

SUFFOLK
ARCHAEOLOGY

• A HISTORY OF EXPERTISE •

Land at Grange Farm, Old Bury Road
Palgrave, Suffolk

Client:

E R Ling & Sons

Date:

July 2018

PAL 053
Archaeological Evaluation Report
SACIC Report No. 2018/074
Author: M. Sommers
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Land at Grange Farm, Old Bury Road Palgrave, Suffolk

PAL 053

Archaeological Evaluation Report

SACIC Report No. 2018/074

Author: Mark Sommers

Editor: John Craven

Report Date: July 2018

HER Information

Site Code: PAL 053

Site Name: Land at Grange Farm, Old Bury Road, Palgrave, Suffolk

Report Number: 2018/074

Planning Application No: DC/17/05897

Date of Fieldwork: 23rd July 2018

Grid Reference: TM 1036 7734

OASIS Reference: suffolka1-321500

Curatorial Officer: James Rolfe

Project Officer: Mark Sommers

Client/Funding Body: E R Ling and Sons

HER Search Invoice No: 9216082

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

Disclaimer

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

Prepared By: Mark Sommers
Date: 13/08/2018

Approved By: John Craven
Position: Project Manager
Date: 14/08/2018

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Summary

An archaeological evaluation was carried out on an area of land at Grange Farm, Old Bury Road, Palgrave, Suffolk, in advance of the construction of new farm buildings. Six trenches, totalling c.112m in length, were excavated but no features or deposits of archaeological interest were identified. A single coin, a gold Saxon shilling, dated to the late 7th century, was recovered using a metal-detector from the spoil of one trench. No other finds of any period were identified. (Mark Sommers, Suffolk Archaeology Community Interest Company, for E R Ling and Sons).

1. Introduction

Planning permission has been granted for the construction of a pair of farm buildings and new access road on an area of land to the west of the existing buildings at Grange Farm, Old Bury Road, Palgrave, Suffolk (application number DC/17/05897). 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 paragraph 141 of the National Planning Policy Framework.

The first stage of the programme of work, as specified in a Brief produced by James Rolfe of the Suffolk County Council Archaeological Service (SCCAS) and dated 23rd May 2018, was the undertaking of a trenched evaluation in order to ascertain what levels of archaeological evidence may be present within the development area and to inform any mitigation strategies that may then be deemed necessary. Based on this brief a Written Scheme of Investigation (WSI), produced by Suffolk Archaeology Community Interest Company (SACIC) was approved by James Rolfe, the curatorial officer for this project (Appendix 1).

The National Grid Reference for the approximate centre of the site is TM 1036 7734. Figure 1 comprises a location plan.

The archaeological evaluation was carried out on the 23rd July 2018 by SACIC who were commissioned by E R Ling and Sons.

2. Geology and topography

The development site consists of a roughly rectangular area, fronting onto Old Bury Road, within the southeast corner of an existing field. It was previously ploughed but at the time of the evaluation it was fallow and used for storage.

The local landscape comprises a generally flat or gently undulating plateau formed from a mixture of glacial deposits (Lowestoft Formation), which overlies a bedrock of chalks of the Lewes Nodular, Seaford, Newhaven and the Culver Formations. The site itself lies at a height of c.44m OD. To the southeast the land slopes down gently into a wide valley drained by an unnamed tributary of the River Waveney.

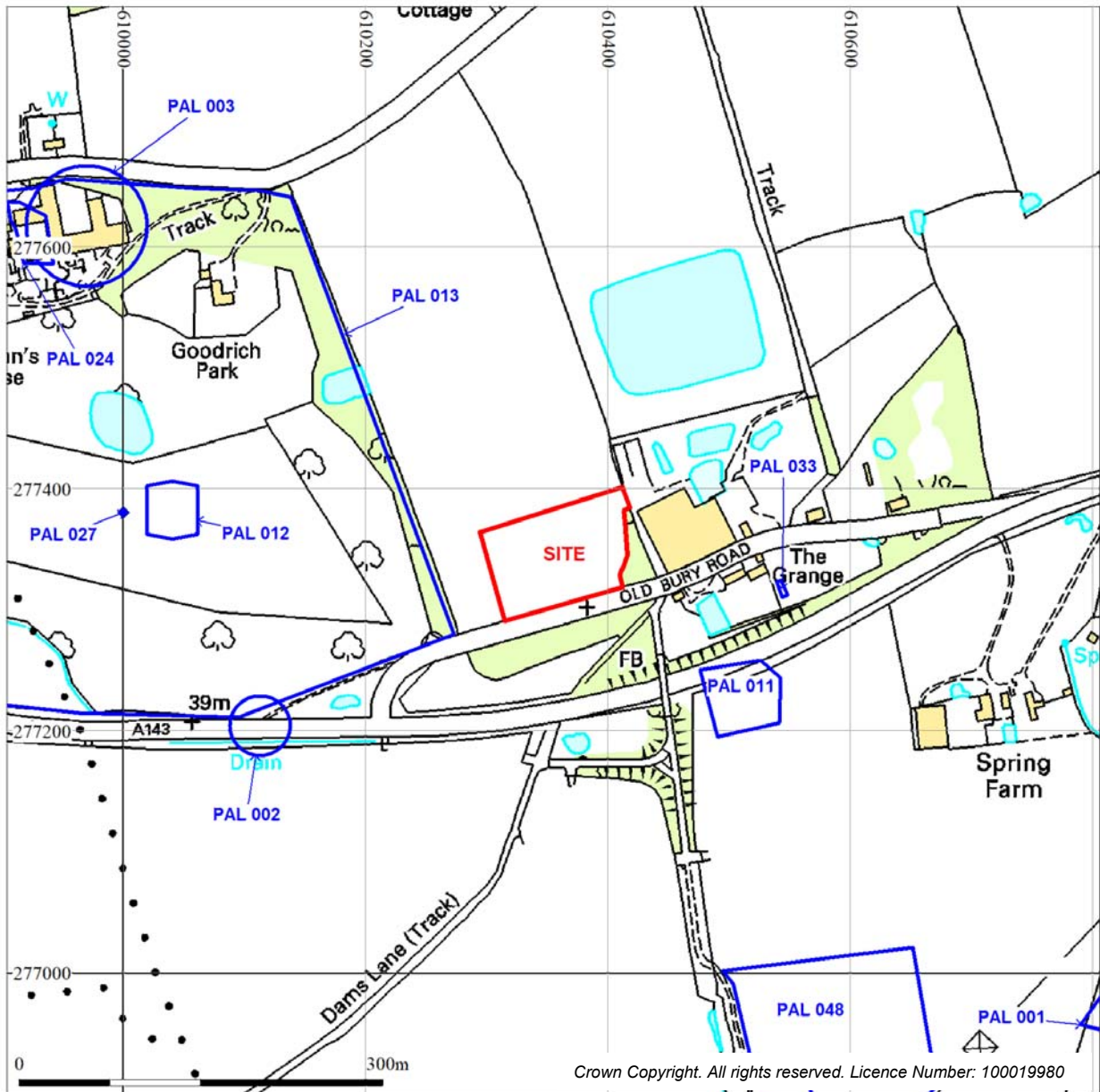
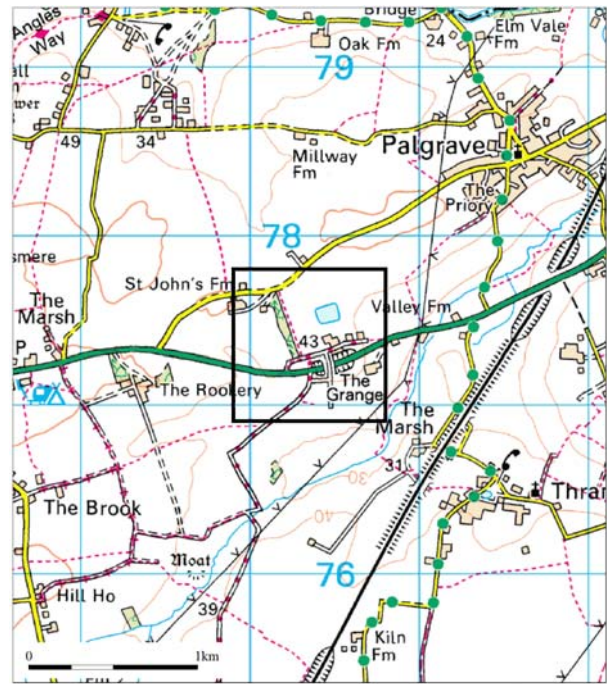
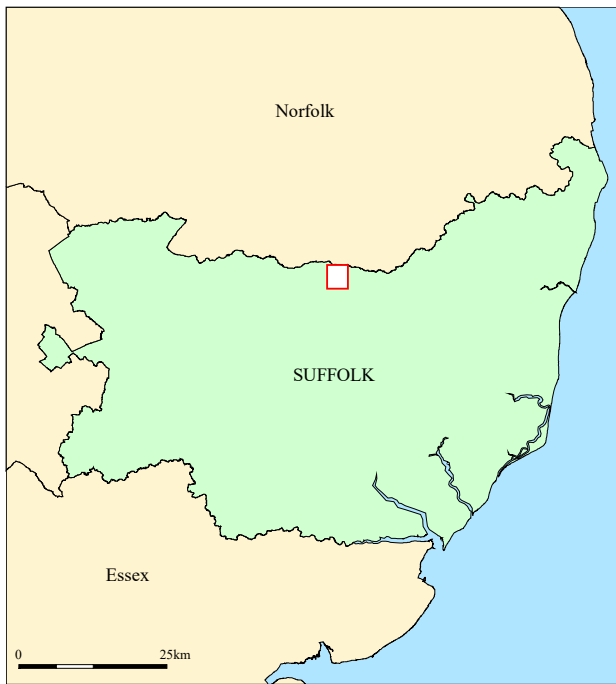


Figure 1. Site location (red) with HER (blue)

3. Archaeology and historical background

A number of archaeological sites or findspots are recorded on the County Historic Environment Record (HER) within the local area of the proposed site. The locations of these are marked in Figure 1; a summary of the recorded entries is as follows:

HER No.	Date	Nature of Evidence
PAL 001	Rom	Roman pottery sherds found with animal bone, calcined flints and ancient ditches in a pipeline trench (October 1955). Slightly NE of this site at TM10937713 Basil Brown has marked on his 6 inch OS map - "may be Anglo-Saxon site?" but there is no record in archive to verify this. At TM11227710 Basil Brown found evidence of light occupation on N side of valley and calcined flints but none on south side of the valley although gravel terraces are present.
PAL 002	Preh	Found under road "Prehistoric hut site or ditch with cut deer antlers and flint flakes (?Meso) in peaty deposit". Burnt flints and charcoal (from Basil Brown archive).
PAL 003	med	Site of chapel - mentioned in Domesday. Near parish boundary. Chapel of St John mentioned in the taxation of 1256; mentioned in a will 1433; lands belonging to chapel lying in Botesdale, granted in 1545 to Francis Boldero and Robert Parker. Chantry Certificate 1546 states that this was a free chapel, founder unknown, the incumbent then being Henry Cornwallis gent, a layman; 'it is no parish church, but a chapel now decayed, half a mile from the parish church'. An architectural and documentary investigation carried out in 2004 found no clear evidence for the presence of a chapel at this site and argues that it is more likely to have be located within the grounds of The Priory.
PAL 011	Preh, IA, Rom & med	Small scatters noted. Comprises unglazed Med pottery (C13-C14), Roman grey ware, and worked flint including 3 scrapers, 2 notched pieces and a flint quern fragment. An excavation in 1993 revealed ten Iron Age sherds on the surface of the natural. The pottery finds indicate that the area was subject to some sort of prehistoric activity but it seems likely that due to the extensive plough damage, any archaeological features which may have been present have been entirely erased.
PAL 012	IA	Small scatter of flint and sand-tempered pottery, including a possible Belgic sherd.
PAL 013	Pmed	St Johns: small landscape park, now disparted, half in Palgrave and half in Wortham, shown on the OS 1st edition map of 1837, but not shown on Hodskinson's Map of Suffolk 1783. House named on the modern 1:10000 map as Park House, with St John's Farm adjacent. Most of the park is now arable, with field names Large Park & Little Park. House is early C19, grey brick, 5 bays with a semicircular porch on Roman Doric columns. Tripartite window above it, with a segmental arch. House belonged to the Harrison family in the C19. See PAL 003 for possible medieval chapel of St Johns.

PAL 024	Rom, Sax, med & Pmed	An evaluation and subsequent excavation at St Johns revealed a single prehistoric pit, pottery and a single flint tool. Later evidence comprised a series of Roman ditches and a substantial rubbish pit along with an Early Saxon inhumation, disturbed by a modern pit. Post medieval features were also recorded. These consisted of a wall foundation, brick culvert and a clay lined pit (?cellar or tank).
PAL 027	Rom & Sax	OUTLINE RECORD: SCATTER - METALWORK (Roman and Saxon) - no further detail.
PAL 033	Pmed	An archaeological evaluation was carried out in advance of the construction of an agricultural building at Grange Farm. A single ditch, relating to a boundary shown on the First Edition Ordnance Survey of 1886, was identified. Although infilled during the 19th and 20th centuries it may have had an earlier origin as it appears to have formed part of a wider water management system partially enclosing an area to the south of the farmhouse.
PAL 048	IA, med & Pmed	Monitoring of spoil disposal revealed several areas of archaeological interest. One possible pit or tree hole, 2m wide by 0.40m deep revealed charcoal flecks and one possible sherd of Iron Age pottery and flint flakes. Two further possible pits were filled with loose flints and brick and tile of Post Medieval date. A possible East-West ditch, 0.50m wide by 0.30m deep, of "old" character and a small ditch of North South alignment with one Medieval body sherd were also identified. One small possible Iron Age pottery sherd and 7 flint flakes were found in unstratified subsoil deposits over the site. The area contained some evidence for prehistoric and Medieval activity, although this appears to be at a very low level.

Table 1. Summary of HER entries

There are a number of entries on the HER in the vicinity of the evaluation area which comprise evidence for activity from the prehistoric period through to the post-medieval period. The majority of entries comprise finds scatters or stray findspots and suggest a general background of low-level activity across the landscape, although it is also indicative of a general absence of any systematic archaeological fieldwork and surveys having been undertaken in the local area.

Conclusive evidence of early activity was recorded at the St Johns site (PAL 024), situated some 450m to the northwest, where evaluation and excavation revealed prehistoric and Roman features along with an Early Saxon inhumation and some interesting post-medieval structures. Iron Age pottery was recovered from a small excavation to the south of the evaluation site (PAL 011) and it is likely that this originated from features that had been lost through truncation by ploughing.

A scatter of Late Neolithic/Early Bronze Age flints (PAL 036) was reported under the Portable Antiquities Scheme (PAS) in an area to the south of the modern A143. A Saxon Gold disc pendant decorated with plain and beaded wire (PAL 022) was also reported under PAS as a metal detector find from an adjacent area. It belongs to a type that is widespread in the second half of the seventh century and it would originally have formed part of a high status necklace (Note: PAS the findspots are not marked in Figure 1).

4. Methodology

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 a Global Positioning System (DGPS; Leica GPS) with a sub-two centimetre accuracy. This equipment was also used to record the elevation of the present ground surface and the exposed natural subsoil.

The machining of the trenches was closely observed throughout in order to identify any archaeological features and deposits 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. 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 required.

A metal detector was used to scan the base of each excavated trench and the resultant spoil.

A photographic record of the work undertaken was compiled using a 24 megapixel digital camera with suitable scales in place.

Following the excavation of each trench, the nature of the overburden was recorded and the depths noted. Upon completion of the evaluation the trenches were to be backfilled.

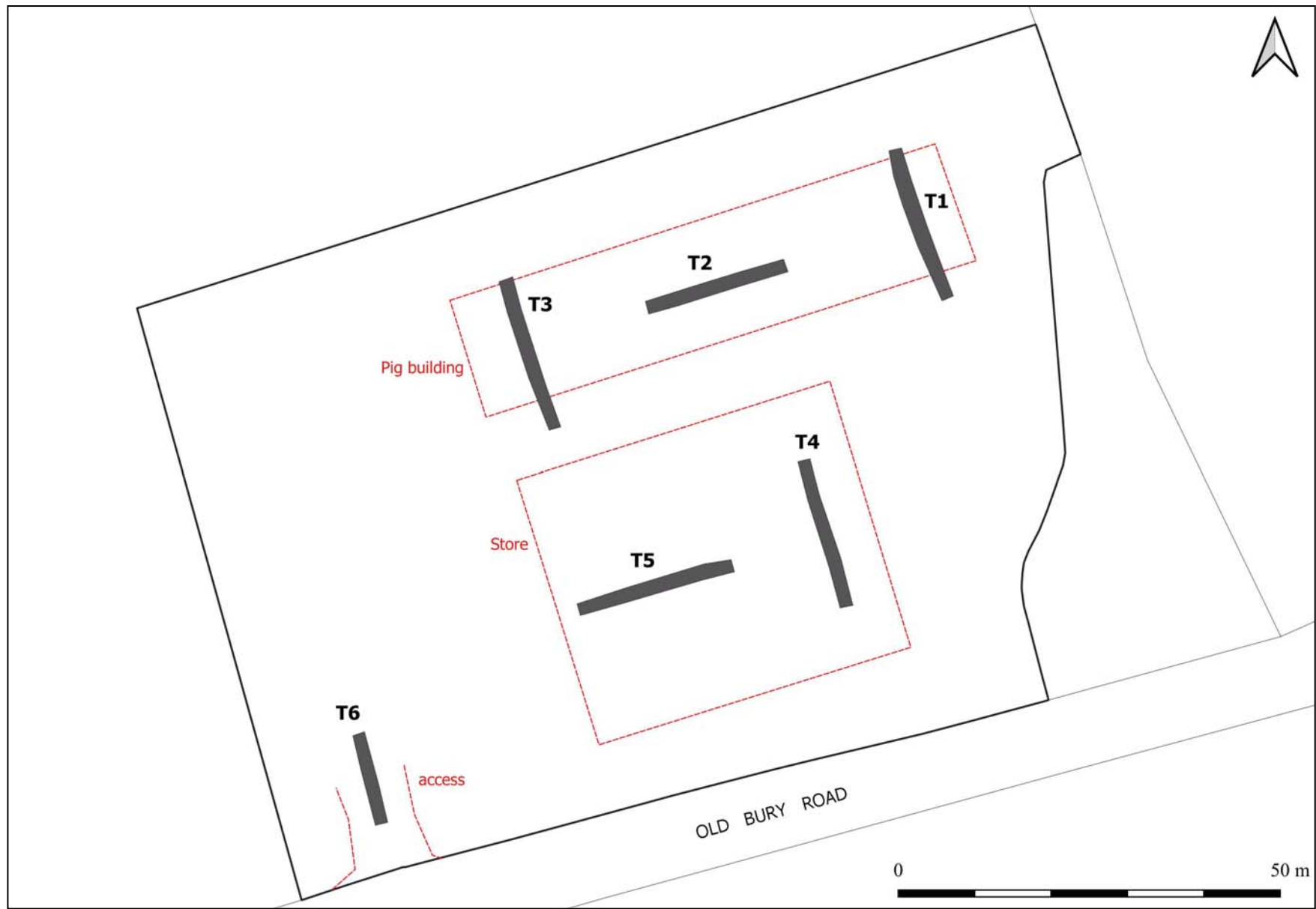


Figure 2. Trench location plan , includes locations of the proposed developments

5. Results

Six trenches were excavated (Fig. 2). They were positioned in the locations as per the approved WSI.

The trenches revealed a natural subsoil consisting of an orange to mid brown silty sand with frequent flint at a consistent depth of c.0.35m (plates 1 and 2). This was overlain by a topsoil (0001) of mid grey brown sandy silt. The interface with the underlying natural subsoil was abrupt suggesting an unknown degree of truncated. Plough lines were clearly visible in most trenches.

No archaeological features were identified in any of the trenches and no artefacts were noted during their excavation.

A small number of finds were recovered by metal detecting although all, bar one, were of modern origin and were subsequently discarded. The single find of interest comprised a Saxon shilling that was recovered from spoil that resulted from the excavation of Trench 3. See 'Section 6. The Finds' for a full description of this item.

6. The Finds

Ruth Beveridge

Introduction and recording method

A single gold object was recovered through metal detecting of the topsoil and recorded as a small find. It has been fully catalogued on the database with the assistance of low powered magnification. A complete listing is provided as Appendix 3. Identification of the coin was provided by Dr Martin Allen of the Fitzwilliam Museum. The overall condition of the small find is fair with some detail being masked by dirt.

Gold

SF1000, topsoil 0001 (*see image below*). Complete pale gold, Wheel Type shilling, struck. Ruler, mint and moneyer unknown. Obverse: Diademed bust, facing right. Elongated cross to the right of the bust. Reverse: Pellet in centre, surrounded by a star of eight lines and inner circle of triangles. Legend: II IITL + V _
Date: c.AD 650 – 670.

Recorded by Dr M. Allen as EMC 2018.0228 in the Corpus of Early Medieval Coin Finds (EMC).



Figure 3. Image: Saxon shilling (SF1000), obverse to the left, reverse to the right

Discussion

Early medieval gold shillings of the Wheel Type have been recovered from several find spots in Suffolk and Norfolk and are believed to be an East Anglian coinage, Allen (pers. comm.). Sites in Suffolk at which they have been found include Coddendam, Frekenham and Eyke, Abramson, 2017, 204. SF1000 matches the obverse of a shilling retrieved from Caistor-by-Norwich that is of the Constantine ‘oath-taking’ or Trophy variety. As with the Caistor specimen, which has an undeciphered, reverse legend, the reverse of SF1000 has a comparable undecipherable legend. It is likely that SF1000 was struck using the same dies as the example from Caistor-by-Norwich.

It is of note that an early medieval gold disc pendant, originally from a high-status piece of jewellery, dating to the second half of the 7th century was found at a nearby location. (HER ref. PAL 022) The pendant, along with the pale gold shilling, SF1000, suggests transient activity within the vicinity during the middle part of the 7th century.

7. Discussion

The results suggest that no archaeological features or deposits are present within the area evaluated. Although some truncation of the natural subsoil was evident it is likely that artefacts would have been present within the topsoil had any significant early activity had been located within the area.

The only find, the single Saxon coin, was recovered from the topsoil in what had been an arable field. It may simply be a stray find resulting from a single loss although the possibility it originated from a buried deposit located elsewhere in the field cannot be ruled out. The Saxon gold disc discovered in a nearby field (PAL 022) is of a similar date and it is tempting to suggest these may be related and could possibly suggest a high status Saxon site lies in the vicinity. It should also be noted that a Saxon inhumation was excavated at the St Johns site to the northwest and that scatter of Roman and Saxon metalwork is recorded at PAL 027, although the HER lacks detail of what has actually been found, which could point to the focus of Saxon activity as being to the west of the evaluation area.

8. Conclusions

The evaluation trenches were devoid of any archaeological features. No evidence suggesting the presence of any significant early settlement or activity was recorded.

9. Archive deposition

Paper, digital and photographic archive will be sent to the County HER, ref. PAL 053. The project has also been entered onto OASIS, the online archaeological database, ref. suffolka1-321500. For a copy of the entry see Appendix 2.

The coin, SF1000, has been returned to the landowner/client, E. R. Ling & Sons of Grange Farm, Palgrave, Suffolk.

10. Acknowledgements

The fieldwork was carried out by Mike Green and Mark Sommers. Project management was undertaken by John Craven who also provided advice during the production of the report and undertook the final editing. The finds identification was by Ruth Beveridge.

11. Bibliography

Abramson, T., 2017 Two early Anglo-Saxon gold shilling types, *British Numismatic Journal*, 87, 203-205.

Plates



Plate 1. Sample view of the overburden as seen in Trench 4



Plate 2. Sample view of the natural subsoil as exposed in Trench 2

Appendix 1. Written Scheme of Investigation



Land at Grange Farm Palgrave, Suffolk

Client:
E R Ling & Sons

Date:
July 2018

PAL 053
Written Scheme of Investigation
Archaeological Evaluation
Author: John Craven
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Project details

Location	Site Name	Land at Grange Farm
	Parish, County	Palgrave, Suffolk
	Grid Reference	TM 1037 7734
Site details	Project type	Evaluation
	Size of Area	c.1ha
Staffing	No. of personnel (SACIC)	2
	No. of subcontractor personnel	1
Project dates	Start date	23rd July 2018
	Fieldwork duration	c. 2 days
Reference codes	Site Code	PAL 053
	OASIS No.	321500
	Planning Application No.	DC/17/05897
	SACIC Jobcode	PALGRF001
Key persons	Project Manager	John Craven
	Project Officer	TBC

Project Contacts

SACIC	Managing Director	Dr Rhodri Gardner	01449 900120
	SACIC Project Manager	John Craven	01449 900121
	SACIC Finds Dept	Richenda Goffin	01449 900129
	SACIC H&S	John Craven	01449 900121
	SACIC EMS	Jezz Meredith	01449 900124
	SACIC Outreach Officer	Alex Fisher	01449 900126
Client	Client	Jonny Ling (E R Ling & Sons)	
Archaeological	Curatorial Officer	James Rolfe (SCCAS)	01284 741225
	Consultant		
	EH Regional Science Advisor	Dr Zoe Outram	01223 582707

1. Introduction

- A program of archaeological evaluation is required to assess the site of agricultural infrastructure development at Grange Farm, Palgrave, Suffolk (Fig. 1) for heritage assets, by a condition on planning application DC/17/05897, in accordance with paragraphs 128/141 of the National Planning Policy Framework. The work required is detailed in a Brief (dated 23/05/2018), produced by the archaeological adviser to the Local Planning Authority (LPA), James Rolfe of Suffolk County Council Archaeological Service (SCCAS).
- Suffolk Archaeology (SACIC) has been contracted to carry out the project. This document details how the requirements of the Brief and general SCCAS guidelines (SCCAS 2017) will be met, and has been submitted to SCCAS for approval prior to submission to the LPA. It provides the basis for measurable standards and will be adhered to in full, unless otherwise agreed with SCCAS.
- It should be noted that the evaluation is only a first stage in a potential program of works and that this Written Scheme of Investigation (WSI) covers this trenched evaluation only. Any further stages of archaeological work that are required in relation to the proposed development will be specified by SCCAS, will require new documentation (Brief and WSI) and estimate of costs. Such works could have considerable time and cost implications for the development and the client is advised to consult with SCCAS as to their obligations following receipt of the evaluation report.
- This archaeological WSI is accompanied by a separate Risk Assessment and Method Statement (RAMS) document which details how the fieldwork project will be carried out and addresses health and safety issues.

2. The Site

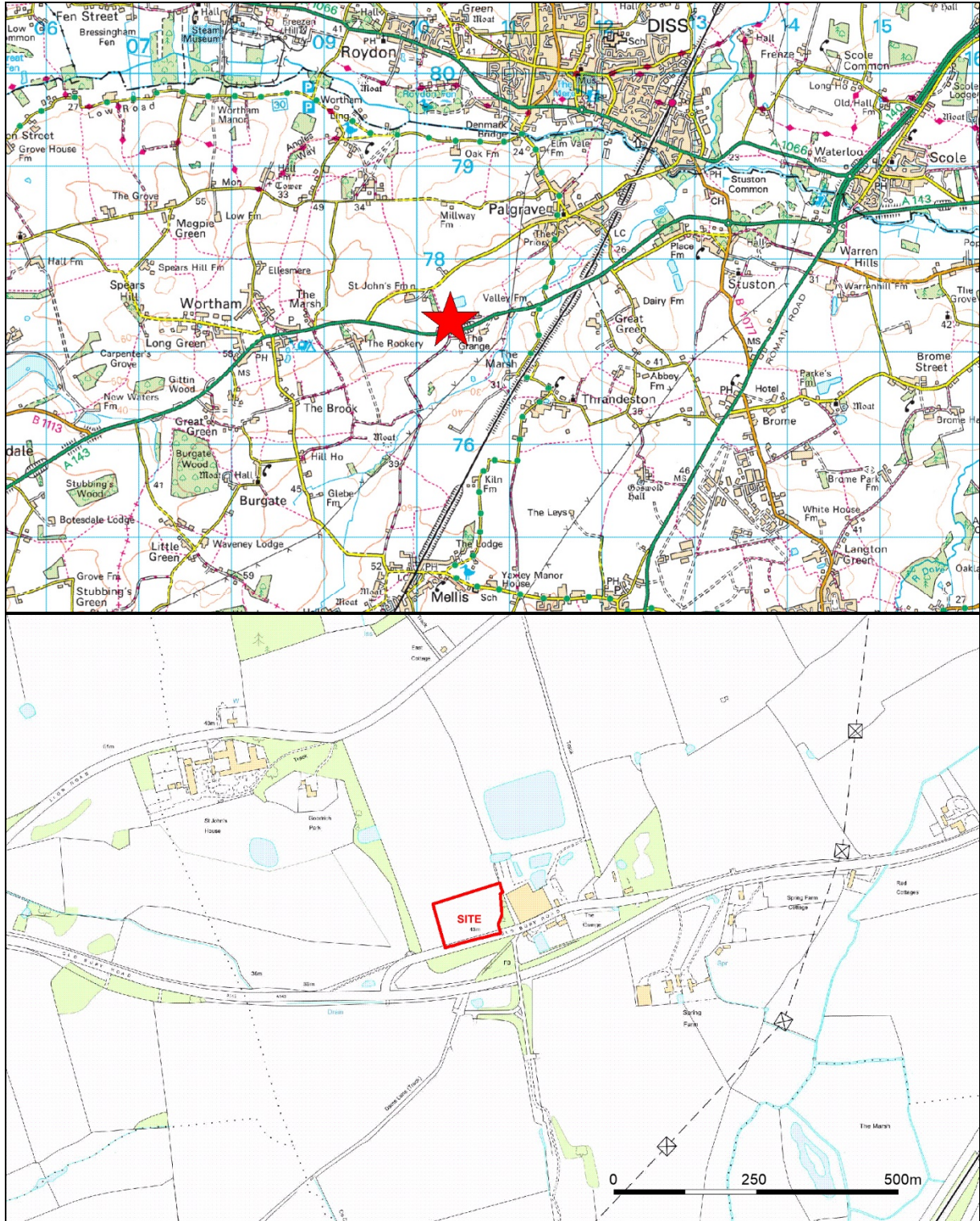
2.1. Location

- The site, an area of c.0.1ha, lies on the western edge of Grange Farm, a complex of farm buildings and residential properties lying on the Old Bury Road (now bypassed by the modern A143) between the villages of Wortham and Palgrave at TM 1037 7734.
- The site consists of the southeastern part of an open arable field, currently covered in scrub, occasional pieces of farm machinery and dumps of straw bales, and lies in a largely arable landscape interspersed with small plots of woodland. It is bounded to the east by Grange Farm and to the south by the Old Bury Road and then the A143. A short distance to the west lies the perimeter of a small landscape park associated with St Johns House.

2.2. Topography and geology

- The site is broadly flat and lies on an area of relatively high ground at a height of c.40m above Ordnance Datum, a short distance to the north of a gentle slope which descends to a tributary drain that heads northeast to the River Waveney.

- The site geology consists of superficial deposits of chalky till of the Lowestoft Formation Diamicton overlying chalk bedrock of the Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation, Culver Chalk Formation and Portsdown Chalk Formation (British Geological Survey website).



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Figure 1. Site location plan

3. Archaeological and historical background

- The Brief states that the site 'lies in an area of archaeological potential recorded on the County Historic Environment Record, in close proximity to a Neolithic, Iron Age, Roman and Medieval occupation site (HER no. PAL 011) and a prehistoric hut or ditch containing deer antler and lithic implements (PAL 002). As a result, there is high potential for the discovery of below-ground heritage assets of archaeological importance within this area.'
- An updated search of the Suffolk HER has been commissioned and results will be used to inform fieldwork and the evaluation report.
- Initial examination of historic Ordnance Survey mapping held by SACIC shows no change to the site itself since the late 19th century apart from the loss of a possible thin belt of trees along the road frontage (Fig. 1). Immediately adjacent modern areas of trees and parkland are shown unchanging on the First (1886), Second (1904) and Third Editions (1927). In the wider area there have been various changes since the early 20th century to the agricultural buildings of Grange Farm and several ponds to the north of the complex have been expanded or created. The biggest change has been the rerouting of the Old Bury Road, with the A143 now bypassing the farm complex some 70m further to the south.

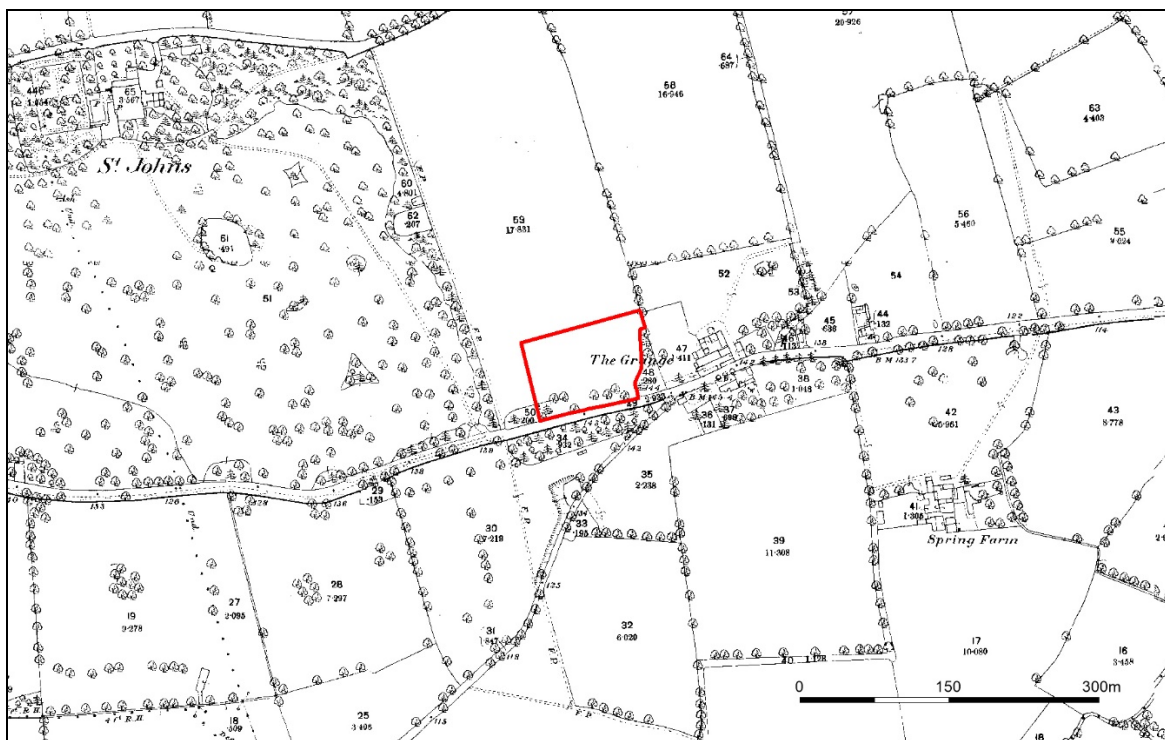


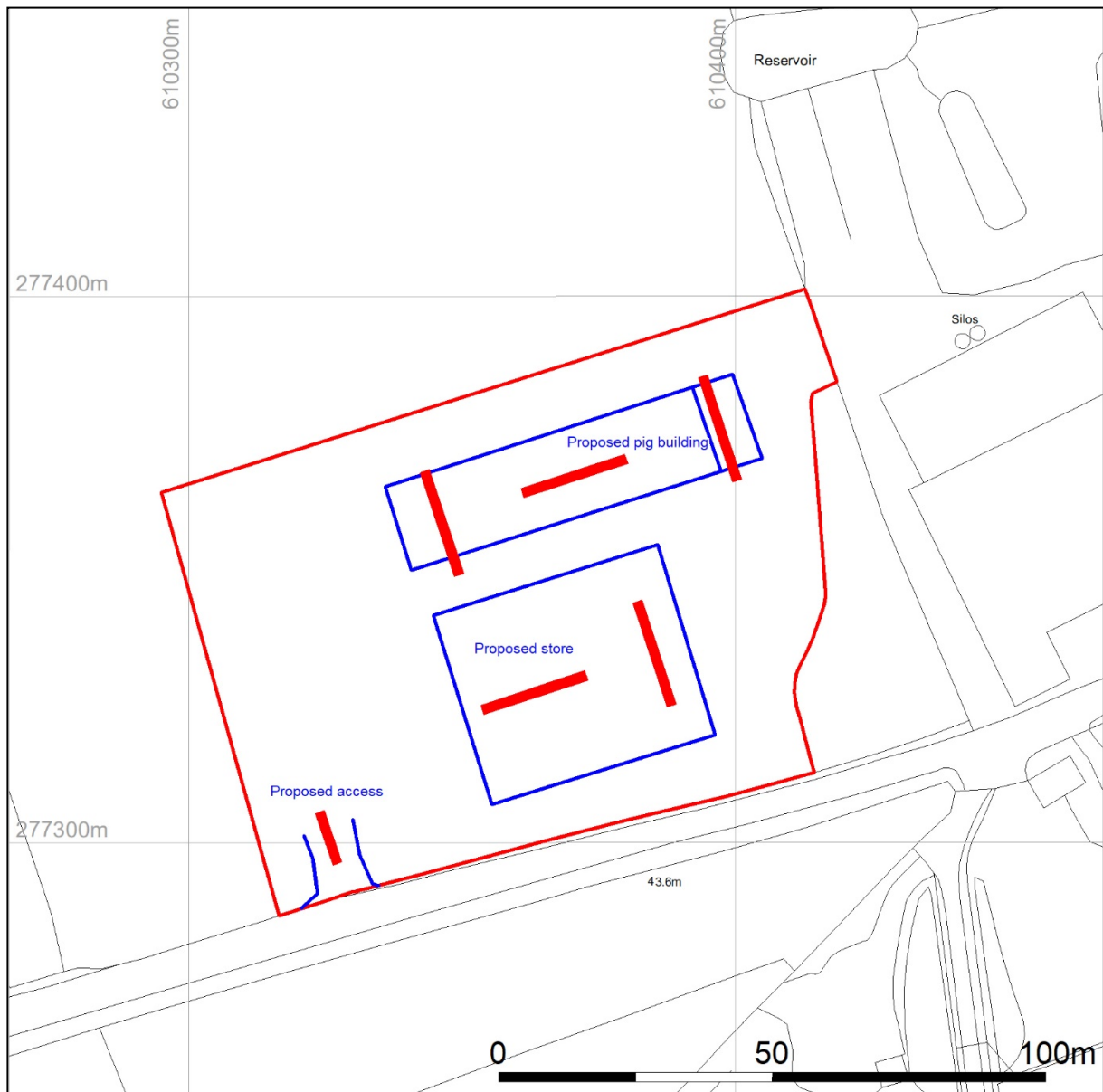
Figure 2. Site as shown on First Edition Ordnance survey, 1886

4. Project Objectives

- The aim of the evaluation is to accurately quantify the quality and extent of the sites archaeological resource so that an assessment of the developments impact upon heritage assets can be made.
- The evaluation will:
 - Establish whether any archaeological deposits exist in the application area, with particular regard to

any which are of sufficient importance to merit preservation *in situ*.

- Identify the date, approximate form and function of any archaeological deposits within the application area.
- Establish the extent, depth and quality of preservation of any archaeological deposits within the application area.
- Evaluate the likely impact of past land uses and whether masking alluvial or colluvial deposits are present.
- Establish the potential for the survival of environmental evidence.
- Assess the potential of the site to address research aims defined in the Regional Research Framework for the Eastern Counties (Brown and Glazebrook 2000, Medlycott 2011).
- Provide sufficient information for SCCAS to construct an archaeological conservation strategy dealing with preservation or the further recording of archaeological deposits.
- Provide sufficient information for the client to establish time and cost implications for the development regarding the application areas heritage assets.



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Figure 3. Proposed trench plan

5. Archaeological method statement

5.1. Management

- The project will be managed by SACIC Project Manager John Craven in accordance with the following local, regional and national standards and guidance:
 - *Management of Research in the Historic Environment* (MoRPHE, Historic England 2015).
 - *Standards for Field Archaeology in the East of England* (EAA Occasional Papers 14).
 - *Standard and Guidance for archaeological field evaluation* (Chartered Institute for Archaeologists, 2014).
 - *Requirements for Trenched Archaeological Evaluation* (SCCAS, 2017a).
- SCCAS will be given ten days notice of the commencement of the fieldwork and arrangements made for SCCAS visits to enable the works to be monitored effectively.
- Full details of project staff, including sub-contractors and specialists are given in section 6 below.

5.2. Project preparation

- An event number and site code has been obtained from the Suffolk HER Officer and will be included on all future project documentation.
- An OASIS online record has been initiated and key fields in details, location and creator forms have been completed.
- An HER search has been requested from the Suffolk HER Officer and will be used to inform fieldwork and the subsequent report. The reference number will be included in the report.
- A pre-site inspection and RAMS document for the project has been completed.

5.3. Fieldwork

- The archaeological fieldwork will be carried out by members of SACIC led by a Project Officer (TBC). The fieldwork team will be drawn from a pool of suitable full-time professional staff at SACIC and will include an experienced metal detectorist/excavator.
- The project Brief requires 5% of the area to be disturbed by the applications construction works to be evaluated, namely the locations of proposed buildings, areas of hard standing and access. This amounts to 191sqm and a proposed plan of 110m of 1.8m wide trenching (5x20m trenches and 1x10m trench) is included above (Fig. 3). If necessary minor modifications to the trench plan may be made onsite to respect any previously unknown buried services, areas of disturbance, contamination or other obstacles.
- The trench locations will be marked out using an RTK GPS system.
- The trenches will be excavated using a machine equipped with a back-acting arm and toothless ditching bucket (measuring at least 1.5m wide), under the supervision of an archaeologist. All

overburden (topsoil and subsoil) will be removed stratigraphically until either the first archaeological horizon or natural deposits are encountered. Trenches are likely to range from 0.4m to 1m deep.

- If a trench requires access by staff for hand excavation and recording, it will not exceed a depth of 1.2m. If the trench depth is not sufficient to meet the archaeological requirements of the Brief it will be brought to the attention of SCCAS so that further requirements can be established. Deeper excavation can be undertaken, where practicable, provided the trench sides are stepped or battered and/or suitable trench 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.
- Spoilheaps will be created adjacent to each trench and topsoil and subsoil will be kept separate if required. Spoilheaps will be examined and metal-detected for archaeological material.
- The trench sides, base and archaeological surfaces will be cleaned by hand as necessary to identify archaeological deposits and artefacts and allow decisions to be made on the method of further investigation by the Project Officer. Further use of the machine, i.e. to investigate thick sequences of deposits by excavation of test pits etc, may be undertaken as necessary after consultation with SCCAS.
- There will be a presumption that a minimum of disturbance will be caused whilst achieving adequate evaluation of the site, i.e. establishing the period, depth and nature of archaeological deposits. Typically 50% of discrete features such as pits and 1m slots across linear features will be sampled by hand excavation, although in some instances 100% may be removed, with the aim of establishing date and function. All identified features will be investigated by excavation unless otherwise agreed with SCCAS. Significant archaeological features such as solid or bonded structural remains, building slots or postholes will be preserved intact if possible.
- Sieving of deposits using a 10mm mesh will be undertaken if they clearly appear to be occupation deposits or structurally related. Other deposits may be sieved at the judgement of the excavation team or if directed by SCCAS.
- Any fabricated surface (floors, yards etc) will be fully exposed and cleaned.
- Metal detector searches (non-discriminating against iron) will take place throughout the project, both prior to and during machine excavation, and the subsequent hand-excavation phase, by an experienced SACIC metal-detectorist.
- The depth and nature of colluvial or other masking deposits across the site will be recorded.
- An overall site plan showing trench locations, feature positions, sections and levels will be made using an RTK GPS or Total Station Theodolite. Individual detailed trench or feature plans etc will be recorded by hand at 1:10, 1:20 or 1:50 as appropriate to complexity. All excavated sections will be recorded at a scale of 1:10 or 1:20, also as appropriate to complexity. All such drawings will be in pencil on A3 pro forma gridded permatrace sheets. All levels will refer to Ordnance Datum. Section and plan drawing registers will be maintained.
- All trenches, archaeological features and deposits will be recorded using standard pro forma SACIC registers and recording sheets and numbering systems. Record keeping will be consistent

with the requirements of the Suffolk HER and will be compatible with its archive.

- A photographic record, consisting of high resolution digital images will be made throughout the evaluation. A number board displaying site code and, if appropriate, context number and a metric scale will be clearly visible in all photographs. A photographic register will be maintained.
- All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed. Finds on site will be treated following appropriate guidelines (Watkinson & Neal 2001) and a conservator will be available for on-site consultation as required.
- All finds will be brought back to the SACIC finds department at the end of each day for processing, quantifying, packing and, where necessary, preliminary conservation. Finds will be processed and receive an initial assessment during the fieldwork phase and this information will be fed back to site to inform the on-site evaluation methodology.
- Environmental sampling of archaeological contexts will, where possible, be carried out to assess the site for palaeoenvironmental remains and will follow appropriate guidance (Campbell *et al* 2011). In order to obtain palaeoenvironmental evidence, bulk soil samples (of at least 40 litres each, or 100% of the context) will be taken using a combination of judgement and systematic sampling from selected archaeological features or natural environmental deposits, particularly those which are both datable and interpretable. All environmental samples will be retained until an appropriate specialist has assessed their potential for palaeoenvironmental remains. Decisions will be made on the need for further analysis following these assessments.
- If necessary, for example if waterlogged peat deposits are encountered, then advice will be sought from the Historic England Science Advisor for the East of England on the need for specialist environmental techniques such as coring or column sampling.
- If human remains are encountered guidelines from the Ministry of Justice will be followed and the Coroner and SCCAS informed. Human remains will be treated at all stages with care and respect, and will be dealt with in accordance with the law and the provisions of Section 25 of the Burial Act 1857. SCCAS will be consulted to determine the subsequent work required but it is expected that 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.
- If human remains are to be lifted, for instance if analysis is required to fully evaluate the site, then a Ministry of Justice license for their removal will be obtained in advance. In such cases appropriate guidance, such as McKinley & Roberts 1993, Brickley & McKinley 2004 etc. will be consulted. On completion of full recording and analysis, the remains, where appropriate, will be reburied or kept as part of the project archive. At the conclusion of the work backfilling will be carried out in a manner sensitive to the preservation of such remains.
- In the event of unexpected or significant deposits being encountered on site, the client and SCCAS will be informed. Such circumstances may necessitate changes to the Brief and hence evaluation methodology, in which case a new archaeological quotation will have to be agreed with the client, to allow for the recording of said unexpected deposits. If an evaluation is aborted, i.e. because

unexpected deposits have made development unviable, then all exposed archaeological features will be recorded as usual prior to backfilling and a report produced.

- Trenches will not be backfilled without the prior approval of SCCAS. Trenches will be backfilled, subsoil first then topsoil, and compacted to ground-level, unless otherwise specified by the client. Original ground surfaces will not be reinstated but will be left as neat as practicable.

5.4. Post-excavation

- The post-excavation finds work will be managed by the SACIC Finds Team Manager, Richenda Goffin, with the overall post-excavation managed by John Craven. Specialist finds staff, whether internal SACIC personnel or external specialists, are experienced in local and regional types and periods for their field.
- All finds will be processed and marked (HER site code and context number) following ICON guidelines and the requirements of the Suffolk HER. For the duration of the project all finds will be stored according to their material requirements in the SACIC store at Needham Market, Suffolk. Metal finds will be stored in accordance with ICON guidelines, *initially recorded and assessed for significance* before dispatch to a conservation laboratory within 4 weeks of the end of the evaluation. All pre-modern silver, copper alloy and ferrous metal artefacts 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.
- All on-site derived site data will be entered onto a digital (Microsoft Access) SACIC database.
- Bulk finds will be fully quantified and the subsequent data will be added to the digital site database. Finds quantification will fully cover weights and numbers of finds by context and will include a clear statement for specialists on the degree of apparent residuality observed.
- Assessment reports for all categories of collected bulk finds will be prepared in-house or commissioned as necessary and will meet appropriate regional or national standards. Specialist reports will include sufficient detail and tabulation by context of data to allow assessment of potential for analysis and will include non-technical summaries.
- Representative portions of bulk soil samples from archaeological features will be processed by wet sieving and flotation in-house in order to recover any environmental material which will be assessed by external specialists. The assessment will include a clear statement of potential for further analysis either on the remaining sample material or in future fieldwork.
- All hand drawn site plans and sections will be scanned.
- All raw data from GPS or TST surveys will be uploaded to the project folder, suitably labelled and kept as part of the project archive.
- Selected plan drawings will then be digitised as appropriate for combination with the results of digital site survey to produce a full site plan, compatible with MapInfo GIS software.

- All hand-drawn sections will be digitised using autocad software.

5.5. Report

- A full written report on the fieldwork will be produced, consistent with the principles of MoRPHE (Historic England 2015), to a scale commensurate with the archaeological results. The report will contain a description of the project background, location plans, evaluation methodology, a period by period description of results, finds assessments and a full inventory of finds and contexts. The report will also include scale plans, sections drawings, illustrations and photographic plates as required.
- The objective account of the archaeological evidence will be clearly separated from an interpretation of the results, which will include a discussion of the results in relation to relevant known sites in the region that are recorded in the Suffolk HER and other readily available documentary or cartographic sources.
- The report will include a statement as to the value, significance and potential of the site and its significance in the context of the Regional Research Framework for the East of England (Brown and Glazebrook, 2000, Medlycott 2011). This will include an assessment of potential research aims that could be addressed by the site evidence.
- The report will contain sufficient information to stand as an archive report should further work not be required.
- The report may include SACIC's opinion as to the necessity for further archaeological work to mitigate the impact of the sites development. The final decision as to whether any recommendations for further work will be made however lies solely with SCCAS and the LPA. Any further stage of works will require new documentation and are not covered by this WSI.
- The report will include a summary in the established format for inclusion in the annual '*Archaeology in Suffolk*' section of the Proceedings of the Suffolk Institute of Archaeology and History.
- A copy of this Written Scheme of Investigation will be included as an appendix in the report.
- The report will include a copy of the completed project OASIS form as an appendix.
- An unbound draft copy of the report will be submitted to SCCAS for approval within 4 weeks of completion of fieldwork.
- On approval of the report a printed and bound hard copy, and a digital .pdf file, will be lodged with SCCAS for submission to the Suffolk HER, together with a digital and fully georeferenced vector plan showing the application area and trench locations, compatible with MapInfo software.
- A digital .pdf copy of the approved report will be supplied to the client, together with our final invoice for outstanding fees. Printed and bound copies will be supplied to the client on request.
- A digital .pdf copy of the approved report will be supplied to the Historic England Science Advisor if it contains the results of palaeoenvironmental investigation, industrial residue assessments or other scientific analyses.

5.6. Project archive

- The online OASIS form for the project will be completed and a .pdf version of the report uploaded to the OASIS website for online publication by the Archaeological Data Service.
- An unbound copy of the report will be included with the project archive.
- The project archive, consisting of the complete artefactual assemblage, and all paper and digital records, will be held in the SACIC Archaeological Store at Needham Market, Suffolk, until deposition, within 6 months of completion of fieldwork, with the SCCAS Archaeological Store within 6 months of completion of fieldwork. If SACIC is engaged to carry out any subsequent stages of fieldwork then deposition of the evaluation archive may be delayed until the full archive is completed. The project archive will be consistent with MoRPHE (Historic England 2015) and ICON guidelines. The project archive will also meet the requirements of SCCAS (SCCAS 2017b).
- The project costing includes a sum to meet SCCAS archive charges. A form transferring ownership of the finds archive to SCCAS will be completed on the client/landowners behalf by SACIC and will be included in the project archive.
- The client and/or landowner will have the opportunity to request retention of part/all of the material finds archive prior to deposition. In such circumstances they will be expected to either nominate another suitable depository approved by SCCAS or provide as necessary for additional recording of the finds archive (such as photography and illustration) and analysis.
- Exceptions from the deposition of the archive described above include:
 - Objects that qualify as Treasure, as detailed by the Treasure Act 1996.
 - The client (and landowner if different) will be informed as soon as any such objects are discovered/identified and the find will be reported to the Coroner within 14 days of discovery or identification. SCCAS, the British Museum and the local Portable Antiquities Scheme (PAS) Finds Liaison Officer will subsequently be informed of the find.
 - Treasure objects will immediately be moved to secure storage at SACIC and appropriate security measures will be taken on site if required.
 - Upon discovery of potential treasure the landowner will be asked if they wish to waive or claim their right to a treasure reward, which is 50% of the market value. Employees of SACIC, or volunteers etc. present on site, will not be eligible for any share of a treasure reward.
 - If the landowner waives their share the British Museum and Coroner will be informed and the object returned to the project archive for deposition in an appropriate repository. If the landowner wishes to claim an inquest will be held and, once officially declared as Treasure and valued, the item will if not acquired by a museum, be returned to SACIC and the project archive.
 - Human skeletal remains. The client/landowner by law will have no claim to ownership of human remains and any such will be stored by SACIC, in accordance with a Ministry of Justice licence, until a decision is reached upon their long term future, i.e. reburial or permanent storage.

- SACIC will retain copyright of all documentation and records but a form granting SCCAS a perpetual, royalty free, licence will be included in the archive.

6. Project Staffing

A summary of project staff is presented below.

6.1. Management

SACIC Manager	Dr Rhodri Gardner
SACIC Project Manager	John Craven
SACIC Finds Manager	Richenda Goffin
SACIC Outreach Officer	Alex Fisher

6.2. Fieldwork

The fieldwork team will be led by a Project Officer derived from the following pool of SACIC staff

Name	Role	CIfA level	First Aider	Other skills
Rob Brooks	Project Officer	MCIfA	Yes	Surveyor
Simon Cass	Project Officer		Yes	Surveyor
Martin Cuthbert	Project Officer	ACIfA	Yes	
Linzi Everett	Project Officer		Yes	
Michael Green	Project Officer	ACIfA	Yes	Surveyor /Metal-detectorist
Jezz Meredith	Project Officer	MCIfA	Yes	
Simon Picard	Project Officer		Yes	Surveyor
Tim Schofield	Project Officer	MCIfA		Surveyor /Geophysics
Mark Sommers	Project Officer		Yes	

6.3. Post-excavation and report production

The production of the site report will be carried out by the fieldwork Project Officer. The post-excavation finds analysis will be managed by Richenda Goffin. The following SACIC specialist staff will contribute to the report as required.

Graphics and illustration	Ellie Cox, Gemma Bowen
Post Roman pottery and CBM	Richenda Goffin
Roman Pottery and general finds	Steve Benfield
Small Finds	Dr Ruth Beveridge
Environmental sample processing/assessment	Anna West
Finds quantification/assessment	Dr Ruth Beveridge, Clare Wootton
Finds Processing	Jonathan Van Jennians
Archiving	Dr Ruth Beveridge

SACIC also uses a range of external consultants for post-excavation analysis who will be sub-contracted as required. The most commonly used of these are listed below.

Sue Anderson	Human skeletal remains	Freelance
Sarah Bates	Lithics	Freelance
Julie Curl	Animal bone	Freelance
Anna Doherty	Prehistoric pottery	Archaeology South-East
Kristina Krawiec	Palaeoenvironmental analysis and dating	Archaeology South-East
SUERC	Radiocarbon dating	Scottish Universities Environmental Research Centre
Donna Wreathall	Illustration	SCCAS

Submission of the report will be managed by John Craven. The project archive will be submitted by Ruth Beveridge.

7. Bibliography

- Brickley, M., and McKinley, J. I., 2004, *Guidelines to the Standards for Recording Human Remains*. IFA Professional Practice Paper No 7.
- Brown, N and Glazebrook, J. (Eds), 2000, *Research and Archaeology: a Framework for the Eastern Counties, 2. Research Agenda and Strategy*. East Anglian Archaeology Occasional Paper No. 8.
- Campbell, G, Moffett, L and Straker V., 2011, *Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)*. Portsmouth: English Heritage.
- Chartered Institute for Archaeologists, 2014, *Standard and Guidance for archaeological field evaluation*.
- Historic England, 2015, *Management of Research in the Historic Environment (MoRPHE)*.
- Gurney, D., 2003, *Standards for Field Archaeology in the East of England*. East Anglian Archaeology Occasional Paper No 14.
- McKinley, J., I and Roberts, C., 1993, *Excavation and post-excavation treatment of cremated and inhumed human remains*. IFA Technical Paper No 13.
- Medlycott, M. (Ed), 2011, *Research and Archaeology Revisited: A revised framework for the East of England*. EAA Occasional Paper 24.
- SCCAS, 2017a, *Requirements for Trenched Archaeological Evaluation (updated March 2017)*.
- SCCAS, 2017b, *Archaeological Archives in Suffolk. Guidelines for Preparation and Deposition*.
- Watkinson, D. and Neal, V., 2001, *First Aid for Finds*. Third Edition, revised. Rescue/UKIC Archaeology Section, London.

Websites

British Geological Survey

<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>

Appendix 2. OASIS data collection form

OASIS ID: suffolka1-321500	
Project details	
Project name	Land at Grange Farm, Old Bury Road, Palgrave
Short description of the project	Trenched evaluation did not expose any archaeological features. A single find, a Saxon shilling, was recovered using a metal detector from the spoil of one trench.
Project dates	Start: 23-07-2018 End: 31-07-2018
Previous/future work	No / Not known
Any associated project reference codes	PAL 053 - Sitecode
Any associated project reference codes	DC/17/05897 - Planning Application No.
Type of project	Field evaluation
Current Land use	Cultivated Land 3 - Operations to a depth more than 0.25m
Monument type	NONE None
Significant Finds	COIN Early Medieval
Methods & techniques	"Sample Trenches"
Development type	Farm infrastructure (e.g. barns, grain stores, equipment stores, 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 MID SUFFOLK PALGRAVE Land at Grange Farm, Old Bury Road
Study area	9330 Square metres
Site coordinates	TM 1036 7734 52.353200643326 1.089267551171 52 21 11 N 001 05 21 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	Suffolk Archaeology CIC
Project director/manager	John Craven
Project supervisor	Mark Sommers
Type of sponsor/funding body	Landowner

Project archives	
Physical Archive recipient	Suffolk HER
Physical Archive ID	PAL 053
Physical Contents	"Metal"
Digital Archive recipient	Suffolk HER
Digital Archive ID	PAL 053
Digital Contents	"other"
Digital Media available	"GIS", "Images raster / digital photography"
Paper Archive recipient	Suffolk HER
Paper Archive ID	PAL 053
Paper Contents	"other"
Paper Media available	"Report"
Project bibliography 1	
Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Evaluation Report: Land at Grange Farm, Old Bury Road Bury St Edmunds, Suffolk
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC Report No. 2018/074
Date	2018
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	printed sheets of A4 paper with card covers and a plastic comb or wire binding
Entered by	ms (mark.sommers@suffolkarchaeology.co.uk)
Entered on	27 July 2018

Appendix 3. Catalogue of Small Finds

Small Find No	Context No	Object	Material	Frag. No	Weight (g)	Description	Depth (mm)	Diameter (mm)	Period
1000	0001	Coin	Gold	1	1.15	Complete wheel type shilling. Obverse: Diademed bust with spiky hair, facing right. Elongated cross to the right of the bust. Constantine 'Oath-taking'. Reverse: central wheel/star with eight lobed branches. Legend: II IITL + V _ Date: c.AD 660 – 670. Recorded by Dr M. Allen as EMC 2018.0228 in the Corpus of Early Medieval Coin Finds (EMC).	1.39	12.35	Saxon

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