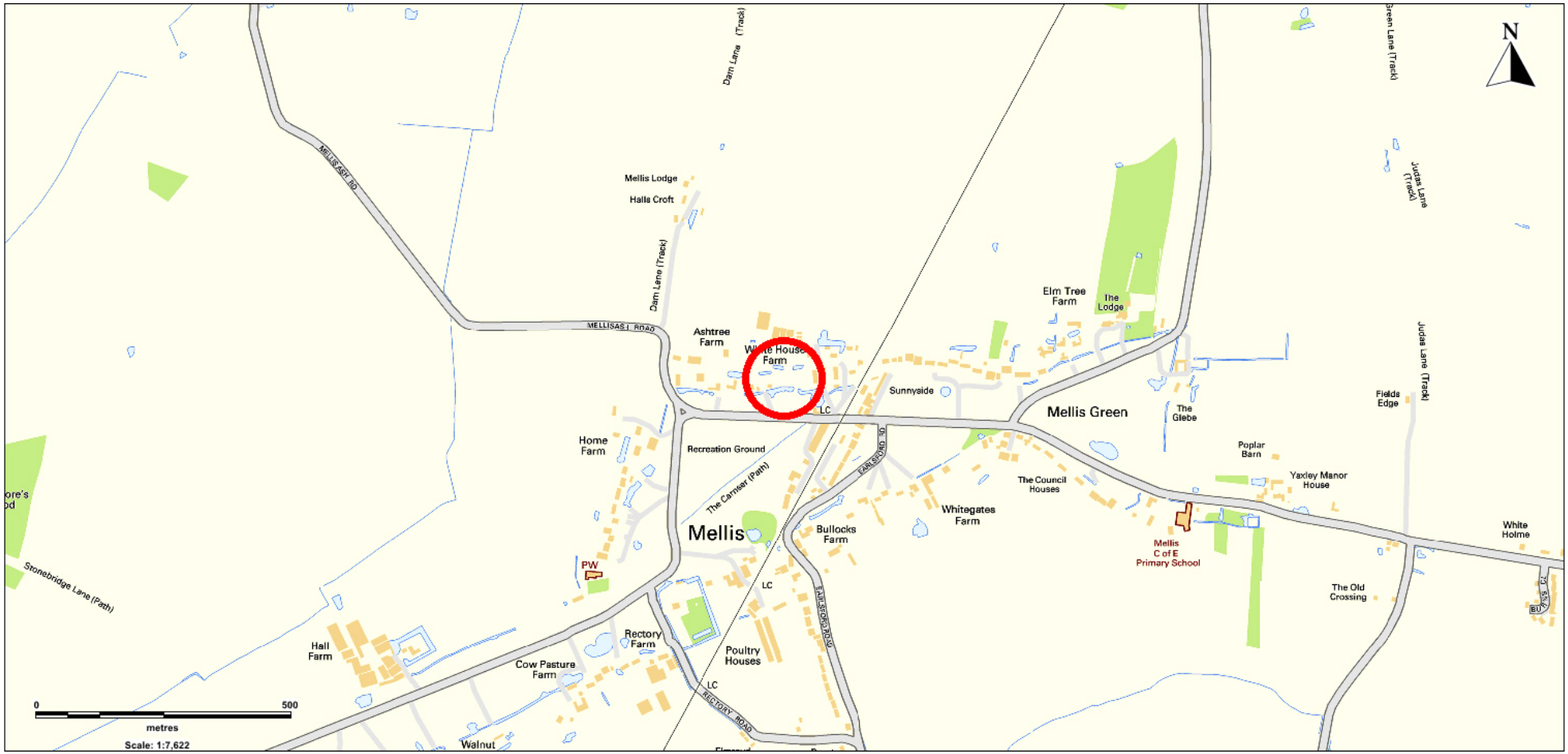

Figure 1. Site Location (circled red)

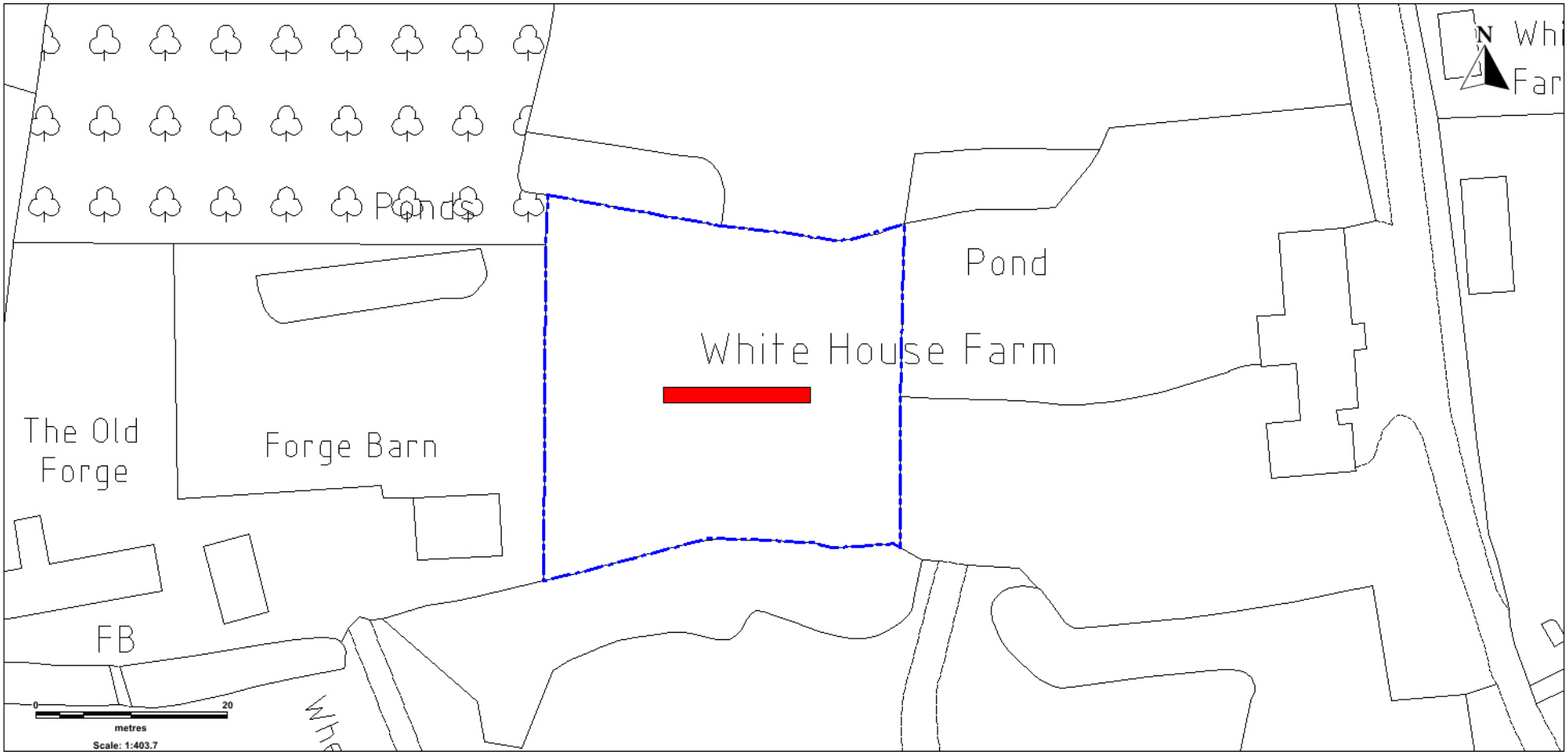

Figure 2. Proposed trench layout (trenches in red)

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 one trench measuring 15m long by 1.8m wide. The proposed trench location plan is shown in Fig 2. The aim is simply to sample the proposed new dwelling's footprint.

2.3 No information has currently been provided about the presence or otherwise of services by the client. 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 (MLS 023) and Event number (ESF 25122) 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 some temporary fencing (Heras type) will be employed to separate the public from the excavated trenches. This will only be removed after the trenches are backfilled.

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.

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 as well as is reasonably practicable. However, 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 in addition to the standard backfilling outlined above (for example of tarmac or concrete surfacing).

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, who will be deployed when appropriate:

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 1. Suffolk Archaeology CIC Health and Safety Policy

SUFFOLK ARCHAEOLOGY

HEALTH AND SAFETY POLICY STATEMENT

Suffolk Archaeology Community Interest Company is committed to ensuring the health, safety and welfare of its employees, and it will, so far as is reasonably practicable, establish procedures and systems necessary to implement this commitment and to comply with its statutory obligations on health and safety. Our Personnel are informed of their responsibilities to ensure they take all reasonable precautions, to ensure the safety, health and welfare of those that are likely to be affected by the acts and emissions of our organisations undertakings.

Suffolk Archaeology Community Interest Company understands our duty to identify the significant hazards that may be created by our undertakings and to risk assess these accordingly to ensure that suitable and effective controls are implemented to minimise risk to a suitable level as far as is reasonably practicable.

We also acknowledge our duty, so far as is reasonably practicable:

- To provide a safe working environment for our workforce, fulfil our statutory commitments and actively manage and supervise health and safety at work;
- To identify the risks associated with our business activities and ensure suitable and sufficient control measures are in place.
- Ensure regular consultation with our employees on matters which affect their health and Safety.
- To ensure that all plant and equipment used by our employees is fit for purpose and adequately maintained.
- To provide suitable storage and ensure safe handling of Hazardous substances.
- To ensure that all workers are competent to undertake their daily work activities by providing all relevant information and training, consideration will also be given to any employees who do not have English as a first language.
- To prevent accidents and cases of work related ill health by ensuring a robust reporting and investigation system is in place.
- To liaise and communicate effectively regarding health and safety matters when working on other persons premises.
- To ensure that there is an effective system of induction, training, communication and supervision to other persons visiting or working on our premises.
- To have access to competent advice, this will be provided by Agility UK (Training and Consultancy) Ltd. Who will assists us in the continuous improvement in our health and safety performance and management through regular review and revision of this policy; and to provide suitable resources required to make this policy and our Health and Safety arrangements effective.

To ensure that the above are met we have developed a 'Health and Safety Management Structure' identifying key personnel responsible for managing health and safety within the organisation and 'Safety Arrangements' to assist the implementation.

Signature:	R V Gardner.	**Date:**	**01/02/2015**
Name:	**Rhodri Gardner**	**Position:**	**Managing Director**

The policy is reviewed on a periodic basis.

Appendix 2. Suffolk Archaeology CIC Insurance Policy Details

towergate insurance

To Whom It May Concern

Our Ref: TMS/

28 January 2015

Dear Sir / Madam

Our Client: Suffolk Archaeology C I C

We act as Insurance Brokers for the above mentioned client and confirm the following cover is in force:

Public Liability

Limit of Indemnity - £5,000,000 any one event in respect of Public Liability

INSURER	Aviva Insurance Limited
POLICY TYPE	Public Liability
POLICY NUMBER	24765101CHC/UN/010136
EXPIRY DATE	01/02/2016

Employers Liability

Limit of Indemnity - £10,000,000 any one occurrence.

The cover has been issued on the insurers standard policy form and is subject to their usual terms and conditions. A copy of the policy wording is available on request.

INSURER	Aviva Insurance Limited
POLICY TYPE	Employers Liability
POLICY NUMBER	24765101CHC/UN/010136
EXPIRY DATE	01/02/2016

Professional Indemnity

Limit of Indemnity - £1,000,000 in respect of each and every claim

INSURER	Hiscox Insurance Limited
POLICY TYPE	Professional Indemnity
POLICY NUMBER	HU PI 9129989/1450
EXPIRY DATE	01/02/2016

The cover has been issued on the insurers standard policy form and is subject to their usual terms and conditions. A copy of the policy wording is available on request.

The Insurance evidenced by this Certificate is subject to the terms, and conditions and exclusions of the applicable policies which is paramount. This certificate is issued as a matter of information only and evidences coverage as at the date of the certificate. This certificate confers no rights to the holder and imposes no liability on the Insurer. The Insurer assumes no responsibility to the holder of the certificate to provide any notice of any material change in or cancellation of these policies.

Yours faithfully,

Tariq Mian Cert CII
Senior Account Executive
Towergate Insurance

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

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01449 900120

www.suffolkarchaeology.co.uk

www.facebook.com/SuffolkArchCIC

www.twitter.com/suffolkarchcic

Appendix 2. HER summary table

MonUID	Date	Description	Easting	Northing
MSF8339	Neolithic	Prehistoric settlement site (Same site as Iron Age MSF5585 discussed below) on field NW of bridged ford. Some of the pottery including a large rim piece, appears to be Neolithic and the flints included cores, scrapers and flakes.	0912	7507
MSF5584	Bronze Age	Barbed and tanged arrowhead found on a Prehistoric settlement site, discovered within a pipeline trench in 1955.	0912	7507
MSF5585	Iron Age	Iron Age settlement site on field NW of bridged ford on S facing slope discovered in pipeline trench in July 1955: Sections in the pipeline revealed hut site 15 feet in diameter with central sunken circular hearth containing three large burnt stones at base and filled with black earth, pottery and flints. Pottery included IA sherds heavily gritted, and worked flints and flakes. On S side of hut site was a ditch or pit filled with dark soil and to the N there appeared to be a "furnace" lined with burnt clay and filled with black earth and worked clay.	0912	7507
MSF5578	Medieval	The site of the former rectory can be seen on aerial photographs.	097	742
MSF5579	Medieval	A medieval moat is visible as an earthwork, with a burnt clay area in the middle. Not shown on 1984 1:10000 map - ploughed out.	093	742
MSF5581	Medieval	Mellis Hall associated with a medieval moat: see above MSF5579, only surviving as an earthwork seen in aerial photographs. Rectangular, occupied, beside green.	091	741
MSF5588	Medieval	Rose Tree Cottage: C15th-C17th pottery & iron slag were found beneath the brick floor of Rose Tree Cottage, along with two lead weights and a bone 'comb' with large teeth. A pile of iron slag (probably from smithing) was identified under the floor of the southernmost room of the house.	0953	7445
MSF13680	Medieval	Mellis Village Green: Large green at Mellis; Shown on Hodskinson's map of 1783 and seen on several aerial photographs	087	740
MSF13681	Medieval	Church of St Mary: A church is recorded at Mellis in the Domesday book called the Church of St Mary the Virgin. Adjoining large green (MLS 011). Once very fine, the tower now survives only in ruins (collapsed 1730) and the chancel is poorly restored. There are remains of much C15th work, including glass in windows. Tomb of Richard Yaxley, 1570. In 1999 limited excavations in the choir area of the chancel prior to building work revealed evidence of C14 or early footings for wooden pews and a tiled floor plus later finds. Following this, in October 1999, further observations were made when the pew platforms of the N & S nave were raised for repair. A flint and mortar wall footing lying beside the existing N nave wall is interpreted as the remains of a 12/13th century nave wall.	0948	7432
MSF18184	Medieval	Mellis Green: In April 1998, an evaluation was carried out prior to a housing development. Six trenches totalling 110m were excavated off the south edge of Mellis Green (MLS 011). Two pits; one containing early medieval pottery; 1 ditch excavated, containing medieval pottery; 2 other features, probably large pits (no finds) plus large area of silty peat, probably a backfilled pond. No clear settlement - mainly (fish?) ponds. Details in Further monitoring recommended.	1029	7456

MSF23896	Medieval	Mellis Primary School: An archaeological monitoring of the site strip and footing trenches for an extension to Mellis Primary School located a single ditch of medieval date, possibly marking separate plots on the edge of Mellis Green.	10640	74448
MSF29946	Post medieval	Former Mellis railway station: The Great Eastern Main Line opened in 1849. In 1867 the Eye Branch Line was opened and Mellis became a railway junction. The branch line closed to passengers on the 2nd February 1931 but the line continued to serve traffic goods until the 1960s. The station closed to passengers in November 1969 and was demolished in 1975. During the 1980s the line was electrified and re-signalled with electric services to Norwich operating from June 1986. The signal box, built in 1883 to replace an earlier structure, and the remains of the old platform were demolished soon after.	099	745
MSF35056	Post medieval	Eye Railway Branch. Opened in 1867 and closed in 1964. The line was closed to passengers in 1931 and then closed to goods in 1964. It was dismantled in 1965.	1112	7424
MSF34994	Post medieval	Haughley to Norwich railway line: This stretch of track was erected to extend the existing line to now closed Norwich Victoria station in December 1849. This stretch of track now comprises part of the Great Eastern Main Line Service along with SUF 068 (Colchester to Ipswich) and SUF 069 (Ipswich to Bury St Edmunds).	0807	7111
MSF34578	Unknown	Whitegates Farm: An archaeological evaluation (trial trenching) revealed an undated ditch. The ditch was 15m south and broadly parallel with the nearby green edge ditch. The ditch contained no finds but the fill was compact and it looked ‘old’.	1012	7450
MSF20178	Unknown	A ditch of unknown date, probably a tenement boundary was identified during an evaluation on the edge of the village green.	09682	74674
MSF23361	Unknown	Tree Tops: Monitoring of footing trenches identified a large undated ditch, probably related to medieval - post medieval water management system.	09566	74599

Appendix 3. Oasis Form

OASIS ID: suffolka1-270499	
Project details	
Project name	White House Farm, Mellis
Short description of the project	A single archaeological evaluation trench was excavated at White House Farm, The Common, Mellis, in advance of development of the site. Medieval agricultural and settlement activity was identified, characterised by two ditches and a pit dating to between the 11th-14th century. The evaluation produced the largest assemblages of medieval pottery to have been recovered from anywhere in Mellis in recent decades. One of the ditches dated more specifically to the 13th-14th century. Evidence for food waste disposal and the presence of fired clay, possibly from oven domes, are indicative of medieval settlement activity.
Project dates	Start: 12-06-2017 End: 13-06-2017
Previous/future work	No / Not known
Any associated project reference codes	MLS 023 - Sitecode
Any associated project reference codes	0338/14 - Planning Application No.
Site status (other)	Area of archaeological interest: Mellis Medieval green (MLS 011)
Current Land use	Other 5 - Garden
Monument type	DITCH Medieval
Monument type	PIT Medieval
Significant Finds	POTTERY Medieval
Significant Finds	MUSSEL SHELL Medieval
Significant Finds	FIRED CLAY (FROM OVEN DOME?) Medieval
Project location	
Country	England
Site location	SUFFOLK MID SUFFOLK MELLIS White House Farm
Postcode	IP23 8EB
Study area	0.12 Hectares
Site coordinates	TM 09854 74702 52.329711367715 1.080200484601 52 19 46 N 001 04 48 E Point
Height OD / Depth	Min: 51m Max: 51m
Project creators	
Name of Organisation	Suffolk Archaeology CIC
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Rachael Abraham

Project director/manager	Rhodri Gardner
Project supervisor	Catherine Douglas
Type of sponsor/funding body	Consultants/architects
Name of sponsor/funding body	Mr H. J. Smith
Project archives	
Physical Archive recipient	Suffolk HER
Physical Contents	"Animal Bones","Ceramics","Environmental"
Digital Archive recipient	Suffolk HER
Digital Media available	"Database","Images raster / digital photography","Survey","Text"
Paper Archive recipient	Suffolk HER
Paper Media available	"Context sheet","Plan","Report","Section"
Project bibliography 1	
Publication type	Grey literature (unpublished document/manuscript)
Title	White House Farm, Mellis, Suffolk, Archaeological Evaluation Report
Author(s)/Editor(s)	Douglas, C.
Other bibliographic details	Suffolk Archaeology Report Number 2017/056
Date	2017
Issuer or publisher	Suffolk Archaeology CIC
Place of issue or publication	Needham Market, Suffolk
Description	One A4 paper bound report
Entered by	Catherine Douglas (catherine.douglas@suffolkarchaeology.co.uk)
Entered on	30 June 2017

Appendix 4. Context list

Context Number	Feature Number	Feature Type	Category	Description	Interpretation	Length	Width	Depth	Over	Under
0001	0001	Topsoil	Layer	Dark greyish brown loose sandy clayey silt containing occasional flint and occasional tiny flecks of chalk	topsoil	>15.00	>1.6	0.34	0002	
0002	0002	Subsoil	Layer	Mid brown compact sandy silty clay containing occasional tiny flecks of chalk and occasional flints	Subsoil	>15m	>1.60	0.08	0006, 0003, 0005, 0008	0001
0003	0003	Natural	Layer	light brown, mottled with orange, sandy clay with chalky patches, containing occasional flints and very frequent tiny chalk flecks.	Natural	>15.00	>1.60	na		0002, 0006, 0007, 0009, 0012
0004	0004	Ditch	Cut	linear northwest-southeast aligned ditch, with steeply sloping, straight sides, curving into a flat base. This ditch truncates ditch 0009.	Wide ditch containing Roman pottery, truncating ditch 0009.	>1.6	2.55	0.28	0010	0005
0005	0004	Ditch	Fill	orange and dark grey mottled compact sandy clay containing occasional flints and charcoal flecks.	Single fill of ditch 0005, containing an entire (? Although not intact) large pottery vessel, with a rim measuring 0.30m in diameter, positioned upside down near the surface of the ditch.	>1.60	>2.55	0.28	0004	0002
0006	0006	Made ground	Layer	Dark brown mottled with yellow compacted clay with patches of chalk, containing occasional small flints.	Made ground underlying topsoil, overlying subsoil. Quite similar in appearance to natural - therefore possibly redeposited clay.	c. 1.00	>1.60	0.08	0003	0002
0007	0007	Ditch	Cut	northeast / southwest oriented linear ditch, with a concave profile, although very shallow and gradually sloping on the northwest side and more steeply sloping and deeper on the southeast side. The base is curved.	Linear ditch, extending throughout most of the trench.	>1.2	>1.42	0.33	0003	0011
0008	0007	Ditch	Fill	Grey with mottled brown and orange compact silty sandy clay, containing sub-angular and sub-rounded flints and rounded flints. Top fill.	Upper fill of 0007, overlying basal fill 0011	>1.20	>1.42	0.33	0011	0002
0009	0009	Ditch	Cut	Linear northeast/southwest ditch with straight sides and a flat base. Containing a single fill 0010.	NE/SW linear ditch, truncated by 0004.	>0.70	>0.67	0.43	0003	0010

Context Number	Feature Number	Feature Type	Category	Description	Interpretation	Length	Width	Depth	Over	Under
0010	0009	Ditch	Fill	Pale grey and orange mottled compact sandy silty clay containing occasional flints.	Single fill of 0009, truncated by ditch 0004	>0.70	>0.67	0.43	0009	0004
0011	0007	Ditch	Fill	Pale grey mottled with orange compact clay containing occasional tiny pieces of chalk and small flints.	Basal fill of ditch 0007. (overlain by fill 0008).	0.46	0.15	0.15	0007	0008
0012	0012	Pit	Cut	Circular shaped pit, with straight, almost vertical sides and a slightly rounded base.	Circular pit containing two fills; basal fill 0013 and secondary fill 0014.	0.71	>0.60	0.43	0003	0013
0013	0012	Pit	Fill	Mid grey sticky/compact sandy clay containing occasional flints.	Primary fill of pit 0012, underlying fill 0014.	0.71	>0.60	0.30	0012	0014
0014	0012	Pit	Fill	mid-brown mottled with orange and white sticky and compact sandy clay containing occasional flints.	Secondary fill of pit 0012, overlying 0013.	0.71	>0.60	0.10	0013	0002

Appendix 5. Bulk finds catalogue

Context	Pottery		Fired Clay		Iron Nails		Animal Bone		Shell		Charcoal		Ceramic Spotdate
	No	Wt/g	No	Wt/g	No	Wt/g	No	Wt/g	No	Wt/g	No	Wt/g	
0001	2	5											Med, Pmed,
0002	1	7									1	3	Med,
0005	94	2434					3	1					Med,
0006	1	19											Med,
0008							5	36	9	5			
0010	4	26							3	2			Med,
0013	1	2					1	3					Med,
0014	1	10	8	28	1	20							Med,

Appendix 6. Pottery summary catalogue

Context	Fabric	Type	No	Wt/g	MNV	Form	Rim	Notes	Spot date
0001	LPME	B	1	1	1			thin	19+
0001	MCW	R	1	4	1	JR	THEV	abundant fs, sparse mica, moderate fine Fe, sparse burnt-out org; pale grey with black int surface	13-14
0002	MCW	U	1	7	1			fabric as 0001 but oxid orange ext to brownish grey int, so poss earlier	11-14
0005	MCW	UB	11	152	1			as 0001 MCW fabric, oxid int	12-14
0005	MCW	RUB	27	951	1	JR	EVSQ	as 0001 MCW fabric, partly oxid ext	13-14
0005	MCW	FP	44	1234	1	BL/DS	SQBD	poss oval; abundant fs, sparse ms, occ chalk, flint, mica & burnt out org; dk grey to black	13-15
0005	EMW	U	1	2	1			ms, oxid surfaces	11-13
0005	MCW	U	1	6	1			abundant ms, sparse cq, grey	12-14
0005	MCW	U	1	5	1			abundant fs, oxid ext	12-14
0005	HOLL	U	4	66	1			pale grey int, orange-brown ext	13-14
0005	EMWSG	R	1	4	1	JR	EVBD	wheel-finished	13?
0005	MCW	R	1	18	1	BL/DS	SQBD	pierced after firing; abundant fs, sparse ms, occ chalk & burnt out org; dk grey to black with ext red margins	13-15
0005	MCW	R	1	2	1			abundant fs, sparse ms, occ chalk & burnt out org; dk grey to black with ext red margins	13-15
0006	GRIM	D	1	19	1	JG		baluster?	13-14
0010	MCW	D	1	2	1				12-14
0010	MCW	U	2	17	1			fs, sparse flint & chalk	12-14
0010	STND	U	1	7	1			appears HM to poss EMWS, but contains oyster and fossil shell including St Neots types	11-13
0013	EMWSS	U	1	2	1			v sparse shell & chalk in fs matrix, black	11-13
0014	EMWSS	U	1	10	1			sparse shell in fsm matrix, oxid ext	11-13

Pottery summary catalogue

Key: Forms: BL – bowl; DS – dish; JG – jug; JR – jar.

Rims: EVBD – everted with rounded bead; EVSQ – everted square beaded; SQBD – square beaded; THEV – thickened everted.

Notes: fs/ms/cs – fine sandy/medium/coarse sandy; cq – coarse quartz; oxid – oxidised; ext/int – external/internal; Fe – iron.

Context	Sample	Fabric	Type	No	Wt/g	Colour	Surface	Impressions	Abr	Notes
0014		fsfc		9	28	cream-red	smoothed flattish to convex		+	frags up to 20mm thick

Fired clay

Key: Fabric: fsfc – fine sandy with flint and chalk

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