



3 All Saints Road, Creting St. Mary, Suffolk

Client:

Alistair Smith Building Services Ltd.

Date:

August 2018

CRM 100

Archaeological Evaluation Report

SACIC Report No. 2018_078

Author: Martin Cuthbert BA (Hons) ACIFA and Mark Sommers BSc (Hons)

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HER ref. CRM 100

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Author: Martin Cuthbert BA (Hons) ACIfA and Mark Sommers BSc (Hons)

Editor: Stuart Boulter BSc (Hons) MCIfA

Report Date: August 2018

HER Information

Site Code: CRM 100

Site Name: 3 All Saints Road, Creeting St. Mary, Suffolk

Report Number 2018_078

Planning Application No: DC/18/01001

Date of Fieldwork: 21st August 2018

Grid Reference: TM 0963 5684

HER Search Invoice Number 9216748

OASIS Reference: suffolka1-323769

Curatorial Officer: James Rolfe

Project Officer: Mark Sommers

Client/Funding Body: Alistair Smith Building Services Ltd.

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:

Approved By: Stuart Boulter

Position: Senior Project Officer

Date:

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Summary

An archaeological evaluation was carried out within the grounds of 3, All Saint's Road, Creeting St. Mary, Suffolk, in advance of a residential development. Three trenches, totalling c.55m in length, were excavated. Within one of these, a single undated ditch, presumably a former field boundary running on a southeast-northwest alignment, was identified. No other features or artefacts were noted. Two Nissen huts, believed to have originated from the World War 2 airbase at RAF Wattisham, were present within the site. The smaller of these is to be retained whilst the other will be dismantled. These structures were not formally recorded although a number of photographs were taken, a selection of which are included in this report (Mark Sommers, Suffolk Archaeology Community Interest Company, for Alistair Smith Building Services Ltd).

1. Introduction

On the 21st August 2018 Suffolk Archaeology CIC (SACIC) carried out an archaeological evaluation on a piece of land at 3 All Saints Road, Creeting St. Mary, Suffolk. The project was commissioned by Alistair Smith Building Services Ltd and undertaken according to a Brief (dated 16/07/2018) produced by Archaeological Advisor to the Local Planning Authority, James Rolfe of Suffolk County Council Archaeological Service (SCCAS), and then addressed by a SACIC Written Scheme of Investigation (WSI), which is included in this report as Appendix 1.

Evaluation was required under the terms of the *National Planning Policy Framework* as a condition of the consent on planning application DC/18/01001. The proposed development consists of a small housing development.

The site is located in the Mid Suffolk district of Suffolk, in the civil parish of Creeting St. Mary, centred on NGR TM 096 568. The site comprises a sub rectangular parcel of land encompassing 0.32 hectares. The areas affected by the development are set to grass. The site is bounded to the northwest by agricultural fields, to the northeast and southwest by residential gardens and to the southeast by residential gardens and All Saints Road (Fig. 1).

2. Geology and topography

The site geology consists of superficial deposits of chalky till of the Lowestoft Formation Diamicton which overlies Crag Group sand bedrock (British Geological Survey website).

The site lies at a height of c.50m above Ordnance Datum, towards the top of a gentle ridge of relatively high ground that runs southwest - northeast and along which runs All Saints Road and the current settlement. The ridge lies between two streams that drain south-west to the River Gipping and the site overlooks and descends gently northwest towards the northern of these.

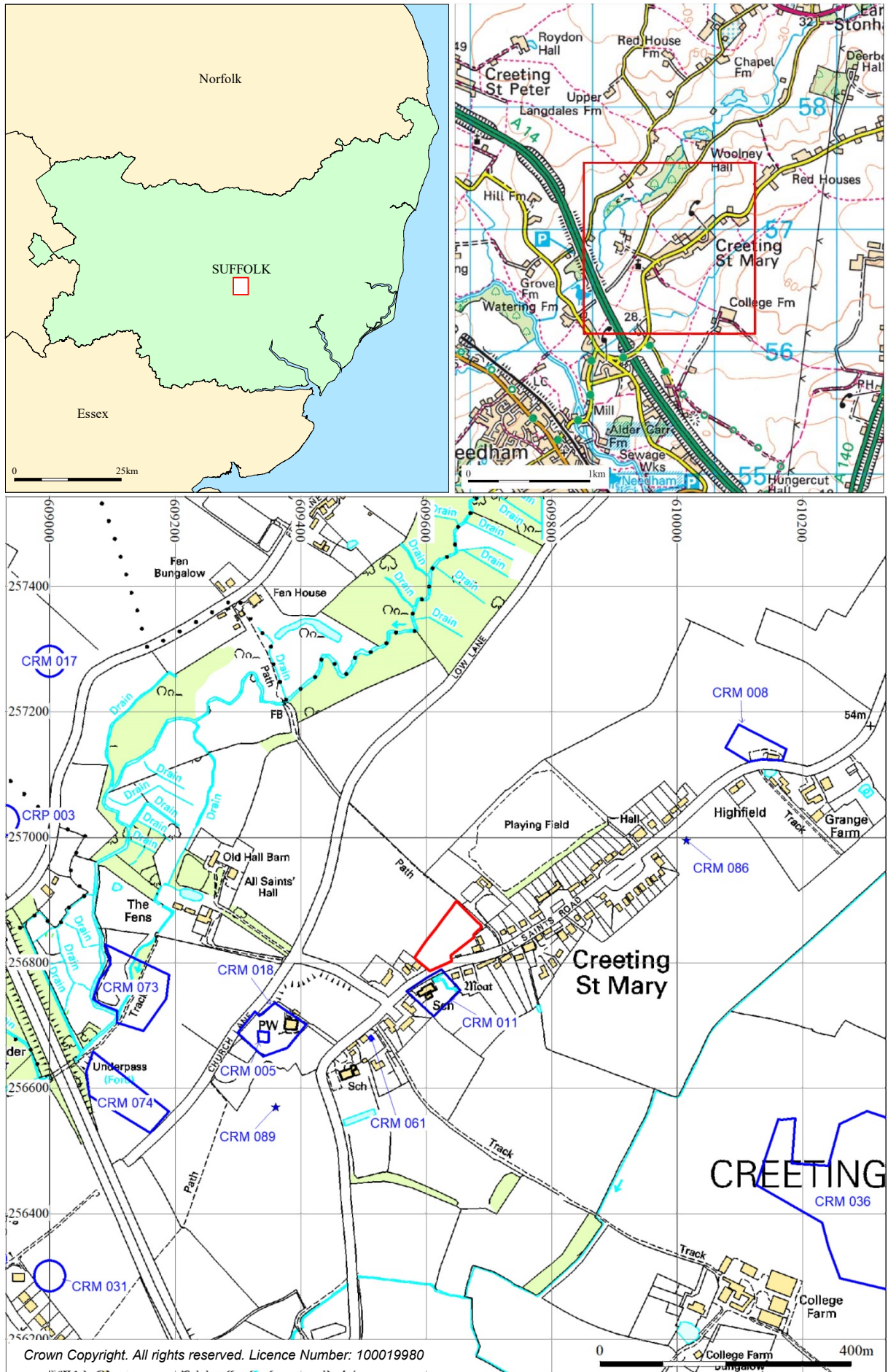


Figure 1. Site location (red) and selected HER data (blue)

3. Archaeology and historical background

The Brief states that the condition has been placed as the site 'lies in an area of archaeological potential recorded on the County Historic Environment Record (HER), in close proximity to the medieval church of St Mary (CRM 011), a possible medieval moat (CRM 011) and Roman, Saxon and medieval artefact scatter'.

A search of the HER within a 1km radius of the site identified twenty-four entries (Ref. 9216748) although one was the outline record for a site at Grove Farm where no finds or features have been recorded, and another was the outline record for the current site. The full results of the search are held in the digital project archive. A summary of these entries are presented below (Table 1) and a selection of the recorded locations are marked in Figure 1.

3.1. Neolithic

Neolithic activity was observed on the site of a Bronze Age cremation cemetery at Woolard's Pit. The finds included Peterborough pottery, flints, a discoidal knife and an arrowhead (CRM 001, c.900m SW of the site). Further finds from this period include a flint chisel re-chipped from a polished handaxe (CRM 015, c.1km SW of the site).

3.2. Bronze Age

A Bronze Age cremation cemetery was excavated at Woolard's Pit. The finds included an Ardleigh-type urn, a discoidal knife, a collard urn and a pot boiler (CRM 001).

Several ring ditch cropmarks have been identified within 1km of the site, many of which are thought likely to represent Bronze Age round barrows (CRM 017 and CRP 003).

3.3. Iron Age

The rim and shoulder of an Iron Age 'Halstatt' pot was identified at Woolard's pit (CRM 001).

3.4. Roman

A number of findspots have been recorded within 1km of the site. These include a trumpet-type brooch fragment (CRM 031), a bronze plate brooch (CRM 030, c.1km to the SW of the site) and a samian sherd and a scatter of Roman sherds from the south end of Woolard's Pit (CRM 001 & 002).

3.5. Saxon

The present settlement of Creeting St. Mary is likely to have originated during the Saxon period. Creeting (inclusive of All Saints, St. Mary and St. Olave) was included in the Domesday survey (1086) and referred to as *Cratingas*. The settlement was very large at this time with a population of 82.5 households, held by the abbey of Grestain and run by Count Robert of Mortain.

Findspots dating to this period include a metalwork scatter including a brooch polyhedral headed pin and a coin.

3.6. Medieval

A probable medieval moat still partially survives, 530m northeast of the site. In 1880, it comprised three water-filled arms forming an open-ended rectangle, but only one arm remains (CRM 008). Another possible medieval moat is shown as a large dog-leg pond like feature and labelled 'moat' on OS 1880s and 1900s maps, although it looks more like a pond than a moat on both maps, and on the 1840 tithe map (CRM 011).

St. Mary's church and rectory and the site of a Benedictine Priory were founded pre-1156 as a cell of St. Mary of Bernay in Normandy. From 1327 this small alien cell shared a priory with another cell at Everdon in Northamptonshire. This was dissolved pre-1414 and possessions were granted to Eton College in 1462. The present church has a Norman south doorway and a 15th century porch with later 1884-87 re-modding taking place including work on the west tower and a north aisle (CRM 018).

The Church of Creeting All Saints was built pre-1245 and existed until around 1795 (CRM 005). It was mapped by Hodkinson in 1783. The Priory and Church of Creeting St. Olave existed from 1087 to approximately 1660 (CRM 006, c.1km to the NE of the site).

Cropmarks of an incomplete wide ditched enclosure measuring 94m by 70m may be a former medieval moated site, located 500m to the west. The northern and eastern edge of the enclosure are visible as cropmarks. The cropmarks abut a water course marked on the 1:10,000 OS mapping; the water course appears to complete the enclosure. A modern track cuts through the cropmarks and it is unclear if the gaps in the cropmark are entrances or caused by this modern trackway (CRM 073).

Findspots dating to this period include two hammered silver farthings, dating to Edward the 1st, that were found during metal detecting (CRM 030).

An archaeological excavation and monitoring, 340m east-northeast of the site, has recorded a well-preserved series of features and finds across the site, forming evidence of typical domestic, light industrial and agricultural activity, mainly of 13th-14th century date, with a lower quantity of 11th-12th century finds and very limited material pre-dating this. The works did not reveal the precise location of any *in-situ* medieval structures, but given the finds retrieved, they are likely to be nearby and could well be located on the adjacent plot to the north-east (CRM 086).

3.7. Post-medieval

Examination of the 1st and 2nd Editions of the Ordnance Survey show the smaller historic core of Creting St Mary in 1884 and 1905, before its linear expansion eastwards in the 20th century (Appendix 1, Fig. 2). At this time the site lay approximately midway between the eastern end of the village and the site of Broadgates Farm to the east (the site of the medieval moated enclosure CRM 008), in one of a series of fields that have since been merged to form a single large enclosure.

Evaluation trenching at Drift Cottage, identified one pit of 17th/18th century date and one wall of 19th century date (CRM 061).

A copper alloy Portuguese moidore, dating to the early to mid C18th, was found during metal detecting 0.7km southwest of the site (CRM 089).

3.8. Unknown date

Three fragments of human bone have been recovered from the roadside bank west of St. Olave's Church (CRM 062).

A heat-altered flint patch was observed in roadside verge near to Watering Farm (CRM 026).

Several cropmarks have been identified within a 1km radius of the site, probably representing field boundaries, enclosures and ring ditches (CRP 003, CRM 036, CRM 074, CRM 017).

HER No.	Period	Description
CRM 001	Roman	1937: Samian sherd found in Woolard's Pit (S1).
CRM 001	Neolithic	Series of pits filled with black earth and grooved ware, flints and beakers (see BA)(S1).
CRM 001	Bronze Age	BA cremation cemetery, pits, pottery and lithic implements see details.
CRM 001	Iron Age	Rim and shoulder of 'Halstatt' pot - West Harling group, see details (S1)
CRM 001	Unknown	An undated hearth 2 feet wide and 2 feet deep containing black earth, also ditch and posthole, see details.
CRM 002	Roman	Scatter of Rom sherds from S end of Woolard's Pit (S1).
CRM 005	Medieval	Church of Creting All Saints (Rectory) (site of), pre 1245 to 1795, see details.
CRM 006	Medieval	Priory and Church of Creting St Olave (site of), 1087 to approx 1660, see details.
CRM 008	Medieval	Moat, fragmentary, 1880s had 3 arms, now only one remaining, see details.
CRM 011	Medieval	Moat?, partial remains.
CRM 011	Medieval	Moat?, partial remains.
CRM 015	Neolithic	Flint chisel, probably rechipped from a polished axe.
CRM 017	Unknown	Cropmark of a ring ditch, circa 35m in diameter (S1).
CRM 017	Bronze Age	Cropmarks of a ring ditch which may represent a ploughed out Bronze Age round barrow, 31m in diameter.
CRM 018	Medieval	Creting St Mary church (rectory) and site of Benedictine Priory founded pre 1156 as a cell of St Mary of Bernay in Normandy.
CRM 023	18th century to 20th century	Post mill built circa 1796 (S2), moved to CRM 024, circa 1880, first mapped 1783 (S1)(S3)(R1).
CRM 026	Unknown	Burnt flint patch observed in road verge cutting, on N side of the road (S1).
CRM 030	Roman	Bronze plate brooch
CRM 030	13th century to 14th century	Two hammered silver farthings Edward I, found metal detecting (S1).
CRM 031	Roman	Brooch fragment, trumpet-type, upper bow only, heavily abraded, trumpet plain, see details.
CRM 036	Unknown	Irregular enclosure of circa 220m by 250m, one large enclosure plus surrounding cropmarks.

HER No.	Period	Description
CRM 061	Post Medieval	Evaluation trenching identified- one pit of 17/18th century date and one wall of 19th century date.
CRM 062	Unknown	Three fragments of human bone were recovered from the roadside bank west of St. Olave's Church.
CRM 073	Medieval to IPS: Post Medieval	Cropmark of a wide ditched rectangular enclosure of possible medieval date
CRM 074	Unknown	Cropmark of a former field boundary of unknown date
CRM 086	Medieval	Evaluation and Excavation identified features of typical 13-14th century domestic, light industrial and agricultural activity
CRM 089	18th century to 19th century	Copper alloy Portuguese moidore, early to mid C18, found metal detecting, details (S1). Formerly recorded as CRM MISC
CRP 003	Unknown	Cropmark of a ring ditch, relatively fine, circa 15-20m in diameter (S1).
CRP 003	Bronze Age	Cropmarks of a partial ring ditch which may represent a ploughed out Bronze Age round barrow, 14m in diameter.

Table 1. Summary of HER information within a 1km radius

4. Project Objectives

As described in the Written Scheme of Investigation the aims of the evaluation were:

- To identify the date, approximate form and purpose of any archaeological deposit, together with its likely extent, localised depth and quality of preservation;
- To evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits;
- To establish the potential for the survival of environmental evidence;
- To provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

5. 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.

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. Any features or significant deposits exposed were then sampled through hand excavation in order to determine their depth and shape and to recover datable artefacts. Resultant sections were recorded in pencil on plastic film at a scale of 1:20; surface plans were also drawn but a scale of 1:50. Individual context numbers were allocated to all observable phenomenon such as the feature cuts and their fills.

A photographic record of the work undertaken was compiled using a 12 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 was backfilled.

A number of Nissen huts had been present on the site which had been dismantled and removed over a number of years. This, along with other previous uses of the site, had resulted in a large amount of metal fragments and fixings being spread across the evaluation which frustrated the use of a metal-detector. No metal artefacts of a pre-modern date were recovered.

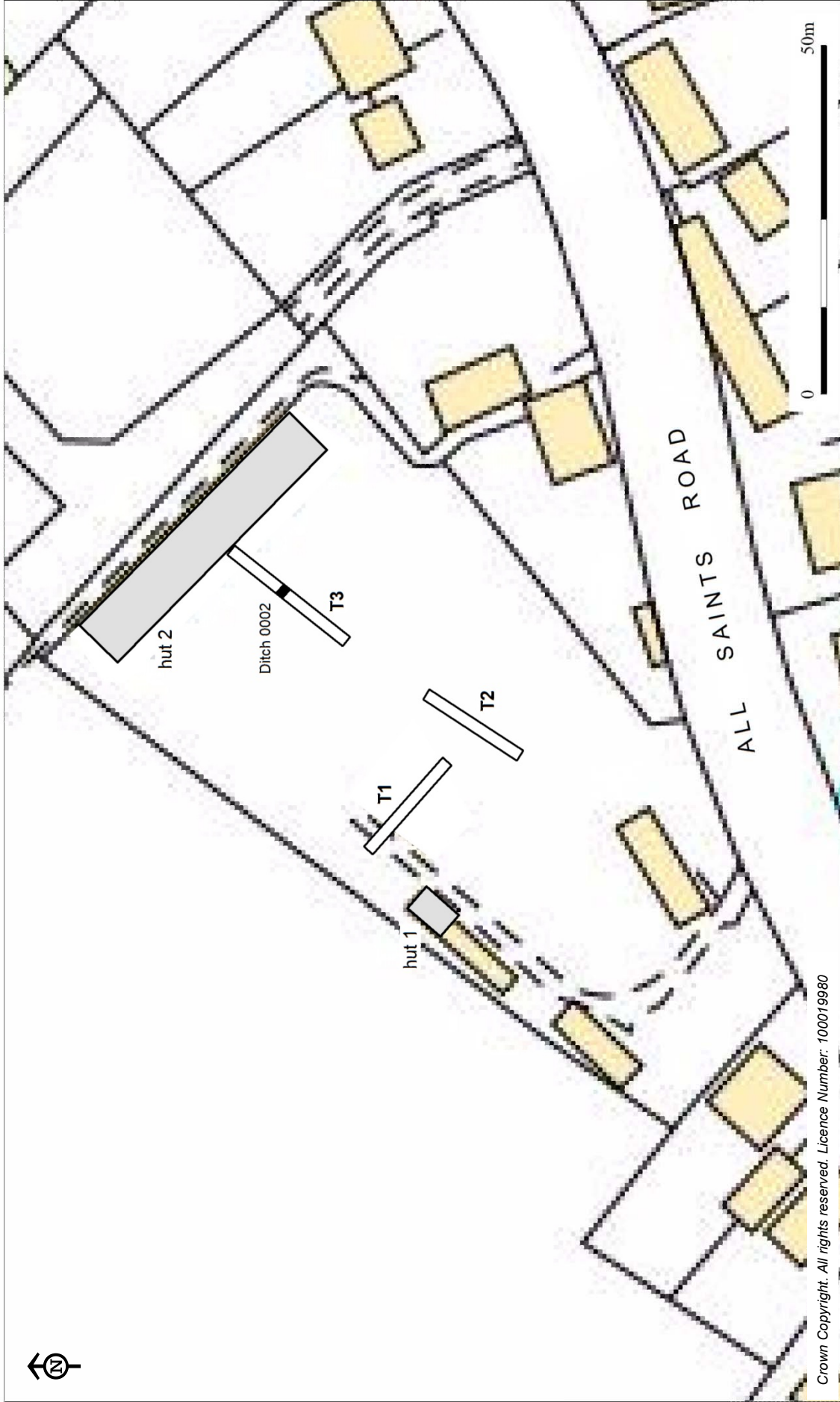


Figure 2. Site plan showing trench locations

6. Results

Trial trenching

Three trenches, totalling approximately 55m in length, were excavated (Fig. 2). They were positioned in the locations as agreed and presented in the WSI.

The trenches revealed a natural subsoil consisting of pale yellow-grey clay with small chalk nodules and occasional flint (Plate 1). In all trenches this lay just below the present topsoil (**0001**) at a depth of c.0.35m to 0.40m (Plate 2). There was no evidence for any truncation of the surface of the natural subsoil through artificial means and there was no suggestion the area had been previously ploughed.

A single feature was recorded. It comprised a linear cut (**0002**) located in Trench 3. It was aligned southwest to northeast and was interpreted as a ditch (See Figure 3 for plan and section). It measured 1.8m in width and cut the natural subsoil to a depth of 0.55m (Plate 3). It contained a single fill (**0003**) comprising a homogenous deposit of grey silty clay with infrequent small flints. No finds were recovered from the fill.

Nissen huts

Two Nissen huts were present within the site (marked as hut 1 and hut 2 in Fig. 2). They are likely to date from World War 2 and are believed to have originally been located at RAF Wattisham (c.8km to the southwest) before being dismantled and re-erected on this site shortly after the end of the war. Hut 1, the smaller of the two, is to be retained, whereas Hut 2 is to be dismantled. It is the developer's intention to retain the main structural elements of this hut for reuse, if practicable. The approximate dimensions of Hut 2 are; 43m by 7.7m and 3.8m high. A number of photographs were taken of the two huts during the evaluation, a selection of which have been included in this report (plates 4 to 10).

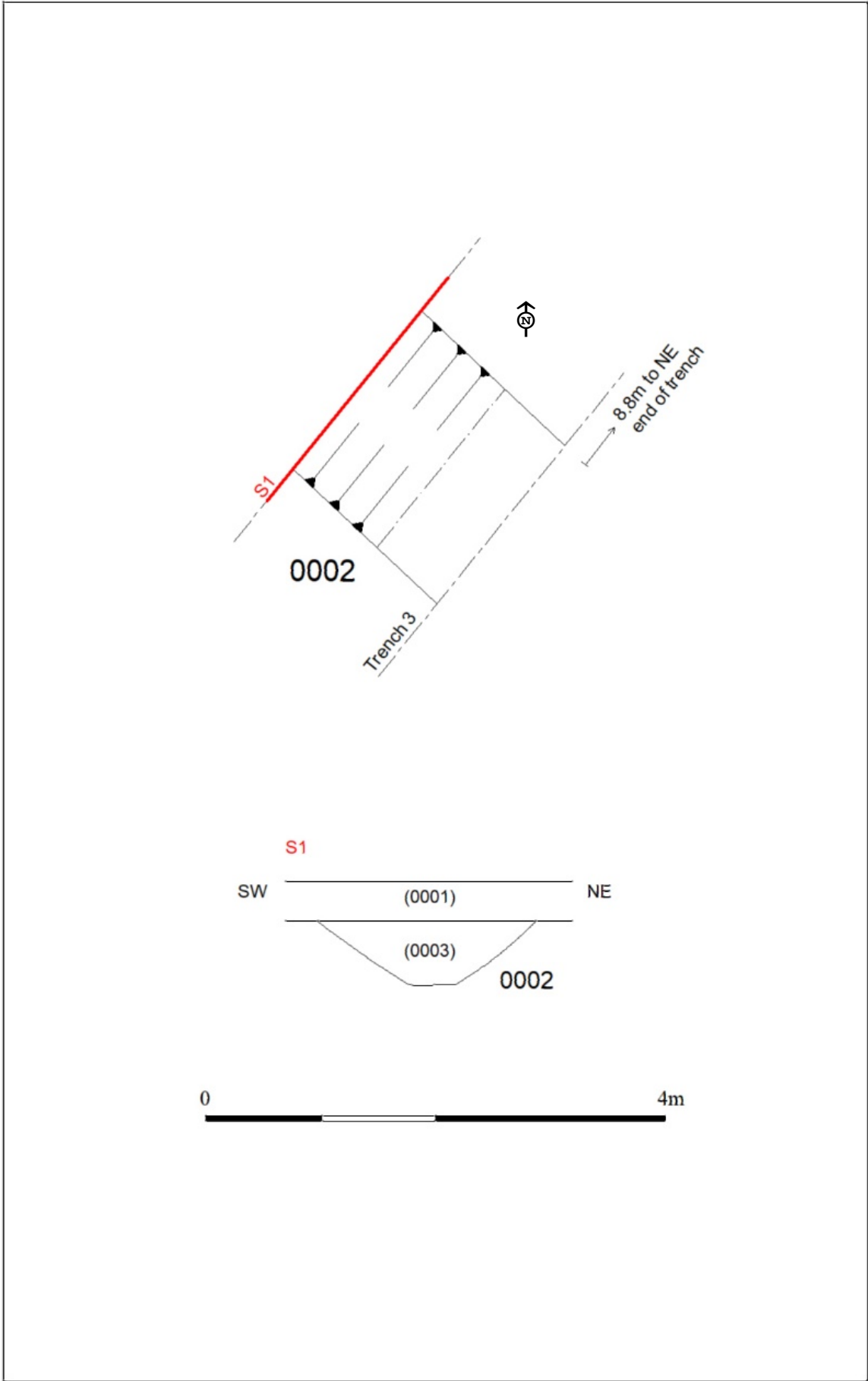


Figure 3. Ditch 0002: plan and section

7. Finds and environmental evidence

No finds or environmental evidence was recovered during the evaluation.

8. Discussion

A single ditch, probably marking a field boundary, was recorded during the evaluation. No artefacts were recovered from the fill. This lack of discarded material would suggest that the excavated section of ditch was not located within an occupied area where the deposition of rubbish would be likely.

No datable evidence was recovered from the ditch. It is not marked on the 1st edition Ordnance Survey map of 1885, or any of the later editions, suggesting it predates this map.

9. Conclusions

The trenched evaluation would suggest that there are no significant archaeological deposits or features under threat by the proposed development. The single ditch recorded was probably a simple field boundary that predates the late 19th century.

10. Archive deposition

The project archive consisting of all paper and digital records will be deposited with the Archaeological Store of SCCAS and ownership transferred within 6 months of completion of fieldwork. Until deposition, the archive will be kept in the Suffolk Archaeology CIC store in Needham Market.

11. Acknowledgements

The fieldwork was carried out by Mark Sommers. Project management was undertaken by Stuart Boulter who also provided advice during the production of the report. The report was also edited by Stuart Boulter.

12. Plates



Plate 1. Typical soil profile, as seen in Trench 1 (camera facing southwest)



Plate 2. Natural subsoil as seen in Trench 2 (camera facing southwest)



Plate 3. Ditch 0002, Trench 3 (camera facing northwest)



Plate 4. Hut 1 (camera facing north)



Plate 5. Hut 2 (camera facing north)



Plate 6. Hut 2 (camera facing southeast)



Plate 7. Hut 2 showing double doors on southwest side (camera facing northeast)



Plate 8. Hut 2 showing multiple window openings on northeast side (camera facing northwest)



Plate 9. Hut 2, interior view of northwest end



Plate 10. Hut 2, interior view towards southeast end

Appendix 1. Written Scheme of Investigation



3 All Saints Road, Creeting St. Mary, Suffolk MS/18/01001 (CSM 100)

Written Scheme of Investigation for a Programme of Archaeological Trenched Evaluation

Date: May 2018

Prepared by: Stuart Boulter

Issued to: James Rolfe (SCC Archaeological Service)

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Summary Project Details

Location	Site Name	3 All Saints Road
	Parish/County	Creeting St. Mary/Suffolk
	Grid Reference	TM 096 568
Site details	Project type	Trenched evaluation
	Size of Area	3,200 square metres (0.32 hectares)
	Access	From All Saints Road
	Planning proposal	Housing
Staffing	No. of personnel (SACIC)	Estimated as 2 (1 x PO + 1 x excavator/detectorist)
	No. of subcontractor personnel	TBC
Project dates	Start date	TBC – August 2018
	Fieldwork duration	1 – 2 days
Reference codes	Site Code	CSM 100
	OASIS No.	Suffolka1-323769
	Planning Application No.	MS/18/01001
	HER Search Invoice Number	TBC
	SACIC Jobcode	CSMASR001
Key persons	Project Manager	Stuart Boulter
	Project Officer	TBC
	Metal Detectorist	Steve Hunt
Hire details	Plant	Client to provide
	Welfare	NA
	Tool-hire	NA

Personnel and contact numbers

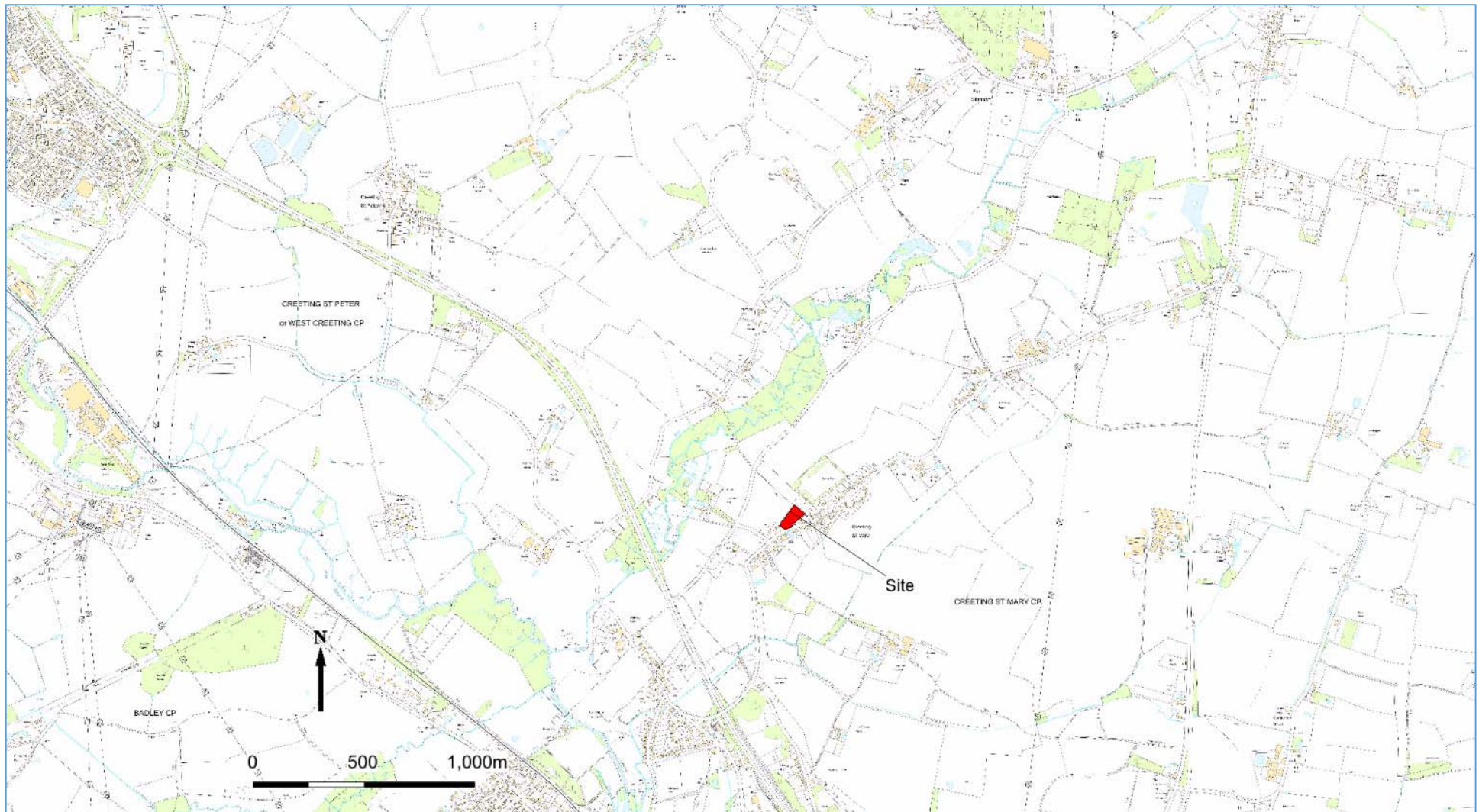
SACIC	Managing Director	Dr Rhodri Gardner	01449 900120
	SACIC Project Managers	John Craven, Joanna Caruth	01449 900121
		Stuart Boulter	01449 900122
		Richenda Goffin	01449 900129
	SACIC Finds Dept	John Craven	01449 900121
	SACIC H&S	Jezz Meredith	01449 900124
	SACIC EMS	Alex Fisher	01449 900126
Client	Client	Mr Alistair Smith	07742 404981
	Client Agent	-	-
	Landowner/Tenant	-	-
Archaeological	Curatorial Officer	James Rolfe (SCCAS)	01284 741225
	EH Regional Science Advisor	Dr Zoe Outram	01223 582707

1. Background

- 1.1 Suffolk Archaeology Community Interest Company (hereafter SACIC) have been commissioned by Alistair Smith Building Services Ltd to undertake a programme of archaeological evaluation of a proposed small housing development plot at 3 All Saints Road, Creeting St. Mary, Suffolk (Figure 1). The first element of this work involves the preparation of a Written Scheme of Investigation (this document, hereafter WSI).
- 1.2 The present stage of work is being requested by Suffolk County Council's Archaeological Service (hereafter SCCAS). The Local Planning Authority (hereafter LPA) were advised that as a condition of the consent on planning application MS/18/01001, a programme of

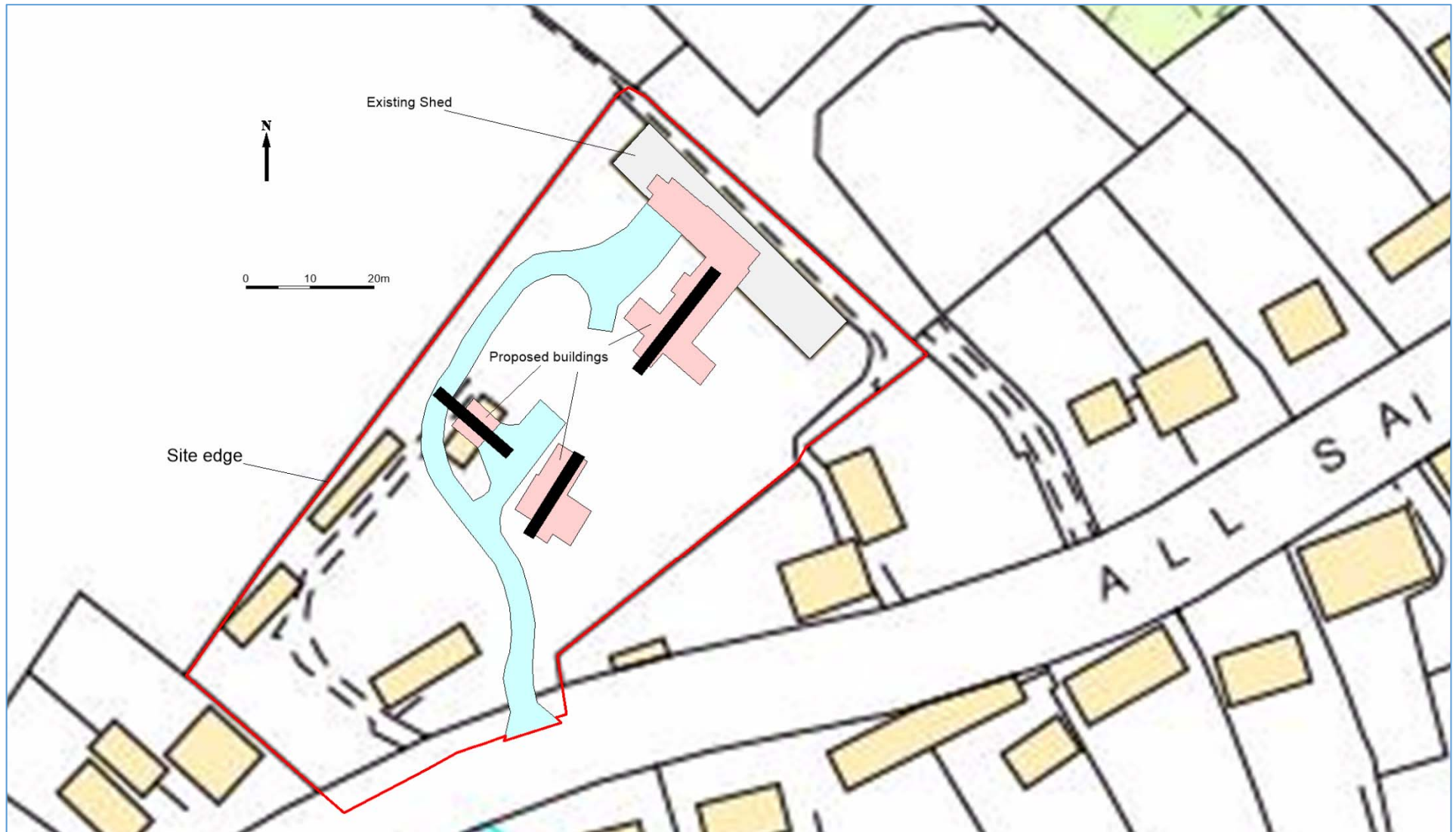
archaeological work should be agreed in accordance with the National Planning Policy Framework (Para 141). The purpose of such work being the recording and advancement of understanding of any heritage assets present at the location before they are destroyed in the course of the development.

- 1.3 The evaluation will be conducted in adherence to a Brief prepared by James Rolfe of SCCAS (dated 16th July 2018) covering this specific planning condition. Any archaeological mitigation work that is required as a result of the evaluation will be subject to a new Brief and WSI.
- 1.4 The Brief states (section 2.1) that the site lies in an area of archaeological potential as recorded in the County Historic Environment Record (hereafter HER). The site lies near the medieval church of St. Mary (CSM 018), a possible medieval moat (CSM 011) and Roman, Saxon and medieval artefact scatter.
- 1.5 On the basis of section 1.4, there is considered to be a high potential for the discovery of below-ground heritage assets of archaeological importance within this area and groundworks associated with the development have the potential to damage or destroy any archaeological deposits that are present. A full HER search will be commissioned from SCCAS as part of the archaeological evaluation.
- 1.6 The contents of the WSI comply with the SCCAS standard Requirements for a Trenched Archaeological Evaluation (2017) and Requirements for Archaeological Excavation (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 Field Archaeologists 2014;
 - *Standard and Guidance Archaeological Excavation*, Chartered Institute for Field Archaeologists, 2014;
 - *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*, E. Anglian Archaeol. Occ. 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 (revised 2017)
- 1.7 The research aims of the evaluation are as follows:
 - *Identify the date, approximate form and purpose of any archaeological deposit, together with its likely extent, localised depth and quality of preservation;*
 - *Evaluate the likely impact of past land uses, and the possible presence masking colluvial/alluvial deposits;*
 - *Establish the potential for the survival of environmental evidence;*
 - *Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.*



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Figure 1. Site Location



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Figure 2. Proposed Location of Evaluation Trenches

2 Fieldwork

- 2.1 The archaeological excavation fieldwork will be carried out by full-time professional employees of SACIC. The project team will be led in the field by an experienced member of staff of Project Officer grade/experience (TBC). The excavation team will comprise a Project Officer, and an experienced excavator as required. Metal detecting will be undertaken by experienced metal detectorist (Steve Hunt).
- 2.2 It is proposed that the evaluation will involve the opening of three 1.8m wide trenches with a total combined length of 50m. The Brief (section 4.3) states that the trenching is to target the footprints of the proposed buildings (Figure 2). However, the presence of an existing building means that part of the footprint for the eastern building is not available and the trench layout presented in Figure 2 has been designed to miss the extant building. If the trench layout in Figure 2 is not acceptable to SCCAS, then it would be possible to split the eastern trench and excavate half adjacent to the standing building, but not actually within the footprint of the proposed new build.
- 2.3 At this juncture no information has been received from the client regarding existing services. A CAT survey will be undertaken on the line of the proposed trenches prior to excavation, but damage to hitherto unknown services that are not identified during this survey will not be the responsibility of SACIC.
- 2.4 The following general principles will be applied for the excavation of the trial-trenches:
- a) All mechanical excavation will be undertaken using a toothless ditching bucket for a good clean cut.
 - b) The overburden will be excavated down to the top of the first undisturbed archaeological horizon, or the upper surface of the naturally occurring subsoil.
 - c) Spoil will be removed and stockpiled adjacent to the evaluation trenches or in an area designated by the client.
 - d) Topsoil will be stored separately to any underlying colluvial material unless this is deemed unnecessary by the client.
 - e) All excavation will be under the direct supervision of an archaeologist.
- 2.5 Archaeological deposits and features will be sampled by hand excavation in order to satisfy the project aims (see section 1.7) and also comply with the SCCAS Requirements for Archaeological Evaluation (2017) and Excavation (2017). Where types of deposit are encountered that are suitable for mechanical excavation, this will only be undertaken following agreement with SCCAS.
- 2.6 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 the Brief 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.

- 2.7 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 features plan' and levels AOD will be recorded using RTK GPS survey equipment (or radio base station if required). Feature sections and plans will be recorded at a scale of 1:10, 1:20 or 1:50 as appropriate. 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 (CSM 100) 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 A digital photographic record will be made throughout the excavation.
- 2.11 A metal detector search will be made at all stages of the evaluation works covering the following;
- i) Ground surface prior to stripping
 - ii) The stripped surface
 - iii) The upcast spoil

The search will be undertaken by SACIC staff member Steve Hunt with the locations of all finds recorded using RTK GPS survey equipment.

- 2.12 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.
- 2.13 The 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 categories of finds to external specialists.
- 2.14 Bulk soil samples will be collected from suitable features; these will be a maximum of 40 litres each and will be retained until an appropriate specialist has assessed their potential for palaeoenvironmental 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 in order for it to merit 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.
- 2.15 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. 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. Following full recording and analysis, the remains will either be stored in a suitable archive repository or reburied at an appropriate site.

3 Post-excavation

- 3.1 The unique project HER number (CSM 100) will be clearly marked on all documentation and material relating to the project.
- 3.2 The post-excavation finds 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. After initial recording and assessment for their significance, sensitive items requiring immediate conservation will be sent to a suitable laboratory within four weeks of the end of the fieldwork. Corroded items will be x-rayed along with coins if necessary for identification. After conservation, sensitive finds and other metalwork will be subjected to good quality digital photography before being 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 (formerly English Heritage) Regional Scientific Advisor with a clear statement of potential for further analysis and significance.
- 3.10 Animal and human bone will be quantified and assessed to a standard acceptable to national and regional 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 full site archive and report, the latter presenting the results of the evaluation will be prepared.
- 3.13 The report will contain a stand-alone summary and a description of the evaluation methodology. It will also contain a clear separation of the objective account of the archaeological evidence from its archaeological interpretation and recommendations to assist SCCAS regarding the need for and scope of any further mitigation. It will contain sufficient information to stand as an archive report should further work not be required along with the results of a formally commissioned HER search evidenced by its invoice number.
- 3.14 The report will include a summary in the established format for inclusion in the annual "Archaeology of Suffolk" section of the *Proceedings of the Suffolk Institute of Archaeology and History*.
- 3.15 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.
- 3.16 A draft of the interim report will be submitted to SCCAS for approval.
- 3.17 On acknowledgement of approval of the report from SCCAS hard and digital copies will be sent to the Suffolk HER.
- 3.18 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 or illustration of objects).
- 3.19 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.
- 3.20 The law dictates that client can have no claim to the ownership of human remains. Any such remains will be stored by SCCAS prior to a decision being made regarding either their continued curation, reburial or in accordance with the details of the site's Ministry of Justice licence.
- 3.21 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.

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 at all times. 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 and will be inducted as required and made aware of any relevant high-risk activities.
- 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 A 360° tracked mechanical excavator of at least 5 tonnes and equipped with a full range of buckets will be required to undertake the soil-stripping. Should the plant and its operators be provided by SACIC rather than the client, the sub-contracted plant machinery will be accompanied by a fully qualified operator who will hold an up-to-date Construction Plant Competence Scheme (CPCS) card (approved by the CITB).

4.4 Site security

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

4.5 Access

- 4.5.1 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 vehicles and other 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 works to go ahead as described. Unless previously agreed the costs of any subsequent preparatory works will be charged to the client in addition to the archaeological project fees.

4.7 Backfilling

- 4.7.1 Full reinstatement has not been offered by SACIC for this project other than sequentially pushing the upcast material into the trench and compacting with the digger tracks.

4.8 Monitoring

- 4.8.1 Arrangements for monitoring visits by the LPA and its representatives (SCCAS) will be made promptly in order to comply with the requirements of the brief. The site will need to be formally signed off by SCCAS prior to any areas being handed back for construction work to begin.

5 Staffing

5.1 The following staff will comprise the Project Team:

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

5.2 Project Management will be undertaken by Stuart Boulter and the Project Officer in charge on site is yet to be determined. Site Assistants 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 Post-excavation tasks, where possible, will be undertaken by SACIC staff (see below).

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

5.4 In some instances, it may be necessary to employ outside specialists (see below).

Name	Specialism	Organisation
Anderson, Sue	Human skeletal remains; 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

Outside specialists cont.

Name	Specialism	Organisation
Cook, Gordon	Radiocarbon dating	SUERC
Curl, Julie	Faunal remains	Freelance
Damian Goodburn	Wood and woodworking	MOLA
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
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 & cemeteries	University of Cardiff

Appendix 2. OASIS Form

OASIS ID: suffolka1-323769	
Project details	
Project name	3 All Saints Road, Creeting St. Mary
Short description of the project	Trenched evaluation in advance of residential development revealed a single undated ditch. Two Nissen huts noted on site. One to be retained, other dismantled. Both structures photographed but no formal survey undertaken.
Project dates	Start: 21-08-2018 End: 22-08-2018
Previous/future work	No / No
Any associated project reference codes	CRM 100 - Sitecode
Any associated project reference codes	DC/18/01001 - Planning Application No.
Type of project	Field evaluation
Monument type	DITCH Uncertain
Significant Finds	NONE None
Methods & techniques	"Sample Trenches"
Development type	Rural residential
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 CREETING ST MARY 3 All Saints Road
Study area	3200 Square metres
Site coordinates	TM 096 568 52.1690788941 1.065369316153 52 10 08 N 001 03 55 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	Stuart Boulter
Project supervisor	Mark Sommers
Type of sponsor/funding body	Developer
Project archives	
Physical Archive Exists?	No

Digital Archive recipient	Suffolk HER
Digital Archive ID	CRM 100
Digital Contents	"other"
Digital Media available	"GIS", "Images raster / digital photography", "Text"
Paper Archive recipient	Suffolk HER
Paper Archive ID	CRM 100
Paper Contents	"other"
Paper Media available	"Report"
Project bibliography	
Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Evaluation Report: 3 All Saints Road, Creeting St. Mary, Suffolk
Author(s)/Editor(s)	Sommers, M.
Other bibliographic details	SACIC Report No. 2018/078
Date	2018
Issuer or publisher	SACIC
Place of issue or publication	Needham Market
Description	printed sheets of A4 paper with card covers and wire binding
Entered by	MS (mark.sommers@suffolkarchaeology.co.uk)
Entered on	22 August 2018

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