

SUFFOLK
ARCHAEOLOGY

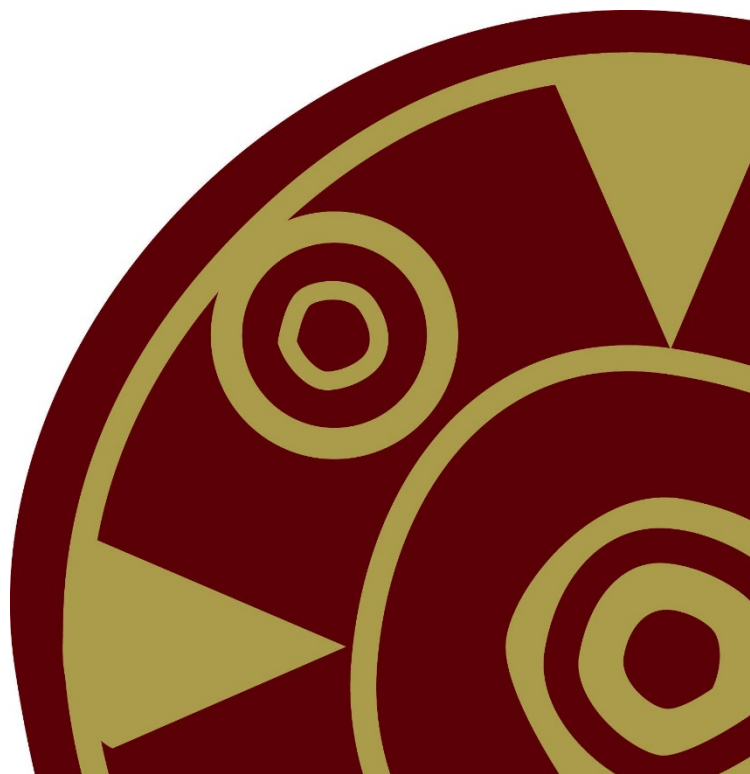
• A HISTORY OF EXPERTISE •

**Land West of Gemini Building
(Project Nelson), Adastral Park
Martlesham, Suffolk**

Client:
Fielding Architecture

Date:
November 2018

HER ref. MRM 178
Archaeological Monitoring Report
SACIC Report No. 2018/099
Author: M. Sommers
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(Project Nelson), Adastral Park
Martlesham, Suffolk

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Archaeological Monitoring Report

SACIC Report No. 2018/099

Author: Mark Sommers

Report Date: November 2018

HER Information

Site Code MRM 178

Site Name: Land West of Gemini Building (Project Nelson),
Adastral Park, Martlesham, Suffolk

Planning Application Nos: DC/18/0727/FUL

Dates of Fieldwork: 30th October 2018 to 2nd November 2018

Grid Reference: TM 2524 4495

OASIS Reference: suffolka1-315766

Curatorial Officer: Dr Abby Antrobus

Project Officer: Mark Sommers

Client/Funding Body: Fielding Architecture

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

Prepared By: Mark Sommers
Date:

Approved By: Dr Rhodri Gardner
Position: Director
Date:

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Summary

Archaeological monitoring of groundwork associated with the construction of a new facility building, to be built on land to the west of the Gemini Building at Adastral Park, Martlesham, was undertaken during late October/early November 2018. The initial soil strip of the entire footprint of the proposed development area was continuously monitored but no significant archaeological features, deposits or pre-modern artefacts were identified. (Mark Sommers, Suffolk Archaeology CIC, for Fielding Architecture).

1. Introduction

Planning permission has been granted for the construction of a Development Facility (Project Nelson) on land to the west of the Gemini Building on Adastral Park, Martlesham, Suffolk (application number DC/18/0727/FUL). A condition was attached to the planning consent calling for an agreed programme of work to be in place prior to any development in accordance with the National Planning Policy Framework.

The programme of work, as outlined by Dr Abby Antrobus of the Suffolk County Council Archaeological Service (SCCAS), was for the undertaking of archaeological monitoring of the groundwork associated with this development. This was to consist of the continuous monitoring of the initial soil strip. Based on this advice a Written Scheme of Investigation (WSI) was produced by Suffolk Archaeology Community Interest Company (SACIC); this document was subsequently approved by Dr Antrobus, the curatorial officer for this project (Appendix 1).

The National Grid Reference for the approximate centre of the site is TM 2524 4495. Figure 1 comprises a location plan of the site.

The archaeological monitoring was carried out between the 30th October and the 2nd November 2018 by SACIC who were commissioned by Fielding Architects acting on the behalf of their client.

2. Geology and topography

The site geology consists of superficial deposits of sand and gravel of the Kesgrave Catchment Subgroup, overlying a bedrock geology comprising sands of the Red Crag Formation (British Geological Survey website, 1:50,000 scale maps).

The local topography is generally flat, although with slight undulations. It is former heathland and was once part of the extensive Martlesham Heath. It lies at a height of approximately 25m OD.

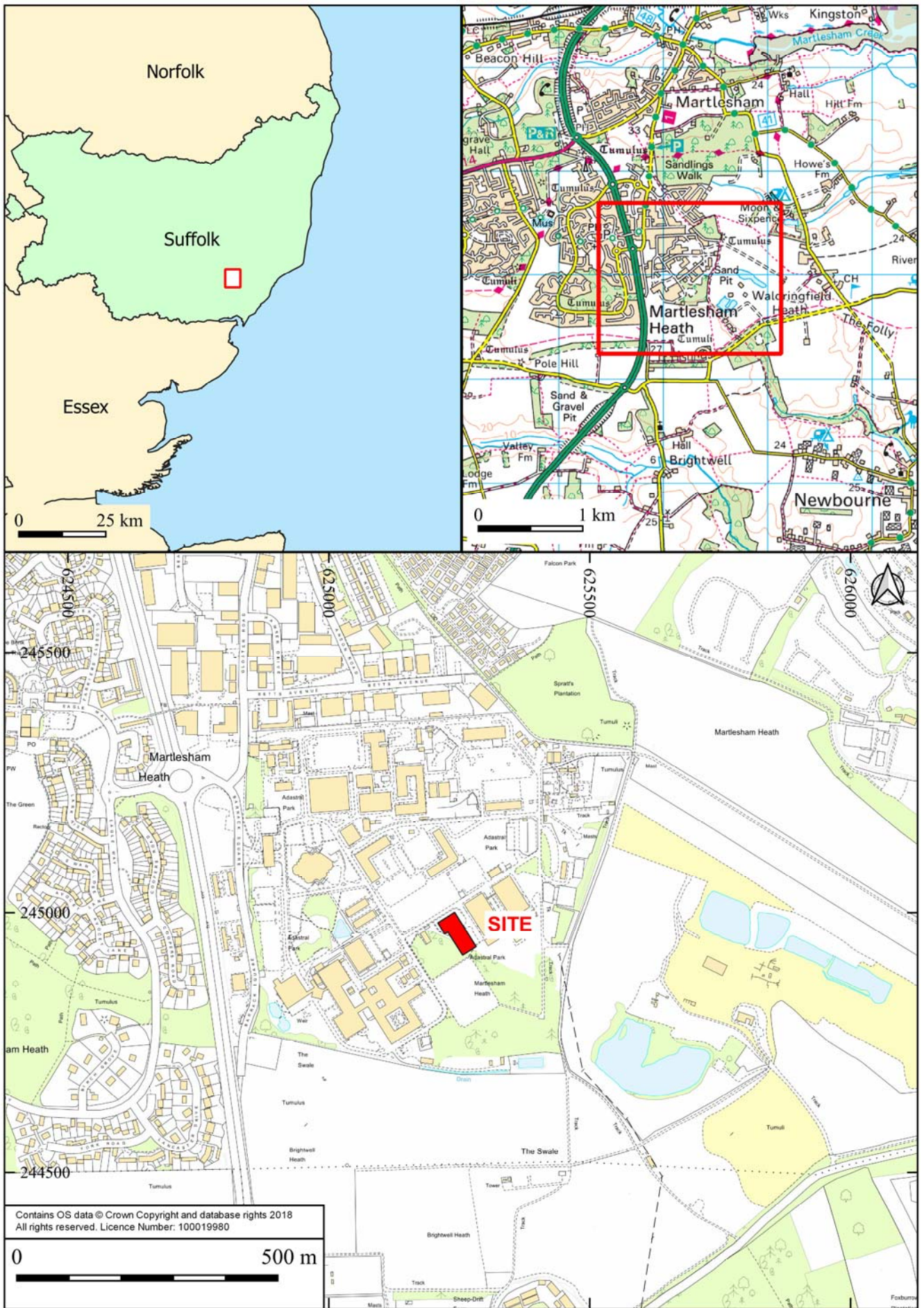


Figure 1. Location map

3. Archaeology and historical background

The site lies in an area of scattered prehistoric monuments, with known tumuli, likely to be Bronze Age, to the south-west and north-east, as well as undated field boundaries recognised from aerial photographs. This also lies within the boundaries of RAF Martlesham, which opened in 1915 and closed in 1973. It was used as a bomber base by the RAF and later became a fighter base for the US Airforce during the Second World War, it also housed the Aircraft Testing Flight. The site itself lies immediately south of a west-north-west to east-south-east aligned section of runway (Runway 2). Given the known remains in the area, the site has the potential to inform the study of Bronze Age burial practice and the relationship of areas of Bronze Age settlement to burial activity, as well as understanding the role of military sites on landscapes and localised activity.

4. Methodology

The monitoring was achieved through the visual examination of the entire footprint of the proposed buildings after they had been mechanically stripped of topsoil down to the surface of the underlying natural subsoil. This work was undertaken using a toothless bucket fitted to large tracked excavators. This work was continuously observed in order to identify any archaeological features and deposits and to recover any artefacts that might be revealed.

Had any features or significant deposits been exposed they would have been sampled through hand excavation in order to determine their depth and shape and to recover datable artefacts, but in the event this was not necessary.

Following the initial topsoil strip the site was then further lowered, by up to c.300mm, to achieve the required construction level.

A number of digital photographs of the stripped surfaces and of the mechanical stripping when underway were taken using a 24 megapixel camera.

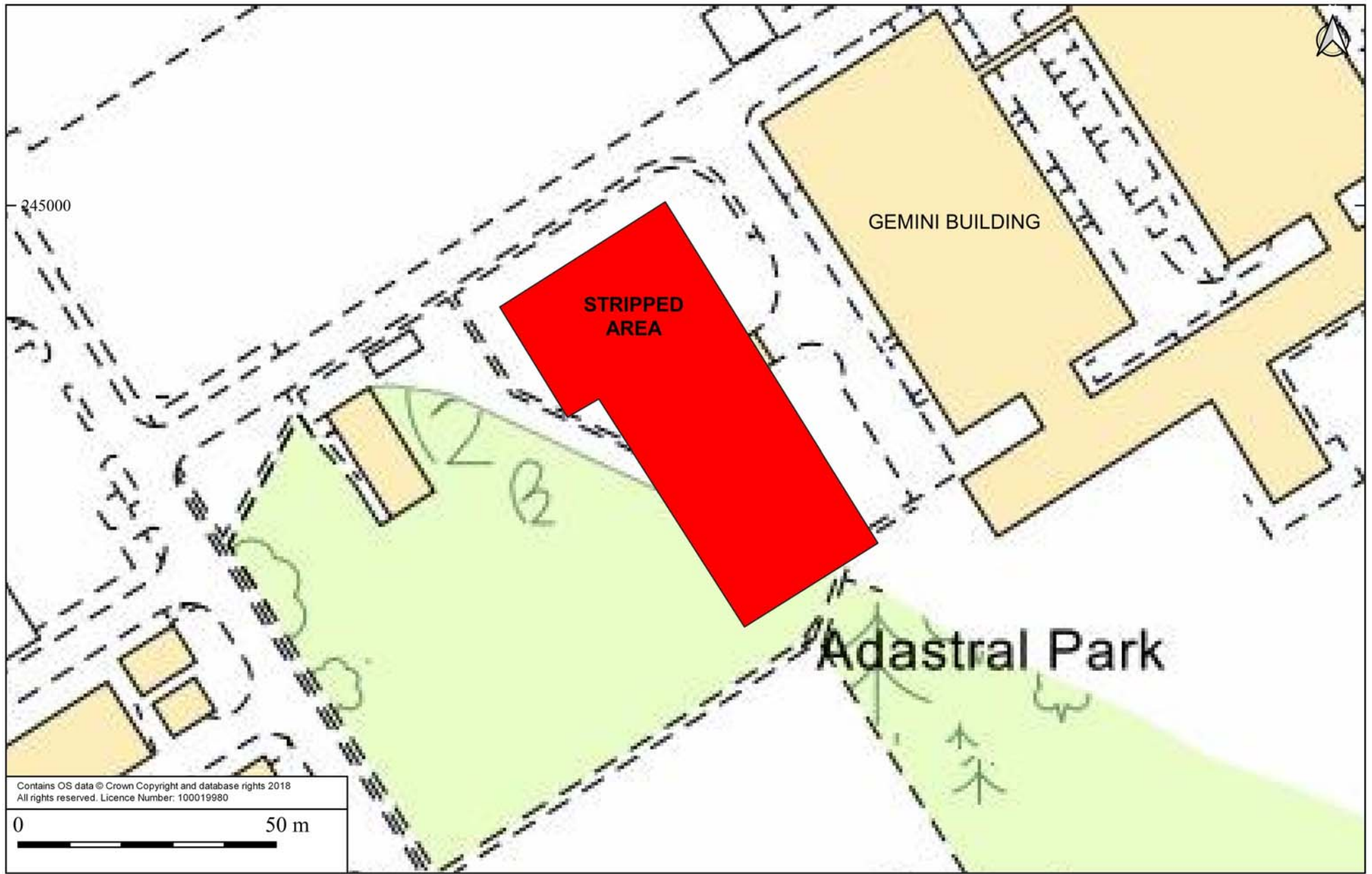


Figure 2. Site plan showing areas stripped

5. Results

The monitoring was carried out over four days, namely 30th October 2018 to 2nd November 2018, during which time a c.2500m² area was mechanically stripped of topsoil. The topsoil was 0.25m to 0.35m thick and directly overlay a natural subsoil of yellow silty sand with occasional patches of gravel (plate 1). In many areas the natural subsoil had been stained dark brown to black through natural processes, a phenomenon that is not uncommon on areas of former heathland (plate 2). The interface between the topsoil and the underlying subsoil was blurred and there was no suggestion of any wholesale truncation of the underlying geology. The stripped area comprised the footprints of two closely set structures that were to form the new Development Facility.

A number of services and service trenches were noted crossing the stripped areas. None of these appeared to be of any antiquity and all were likely to be related to recent activities within Adastral Park. None of these services could be conclusively be attributed to any military activity.

Once stripped of topsoil the building footprint was further reduced down to the construction level. At the southeast end of the site this entailed the removal of a further c.300m of material whilst at the northwest end, due to the very slightly sloping nature of the site, this reduced to c.100mm.

6. Discussion

The area monitored comprised the entire area likely to be disturbed by the proposed development.

No significant archaeological features were identified. The only features that were noted comprised services and service trenches likely to be related to modern activity associated with the development and running of Adastral Park. The otherwise complete absence of features across the stripped area indicates that no heritage assets have been threatened by this development.

There was no evidence to suggest the area had been previously ploughed and there was nothing to suggest any previous truncation of the natural surface.

7. Archive deposition

The site archive will be sent to the County Historical Environment Record, under the HER reference, MRM 178. A summary of this project has been entered into OASIS, the online database, under the reference: suffolka1-315766.

8. Plates



Plate 1. Cross section showing soil depths and construction level at southeast end of site



Plate 2. Stripped area close to northwest end of site

Appendix 1. OASIS data collection form

OASIS ID: suffolka1-315766	
Project details	
Project name	MRM 178 Proposed Development Facility Monitoring, Adastral Park
Short description of the project	No significant features or deposits were identified during continuous monitoring of soil strip of proposed buildings' footprint
Project dates	Start: 30-10-2018 End: 08-11-2018
Previous/future work	No / No
Any associated project reference codes	DC/18/0727 - Planning Application No.
Any associated project reference codes	MRM 178 - Sitecode
Type of project	Recording project
Current Land use	Grassland Heathland 4 - Regularly improved
Monument type	NONE None
Significant Finds	NONE None
Investigation type	"Salvage Record"
Prompt	National Planning Policy Framework - NPPF
Project location	
Country	England
Site location	SUFFOLK SUFFOLK COASTAL MARTLESHAM MRM 178 Proposed Development Facility Monitoring, Adastral Park
Postcode	IP5 3RE
Study area	2500 Square metres
Site coordinates	TL 2524 4497 52.088461436269 -0.171830474748 52 05 18 N 000 10 18 W Point
Project creators	
Name of Organisation	Suffolk Archaeology CIC
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Suffolk Archaeology CIC
Project director/manager	Rhodri Gardner
Project supervisor	Mark Sommers

Type of sponsor/funding body	Developer
Project archives	
Physical Archive Exists?	No
Digital Archive recipient	Suffolk HER
Digital Contents	"other"
Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Suffolk HER
Paper Contents	"other"
Paper Media available	"Report"
Project bibliography	
Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Monitoring Report: Land West of Gemini Building (Project Nelson), Adastral Park Martlesham, Suffolk
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC Report No. 2018/099
Date	2018
Issuer or publisher	Suffolk Archaeology Community Interest Company
Place of issue or publication	Needham Market
Description	printed sheets of A4 paper with card covers and wire binding
Entered by	Mark Sommers (mark.sommers@suffolkarchaeology.co.uk)
Entered on	8 November 2018

Appendix 2. Written Scheme of Investigation



**Development Facility, Adastral Park,
Martlesham, Suffolk, MRM 178**

Written Scheme of Investigation
for Archaeological Watching Brief

Date: May 2018

Prepared by: Rob Brooks MCIfA

Issued to: Abby Antrobus (SCCAS)

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Summary Project Details

Site Name	Proposed Development Facility, west of Gemini Building
Site Location/Parish	Adastral Park/Martlesham
Grid Reference	TM 2525 4496
Access	Adastral Park
Planning Application No	DC/18/0727/FUL
HER code	MRM 178
OASIS ref.	suffolka1-315766
Type:	Watching brief
Area	c.0.2 hectares
Project start date	TBC
Fieldwork duration	TBC
Number of personnel on site	Projected as 1 SACIC staff member

Personnel and contact numbers

SACIC Project Manager	Rhodri Gardner	Office: 01449 900120 Mobile: 07810 647259
Project Officer (first point of on-site contact)	TBC	Office: 01449 900120
Curatorial Officer	Abby Antrobus	01284 741231
Consultant	N/A	

Emergency contacts

Local Police	Ipswich Police Station, 10 & 10a Museum Street, Ipswich, Suffolk, IP1 1HT	01473 613500
Location of nearest A&E	Ipswich Hospital, Heath Road, Ipswich, IP4 5PD	01473 712233

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1. Site location
2. Approximate area of new building

1. Background

- 1.1 Suffolk Archaeology CIC (SACIC) has been asked to prepare a Written Scheme of Investigation (WSI) to cover an archaeological watching brief on land to be developed as part of a Development Facility, west of the Gemini Building, on Adastral Park. This document covers that work only.
- 1.2 The work is being requested by Suffolk County Council Archaeological Service (SCCAS). The Local Planning Authority (LPA) were advised that as a condition of the planning consent, a programme of archaeological work should be agreed 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 destroyed in the course of the development.
- 1.3 The watching brief will oversee an area of c. 0.2 hectares (Fig. 2).
- 1.4 The archaeological investigation will be conducted to comply with the methodology specified herein and under the supervision of Abby Antrobus of SCCAS.
- 1.5 A single area is covered by this WSI, relating to the location of a new development facility, involving the excavation of any footing/foundation works and any associated services or landscaping, or other groundworks that may damage or destroy archaeological/heritage assets.
- 1.6 The contents of the WSI comply with the SCCAS standard Requirements for Archaeological Excavation (revised 2017), as well as the following national and regional guidance:
 - *National Planning Policy Framework (NPPF)* Department of Communities and Local Government (DCLG) (March 2012);
 - *Code of Conduct* (Chartered Institute for Archaeologists 2014a);
 - *Standard and Guidance Archaeological Excavation* (Chartered Institute for Archaeologists, 2014b);
 - *Management of Research Projects in the Historic Environment: The Morphe Project Managers' Guide* (Historic England, 2015);
 - *Gurney, D 2003 Standards for Field Archaeology in the East of England* East Anglian Archaeology Occasional Paper No.14, 2003 Association of Local Government Archaeological Officers East of England Region;
 - *Archaeological Archives in Suffolk Guidelines for Preparation and Deposition* Suffolk County Council Archaeology Service Conservation Team (revised 2017)
- 1.7 The research aims of any excavation undertaken during these works are as follows:
 - *Further to determine the presence or otherwise of buried remains of archaeological interest within the area designated for excavation;*
 - *understand further the character, form, function and date of the archaeology identified during the earlier evaluation work;*
 - *to preserve by record any significant archaeological remains within the area designated for excavation and to attempt a reconstruction of the history and use of the site;*

 - *to contribute to an understanding of the archaeological remains of the area with regard to local and regional research frameworks* (the Regional Research Framework for the Eastern Counties (Brown & Glazebrook, 2000; Medlycott, 2011). In this instance, the site lies in an area of scattered prehistoric monuments, with known tumuli, likely Bronze

Age, to the south-west and north-east, as well as undated field boundaries recognised from aerial photographs. Much of the area was also taken up by RAF Martlesham, which opened in 1915, closing in 1973 and housing the Aircraft Testing Flight. The site itself lies immediately south of the west-north-west to east-south-east aligned section of runway. Given the known remains in the area, the site has the potential to inform the study of Bronze Age burial practice and the relationship of areas of Bronze Age settlement to burial activity, as well as understanding the role of military sites on landscapes and localised activity (Medlycott 2011, 20 and 80).

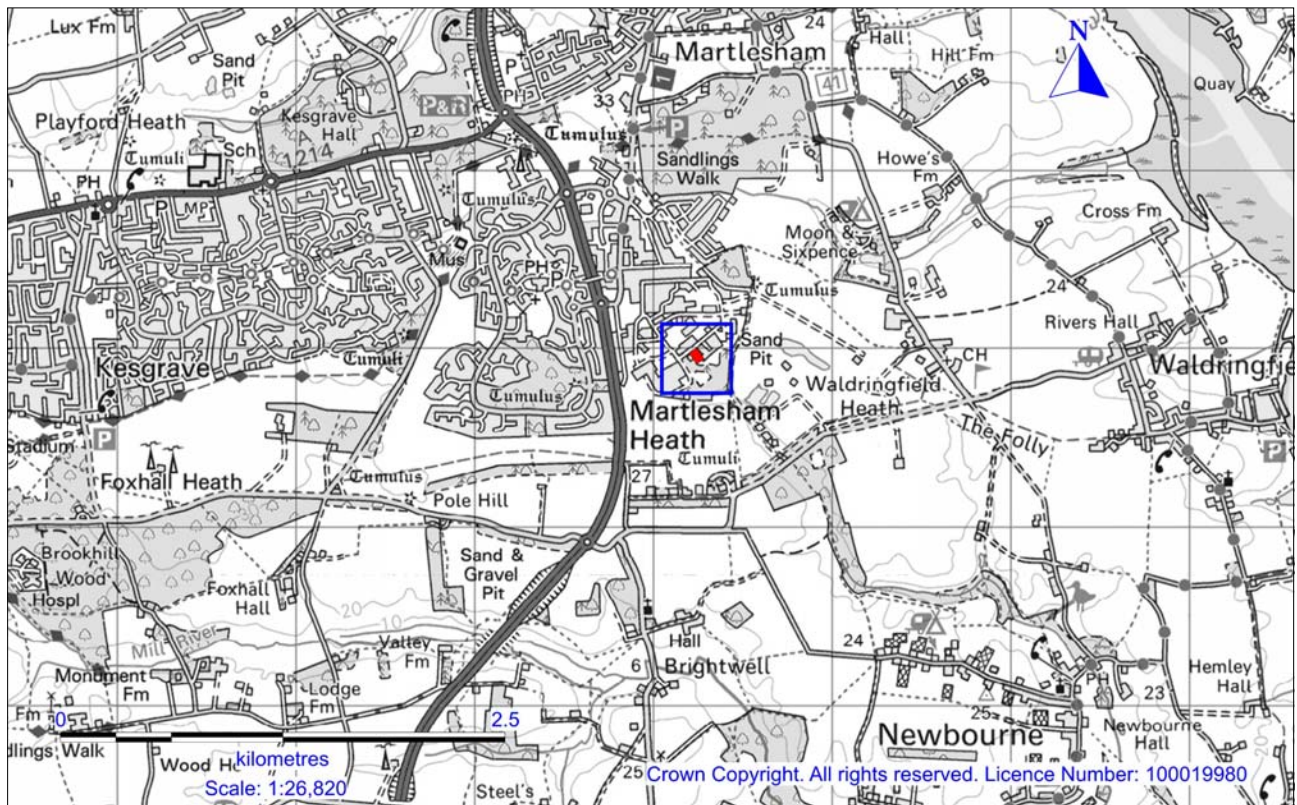


Figure 1. Site Location (red)

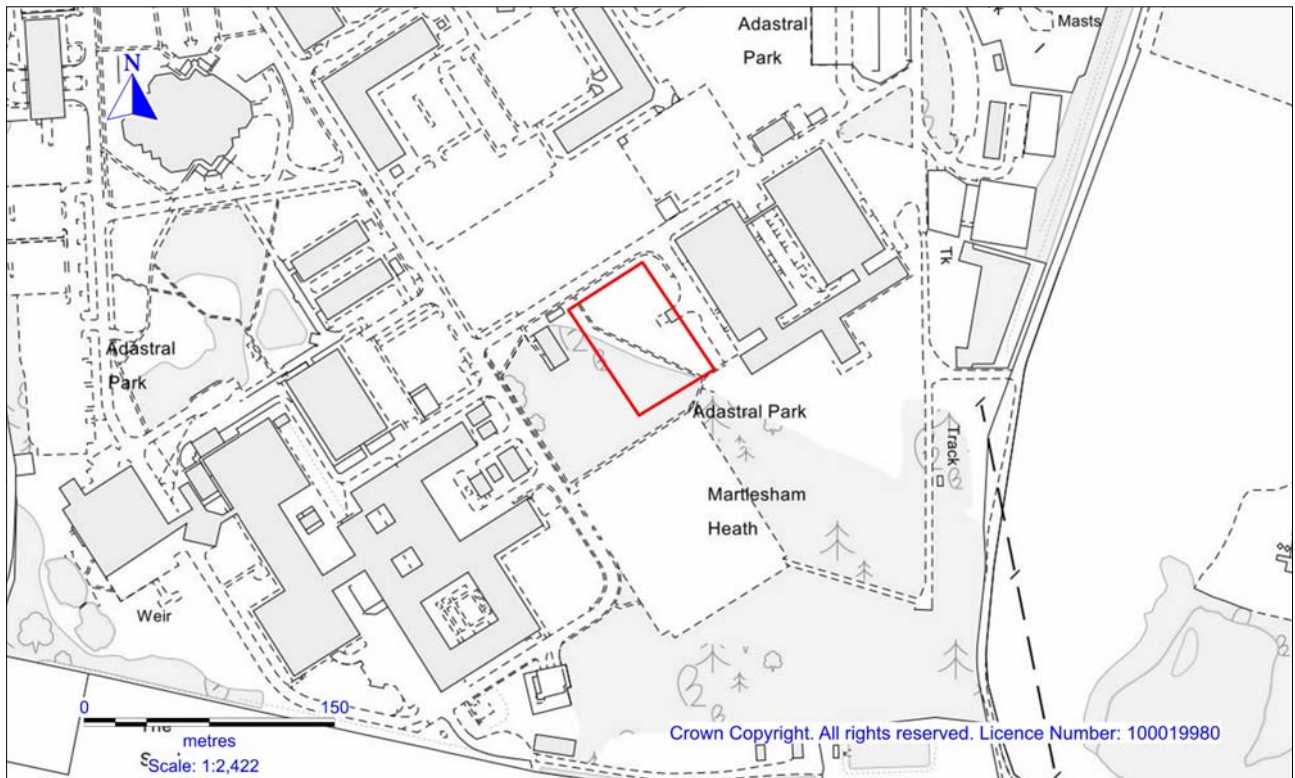


Figure 2. Approximate area of new building (red)

2 Fieldwork

- 2.1 The archaeological fieldwork will be carried out by full-time professional employees of SACIC. The work will be led in the field by an experienced member of staff of Project Officer or Supervisor grade/experience. A surveyor and experienced metal detectorist will be used as and when required.
- 2.2 The proposed area of monitoring, covering c.0.2ha, is shown on Figure 2. Should concentrations of features or deposits of particular significance be found, it may be necessary to extend the areas of groundworks in agreement with SCCAS and the client.
- 2.3 The exact methodology for excavation/soil removal will be agreed on site to accommodate the main contractor's requirements, should they have any that might apply. However, the following general principles will be applied at all times:
 - a) Mechanical excavation will be carried out under the direct supervision of the archaeologist.
 - b) Should any open areas be excavated, mechanical plant will not be allowed to track over the stripped area until any exposed archaeological features have been excavated and recorded.
 - c) The overburden will be excavated down to the top of the first undisturbed archaeological horizon, or the upper surface of the naturally occurring subsoil/superficial geology.

- 2.4 Archaeological deposits and features will be sampled by hand excavation to satisfy the project aims (see WSI and Method Statement) and comply with the SCCAS Requirements for Archaeological Excavation (revised 2017). Where types of deposit are encountered that are suitable for mechanical excavation, this will only be undertaken following agreement with SCCAS.
- 2.5 No feature will be excavated to a depth in excess of 1.2m. If this depth is not sufficient to meet the archaeological requirements of SCCAS it will be brought to the attention of the client or their agent and the Archaeological Advisor to the LPA (SCCAS). Deeper excavation can be undertaken provided suitable support is used. However, such a variation will incur further costs to the client and time must be allowed for this to be established and agreed.
- 2.6 Any specific excavation methodologies will be agreed in detail before the project commences. However, the following minimum requirements will be adhered to or exceeded. Any variation from these procedures would need to be agreed with SCCAS.
- a) After sectioning, features that are, or could be, interpreted as structural will be fully excavated. Any fabricated surface (floors, yards etc.) will be fully exposed and cleaned. Occupation levels and building fills will be sieved.
 - b) All features will be examined in enough detail to try and establish their date and function. As a guide, 50% of general features will be excavated, with prehistoric features possibly requiring 100% excavation.
 - c) Between 20% and 30% of funerary ring-ditches and 10% and 20% of other linear features (ditches etc.) will be excavated with the sample representative of the available length and considering local variations in shape, fill and artefact concentrations.
- 2.7 While it is considered unlikely that there will be deep holes left open on site, where necessary high visibility safety fencing will be employed.
- 2.8 An overall feature plan and levels above the Ordnance Datum will be recorded using suitable surveying equipment, depending on the specific requirements of the project. Feature sections and plans will be recorded at a scale of 1:10, 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 acquired from the Suffolk HER Office and archaeological contexts will be recorded in a unique continuous numbering sequence on *pro forma* Context Recording sheets and entered into an associated database.
- 2.10 The HER code in this instance is **MRM 178**.
- 2.11 A digital photographic record will be made throughout the works.
- 2.12 Metal detector searches will be made throughout the works.

- 2.13 All pre-modern finds (with the exception of unstratified animal bone) will be kept and no discard policy will be considered until all the finds have been processed and assessed. ***Given the site's position on a 20th century military facility, modern finds will also be retained at the discretion of the Project Officer/Supervisor, unless they are clearly related to the more recent use of the land as the Adastral Park science campus.***
- 2.14 All finds will be brought back to the SACIC 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 finds categories to external specialists.
- 2.15 Bulk environmental soil samples (40 litres each) will be taken from suitable features and retained until an appropriate specialist has assessed their potential for palaeo-environmental remains. Decisions can then be made on the need for further analysis following this assessment. A suitable feature will be deemed one that is sealed and stratigraphically secure, datable and exhibits potential for the survival of palaeoenvironmental material; usually at least two of these criteria will need to be met for it to be worth taking a sample. If necessary advice will be sought from Historic England's (formerly English Heritage's) Regional Advisor in Archaeological Science on the need for specialist environmental sampling.
- 2.16 In the event of human remains being encountered on the site, guidelines from the Ministry of Justice will be followed and, if deemed necessary, a suitable licence obtained before their removal from the site. Discovery of such remains might require the extension of the groundworks to fully expose the burial(s). This would be carried out in agreement with SCCAS and could incur further costs. Human remains will be treated at all stages with care and respect, and will be dealt with in accordance with the law. They will be recorded *in-situ* and subsequently lifted, packed and marked to standards compatible with those described in the IFA's Technical Paper 13 Excavation and post-excavation treatment of Cremated and Inhumed Human Remains, by McKinley & Roberts (1993 and 2004).

3 Post-excavation

- 3.1 The project's 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 SACIC'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 Artefacts and ecofacts will be held by SACIC until analysis of the material is complete.
- 3.4 Site data will be entered on a computerised database compatible with the County HER. Site plans and sections will be digitised and will form part of the site archive. Ordnance Datum levels will be written on the section sheets. The photographic archive will be fully catalogued.

- 3.5 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 four 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 Historic England 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 Historic England specialists.
- 3.11 An industrial waste assessment will cover all relevant material (i.e. fired clay finds as well as slag).
- 3.12 Once the fieldwork phase of the project is completed, a post-excavation assessment report (hereafter PXA) will be prepared which will contain a stand-alone summary and a description of the excavation methodology. It will also contain a clear separation of the objective account of the archaeological evidence from its archaeological interpretation and recommendations to assist the SCCAS regarding the need for and scope of any subsequent analysis, publication and reporting. In some instances, a full PXA report is not required and this will be discussed and formally agreed with SCCAS within four weeks of the end of the fieldwork, although reporting in some form will be required.
- 3.13 The reporting 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 County HER is registered with the Online Access to Index of Archaeological Investigations (OASIS) project. SACIC 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 interim 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. 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, recording, stabilisation, illustration of objects, etc.).
- 3.18 The project archive shall be compiled in accordance with the guidelines issued by the SCCAS (revised 2017). 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 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.
- 3.20 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.
- 3.21 If an object qualifies as Treasure (under the Treasure Act 1996) the client will be informed as soon as possible. The find(s) will be reported to the Suffolk Finds Liaison Officer (who then reports to the Coroner) within fourteen days of discovery of the object(s) and identification. Treasure objects will immediately be removed to secure storage, with appropriate on-site security measures taken if required.
- 3.22 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 SACIC, 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 SACIC's Health and Safety Policy. A copy of this policy is provided in Appendix 1.

- 4.1.2 All SACIC staff are experienced in working on similar sites with similar conditions to those that will be encountered on the present site and are aware of SACIC H&S policies. All permanent SACIC 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 SCCAS. All such staff and visitors must abide by SACIC's H&S requirements for each 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 SACIC's insurance policies. Policy details are shown in Appendix 2.

4.2 Environmental controls

- 4.2.1 SACIC 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 SACIC's EMS policies.

4.3 Plant machinery

- 4.3.1 In this instance plant will be provided by the client. A 360° tracked mechanical excavator equipped with a full range of buckets will be required to undertake the soil-stripping. Whilst provided by the client it will be subject to archaeological control within the areas of designated for the watching brief works unless the depths are too shallow to put archaeological deposits at risk.

4.4 Site security

- 4.4.1 Unless previously agreed with the client this WSI assumes that the site will be sufficiently secure for archaeological work to be undertaken.
- 4.4.2 In this instance all security requirements including fencing, padlocks for gates etc. are the responsibility of the client.

4.5 Access

- 4.5.3 The client will secure access to the site for SACIC personnel and any subcontracted plant, and obtain all necessary permissions from any landowners and tenants. This includes the siting of any accommodation units/facilities required for the work.
- 4.5.2 Any costs incurred to secure access, or incurred as a result of access being withheld (for example by a tenant or landowner) will not be the responsibility of SACIC. 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 monitoring to go ahead as described and unhindered. The costs of any subsequent preparatory works/delays incurred to SACIC should this not be the case will be charged to the client in addition to the archaeological project fees.

4.7 Backfilling

4.7.1 Backfilling is not required and has not been offered by SACIC for this project.

4.8 Monitoring

4.8.1 Arrangements for monitoring visits by the LPA and its representatives (SCCAS) will be made promptly. The site will need to be formally signed off by SCCAS to fully comply with the planning condition.

5 Staffing

5.1 The following staff will comprise the Project Team:

- 1 x Project Manager (supervisory only, not based on site full-time)
- 1 x Project Officer/Supervisor (full time)
- 1 x Finds/Post-excavation manager (part time, as required, not based on site)
- 1 x Finds Specialist (part time, as required, not based on site)
- 1 x Environmental Supervisor (as required, not based on site)
- 1 x Finds Assistant or Supervisor (part time, as required, not based on site)
- 1 x Senior Graphics Assistant (part time, as required, not based on site)

5.2 Project Management will be undertaken by Rhodri Gardner. The Project Officer in charge on site is yet to be confirmed. Should Site Assistants and other staff be required, they will be drawn from SACIC's qualified and experienced staff. SACIC 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 please see below:

Name	Specialism	Organisation
Anderson, Sue	Human bones; Post Roman pottery	Freelance
Bates, Sarah	Flint	Freelance
Batt, Cathy	Archaeomagnetic dating	University of Bradford
Blades, Nigel	Metallurgy	Freelance
Bond, Julie	Cremated animal bone	University of Bradford
Boreham, Steve	Pollen	University of Cambridge
Breen, Anthony	Documentary Research	Freelance
Briscoe, Diana	Anglo-Saxon pottery stamps	Freelance
Brugmann, Birte	Beads	Freelance
Cameron, Esther	Mineral Preserved Organics	Freelance
Challinor, Dana	Wood and charcoal identification	Freelance
Cook, Gordon	Radiocarbon dating	SUERC
Curl, Julie	Faunal remains	Freelance
Docherty, Anna	Prehistoric pottery	Archaeology South-East
Fryer, Val	Environmental	Freelance
Hamilton, Derek	Bayesian modelling	SUERC
Harrington, Sue	Textiles	Freelance
Hines, John	Saxon artefacts	University of Cardiff
Holden, Sue	Illustrator	Freelance
Keyes, Lynn	Metal working	Freelance
Macphail, Richard	Soil micromorphology	University College London
McKinley, Jacqui	Cremated human bone	Wessex Archaeology
Metcalf, Michael	Saxon coins	Ashmolean Museum
Mould, Quita	Leather	Freelance
Park-Newman, Julia	Conservation	Freelance
Plouviez, Jude	Roman coins and brooches	Freelance
Riddler, Ian	Worked bone	Freelance
Scull, Christopher	Early Anglo-Saxon settlement and cemeteries	University of Cardiff
Tyers, Ian	Dendrochronology	Freelance

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