

**SUFFOLK**  
**ARCHAEOLOGY**

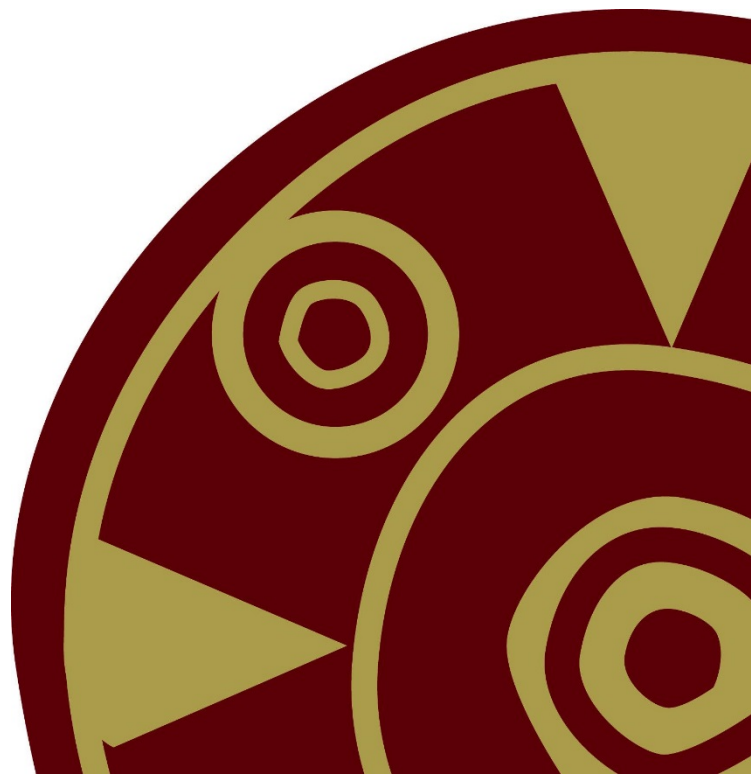
• A HISTORY OF EXPERTISE •

**Land at 109 High Street/Brett Works**  
Hadleigh, Suffolk

**Client:**  
CgMs

**Date:**  
September 2017

HAD 159  
Archaeological Evaluation Report  
SACIC Report No. 2017/083  
Author: Mark Sommers  
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# Land at 109 High Street/Brett Works site Hadleigh, Suffolk

## HAD 159

Archaeological Evaluation Report

SACIC Report No. 2017/083

Author: Mark Sommers

Editor: Dr Rhodri Gardner

Report Date: September 2017



## HER Information

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**Site Code:** HAD 159

**Event Number** ESF 25843

**Site Name:** Land at 109 High Street/Brett Works, Hadleigh, Suffolk

**Report Number** 2017/083

**Planning Application No:** B/16/00760

**Date of Fieldwork:** 18th to 20th September 2017

**Grid Reference:** TM 0241 4266

**Oasis Reference:** suffolka1-295612

**Curatorial Officer:** Dr Abby Antrobus

**Project Officer:** Mark Sommers

**Client/Funding Body:** CgMs

**HER Search invoice no.** n/a

**Client Reference:** RS/21890

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<http://ads.ahds.ac.uk/catalogue/library/greylit>

### Disclaimer

Any opinions expressed in this report about the need for further archaeological work are those of Suffolk Archaeology CIC. Ultimately the need for further work will be determined by the Local Planning Authority and its Archaeological Advisors when a planning application is registered. Suffolk Archaeology CIC cannot accept responsibility for inconvenience caused to the clients should the Planning Authority take a different view to that expressed in the report.

Prepared By: Mark Sommers  
Date: October 2017

Approved By: Rhodri Gardner  
Position: Director  
Date: October 2017



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

An archaeological evaluation was carried out on an area of land to the rear of 109, High Street, Hadleigh, Suffolk, in advance of a housing development. This work comprised the initial phase of archaeological fieldwork associated with the redevelopment of the former Brett Works site. Six trenches, totalling 170m, were mechanically excavated, which revealed that the vast majority of the area had been previously truncated by a series of large, but relatively shallow, pits. These pits were probably associated with late 19th/early 20th century gravel extraction, as suggested by the occasional finds of soft red brick and roof tile. The pits had generally been backfilled with a material consisting of clean sand and grit that was probably the unwanted waste from the quarrying. One trench, located close to the rear of buildings fronting the High Street, was located outside the quarried area. Occasional 19th century disturbances were present but no significant archaeological features were identified. (Mark Sommers, Suffolk Archaeology Community Interest Company, for CgMs).



# 1. Introduction

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Planning permission has been granted for the redevelopment of an area of land to the rear of 109, High Street, Hadleigh, and the former Brett Works site that lies immediately adjacent (application number B/16/00760). One of the conditions attached to the planning consent called for an agreed programme of archaeological work to be put in place.

Due to the presence of some works buildings along with large areas of concrete slab, associated with former industrial activity on the site, the archaeological works will be undertaken in three phases, as outlined in a Written Scheme of Investigation produced by CgMs and approved by Dr Abby Antrobus of the Suffolk County Council Conservation Team (Appendix 1).

The first stage of fieldwork was the undertaking of a trenched evaluation in the undeveloped northern area of the site (i.e. the land behind 109 High Street), in order to ascertain what levels of archaeological evidence may be present and to inform any mitigation strategies that may then be deemed necessary. This will be followed by an archaeological watching brief of the demolition and removal of the concrete slab on the remainder of the site. Based on the results of the watching brief further trial trenching may be required and this will form phase 3 of the site's evaluation. This report covers the initial phase of trial trenching only.

The National Grid Reference for the approximate centre of the phase 1 area is TM 0241 4266. Figure 1 shows a location plan of the site.

The archaeological evaluation was carried out over three days starting on the 18th September 2017 by the Suffolk Archaeology Community Interest Company (SACIC) who were commissioned by CgMs, archaeological consultants, on behalf of their client, McCarthy and Stone Retirement Lifestyles Ltd.

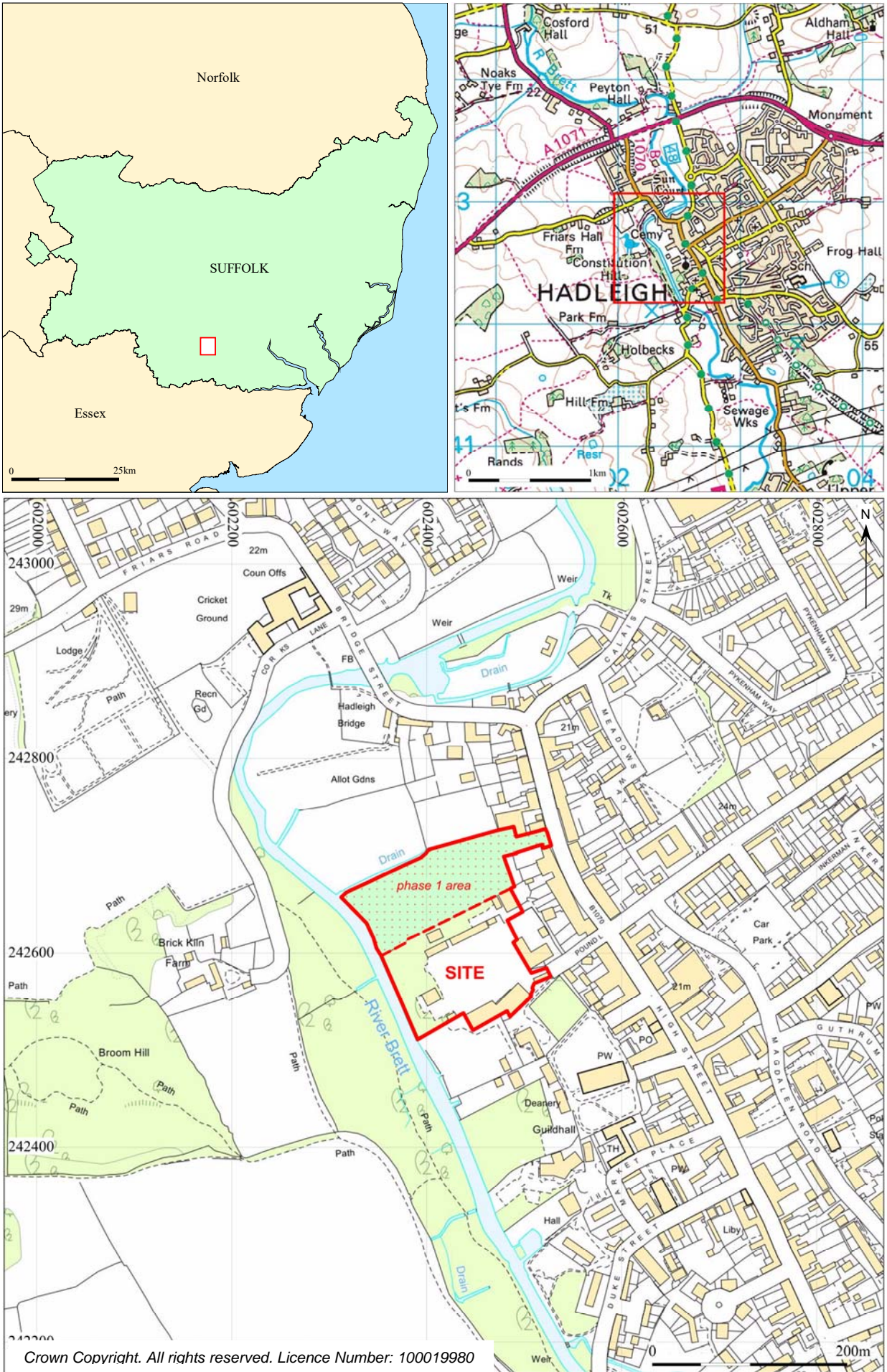


Figure 1. Location map

## **2. Geology and topography**

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The local geology consists of superficial deposits of River Terrace Deposits of sands and gravels, possibly with alluvial clays and silts adjacent to the river channel. These deposits overlie a bedrock geology of chalk of the Newhaven Chalk Formation (information from the 1:50,000 scale geological map, accessed via British Geological Survey website on the 27th September 2017).

The phase 1 area comprises an area of open ground that is generally level, at a height of 21m OD, but with a slight slope down to the west towards the River Brett, which runs in a northwest to southeast channel that forms the southwest boundary of the development site.

The site lies to the southwest of the High Street, the main thoroughfare through the town of Hadleigh, and to the northwest of the historic centre of the town.

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

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The site has been the subject of a number of previous desk-based assessments. The earliest was undertaken in relation to an early application to develop the site (Tann 1999). Two further desk-based assessments have been undertaken, one covers the former Brett Works site whilst the other relates to the phase 1 area (land at 109 High Street); both were included in an Archaeological Statement produced to facilitate the present application (Smalley 2016).

In summary the DBAs established that no designated heritage assets, as recorded on the County Historic Environment Record (HER), were present within the site boundaries, although it does lie within the area of the medieval town (HER ref. HAD 046). A moderate potential was identified for the presence of Saxon-Early Medieval settlement activity, based on the limited finds recorded in the local area, although a high potential was noted for medieval industrial activity relating to a documented dye works (HER ref. HAD 136). The development area also lies adjacent to, and possibly partially overlaps with, the site of the medieval Hadleigh Manor (HER ref. HAD 135).

## **4. Methodology**

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The trial trenches were machine excavated down to the level of the natural subsoil using a toothless bucket fitted to a tracked excavator. The trench locations were laid out using Global Positioning System (GPS) equipment. This equipment was also used to record any archaeological features noted in the trenches. It has a sub-two centimetre accuracy and also records the elevation of each surveyed point.

The trench locations were positioned in accordance to a plan provided by CgMs. They are designed to target the footprints of the proposed buildings and to avoid an existing sewer which runs northeast-southwest across the site. All trenches are located within the eastern half of the phase 1 area as the western half is located within a floodzone. This is to be utilised as a public open space within the development but will not be subject to extensive groundworks.

The machining of the trenches was closely observed throughout in order to identify any archaeological features and deposits that may be exposed and to recover any artefacts that might be revealed. Excavation continued until undisturbed natural deposits were encountered, the exposed surface of which was then examined for cut features. Any features identified were sampled by hand with the resultant section and a scale plan being recorded in pencil on plastic film. Following excavation of the trenches, the nature of the overburden was recorded and the depths of the natural subsoil noted.

A photographic record of the work undertaken was also compiled using a 12 megapixel digital camera.

Upon completion of the archaeological recording the trenches were backfilled.

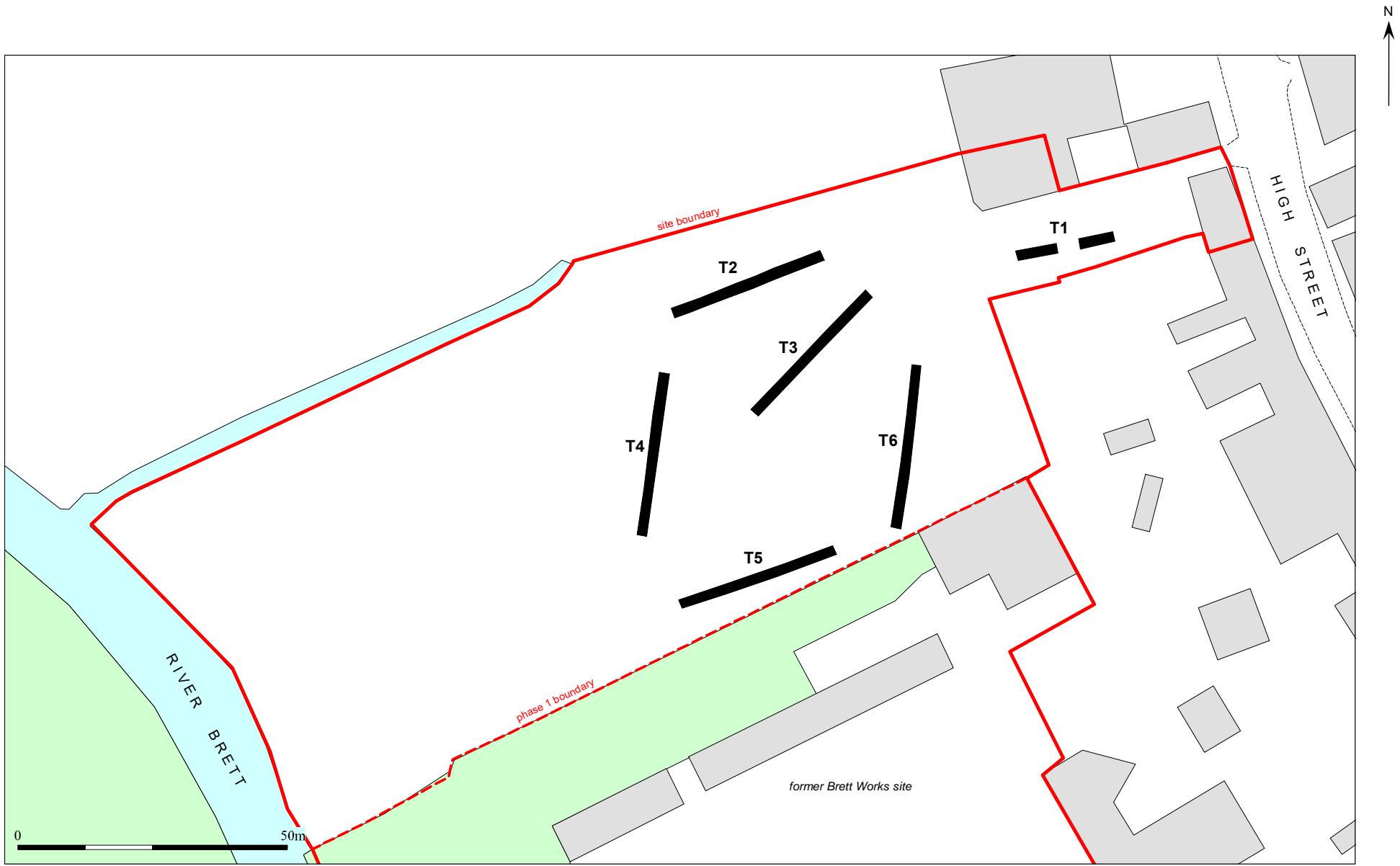


Figure 2. Trench locations

## 5. Results

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Six trenches, totalling just under 170m in length, were excavated (Fig. 2) in accordance with a plan supplied by CgMs. A number of late post-medieval disturbances were noted but no pre-19th century archaeological features or deposits were identified and no significant artefacts were recovered.

A summary of the recorded heights for each trench is as follows:

	<b>Ground level/surface of natural subsoil (AOD)</b>	
<b>Trench 1</b>	E end - 21.07m/19.45m	W end - 20.77m//19.89m
<b>Trench 2</b>	E end - 20.29m/19.21m	W end - 19.11m/18.21m
<b>Trench 3</b>	NE end - 20.33m/19.15m	SW end - 19.68m/19.02m
<b>Trench 4</b>	NE end - 19.26m/18.21m	SE end - 19.26m/18.43m
<b>Trench 5</b>	E end - 19.64m/18.70m	W end - 19.28m/18.21m
<b>Trench 6</b>	N end - 20.00m/18.71m	S end 19.62m/18.70m

Table 1. summary of height data

A description of each trench is as follows:

### **Trench 1**

A roughly east-west aligned trench excavated in two sections to avoid disruption of an access route to the rear of a neighbouring property. It was originally planned to be 20m in length but only c.15m was excavated due to the presence of the access route and concerns over the location of an existing sewer. A natural subsoil consisting of a yellow sand and gravel with frequent nodules of broken flint was revealed at a depth of c.0.8m below the present ground level (Plate 1). The overburden comprised topsoil over a dark yellow/brown sand. The interface between this and the subsoil was blurred suggesting previous truncation was unlikely. A drain built of unmortared, frog-less red brick was noted running at an oblique angle across the trench (Plate 2). It was built within a narrow slot cut through the overburden and lay on the surface of the natural subsoil. It was sealed below the present topsoil.

An area of deep disturbance filled with dark brown silty sand and a dark loam with frequent brick rubble was noted at the eastern end of the trench. Excavation was stopped at a depth of c.1.6m although the base of the disturbance had not been



reached (Plate 3). At this depth the disturbance appeared to consist of two adjacent pits (Plate 4), both of which contained late 19th century brick and tile. These features appeared to have been cut through the existing overburden and into the underlying natural subsoil. They were sealed by the present topsoil.

## **Trench 2**

A roughly east-west aligned trench. A natural subsoil of either bright yellow sand and gravel or a darker yellow sand was revealed at a depth of c.1.0m below ground level throughout the length of the trench. The overburden comprised a dark rich topsoil over layers of imported and gravels (Plate 5) along with occasional layers of modern debris (corrugated iron sheeting, car parts, glass bottles etc. - Plate 6) that clearly constituted a made ground deposit. There was no suggestion of a buried topsoil deposit and the interface between the overburden and the underlying subsoil was sharp suggesting previous truncation. At the western end of the trench a number of possible features were identified but upon excavation they were all found to be 20th century in date.

## **Trench 3**

A northeast-southwest aligned trench (Plate 7). Excavation was stopped at a depth of c.0.7m to 1.0m at a layer of clean sand with occasional grit that was interpreted as the natural subsoil. Excavation of Trenches 4, 5 and 6 revealed that this material is in fact a fill with a large area of quarrying which has severely truncated the underlying natural subsoil.

## **Trench 4**

An northeast-southwest aligned trench. A natural subsoil of yellow sand and gravel with frequent flint nodules was revealed at a depth of 0.6m and was overlain, with a blurred interface, by a topsoil that become sandier with depth (Plate 8) in the northern 7m of the trench. To the south the natural subsoil was cut away, with a vertical edge, to a depth of c.1.1m below ground level (Plate 9), which continued throughout the remainder of the trench. This was interpreted as a large but relatively shallow quarry pit the fill of which comprised clean yellow sand with grit overlain by a thin dark topsoil. A disturbance was also noted at the northern end of the trench, but the base of this was filled with a dark sand and former topsoil, within which occasional fragments of soft red brick and pieces of roof tile dated to the late 19th/early 20th century, were noted.

## **Trench 5**

A roughly east-west aligned trench was wholly within two large, flat-bottomed cuts separated by a slight rise in the natural subsoil (Plate 10). These were interpreted as further quarry pits similar to that seen in Trench 4. The natural subsoil lay at a depth of 1m to 1.2m below present ground level overlain by a fill of clean yellow sand with grit overlain by a sandy topsoil.

## **Trench 6**

A southwest-northeast aligned trench. Again, the entire length of the trench ran through an area of probable quarrying. The natural subsoil lay at depths of between 1m to 1.3m beneath a thick deposit of clean yellow sand and grit overlain by a sandy topsoil of varying thickness. Within this trench at least three overlapping pits could be identified separated by ridges of natural subsoil (Plates 11 and 12). The central of the three pits measured approximately 10m in width. The tops of these natural subsoil ridges were located at depths of c.0.6m below the present ground level indicating that the natural subsoil, in this area, had been truncated to depths in excess of 0.5m.

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

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No finds or environmental evidence was retained for further analysis.

## **7. Discussion**

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The evaluation did not reveal any evidence for any significant historic activity in this area of site. A major part of the site, the area of Trenches 2 to 6, appears to have been truncated by what appears to be large quarry pits. Only infrequent fragments of brick and tile have been recovered from their fills, but these would suggest a late 19th/early 20th century date for this work. An area of undisturbed natural subsoil was noted in Trench 4 and two ridges between adjacent quarry pits were recorded in Trench 6. Assuming these represent the original level of the natural subsoil it would appear that at least 0.5m of material has been removed over the entire area. The backfilling material comprises a clean sand with grit and small stone that probably represents the waste material from the quarrying. The quarrying was presumably undertaken to extract the gravel and larger stone. Such material would be of use in the production of concrete and it is possible that this quarrying is related to the construction and expansion of the

former Brett Works. Map regression indicates the works expanded rapidly after the 1st edition Ordnance Survey map published in 1885.

An area of undisturbed natural subsoil was recorded in Trench 1. This would suggest the quarrying activity identified in Trenches 2 to 6 is restricted to the open area of land behind the rear gardens/yards of the properties that front the High Street.

## **8. Conclusions**

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No significant archaeological deposits were identified on any of the trenches. The results suggest that, other than in the former yard/garden area to the rear of 109 High Street, it is unlikely that any archaeological features, had they existed, would have survived the quarrying activity that is evident across much of the evaluated area. It should be noted that the evaluation defined the eastern extent of the quarrying activity but that the western and southern limits are at present unknown.

Although no evidence for quarrying was present within Trench 1 some 19th century disturbance activity was recorded.

## **9. Archive deposition**

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Paper, digital and photographic archive will be sent to the County HER, under the reference HAD 159. The project has also been entered onto OASIS, the online archaeological database, reference no. suffolka1-295612. For a copy of the entry see Appendix 2.

## **10. Acknowledgements**

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The fieldwork was carried out by Nathan Griggs and Mark Sommers. Project management was undertaken by Dr Rhodri Gardner, who provided advice during the production of the report. Thanks also goes to Manca Petric of CgMs for her help and advice.

## 11. Bibliography

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- Tann, G. 1999      *Archaeological Desk-Based Assessment, Proposed Foodstore Development on The Brett Works Site*. Lindsey Archaeological Services Report No. 347
- Smalley, R. 2016      *Archaeological Statement: Land at 109 High Street and Former Brett Works, Hadleigh, Suffolk*. CgMs

## 12. Plates

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Plate 1. Trench 1, general view of overburden (camera facing north; 1m scale)



Plate 2. Trench 1 brick built drain (camera facing north; 2m scale partially visible)





Plate 3. Trench 1 showing deep disturbances (camera facing east; 2m scale)



Plate 4. Trench 1, view of base of trench showing the deep disturbance as two pits (north to top of image; 1m scale)





Plate 5. Trench 3, general view of overburden (camera facing southwest; 1m scale)



Plate 6. Trench 3, general view of overburden showing modern debris (camera facing east; 2m scale partially visible)





Plate 7. Trench 3, general view (camera facing northeast; 2m scale)



Plate 8. Trench 4, general view of overburden in the area of undisturbed natural subsoil (camera facing north; 1m scale)





Plate 9. Trench 4 showing vertical cut of quarry pit (camera facing northwest; 1.5m scale)



Plate 10. Trench 5, general view of overburden, also showing slight rise in natural subsoil between two adjacent quarry pits (camera facing south; 2m scale with 0.5m divisions)





Plate 11. Trench 6, general view of overburden showing ridge of natural subsoil between adjacent quarry pits (camera facing southeast; 2m scale with 0.5m divisions)



Plate 12. Trench 6, general view of overburden showing rise in the natural subsoil between adjacent quarry pits (camera facing southeast; 2m scale with 0.5m divisions)



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**ARCHAEOLOGICAL  
WRITTEN SCHEME OF  
INVESTIGATION**

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**LAND AT 109 HIGH STREET  
BRETT WORKS  
HADLEIGH  
SUFFOLK**

**JUNE 2017**

**Richard Smalley BA (Hons) MCI*f*A**

**CgMs Ref: RS/21890**

**Date: June 2017**

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**FIGURES**

Figure 1: Site Location

Figure 2: Trench Locations

## **1.0 INTRODUCTION**

### 1.1 Project background and purpose of document

- 1.1.1 This Written Scheme of Investigation (WSI) has been prepared by CgMs Consulting on behalf of McCarthy and Stone Retirement Lifestyles Ltd. It presents a Project Design for the archaeological works required in relation to the proposed development of land at 109 High Street, Brett Works, Hadleigh (hereafter 'the site') and is to be submitted to the Local Planning Authority (LPA) for approval.
- 1.1.2 The site is located at National Grid Reference (NGR) TM 024 426 and comprises c.2.7 hectares of land currently in use for pasture and arable (Fig. 1).
- 1.1.3 No previous intrusive archaeological work has been undertaken within the site. Two archaeological desk-based assessments (CgMs 2017) have established that no designated archaeological assets occur within the site; however the presence of a former Medieval dyeworks on the western part of the site was recorded by the Historic Environment Record (HER).
- 1.1.4 Based on current evidence, these assessments identified a potential for Saxon and Medieval activity, with a particular potential for Medieval industrial activity in the western limits of the site.
- 1.1.5 An planning condition for a programme of archaeological works has been attached to the planning permission for the proposed development. The condition states:

### 1 **ACTION REQUIRED PRIOR TO THE COMMENCEMENT OF DEVELOPMENT - ARCHAEOLOGICAL WORKS**

*No development shall take place within the area indicated [BLANK] until the implementation of a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority. The scheme of investigation shall include an assessment of significance and research questions; and:*

- a. The programme and methodology of site investigation and recording.*
- b. The programme for post investigation assessment.*
- c. Provision to be made for analysis of the site investigation and recording.*
- d. Provision to be made for publication and dissemination of the analysis and records of the site investigation.*
- e. Provision to be made for archive deposition of the analysis and records of the*

*site investigation.*

*f. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.*

*g. The site investigation shall be completed prior to development, or in such other phased arrangement, as agreed and approved in writing by the Local Planning Authority.*

*Reason - To safeguard archaeological assets within the approved development boundary from impacts relating to any groundwork associated with the development scheme and to ensure the proper and timely investigation, recording, reporting and presentation of archaeological assets affected by this development. This condition is required to be agreed prior to the commencement of any development to ensure matters of archaeological importance are preserved and secured early to ensure avoidance of damage or loss due to the development and/or its construction. If agreement was sought at any later stage there is an unacceptable risk of loss and damage to archaeological and historic assets.*

## **2 ACTION REQUIRED PRIOR TO THE FIRST OCCUPATION OF DEVELOPMENT - ARCHAEOLOGICAL WORKS**

*No building shall be occupied until the site investigation and post investigation assessment has been completed, submitted to and approved in writing by the Local Planning Authority, in accordance with the programme set out in the Written Scheme of Investigation approved under condition [BLANK] and the provision made for analysis, publication and dissemination of results and archive deposition.*

*Reason - To safeguard archaeological assets within the approved development boundary from impacts relating to any groundwork associated with the development scheme and to ensure the proper and timely investigation, recording, reporting and presentation of archaeological assets affected by this development.*

## **2.0 SCOPE OF WORKS**

- 2.1 The trial trenching will comprise the excavation of ten 30m x 1.8m trenches. The trenches will target anomalies areas of the site that will be impacted by proposed residential development and their locations have been agreed with the Suffolk Senior Archaeological Officer, Abby Antrobus.
- 2.2 Trench locations are shown on Figure 2.
- 2.3 The trial trenching will be carried out in two phases.
- 2.3.1 Phase 1 will comprise the excavation of Trenches 1-7 (see Figure 2) in the currently undeveloped part of the study site. On completion of the trenching in this area, if no significant archaeological features are recorded, partial discharge of the condition will be sought in order to allow works to commence in that area.
- 2.3.2 Phase 2 will commence with an archaeological watching brief of the demolition and removal of the concrete slab in that area. After completion of the watching brief an assessment of the ground conditions in that area will be assessed for suitability for archaeological trial trenching. If the ground has been truncated or severely disturbed there will be no requirement for further archaeological works. However, if the ground is largely undisturbed in this location then Trenches 8-10 will be excavated as planned (Figure 2).
- 2.4 An archaeological building recording will take place in relation to the former Second World War bunker in the southern part of the study site. This recording will commence prior to its demolition.
- 2.5 Upon completion of each individual Phase, the client/CgMs will seek partial discharge of the condition to allow site works to commence in those areas.
- 2.6 The ultimate need for/scope of any subsequent archaeological mitigation works will depend on the nature and significance of any remains encountered, taking into account the below-ground impact of the proposed development. However, the scope of these works could range from:
- Archaeological monitoring (watching brief) of identified key impacts during the proposed construction works.
  - Further targeted areas of evaluation trenching.
  - Targeted zones of archaeological excavation where required.
  - No further works
- 2.6.1 This would be agreed in a subsequent WSI.



### **3.0 RESEARCH FRAMEWORK**

#### 3.1 Aims of the Project

3.1.1 The specific aims of this project are, where possible:

- To establish the presence/absence, extent and significance of any archaeological evidence on the site to enable an informed planning decision to be made
- To generate an accessible and useable archive which will allow future research of the evidence to be undertaken if appropriate
- To disseminate the results of the work in a format and manner proportionate to the significance of the findings

3.1.2 In addition, further, more detailed, research aims may be generated from the results of the archaeological works; where this is the case these will be formally agreed and added to this document as an addendum.

## **4.0 METHOD STATEMENT**

### 4.1 Introduction

4.1.1 This section outlines the methodologies to be employed to implement the programme of trial trenching.

4.1.2 In order that the investigation supplies information of the required quality, the Codes, Standards and Guidance issued by the CIfA form a requirement of this specification.

### 4.2 Archaeological Trial Trenching

4.2.1 The evaluation will comprise the excavation of up to 10 trenches measuring 30m in length. The width of the trenches is anticipated to be 1.8m and is dependent on the type of mechanical excavator to be used. The location of the trial trenches has been agreed with the LPA Archaeological Advisor (Abby Antrobus, Suffolk Senior Archaeological Officer).

4.2.2 Trenches will be located to an appropriate degree of accuracy using either a survey grade Global Positioning System (GPS) or Total Station. Trench locations may be moved slightly in the light of ground conditions and presence of services. Any new trench locations must be approved by CgMs and the LPA Archaeological Advisor.

4.2.3 Topsoil and any overburden will be carefully removed by a mechanical excavator fitted with toothless bucket to the top of the first significant archaeological horizon or natural geology, whichever is the higher. It is not necessarily expected that all trial trenches will be excavated to the natural geology; however, the depth of archaeological deposits across the whole site must be fully assessed. The stratigraphy of all trial trenches will be recorded even where no archaeological deposits have been identified.

4.2.4 All machine work will be under archaeological supervision and will cease immediately if significant evidence is revealed. The machine used will be powerful enough for a clean job and be able to mound spoil neatly, a safe distance from trench edges. Topsoil, subsoil and any grass/turf should be stored separately in anticipation of backfilling.

4.2.5 Particular care should be taken not to damage any areas containing significant remains which might merit preservation *in-situ*. Such evidence would normally include deep or complex stratification, settlement evidence and structures. Such areas should be protected and not left open to the weather, or other forms of deterioration. Stripped material will be visually examined for archaeological finds.

4.2.6 Trenches and sample excavations will not be excavated beyond a safe depth below the present surface. Deeper sondages may be excavated, although these will be at the discretion of the lead archaeologist. Deeper excavations will be recorded and backfilled before the end of the day.

- 4.2.7 Any human remains must be left *in-situ*, covered and protected. Removal can only take place under appropriate Ministry of Justice (MoJ) and environmental health regulations. Such removal must be in compliance with the Burial Act 1857. All human remains will be treated with dignity and respect in accordance with standard MoJ directions.
- 4.2.8 Those areas of the site where visual inspection suggests the presence of features or possible features e.g. ditches, pits, postholes, occupation horizons/surfaces or structural remains etc. will be hand-cleaned to ensure that features are properly defined to a level sufficient to produce a base plan.
- 4.2.9 A sample of the archaeological features and deposits identified will be excavated by hand to enable their date, nature, extent and condition to be described. No archaeological deposits will be entirely removed unless this is unavoidable. Suffolk County Council Archaeology Services (SCCAS) guidelines will be adhered to for the level of sampling required (SCCAS 2011).
- 4.2.10 Sample excavation will specifically target intersections of features so that their stratigraphic relationships may be recorded. Where extensive or complex archaeological remains and deposits are encountered sample excavation will be more selective, examining a range of feature and deposit types to a sufficient level to achieve the stated aims of the evaluation.
- 4.2.11 Provision may be required for specialist assessment of the sites potential for the survival of palaeo-environmental remains. A suitably experienced specialist to conduct this work will be named by the archaeological contractor in their method statement for the works. Recourse will be made to the English Heritage Guidance for environmental archaeology (EH 2011) and to waterlogged wood (EH 2010).
- 4.2.12 Environmental samples up to 40 litres in volume will be taken from suitable deposits. These will be processed, sorted and assessed for discussion in the report, with a statement as to the potential for further analysis.
- 4.2.13 A metal detector will be used on site for the location of metallic finds throughout the works.
- 4.2.14 The location of the individual trenches shall be identified on a site plan that has been related to the OS Grid. Site North shall be clearly indicated. The location of the OS Bench Mark and site TBM should be indicated (if used). Above Ordnance Datum (AOD) levels will be recorded for the base of the trenches and tops of any archaeological features and deposits identified.
- 4.2.15 All recording will be carried out using standard pro-forma sheets and registers to enable the production of an ordered and internally consistent site archive. Drawn plans and sections will be made at an appropriate scale on drafting film (permatrace) indicating

levels AOD throughout. Sections of all excavated features and representative sections of all trenches will be drawn.

4.2.16 A full digital photographic record of the work will be kept. The photographic record is to be regarded as part of the site archive.

4.2.17 Artefacts recovered will be bagged and labelled by archaeological context during works. Arrangements should be made for preliminary dating of finds by specialists while the fieldwork is on-going, to allow this information to feed back into the archaeological strategy.

4.2.18 Any finds believed to fall within the statutory definition of Treasure will be removed to a safe place and reported to the local coroner according to the procedures relating to the Treasure Act 1996. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft. All relevant parties, for example the landowner, LPA Archaeological Advisor, Portable Antiquities Scheme Officer, will be informed of such a discovery.

4.2.19 Should significant archaeology be identified within the trenches, works will halt until further discussions can be held between the contractor, CgMs Consulting and the LPA Archaeological Advisor, on how best to proceed.

4.2.20 On completion of recording, trenches are to be backfilled with material as dug. Material should be compacted as each trench is backfilled and the machine used to track over to create a level surface. A photographic record of the backfilled trenches will also be made.

### 4.3 Archaeological Watching Brief

4.3.1 An archaeological watching brief will be maintained over the demolition and removal of the concrete slab in the southern half of the site (Phase 2).

4.3.2 The contractors on site will be notified by the developer of the need for the archaeological monitoring to be undertaken and of the restrictions to their works outlined below. They will allow the archaeological contractor conducting the monitoring access to their works for the purpose of recording archaeological remains. In some circumstances, if important archaeological remains are found, works may have to cease while archaeological recording/sampling is completed.

4.3.3 All intrusive groundworks will be monitored by a suitably qualified archaeologist.

4.3.4 Mechanical excavation will proceed under direct archaeological supervision, and will halt at the top of the first archaeological horizon, or natural deposit, whichever is encountered first. Excavation of significant archaeological deposits and features will be undertaken by hand and only by professional archaeological staff.

4.3.5 Excavation of deposits would be carried out as per the methodology outlined for the archaeological trial trenching above.

#### 4.4 Finds and Samples

4.4.1 A high priority will be given to dating any remains and so all artefacts and finds are to be retained. Consideration should also be given for the use of radiocarbon dating of deposits if suitable deposits are exposed and artefactual dating provides too broad an age range.

4.4.2 Assessments of artefacts should be made by appropriately qualified named specialists. Pottery reports should refer to the appropriate type series.

4.4.3 All identified finds and artefacts will be retained, although certain classes of building material can sometimes be discarded after recording if an appropriate sample is retained. No finds will, however, be discarded without the prior approval of the LPA Archaeological Advisor.

4.4.4 All finds and samples will be treated in a proper manner and to the standards of the UK Institute of Conservators Guidelines. They will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the UK Institute for Conservation "Conservation Guideline No 2". **Appropriate guidelines set out in the Museums and Galleries Commissions "Standards in the Museum Care of Archaeological Collections (1991)" will also be followed.**

4.4.5 Environmental samples collected will be processed and assessed for potential for analysis. In addition to detecting evidence of pollen and remains of small animals, processing and assessment should be structured to detect evidence of industrial activity and to determine with confidence if it was present in the excavation area. Procedures will be as outlined in the relevant Historic England guidance on environmental archaeology.

4.4.6 On completion of the project, it is anticipated that the landowner will consent the deposition of artefacts in a suitable repository agreed with the LPA Archaeological Advisor.

#### 4.5 Monitoring

4.5.1 Reasonable access to the site is to be arranged for representatives of the local authority and the LPA Archaeological Advisor, who may wish to make site inspections to ensure that the archaeological investigation is progressing satisfactorily.

4.5.2 Arrangements for meetings will be made through CgMs Consulting.

#### 4.6 Reports and Archives

4.6.1 All post-excavation procedures, archiving and report production will be in accordance with ClfA Standards and Guidance and the general provisions of Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006.

4.6.2 Details of style and format are to be determined by the archaeological contractor. In any event it should include:

- i. summary of the **project's background**
- ii. the site location
- iii. methodology
- iv. **description of the project's results**
- v. interpretation of the results in the appropriate context
- vi. summary of the contents of the project archive and its location (including summary catalogues of finds and samples)
- vii. site layout plans on an OS base, with the location of the remediation areas
- viii. plans of each area of intervention in which archaeological features were recognised
- ix. sections and feature sections (with AOD heights)
- x. representative site photos
- xi. site matrices where appropriate
- xii. a consideration of evidence within its wider context
- xiii. copies of any particularly informative historic plans relevant to the sites interpretation
- xiv. a summary table and descriptive text showing the features, classes and numbers of artefacts located, and soil profiles, with interpretation
- xv. an assessment of the methodology employed and the results obtained (i.e. a confidence rating)
- xvi. An OASIS reference number.

4.6.3 Depending on the nature of any archaeological evidence discovered, the post-excavation programme could comprise the processing of site data, artefacts and samples followed by the production of a fully illustrated and detailed report.

4.6.4 A digital copy of this report (PDF/A) will be submitted to the Local Planning Authority, the LPA Archaeological Adviser, and the relevant HER. A hard copy of the final report will be

included with the project archive. A draft copy of the report will be provided to the LPA Archaeological Advisor for comment prior to submission.

4.6.5 Publication in specialist journals, if required, would be agreed between CgMs, the archaeological contractor and the LPA Archaeological Advisor.

4.6.6 The site archive, to include all project records (including digital data) and cultural material produced by the project, is to be prepared in accordance with Guidelines for the preparation of excavation archives for long-term storage (UKIC 1990) and Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006. On completion of the project the archive is to be deposited in a suitable repository to be agreed with the LPA Archaeological Advisor.

4.6.7 Provision will be made within the costings of the archaeological works to ensure that sufficient funding for the long term storage of the archive can be paid to the museum/archive depository. This will be a minimum of £33 + VAT per standard box (SCCAS 2015).

4.6.8 In addition, at the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/projects/oasis/> must be initiated and key fields completed on Details, Location and Creators Forms. All appropriate parts of the OASIS online form must be completed for submission to the HER. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

#### 4.7 Building Recording

4.7.1 A building recording will be undertaken of the Second World War bunker in the southern part of the site. This will conform to Historic England Guidance (Level 1).

4.7.2 The results of the building recording will be incorporated into the trial trench report.

#### 4.8 Provisional Programme

4.8.1 A start date for the trial trenching is yet to be confirmed and is dependent on site access and contractor availability.

4.8.2 **CgMs Consulting will give the LPA Archaeological Advisor not less than one week's** written notice of the commencement of the work so that arrangements for monitoring the project can be made.

4.8.3 The archaeological contractor will contact the relevant HER Officer in advance of the work starting to obtain a HER number for the site.

#### 4.9 Health and safety considerations

##### ***General***

4.9.1 A risk assessment should be prepared and a copy should be sent to CgMs Consulting prior to commencement of the contract. All relevant health and safety regulations must be followed including, but not exclusively:

- The Health and Safety at Work Act (1974),
- Management of Health and Safety at Work Regulations (1999),
- Manual Handling Operations Regulations 1992 (as amended in 2002),
- The Construction (Design and Management) Regulations (updated 2015), and
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (2013).

4.9.2 Where a site is operating under The Construction (Design and Management) Regulations (updated 2015), all works will be implemented in accordance with a Construction Phase Plan prepared by the Principal Contractor.

4.9.3 No access will be permitted to the excavated area where this exceeds a depth considered to provide a safe working environment. It is assumed in this document that an approximate safe working depth will not exceed 1.2m; however, this will need to be determined by the lead archaeologist on-site, subject to local ground conditions, during the period of works.

#### **5.0 OTHER MATTERS**

##### 5.1 Contractor

5.1.1 The appointed contractor will preferably be a Chartered Institute for Archaeologists Registered Organisation and have extensive experience of working on similar sites in Suffolk.

5.1.2 The field team deployed by the contractor will include only full time professional archaeological staff. All staff in supervisory positions should be members of the CIfA at the appropriate level.

5.1.3 The composition of the project team must be detailed and agreed in advance with CgMs Consulting (this is to include any subcontractors).

5.1.4 **A copy of the contractor's method statement will be forwarded to the LPA Archaeological Advisor for approval prior to the works commencing.**



## 5.2 Communication

5.2.1 All queries and communications are to be directed through CgMs Consulting. No comment is to be made about this Specification or project to the media or other parties.

## 5.3 Copyright

5.3.1 It is recognised that the copyright of written, graphic and photographic records and the report rests with the originating body. However, CgMs Consulting and their client require an agreement to facilitate the copying and use of any or all materials resulting from this project.

## 5.4 Codes of Practice

5.4.1 The following statutory provisions and codes of practice are to be adhered to where relevant:

- All statutory provisions and by-laws relating to the work in question, especially the Health and Safety at Work Act 1974;
- The Chartered Institute for Archaeologists Code of Conduct;
- The Chartered Institute for Archaeologists Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology.

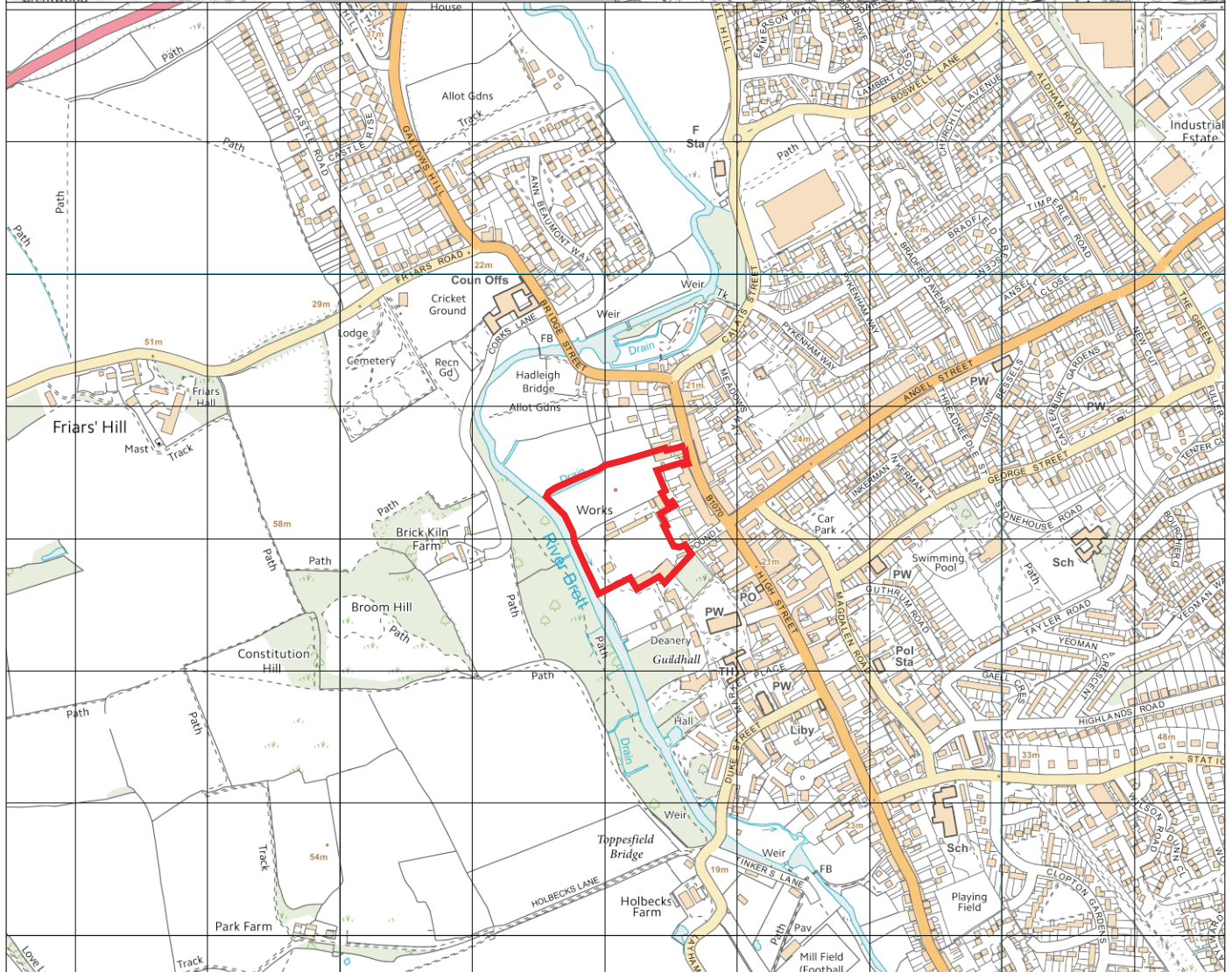
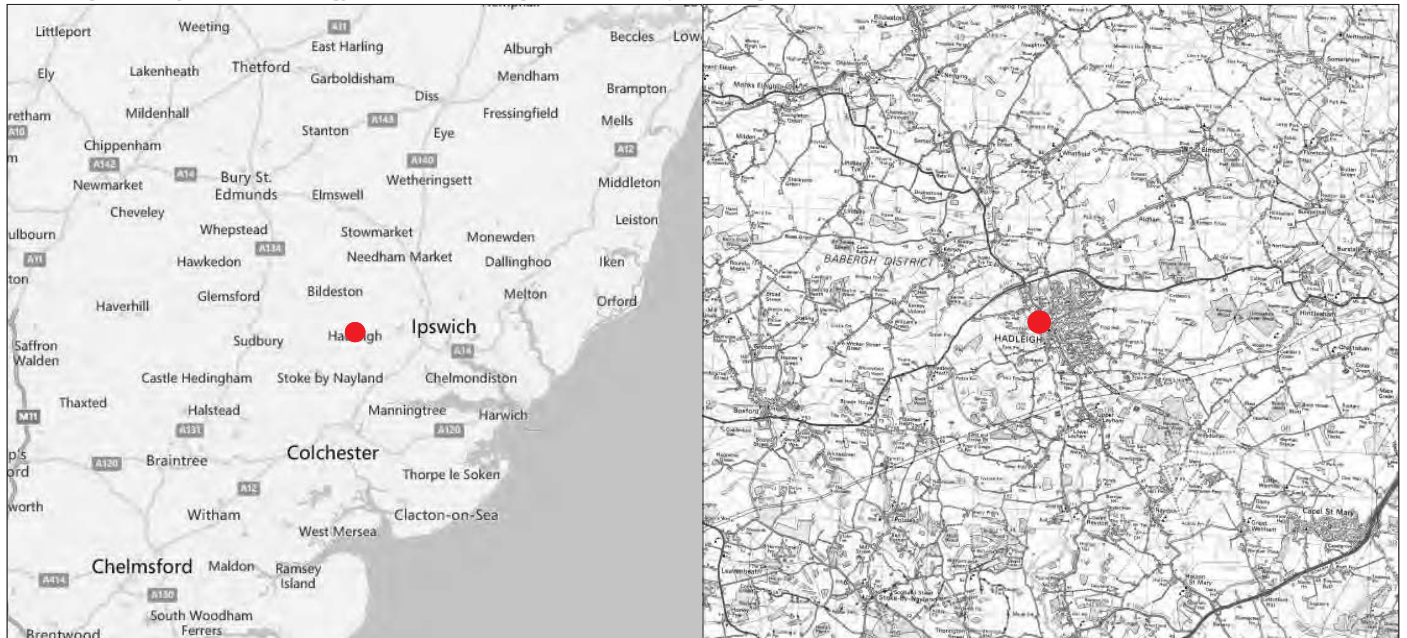
5.4.2 Any finds believed by the archaeological contractor to fall within the statutory definition of Treasure shall be advised immediately to CgMs Consulting and notified to the **relevant Coroner's Office**.

## 5.5 Variations

5.5.1 Variations to the Specification or Project Design that the contractor may wish to make must be approved, in advance, by CgMs Consulting and the LPA Archaeological Advisor.

## **6.0 REFERENCES**

- |                  |      |  |
|------------------|------|--|
| CgMs             | 2015 | Archaeological Desk Based Assessment: Former Brett Works, Hadleigh, Suffolk  |
| CgMs             | 2015 | Archaeological Desk Based Assessment: 109 High Street, Hadleigh, Suffolk   |
| CgMs             | 2016 | Archaeological Statement: Land at 109 High Street and Former Brett Works, Hadleigh, Suffolk  |
| CIfA             | 2014 | Standard and guidance for archaeological geophysical survey  |
| English Heritage | 1991 | The Management of Archaeological Projects (2nd ed.)  |
| English Heritage | 2006 | The Management of Projects in the Historic Environment   |
| English Heritage | 2008 | Geophysical Survey in Archaeological Field Evaluation  |
| English Heritage | 2011 | Environmental Archaeology – A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)  |
| SCCAS            | 2011 | Suffolk County Council Trenched Evaluation Requirements 2011 V1.3 available online from<br><a href="https://www.suffolk.gov.uk/assets/suffolk.gov.uk/Libraries%20and%20Culture/Archaeology/2011_10_13_SCCAS_Trenched%20Archaeological%20Evaluation%20Requirements%202011%20Ver%201.1.pdf">https://www.suffolk.gov.uk/assets/suffolk.gov.uk/Libraries%20and%20Culture/Archaeology/2011_10_13_SCCAS_Trenched%20Archaeological%20Evaluation%20Requirements%202011%20Ver%201.1.pdf</a> |
| SCCAS            | 2015 | Archaeological Archives in Suffolk available online from<br><a href="https://www.suffolk.gov.uk/assets/culture-heritage-and-leisure/suffolk-archaeological-service/ArchiveGuidelines2015.pdf">https://www.suffolk.gov.uk/assets/culture-heritage-and-leisure/suffolk-archaeological-service/ArchiveGuidelines2015.pdf</a>  |



Legend

- Site Location

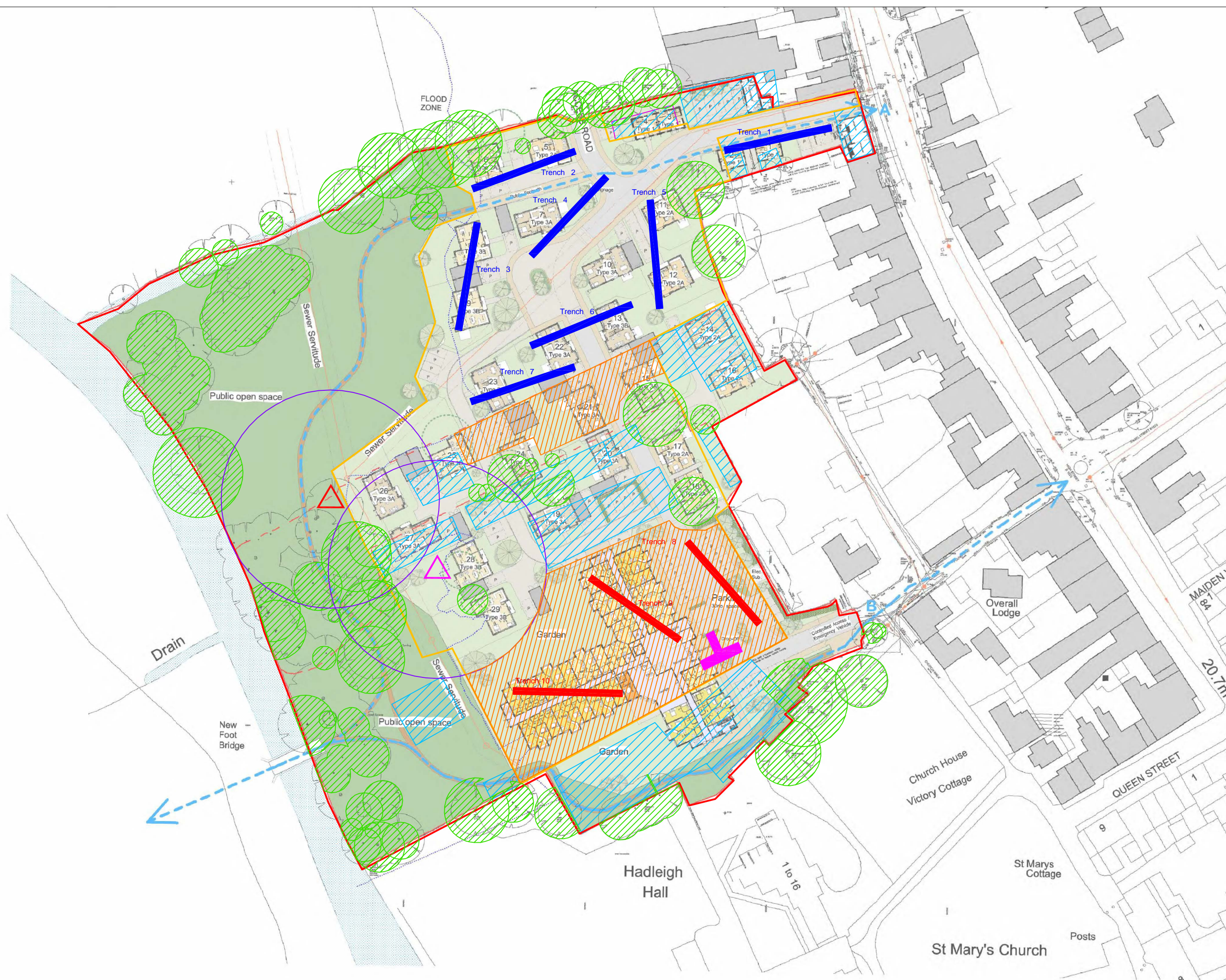


Not to Scale:  
Illustrative Only

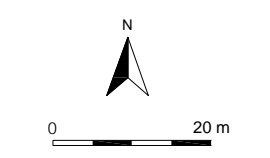
109 High Street and  
Former Brett Works  
Hadleigh

Figure 1:  
Site Location





-  Site Boundary
-  Evaluation Area
-  Phase 1 trenching
-  Phase 2 trenching if required
-  Watching Brief Area
-  Extant Structure
-  Tree Constraints
-  Main/Subsidiary Badger Sett
-  Outlying Badger Sett
-  30m Badger buffer zone
-  Location of possible air shelter



Scale @ A3:  
1:1000

Figure 2



## Appendix 2. OASIS data collection form

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**OASIS ID: suffolka1-295612**

### Project details

Project name	Land at 109 High Street/Brett Works site
Short description of the project	Trenched evaluation of an area of land that is to form part of a larger residential development revealed that much of the area was disturbed by late 19th/early 20th gravel extraction. It was noted that the former garden/yard areas to the rear of buildings fronting the High Street was undisturbed and that there was therefore the potential for archaeological features to survive in this zone.
Project dates	Start: 18-09-2017 End: 28-09-2017
Previous/future work	Yes / Yes
Any associated project reference codes	HAD 159 - Sitecode, ESF 25843 - HER event no., B/16/00760 - Planning Application No.
Type of project	Field evaluation
Current Land use	Other 13 - Waste ground
Monument type	EXTRACTIVE PIT Post Medieval
Significant Finds	NONE None
Methods & techniques	"Sample Trenches"
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	After full determination (eg. As a condition)

### Project location

Country	England
Site location	SUFFOLK BABERGH HADLEIGH Land at 109 High Street
Study area	1.2 Hectares
Site coordinates	TM 0241 4266 52.044806408772 0.951967175751 52 02 41 N 000 57 07 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	CgMs
Project director/manager	Rhodri Gardner
Project supervisor	Mark Sommers
Type of sponsor/funding body	Consultants/architects

### Project archives

Physical Archive Exists?	No
Digital Archive recipient	Suffolk HER
Digital Archive ID	HAD 159
Digital Media available	"Images raster / digital photography", "Survey", "Text"
Paper Archive recipient	Suffolk HER
Paper Archive ID	HAD 159
Contents	"other"
Paper Media available	"Correspondence", "Miscellaneous Material", "Plan", "Report", "Section"

### Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Evaluation Report: 109 High Street/Brett Works, Hadleigh
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC Report No. 2017/083
Date	2017
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	Printed A4 sheets with card covers and a plastic comb binding

Entered by MS (mark.sommers@suffolkarchaeology.co.uk)

Entered on 28 September 2017



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