



Land North of 2 The Highlands, Exning, Suffolk

Client
Jason Gaskin

Date
November 2018

EXG 134
Archaeological Evaluation/ monitoring Report
SACIC Report No: 2018/096
Author: Michael Green
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Archaeological Evaluation/ Monitoring Report

SACIC Report No: 2018/096

Author: Michael Green

Contributions By: Stephen Benfield

Illustrator: Rui Santo

Editor: Stuart Boulter

Report Date: November 2018

HER Information

Site Code: EXG 134
Site Name: Land North of 2 The Highlands, Exning, Suffolk
Report No.: 2018/096
Planning Application No.: DC/15/1863/FUL
Date of Fieldwork: 29th October 2018
Grid Reference: TL 6273 6594
Oasis Reference: Suffolka1-329335
HER Search Reference: N/A
Curatorial Officer: James Rolfe (SCCAS)
Project Officer: Michael Green
Client/Funding Body: Jason Gaskin
Client Reference: N/A

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: Michael Green
Date: 06/11/2018
Approved By:
Position:
Date:
Signed:

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Summary



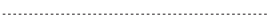
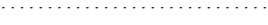





Suffolk Archaeology CIC was commissioned by Jason Gaskin to undertake a single trench evaluation in a small plot of land (less than 0.1Ha) to the north of 2 The Highlands, Exning Suffolk.

Due to the confines of the site and the depth of overburden seen within a trial hole previously excavated on the site (over 1.5m in depth) it was not viable to excavate the trench safely. Instead monitoring works of the foundation cuts was conducted, the up-cast material was scanned and metal detected for finds during the excavation.









Only a small section of the foundation cut impacted the natural geology on the site, located at the south east corner of the building. No archaeological features or finds were recovered in this area. The rest of the foundations (1.2-1.5m in depth) was cut through multiple layers of modern made ground and did not reveal any pre-modern archaeological deposits or the natural geology. The basal layer of made ground seen maybe a buried topsoil deposit which contained modern ceramic, a single shurd of residual Iron Age pottery, animal bone and oyster shell in very small quantities.

Drawing Conventions

Plans

- Limit of Excavation 
- Features 
- Break of Slope 
- Features - Conjectured 
- Natural Features 
- Sondages/Machine Strip 
- Intrusion/Truncation 
- Illustrated Section  S.14
- Cut Number **0008**
- Archaeological Feature 

Sections

- Limit of Excavation 
- Cut 
- Modern Cut 
- Cut - Uncertain 
- Deposit Horizon 
- Deposit Horizon - Uncertain 
- Intrusion/Truncation 
- Break in Section 
- Cut Number **0088**
- Deposit Number 0089
- Ordnance Datum

S	N
55.27	
⋈	⋈

1. Introduction

Suffolk Archaeology Community Interest Company (hereafter SACIC) were commissioned by Jason Gaskin to undertake a programme of archaeological evaluation of the footprint of a proposed single building (Figure 1). The work was requested by Suffolk County Council's Archaeological Service (hereafter SCCAS) on planning application DC/15/1863/FUL.

The evaluation was found to unviable due to site constraints, and with agreement by SCCAS, monitoring of the footing trenches was conducted in close adherence to a Brief prepared by James Rolfe of SCCAS (dated 18th September 2018). The full proposed evaluation was detailed in the Brief and the Written Scheme of Investigation (Boulter 2018) (Appendix 1).

1.1 Site location

The site was located on the eastern edge of Exning, Suffolk, north of the A14 and directly south of Windmill Hill on The Highlands junction. The site enclosed less than 0.1Ha of former gardens of number 2 The highlands directly north of the property (Figure 1).

2. Geology and topology

The site was situated on level ground at 31.45m AOD on a slight embankment next to Windmill Hill. In broader terms the site lies to the south-east of a slight rise to 33m AOD known as windmill hill.

The site geology comprises of superficial sand and gravel river terrace deposits overlying the Zig Zag chalk formation (BGS 2018). Where seen on site the geological horizon was formed of a loose light-yellow sand and gravel.

3. Archaeology and historical background

The site lies in an area of high archaeological importance recorded in the County Historic Environment Record (hereafter HER). Sites dating to the Prehistoric, Roman and Anglo-Saxon periods are known in the near vicinity, the table below summarises the known heritage assets.

HER Number	Date	Proximity to site	Description
EXG 082	Late Bronze Age to Iron Age	100m south-west	A large ditch was discovered at number 7 The highlands with a nationally important Early Iron Age ceramic assemblage. The ditch is likely associated with an unknown hill top settlement.
EXG 090	Iron Age, Roman and Medieval	75m west	Finds of pottery dating to the Iron Age, Roman and Medieval periods. No features discovered.
EXG 099, EXG 105	Bronze Age and Roman	200m east and north-east	Geophysical survey, evaluation and excavation for new bungalows revealed two ditches and a pit dating to the Bronze Age and Roman periods.
EXG 005, EXG 028	Anglo-Saxon	75-175m west	Two possible Saxon inhumations found during building works. EXG 005 is likely miss location data.
EXG 081	Post-medieval to modern	60m north-west	Across the road lies the park and gardens associated with the 18th century Exning House
EXG 113	Post-medieval to modern	75m south-east	Post-medieval and modern features were discovered during monitoring works.

Table 1. Summary of the HER data in close proximity to the site.

The development area had high potential to uncover remains associated with Iron Age or Anglo-Saxon activity. This was due to the evidence for an Early Anglo-Saxon cemetery and inhumation burials (HER no. EXG 005 and EXG 028), and a substantial Iron Age Enclosure ditch (EXG 082) being discovered in the immediate vicinity.

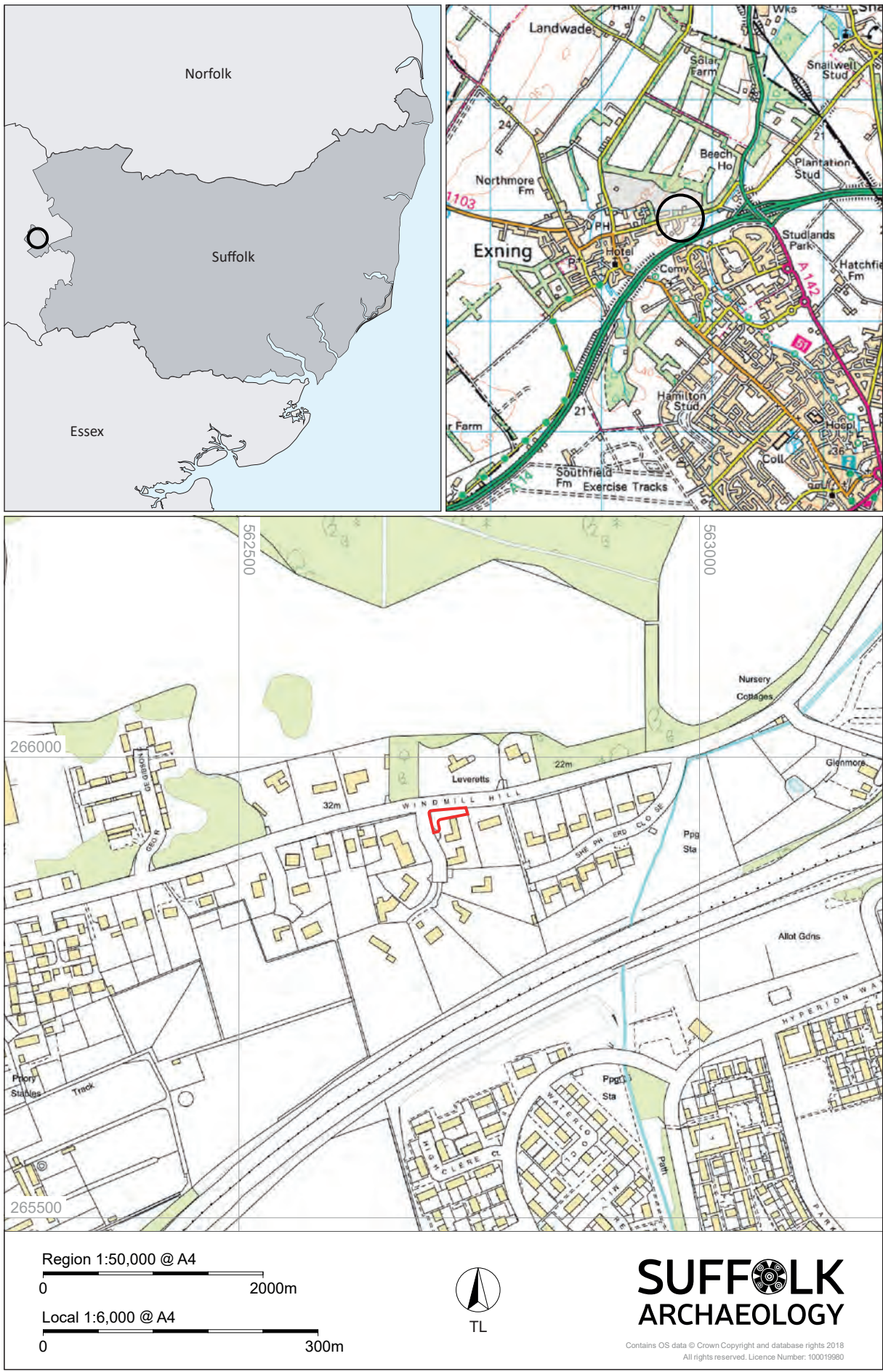


Figure 1. Site location (red)

4. Methodology

The original methodology proposed for the project can be found in the WSI (Boulter 2018) (Appendix 1). Due to site restraints a new methodology was adopted for the site and is shown below.

4.1 Justification for the change in methodology

A single 1.5-1.8m wide, 15m in length trench was proposed to be excavated across the footings of the new development.

Due to the depth of made ground present on site which was observed within a trial hole as being 1-1.5m in depth the trench would have to have been in excess of 3m in width to safely step the trench to reach the required depths. The width of the site was c.5m meaning that safe excavation could not be carried out.

The footing trenches that were being excavated had a maximum impact of 1.5m in depth meaning that only a small area of the natural geology was impacted at the south-east corner of the site. The made ground material was post-medieval to modern in date and was seen directly above the natural geology (where the natural geology was seen) meaning that the development footings did not impact any archaeological feature or deposit.

4.2 New methodology (Agreed with SCCAS)

- Excavation of the footing trenches was continuously monitored to the formation depths of 1-1.5m and a separate trial hole (trial hole 1) was excavated outside of the footing trenches to assess the depth of overburden on the south-east edge of the site (Figure 2).
- Footing trenches were excavated with a toothed and toothless bucket between up to 0.6m in width.
- Up-cast spoil was metal detected and visually scanned for dating evidence.
- A single section of the footings was recorded and drawn where the natural geology was observed in the base of the trench.
- A scale plan was drawn showing the monitored footing trench location and trial hole location.

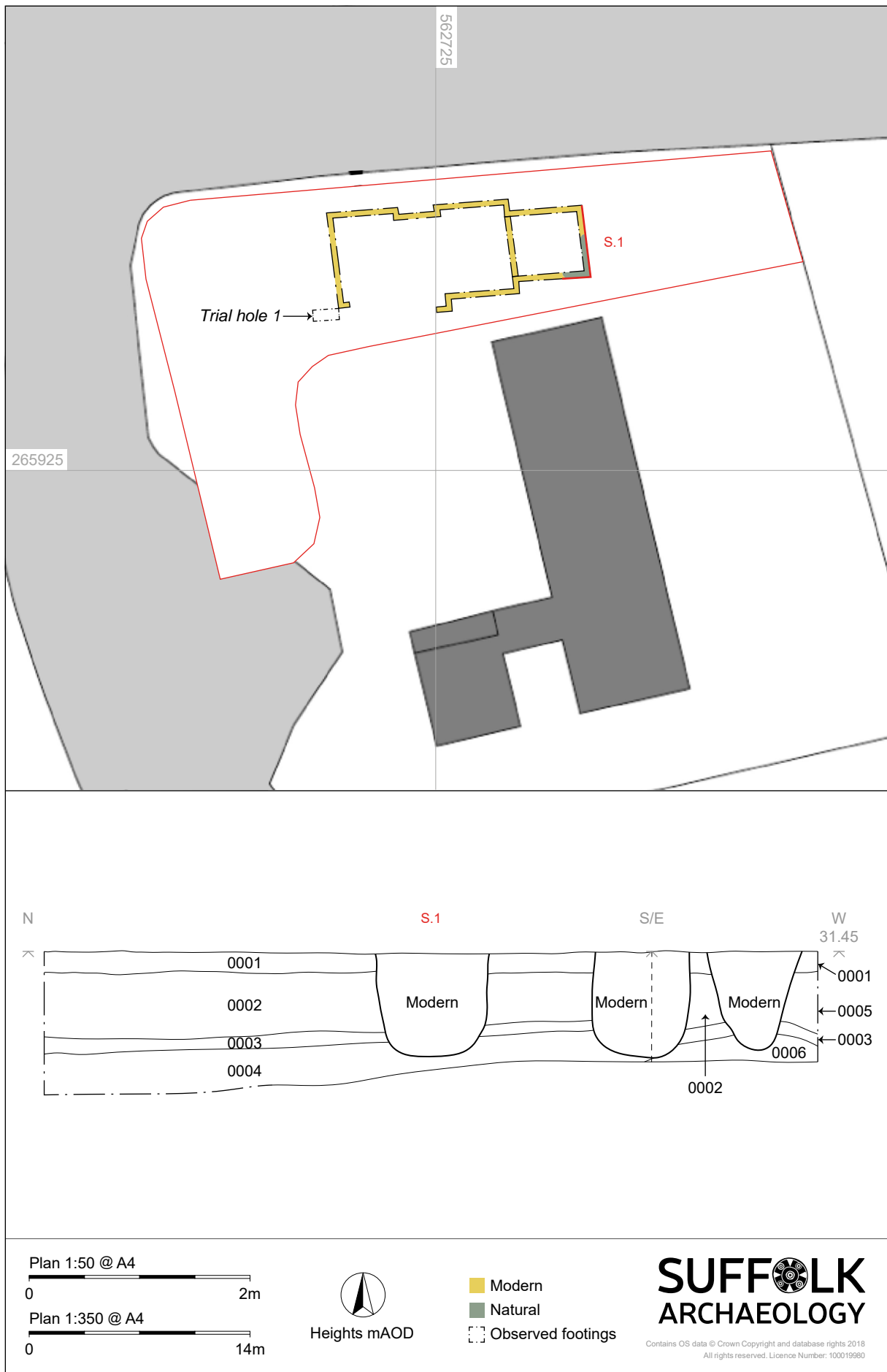


Figure 2. Plan showing monitored area and section

5. Results

Michael Green

5.1 Introduction

The observed footing trenches revealed multiple layers of made ground and buried topsoil deposits. Only a small area of natural geology was uncovered in the Eastern and southern trenches (Figure 2).

5.2 Results

5.2.1 North footing trench

This trench was excavated to 1.3-1.5m in depth and contained three deposits. Natural geology was not seen at the base of the trench.

Topsoil 0001 was 0.2m in depth and was the upper most deposit seen. It was a dark brown soft sandy silt garden soil. Modern plastic was found but not retained.

Made ground 0002 was below topsoil 0001 and was a mid-brown compact sandy silt with frequent gravel inclusions and measured 0.6m in depth. Modern plastic was found but not retained.

Made ground 0003 was seen below 0002 and was a mid-orange brown compact sand and gravel and measured 0.15m in depth. Modern plastic was found but not retained.

Buried topsoil 0004 was seen below 0003 and was a mid-brown loose sandy silt with occasional small flint inclusions. It measured 0.4m in depth and continued at the base of the trench. It contained finds of modern ceramic, oyster shell, animal bone and a single piece or residual Iron Age pottery. Bottle glass was also found but not retained.



Plate 1. North footing trench, showing deposits 0001, 0002, 0003 and 0004, looking north, 1x1m scale

5.2.2 East footing trench

This trench was excavated to 1-1.3m in depth and contained the same deposits and sequence seen in the northern trench. Two modern cuts were seen cutting topsoil 0001 and all other deposits. A small area of natural geology was visible at the base of the trench at the south end.



Plate 2. East footing trench, showing modern cut, looking east, 1x1m scale

5.2.3 South footing trench

This trench was excavated to 1-1.2m in depth. The natural geology was seen at the eastern end of the trench for c.2m. Two additional made ground deposits were visible in the footing trenches.

Made ground 0005 was seen below topsoil 0001 and above made ground 0003 and was similar within the sequence to 0002. It was a mixed loose mid-brown silt and mid-orange sand and gravel and measured 0.6m in depth.

Made ground 0006 was the basal made ground deposit seen in this trench. It was located below 0003 which continued into this trench and was a mid-grey brown loose sand and gravel. It measured 0.3m in depth and was seen directly above the natural geology in places.



Plate 3. East and south footing trench, showing natural geology, looking north-east, 2x1m scale

5.2.4 Trial hole 1

A separate trial hole was excavated to assess the depth of the made ground at the south west end of the site. It was excavated to a depth of 1.2m with no natural geology seen. The deposits present were the same as seen in the north footing trench.



Plate 4. Trial hole 1 section, showing made ground, looking north, 1x1m scale

5.3 Phasing

5.3.1 Iron Age

A single sherd of heavily abraded Iron Age pottery was found within buried topsoil 0004. This was residual within a later deposit.

5.3.2 Post-medieval to modern

All deposits that were seen on site can be associated with the modern phase. Post 1940s ceramic was recovered from deposit 0004 which is most likely a mixed Victorian or later buried topsoil deposit.

6. Finds and environmental evidence

Stephen Benfield

Only a very few finds were recovered. All come from a soil deposit (buried topsoil) context 0004.

The earliest dated find, and the only find of any archaeological significance, is a sherd of prehistoric pottery (12g). The sherd is sand and flint-tempered and has some moderate abrasion, especially to the external surface of the pot. The flint-temper is of small-medium size, well sorted and moderate to common within the fabric suggesting an Iron Age date after c. 700 BC. While the attribution as Iron Age is fairly confident, close dating within the Iron Age period (8th century BC-1st century AD) is more difficult. Flint-temper appears to continue in use throughout most of the Iron Age period in East Anglia, but in general its use rapidly diminished over the course of the Middle Iron Age (4th-1st century BC) and in many areas appears to have essentially ended by the 3rd-2nd century BC.

The other finds consist of a small sherd from the base of what appears to be a white Pyrex vessel (3g) which would date to the mid-late 20th century (after c. 1940), a small piece of abraded animal bone (2g) and a single complete upper shell from an oyster (56g).

7. Discussion

There was high potential for unknown heritage assets dating to the Iron Age and Anglo-Saxon periods to be found on the site. The Iron Age potential was due to a large ditched enclosure seen at 7 The Highlands 100m away which contained a nationally important ceramic assemblage (Craven and Brundenell, 2011). This was not the case due to a large depth of modern made ground and disturbance being discovered.

It is likely that the area was built up and disturbed when 2 the Highlands was constructed, deposits 0001, 0002 and 0003 are likely to have been created at this time and modern plastics were discovered within all these deposits.

The ground on site was level but the natural geology seemed to have been cut away towards the road (Windmill Hill) creating a north facing slope and a depth of 1.5m of made ground on the north edge of the site. This is likely due to the road construction cut.

If any archaeological remains were once present on the site, it is likely that they have been removed by modern activity. Only a single abraded shurd of residual Iron Age pottery was recovered from the lower buried topsoil deposit.

8. Conclusions and recommendations for further work

No cut features were seen, and only a single residual Iron Age find was recovered from the works suggesting that little or no activity occurred on the site pre-dating the post-medieval period. It is very likely that the construction and works on the nearby road (Windmill Hill) and construction of the neighbouring property removed any archaeological remains if they were present. The lack of residual finds within the modern made ground deposits may show that this area was not utilised in the past as more residual finds would have been present if features were disturbed or destroyed by modern activity. Due to the overburden depths, modern truncation and lack of archaeological evidence no further works are recommended by the author, the final decision on further works however lies with SCCAS.

9. Archive deposition

The paper and digital archive will be kept at the SACIC office in Needham Market, before deposition within the County Archaeology Store.

10. Acknowledgements

The fieldwork was carried out by and directed by Michael Green. Project management was undertaken by Rhodri Gardner who also provided advice during the production of the report.

Post-excavation management was provided by Richenda Goffin. Finds processing and analysis was undertaken by Jonathan Van Jennians.

The report illustrations were created by Rui Santo and the report was edited by Stuart Boulter.

11. Bibliography

Boulter, S, 2018, *Land North of 2 The Highlands, Exning, Suffolk*, Written Scheme of Investigation

Craven J and Brundenell M, 2011, *Archaeological Excavation Report, 7, The Highlands, Exning, EXG 082*, Unpublished Grey literature

Rolfe, J, 2018, *Brief for a Trenched Archaeological Evaluation at Land North of 2 The Highlands, Exning*, Brief

Websites

BGS 2018, <http://bgs.ac.uk/geologyofbritain/home.html>, Accessed 30/10/2018

Appendix 1. WSI and Brief



Land North of 2 The Highlands, Exning DC/15/1863/FUL

Written Scheme of Investigation for a Programme of
Archaeological Trenched Evaluation

Date: September 2018
Prepared by: Stuart Boulter
Issued to: James Rolfe (SCC Archaeological Service)
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Summary Project Details

Location	Site Name	Land North of 2 The Highlands
	Parish/County	Exning/Suffolk
	Grid Reference	TL 6272 6594
Site details	Project type	Trenched evaluation
	Size of Area	Less than 0.1 hectare
	Access	From The Highlands or Windmill Hill
	Planning proposal	Housing
Staffing	No. of personnel (SACIC)	Estimated as 1 x PO
	No. of subcontractor personnel	<i>TBC</i>
Project dates	Start date	October 2018
	Fieldwork duration	1 day
Reference codes	Site Code	EXG 134
	OASIS No.	Suffolka1-329335
	Planning Application No.	DC/15/1863/FUL
	HER Search Invoice Number	<i>TBC</i>
	SACIC Jobcode	EXGHGH001
Key persons	Project Manager	Rhodri Gardner
	Project Officer	<i>TBC</i>
	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
	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	Jason Gaskin	-
	Client Agent	-	-
	Landowner/Tenant	-	-
Archaeological	Curatorial Officer	James Rolfe (SCCAS)	01284 741225
	EH Regional Science Advisor	Dr Zoe Outram	01223 582707

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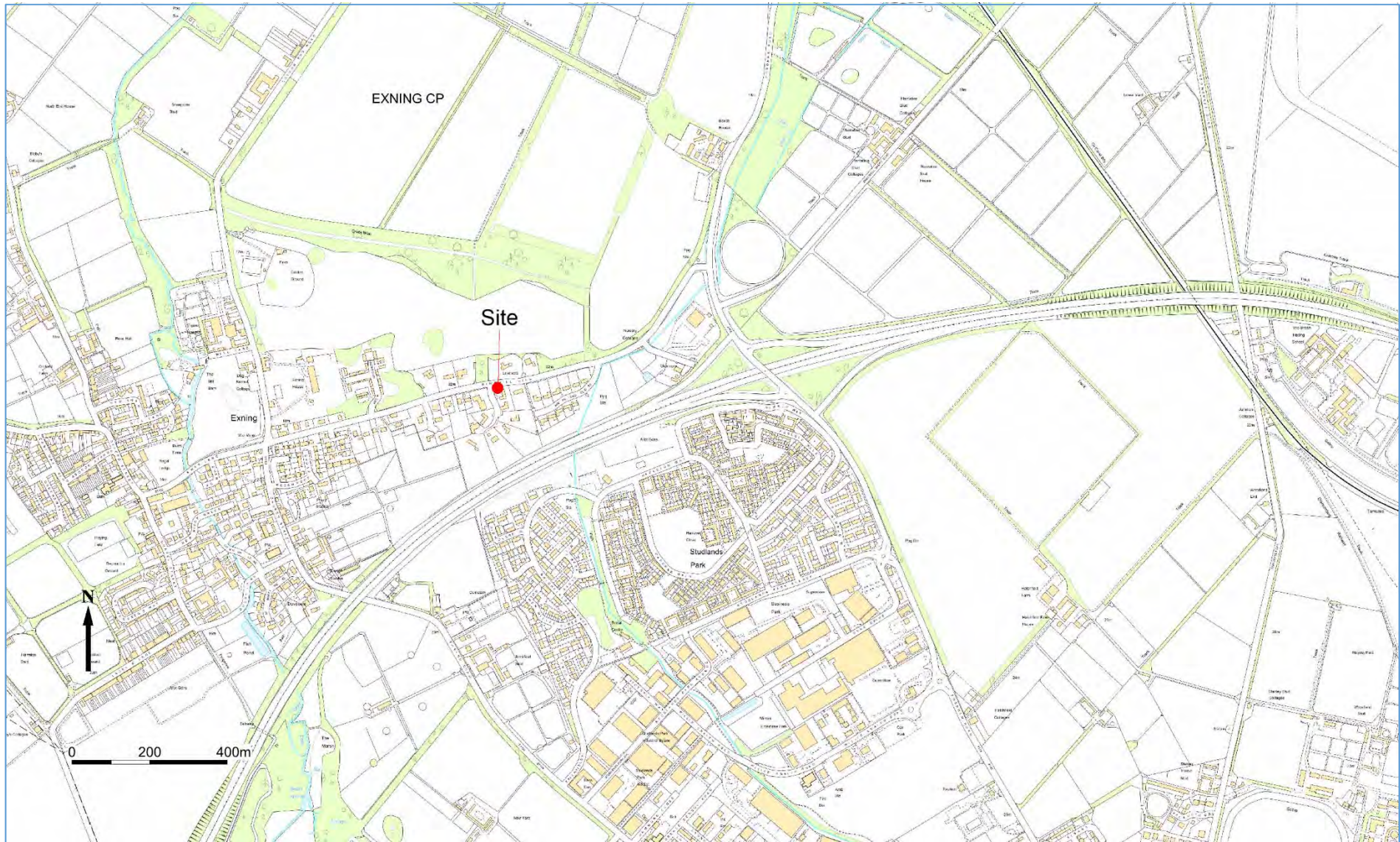
1. Background

- 1.1 Suffolk Archaeology Community Interest Company (hereafter SACIC) have been commissioned by Jason Gaskin to undertake a programme of archaeological evaluation of the footprint of a proposed single building (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 DC/15/1863/FUL, 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 18th September 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 high archaeological importance recorded in the County Historic Environment Record (hereafter HER). An Early Anglo-Saxon cemetery and inhumation burials have been recorded to the south-east of the proposed development site (HER no. EXG 005 and EXG 028), which is also located in the immediate vicinity of a substantial Iron Age enclosure (EXG 082).
- 1.5 As a result of 2.1, 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 Trench
(green = site edge, red = proposed building footprint, black = trial-trench)

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 with metal detecting undertaken by experienced metal detectorist (Steve Hunt).
- 2.2 It is proposed that the evaluation will involve the opening a single 15m long, 1.8m wide trench. The Brief (section 4.3) states that the trenching is to target the footprint of the proposed building (Figure 2).
- 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 trench 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 (including the depth of the trench). 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 (EXG 134) 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 (EXG 134) 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.

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 Rhodri Gardner and the Project Officer in charge on site is yet to be determined. If required, additional 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
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

Outside specialists cont.

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

Bury Resource Centre
Hollow Road
Bury St Edmunds
Suffolk
IP32 7AY

Brief for a Trenched Archaeological Evaluation

AT

Land North of 2 The Highlands, Exning

PLANNING AUTHORITY: Forest Heath District Council

PLANNING APPLICATION NUMBER: DC/15/1863/FUL
APP/H3510/W/16/3152689

HER NO. FOR THIS PROJECT: To be arranged with the Suffolk HER
Officer (archaeology.her@suffolk.gov.uk)

GRID REFERENCE: TL 627 659

DEVELOPMENT PROPOSAL: House

AREA: *Less 0.1 ha*

THIS BRIEF ISSUED BY: James Rolfe
Senior Archaeological Officer
Conservation Team
Tel. : 01284 741225
E-mail: james.rolfe@suffolk.gov.uk

Date: 18 September 2018

Summary

1.1 Planning permission has been granted with the following conditions relating to archaeological investigation:

6) No development shall take place until a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation shall have been submitted to and approved in writing by the local planning authority. The scheme shall include an assessment of significance and research questions - and:

- i) the programme and methodology of site investigation and recording;
- ii) the programme for post investigation assessment;
- iii) the provision to be made for analysis of the site investigation and recording;

- iv) the provision to be made for publication and dissemination of the analysis and records of the site investigation;
- v) the provision to be made for archive deposition of the analysis and records of the site investigation;
- vi) the nomination of a competent person or persons/organization to undertake the works set out within the Written Scheme of Investigation.

7) No development shall take place other than in accordance with the Written Scheme of Investigation approved under condition 6.

- 1.2 This brief stipulates the minimum requirements for the archaeological investigation, and should be used in conjunction with the Suffolk County Council Archaeology Service Conservation Team's (SCCAS/CT) Requirements for Archaeological Evaluation 2017. These should be used to form the basis of the Written Scheme of Investigation (WSI).
- 1.3 The archaeological contractor, commissioned by the applicant, must submit a copy of their WSI to SCCAS/CT for scrutiny, before seeking approval from the LPA.
- 1.4 Following acceptance by SCCAS/CT, it is the commissioning body's responsibility to submit the WSI to the LPA for formal approval. No fieldwork should be undertaken on site without the written approval of the LPA. The WSI, however, is not a sufficient basis for the discharge of a planning condition relating to archaeological investigation. Only the full implementation of the scheme, both completion of fieldwork and reporting (including the need for any further work following this evaluation), will enable SCCAS/CT to advise the LPA that a condition has been adequately fulfilled and can be discharged.
- 1.5 The WSI should be approved before costs are agreed with the commissioning client, in line with Institute for Archaeologists' guidance. Failure to do so could result in additional and unanticipated costs.
- 1.6 The WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the brief will be adequately met. If the approved WSI is not carried through in its entirety (unless a variation is agreed by SCCAS/CT), the evaluation report may be rejected.
- 1.7 Decisions on the need for any further archaeological investigation (e.g. excavation) will be made by SCCAS/CT, in a further brief, based on the results presented in the evaluation report. Any further investigation must be the subject of a further WSI, submitted to SCCAS/CT for scrutiny and formally approved by the LPA.

Archaeological Background

- 2.1 This application lies in an area of high archaeological importance recorded in the County Historic Environment Record. An early Anglo-Saxon cemetery and inhumation burials have been recorded to the south-east of the proposed development site (HER no. EXG 005 and EXG 028), which is also located in the immediate vicinity of a substantial Iron Age enclosure (EXG 082). As a result there is high potential for encountering archaeological remains at this location.

Any ground-works associated with the proposed development has the potential to cause significant damage or destruction to any underlying heritage assets.

Planning Background

- 3.1 The below-ground works will cause ground disturbance that has potential to damage any archaeological deposit that exists.
- 3.2 The Planning Authority were advised that any consent should be conditional upon an agreed programme of work taking place before development begins in accordance with paragraph 141 of the National Planning Policy Framework, to record and advance understanding of the significance of any heritage assets (that might be present at this location) before they are damaged or destroyed.

Fieldwork Requirements for Archaeological Investigation

- 4.1 A linear trenched evaluation is required of the development area to enable the archaeological resource, both in quality and extent, to be accurately quantified.
- 4.2 Trial Trenching is required to:
 - 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 of 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.
- 4.3 15m of trial trenching covering the footprint of the proposed house is to be excavated. Trenches should be 1.8m wide.
- 4.4 A scale plan showing the proposed location of the trial trenches should be included in the WSI and the detailed trench design must be approved by SCCAS/CT before fieldwork begins.
- 4.5 Metal detector searches must take place at all stages of the evaluation, prior to the trench being stripped, with trench bases and spoil scanned once trench has been opened.

Arrangements for Archaeological Investigation

- 5.1 The composition of the archaeological contractor's staff must be detailed and agreed by SCCAS/CT, including any subcontractors/specialists. Ceramic specialists, in particular, must have relevant experience from this region, including knowledge of local ceramic sequences.
- 5.2 All arrangements for the evaluation of the site, the timing of the work and access to the site, are to be defined and negotiated by the archaeological contractor with the commissioning body.

- 5.3 The project manager must also carry out a risk assessment and ensure that all potential risks are minimised, before commencing the fieldwork. The responsibility for identifying any constraints on fieldwork (e.g. designated status, public utilities or other services, tree preservation orders, SSSIs, wildlife sites and other ecological considerations rests with the commissioning body and its archaeological contractor.
- 5.4 The archaeological contractor will give SCCAS ten working days notice of the commencement of ground works on the site. The contractor should update SCCAS on the nature of archaeological remains during the site works, particularly to arrange any visits by SCCAS that may be necessary. The method and form of development will also be monitored to ensure that it conforms to agreed locations and techniques in the WSI.

Reporting and Archival Requirements

- 6.1 The project manager must consult the Suffolk HER Officer to obtain a parish code for the work. This number will be unique for each project and must be used on site and for all documentation and archives relating to the project.
- 6.2 An archive of all records and finds is to be prepared and must be adequate to perform the function of a final archive for deposition in the Archaeological Service's Store or in a suitable museum in Suffolk.
- 6.3 It is expected that the landowner will deposit the full site archive, and transfer title to, the Archaeological Service or the designated Suffolk museum, and this should be agreed before the fieldwork commences. The intended depository should be stated in the WSI, for approval.
- 6.4 The project manager should consult the intended archive depository before the archive is prepared regarding the specific requirements for the archive deposition and curation (including the digital archive), and regarding any specific cost implications of deposition.
- 6.5 A report on the fieldwork and archive must be provided. Its conclusions must include a clear statement of the archaeological value of the results, and their significance. The results should be related to the relevant known archaeological information held in the Suffolk HER, and an HER search should be commissioned. In any instances where it is felt that an HER search is unnecessary, this must be discussed and agreed with the relevant Case Officer. **ANY REPORTS WHICH DO NOT INCLUDE AN UP TO DATE HER SEARCH WILL NOT BE APPROVED. ALL REPORTS MUST CLEARLY DISPLAY THE INVOICE NUMBER FOR THE HER SEARCH, OTHERWISE THEY WILL BE RETURNED.**
- 6.6 An opinion as to the necessity for further evaluation and its scope may be given, although the final decision lies with SCCAS/CT. No further site work should be embarked upon until the evaluation results are assessed and the need for further work is established.
- 6.7 Following approval of the report by SCCAS/CT, a single copy of the report should be presented to the Suffolk HER as well as a digital copy of the approved report.

- 6.8 All parts of the OASIS online form <http://ads.ahds.ac.uk/project/oasis/> must be completed and a copy must be included in the final report and also with the site archive. A digital copy of the report should be uploaded to the OASIS website.
- 6.9 Where positive results are drawn from a project, a summary report must be prepared for the *Proceedings of the Suffolk Institute of Archaeology and History*.
- 6.10 This brief remains valid for 12 months. If work is not carried out in full within that time this document will lapse; the brief may need to be revised and re-issued to take account of new discoveries, changes in policy and techniques.

Standards and Guidance

Further detailed requirements are to be found in our Requirements for Trenched Archaeological Evaluation 2017.

Standards, information and advice to supplement this brief are to be found in *Standards for Field Archaeology in the East of England*, East Anglian Archaeology Occasional Papers 14, 2003

The Institute for Archaeologists' *Standard and Guidance for archaeological field evaluation* (revised 2008) should be used for additional guidance in the execution of the project and in drawing up the report

Notes

There are a number of archaeological contractors that regularly undertake work in the County and SCCAS will provide advice on request. SCCAS/CT does not give advice on the costs of archaeological projects. The Institute for Archaeologists maintains a list of registered archaeological contractors (<http://www.archaeologists.net> or 0118 378 6446).

The Historic Environment Records Data available on the Heritage Gateway and Suffolk Heritage Explorer is **NOT** suitable to be used for planning purposes and will not be accepted in lieu of a full HER search.

This brief remains valid for one year. If work is not carried out in full within that time this document will lapse; the brief may need to be revised and re-issued to take account of new discoveries, changes in policy and techniques.

Appendix 2. Context List

Context Number	Feature Type	Category	Description	Interpretation	Depth	Over	Under	Period
0001	Topsoil	Deposit	Dark brown soft sandy silt garden soil.		0.2	0002, 0005		Modern
0002	Made ground	Deposit	Mid brown compact sandy silt with frequent gravel inclusions.	Modern made ground	0.6	0003	0001	Modern
0003	Made ground	Deposit	Mid orange brown compact sand and gravel.	Modern re deposited natural made ground	0.15	0004, 0006	0002, 0005	Modern
0004	Made ground	Deposit	Mid brown loose sandy silt with occasional small flint and gravel inclusions.	Modern to post-medieval buried topsoil.	0.4	nat	0003	Modern
0005	Made ground	Deposit	Mixed mid brown silty sand and mid orange sand and gravel.	Loose gravel re deposited natural with mixed topsoil. Made ground. Modern	0.6	0003	0001	Modern
0006	Made ground	Deposit	Mid grey brown loose sand and gravel with lenses of mid brown silt.	Loose gravel re deposited natural with mixed topsoil. Made ground. Modern	0.3	nat	0003	Modern
nat	Natural	Deposit	Light yellow orange sand and gravel	Only seen at the south east corner of the footing trenches.			0004, 0006	

Appendix 3. Oasis form

OASIS ID: [suffolka1-329335](#)

Project details

Project name	Land North of 2 The Highlands, Exning
Short description of the project	Trail trenching was not conducted due to site constraints. Monitoring of the footing trenches for the new development revealed 1-1.5m of made ground dating to the modern to Victorian periods. The footing did not impact to archaeological depths and only a small area of disturbed natural geology was seen. No features were seen and a single residual late medieval to post medieval pot shurd was the only find of a pre-modern date.
Project dates	Start: 29-10-2018 End: 29-10-2018
Previous/future work	No / No
Type of project	Field evaluation
Current Land use	Other 5 - Garden
Significant Finds	CERAMIC Modern
Significant Finds	POT SHURD Post Medieval

Project location

Country	England
Site location	SUFFOLK FOREST HEATH EXNING Land North of 2, The Highlands, Exning
Postcode	CB8 7NT
Study area	0.1 Hectares
Site coordinates	TL 6272 6594 52.267074843411 0.384886309719 52 16 01 N 000 23 05 E Point
Height OD / Depth	Min: 30m Max: 31.45m

Project creators

Name of Organisation	Suffolk Archaeology CIC
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	James Rolfe
Project director/manager	Rhodri Gardner
Project supervisor	Michael Green
Type of sponsor/funding body	Client
Name of sponsor/funding body	Jason Gaskin

Project archives

Physical Archive recipient	Suffolk HER
Physical Contents	"Animal Bones' 'Ceramics"
Digital Archive recipient	Suffolk HER

Digital Contents	"other"
Digital Media available	"Database' 'Images raster / digital photography"
Paper Archive recipient	Suffolk HER
Paper Contents	"other"
Paper Media available	"Context sheet","Drawing","Unpublished Text"
<hr/>	
Entered by	Michael Green (Michael.Green@suffolkarchaeology.co.uk)
Entered on	1 November 2018

OASIS:

Please e-mail [Historic England](#) for OASIS help and advice

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Cite only: <http://www.oasis.ac.uk/form/print.cfm> for this page

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