

**Former Howard Community Primary School
St Olaves Road, Bury St Edmunds
Suffolk**
Archaeological Evaluation



for
Keepmoat Homes

HER ref: BSE 666
CA Report: SU0065_1

November 2019

Former Howard Community Primary School
 St Olaves Road, Bury St Edmunds
 Suffolk

Archaeological Evaluation

CA Project: SU0065
 CA Report: SU0065_1
 OASIS ID – suffolka1-333056



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SUMMARY

Project Name:	Former Howard Community Primary School, St Olaves Road
Location:	Bury St Edmunds
NGR:	584270 265580
Type:	Evaluation
Date:	11 th November 2019 to 14 th November 2019
Planning Reference:	DC/17/1047/OUT
Location of Archive:	To be deposited with SCCAS
Site Code:	BSE 666
OASIS ID:	suffolka1-333056
HER Search:	Invoice No. 9231100

An archaeological evaluation was undertaken by Cotswold Archaeology during November 2019 within the grounds of the former Howard Community Primary School, St Olaves Road, Bury St Edmunds, Suffolk, in advance of a proposed housing development. Fifteen trenches were excavated revealing a single ditch. This ditch is coincidental with a boundary marked on late 19th/early 20th century mapping and modern debris was recovered from the fill. (Mark Sommers for Keepmoat Homes).





1. INTRODUCTION

- 1.1 In November 2019 Cotswold Archaeology (CA) carried out an archaeological evaluation for Keepmoat Homes within the grounds of the former Howard Community Primary School, St Olaves Road, Bury St Edmunds, Suffolk (centred at NGR: 584270 265580; Fig. 1). The evaluation was undertaken to fulfil a condition on the planning application DC/17/1047/OUT, which called for the implementation of an agreed programme of archaeological works, in accordance with the National Planning Policy Framework, prior to the development.
- 1.2 The evaluation was carried out in accordance with Written Scheme of Investigation (Appendix E) produced by CA and subsequently approved by the curatorial officer, Hannah Cutler of Suffolk County Council Archaeological Service (SCCAS), the archaeological advisors to the Local Planning Authority (West Suffolk Council) (curatorial duties were also undertaken by Matthew Baker of SCCAS). The fieldwork also followed *Standard and guidance: Archaeological field evaluation* (ClfA 2014) and the *SCC Requirements for Trenched Archaeological Evaluation* (SCC 2017).

The site

- 1.3 The proposed development area totalled 2.83ha in size, although roughly half of this was unavailable for trenching due to the presence of hard surfaces and existing buildings, some of which were still in use. The evaluation was concentrated on the open areas of grassland, formerly playing fields for the school, that lay to the north and east of the former school buildings, which were still extant at the time of the evaluation. A further trench was proposed for an area of grassland in the northwest corner of the development area but due to access issues it was not possible to excavate it at that time.
- 1.4 The school site was bounded by wire fences and was accessed via a gated entrance off St Olaves Road. The open grassland to the east was bounded by low anti-vehicle barriers to the south and east. It was separated from the main school site by a wire fence and was accessed via a second gate. The low barrier continued to the north to protect an area of public open space to the north. A surfaced footpath, lined with mature trees, runs between the evaluation area and the public space to the north.

There were no barriers to prevent access and consequently this part of the evaluation area was in effect a public open space.

- 1.5 The evaluation area sloped down gently from a high of c.39m OD, close to the northeast corner of the site, down to c.34m OD close to the southern corner, adjacent to St Olaves Road. It lay on the south facing slope of a very gently defined valley that drains to the southeast. No obvious watercourse was present in the vicinity of the site but to the east lies the drained remains of 'Tay Fen', which gives its name to Tayfen Road.
- 1.6 The underlying bedrock geology of the area is recorded by the British Geological Survey (BGS) as chalk of the Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation and Culver Chalk Formation (undifferentiated). This is overlain by a superficial geology of clay, silt, sand and gravel comprising head deposits formed up to 3 million years ago in the Quaternary Period.

2. ARCHAEOLOGICAL BACKGROUND

- 2.1 An Historic Environment Record (HER) search was commissioned from SCCAS, which revealed a total of fifty-four entries situated within 1km of the site (see Fig. 2 for the recorded locations). A single Scheduled Monument is also recorded; it comprises a large part of the site of the former medieval Babwell Friary (List Entry Number: 1003762).
- 2.2 A summary of the HER search results is presented in Appendix C. The full results can be found in the project archive. No sites are recorded on the HER as lying within the evaluation area.
- 2.3 The earliest evidence recorded by the HER in the 1km study area comprises a single findspot of a Palaeolithic flake (BSE 573) from c.750m to the southeast of the evaluation site. A possibly Mesolithic flake along with Neolithic/Early Bronze Age flakes (BSE 413) have been recorded on a site close to the River Lark, some 800m to the northeast. These appear to be chance finds and do not suggest working sites

and other than possibly demonstrating a widely dispersed background of earlier activity, these provide little information with regard the site's potential.

- 2.4 Little evidence for Bronze Age activity has been recorded in the immediate vicinity of the evaluation area. The closest records are the findspots of pottery sherds (BSE 036), from a site, just over 400m to the west of the evaluation area, and socket axe (FAS 009), 800m to the north. More significant Bronze Age activity in the form of cremations and a burnt mound that have been recorded within excavations undertaken on an area of high ground overlooking the River Lark valley to the north of the evaluation area (FAS 050).
- 2.5 Iron Age evidence is limited to two separate findspots of individual artefacts; a Potin, Class 2 coin (BSE 045), found in a garden around 200m to the east of the evaluation area, and a bronze ring from a cauldron (BSE 033) from a site almost a 1km to the east. Neither suggest the presence of an Iron Age site on or in the immediate vicinity of the evaluation area. Roman evidence is similarly sparse being primarily restricted to stray findspots of coins (BSE 595 and 605), or occasional sherds of pottery discovered in later features at Babwell Friary (BSE 509). It should be noted, however, that both Iron Age and Roman features, suggestive of field systems, were recorded within the excavation areas at FAS 050 along with Iron Age storage pits.
- 2.6 A number of references to Saxon burials are recorded on the HER (BSE 005, 059 and 373) which suggest a possibly extensive cemetery may lie in an area some 200m to the northeast of the evaluation site. The findspot of a Saxon strap end (BSE 031) may also be related. A potential Saxon site is suggested by features recorded at the site of Babwell Mill (BSE 164) and residual pottery found within the friary site itself (BSE 509).
- 2.7 Multiple entries on the HER record the site of the medieval Babwell Friary (BSE 014, 060, 119, 121, 154, 261 and 509), along with the adjacent Babwell Mill (FSM 012). Another medieval site is that of St Thomas' Chapel (BSE 006) and adjacent activity (BSE 129 and the nearby BSE 258). Other than a number of scattered stray findspots of medieval material (such as BSE 573, 584, 600, 603 and 649), there are no other obvious activity sites within the 1km study area.
- 2.8 Recorded Post-medieval sites include a number of 19th century establishments such as the railway station and yard (BSE 228 and 506), the railways (SUF 069 and 071),

the nearby maltings (BSE 387) and the regimental depot (BSE 273). Of slightly more historic interest and relevance to the evaluation area is the avenue of trees in an area named as the park (BSE 128) and the 'tumulus' (BSE 022), which is possibly a related landscape feature, both of which lie to the west.

3. AIMS AND OBJECTIVES

- 3.1 The objectives of the evaluation were to provide information about the archaeological resource within the site, including its presence/absence, character, extent, date, integrity, state of preservation and quality, in accordance *Standard and guidance: Archaeological field evaluation* (ClfA 2014).
- 3.2 A list of specific research aims is included in the WSI (Section 1.7 of Appendix E), which provide a further set of objectives that will be adhered to, although on the whole they are similar to those of the previous statement.
- 3.3 This information will enable SCCAS, as advisors to the Local Planning Authority (West Suffolk Council), to identify and assess the particular significance of any heritage asset, consider the impact of the proposed development upon it, and to avoid or minimise conflict between the heritage asset's conservation and any aspect of the development proposal, in line with the *National Planning Policy Framework* (DCLG 2018).

4. METHODOLOGY

- 4.1 The fieldwork comprised the excavation of fifteen trenches in the locations shown in green on Figure 3. The trenches were located to sample all areas of the site that was not under existing structures or hardstanding. A sixteenth trench (blue on Fig. 3) was also proposed but this was not undertaken due to a lack of access. The trench plan formed part of the WSI and was approved by the curator. All trenches were excavated in the proposed locations but due to the presence of existing trees it was necessary to slightly reduce the length of two of these (Trenches 2, 8 and 13) although to

compensate for this, other trenches were extended. The trenches were set out on OS National Grid (NGR) co-ordinates using a Leica GPS. Following the excavation all trenches were resurveyed in order to record any alterations to the approved trench plan that may have occurred and to obtain accurate height data.

- 4.2 All trenches were excavated by mechanical excavator equipped with a 1.8m wide, toothless ditching bucket. All machine excavation was carried out under constant archaeological supervision to the top of the first significant archaeological horizon or the natural substrate, whichever was encountered first. Where archaeological deposits or features were encountered they were excavated by hand in accordance with CA Technical Manual 1: *Fieldwork Recording Manual*. Metal detecting of the spoil, the trench base and the feature fills was carried out, but no pre-modern artefacts were recovered.
- 4.3 Deposits were assessed for their palaeoenvironmental potential in accordance with CA Technical Manual 2: *The Taking and Processing of Environmental and Other Samples from Archaeological Sites*. In the event, no deposits worthy of sampling were encountered. All artefacts recovered during the evaluation were processed in accordance with Technical Manual 3 *Treatment of Finds Immediately after Excavation*.
- 4.4 The archive and artefacts from the evaluation are currently held by CA at their offices in Suffolk. Subject to the agreement of the legal landowner the artefacts will be deposited in the SCCAS Archaeological Store, along with the rest of the site archive. A summary of information from this project, set out within Appendix D, will be entered onto the OASIS online database of archaeological projects in Britain.

5. RESULTS (FIGS 3-6)

- 5.1 This section provides an overview of the evaluation results; detailed summaries of the recorded contexts are to be found in Appendix A. Details of the relative heights of the natural subsoil encountered in the trenches, expressed as metres Above Ordnance Datum (m AOD), appear in Appendix B. See Section 6 for descriptions of the finds recovered.

- 5.2 Fifteen trenches were excavated (numbered 1 to 15) across the eastern area of the development site in November 2019 (Fig. 3). A sixteenth trench in the north western corner was proposed but was not excavated due to problems with accessing this part of the site.
- 5.3 All trenches exposed a natural subsoil that comprised a mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint. It was generally present at depths of around 0.3m although towards the southern, lower edge of the site, the depth increased to 0.6m (see Appendix C). This increase in depth is probably the result of soil creep down the slope or is related to deliberate landscaping during construction of the Howard School and the surrounding housing estate. Given that occasional lenses of clearly modern building debris were present within the topsoil in these southern trenches the latter would seem more likely.
- 5.4 Only one feature was noted within the evaluation area. It comprised a single ditch, aligned approximately southeast-northwest, which was visible in Trenches 2, 6 and 7. The three instances are described below.

Trench 2 (Figs. 3 & 4)

- 5.5 A linear feature, Ditch 202, ran at an angle across the trench close to the northern end. It measured 1.2m in width and was 0.43m deep. It contained a single fill (203) which comprised light greyish brown sandy silt, friable, with sparse chalk flecks, stones and pebbles. A small number of finds were recovered from the fill, consisting of one sherd of 20th century glazed pottery, fragments of modern wire-cut brick and a clearly 20th century knife blade.

Trench 6 (Figs. 3 & 5)

- 5.6 A linear feature, Ditch 602, crossed the trench at angle close to the western end. It measured 1.26m in width, was 0.42m deep, and contained a single fill (603) of dark orange brown silty sand, friable with inclusions sub-angular flint and stone from which a small amount of clearly modern debris was recovered along with and two struck

flints. One of the flints has been tentatively dated to the Neolithic period and is a residual artefact. The other flint is probably of modern in origin.

Trench 7 (Figs 3 & 6)

- 5.12 A linear feature, Ditch 702, could be seen running across the northeast corner of Trench 7. Its location and alignment suggest it is part of the same feature recorded in Trenches 2 and 6 as Ditches 202 and 602 respectively. It was not hand sampled

6. THE FINDS

Identification by Mike Green.

- 6.1 Two flint flakes were recovered from the fill of Ditch 602 (Fill 603). One is a blade that has been struck from a prepared core and is probably Neolithic in date, possible earlier Neolithic. It has what appears to be modern edge damage. The other flake, which is also damaged, is likely to be of modern origin.
- 6.2 A small assemblage of modern debris was also recovered from Ditches 202 and 602. Other than confirming its modern date, it has not been further processed.

7. THE BIOLOGICAL EVIDENCE

- 7.1 No biological evidence was recovered during the fieldwork at this site.

8. DISCUSSION

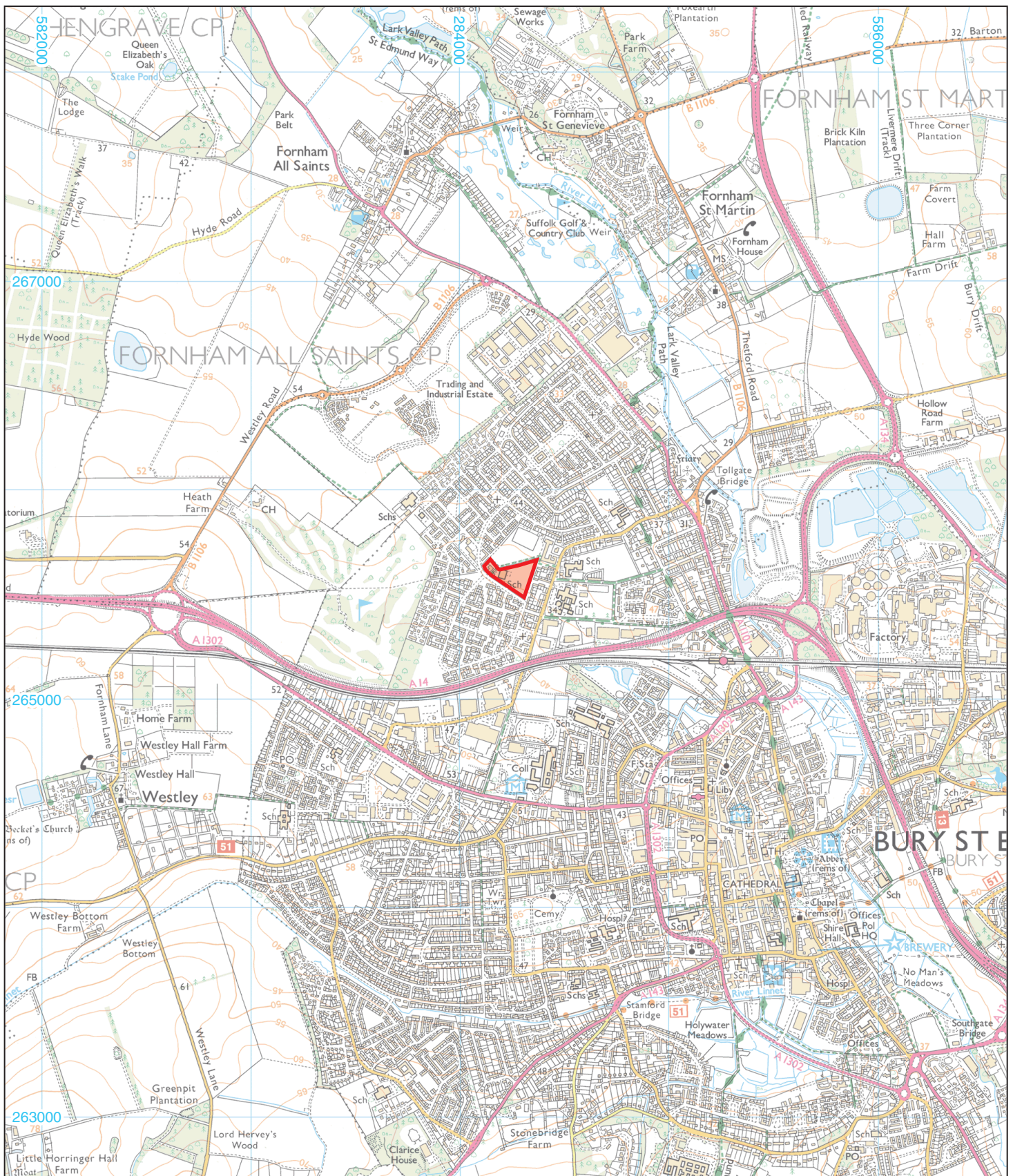
- 8.1 Other than the single ditch noted in Trenches 2, 6 and 7, no features were recorded within the evaluation area and no pre-modern artefacts were recovered.
- 8.2 The ditch, seen in the three trenches, is clearly the same feature and is coincidental with a boundary marked on the 1st, 2nd and 3rd editions of the 25 inches to the mile scale Ordnance Survey maps (published 1885, 1904 and 1926 respectively) and the 1958, six inches to the mile survey. Finds recovered from the fill are clearly modern and confirm it was filled sometime in the second half of the 20th century, probably as part of the creation of the Howard Estate in the 1960s.
- 8.3 There was some suggestion that the lower, southern edge of the playing field had been built up very slightly, but there was no evidence to suggest the surface of the natural subsoil had been previously truncated in association with the construction of the school and the surrounding housing estate or through landscaping.

9. CA PROJECT TEAM

Fieldwork was undertaken by Alice Crush, Georgina Palmer and Mark Sommers. The report was authored by Mark Sommers. The finds identification was by Mike Green and the illustrations were prepared by Ryan Wilson. The archive has been compiled by Mark Sommers and prepared for deposition by Ruth Beveridge and Clare Wootton. The project was managed for CA by Stuart Boulter who also edited the final report.

10. REFERENCES

BGS (British Geological Survey) 2019 *Geology of Britain Viewer* http://maps.bgs.ac.uk/geology_viewer_google/googleviewer.html Accessed 25th November 2019



0 1km

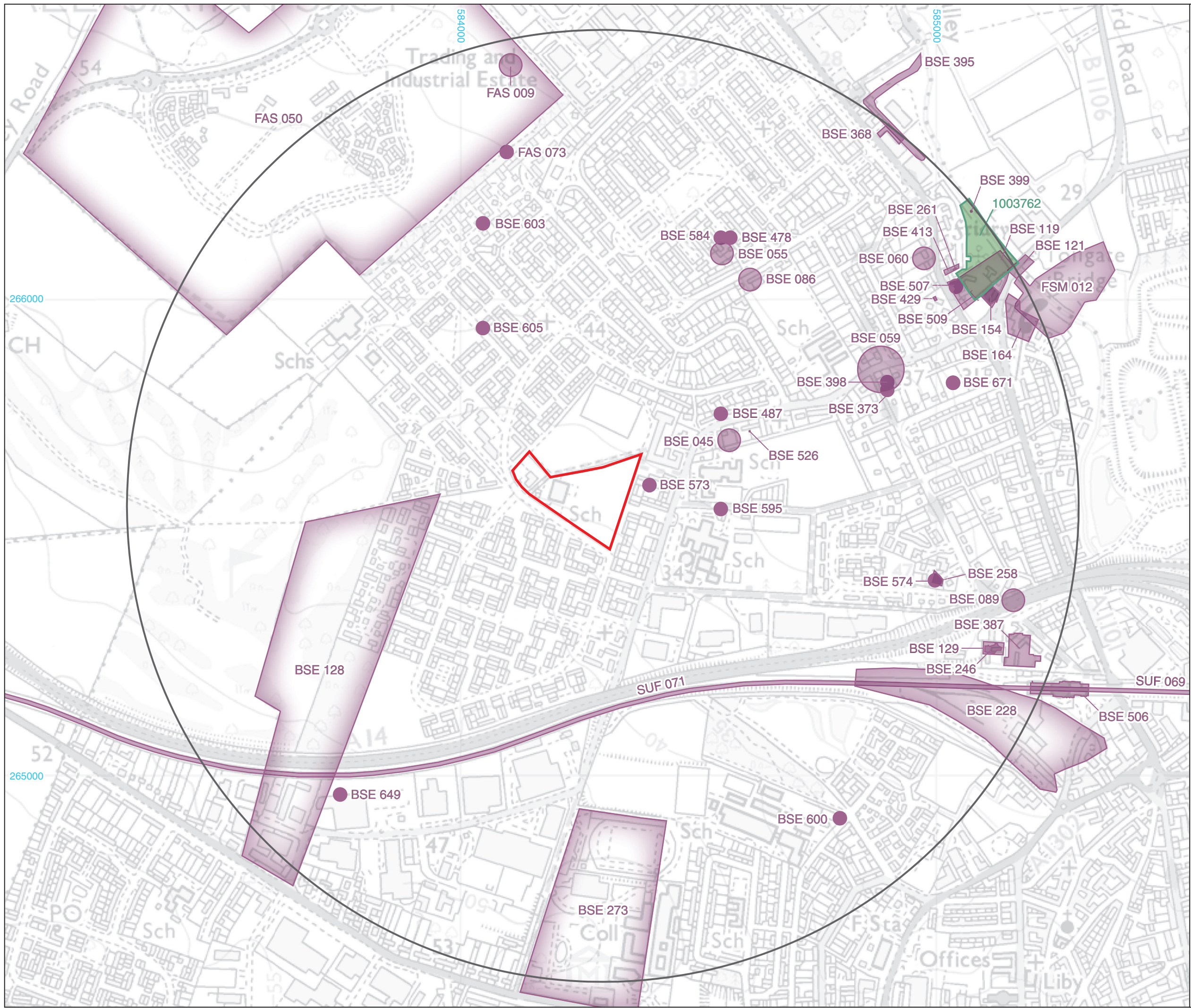


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FIGURE TITLE
 Site location plan

DRAWN BY	RW	PROJECT NO.	SU0065	FIGURE NO.
CHECKED BY	DJB	DATE	22/11/2019	
APPROVED BY	MS	SCALE@A4	1:25,000	1



- Site boundary
- Study area
- Scheduled Monument
- HER entry



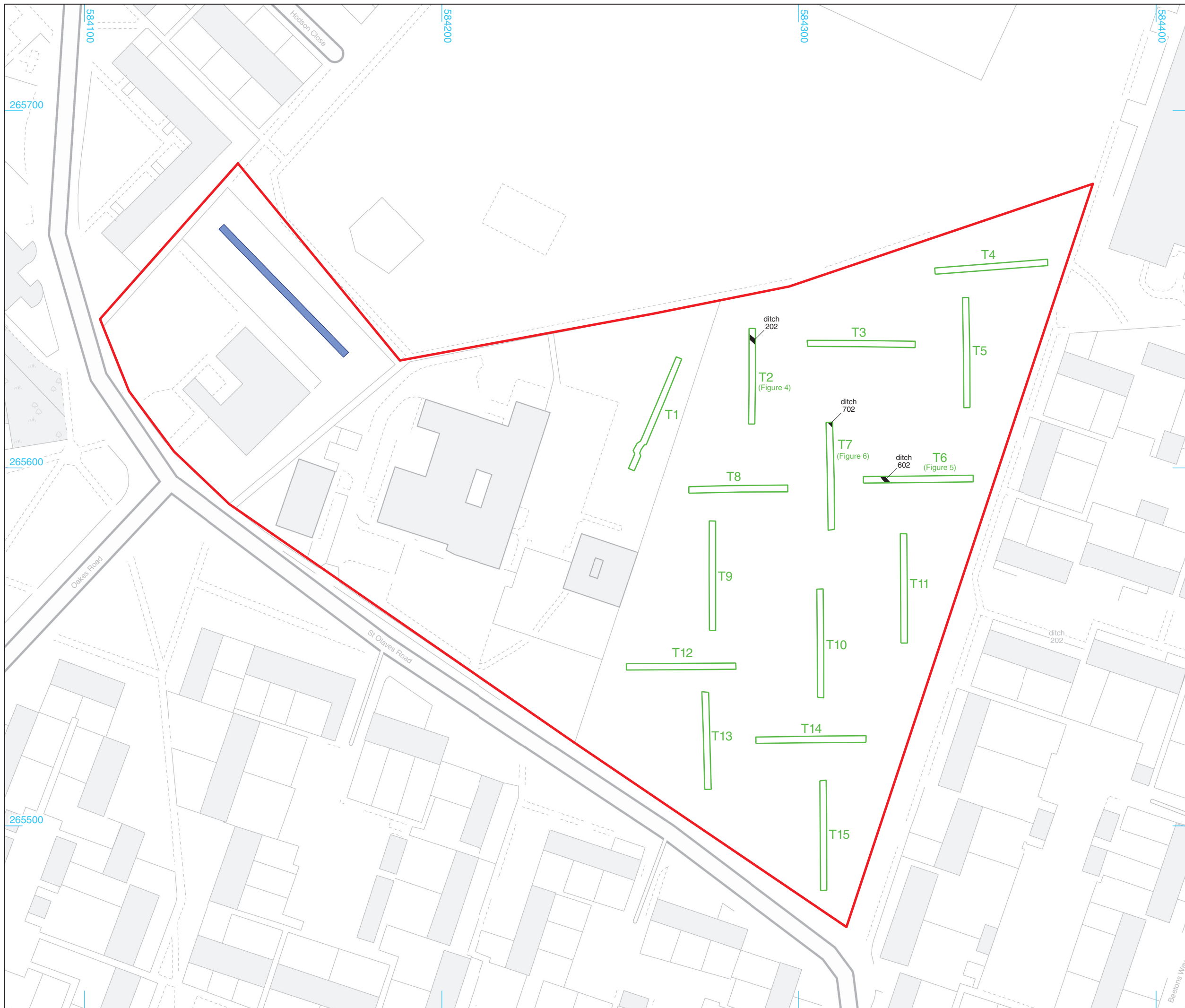
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FIGURE TITLE
 Site showing selected HER entries

DRAWN BY RW	PROJECT NO. SU0065	FIGURE NO.
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- Site boundary
- Evaluation trench
- Archaeological feature
- Proposed evaluation trench



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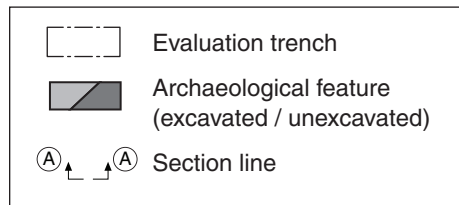
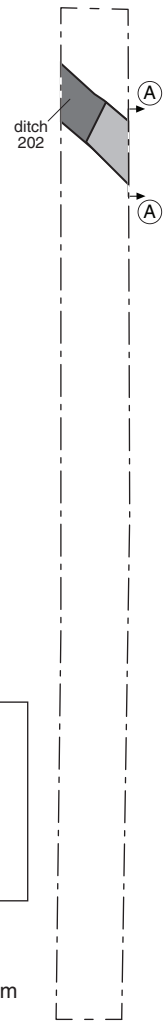
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FIGURE TITLE
Trench location plan

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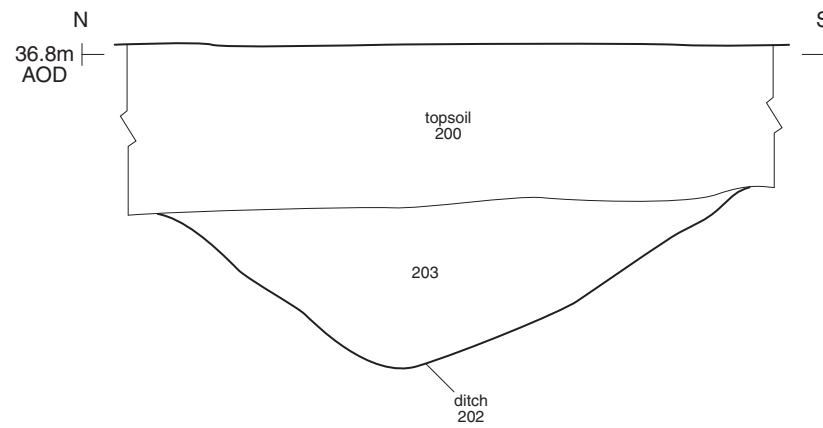


Trench 2



0 1:200 10m

Section AA



0 1:20 1m



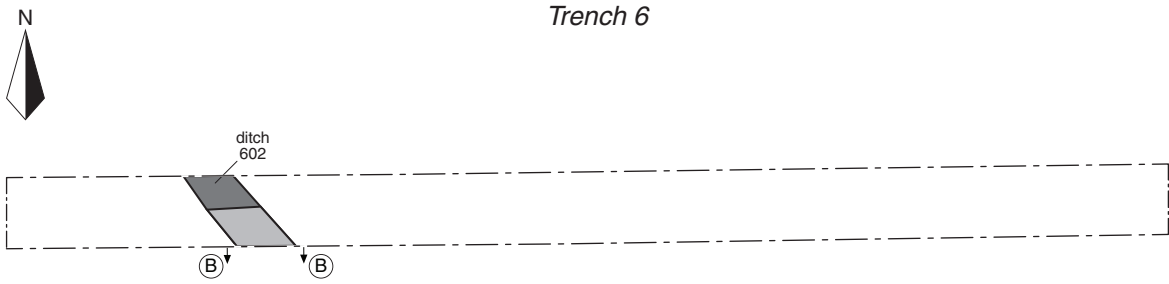
Ditch 202, looking east (1m scale)

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FIGURE TITLE
Trench 2: plan, section and photograph

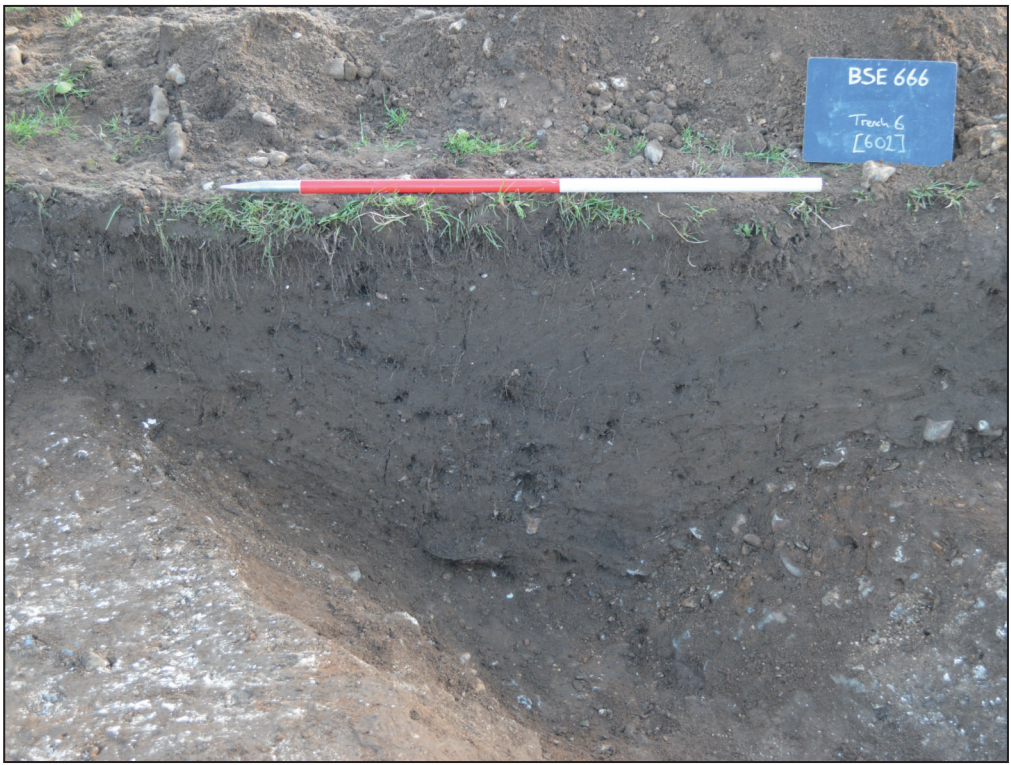
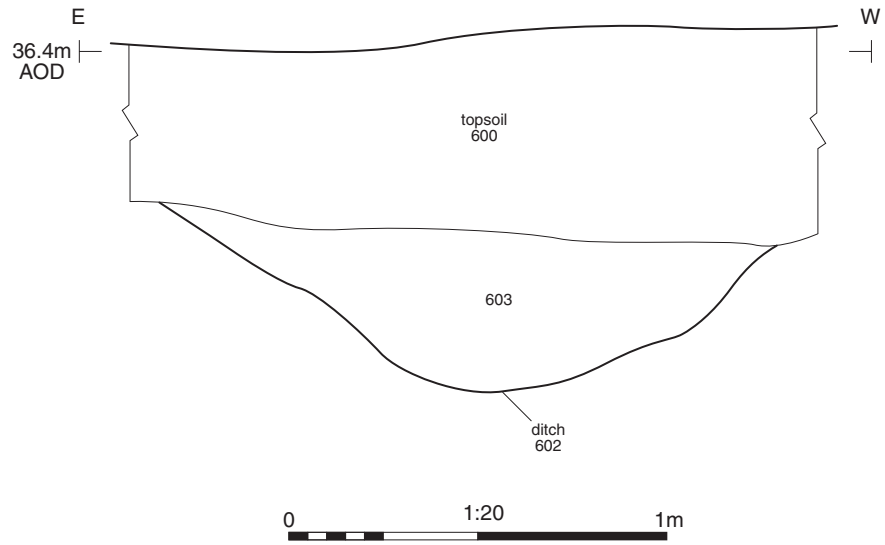
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	Evaluation trench
	Archaeological feature (excavated / unexcavated)
	Section line



Section BB



Ditch 602, looking south (1m scale)

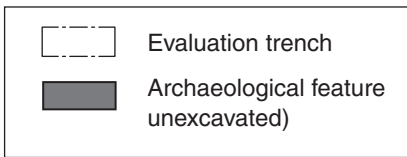
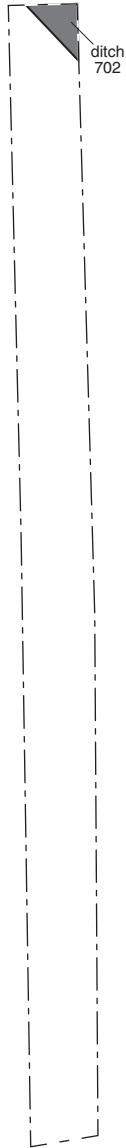
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FIGURE TITLE
Trench 6: plan, section and photograph



Trench 7



Trench 7, looking north (1m scales)



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FIGURE TITLE

Trench 7: photograph

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APPROVED BY	MS	SCALE@A4	NA	

APPENDIX A: CONTEXT DESCRIPTIONS

Context Number	Feature Number	Trench	Feature Category	Description	Interpretation
100		1	Layer	Trench 1 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
101		1	Layer	Trench 1 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
200		2	Layer	Trench 2 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
201		2	Layer	Trench 2 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
202	202	2	Ditch Cut	Linear feature cut aligned SE-NW. Moderately sloping sides, concave base.	post-med field boundary
203	202	2	Ditch Fill	Fill of cut 202. Comprises light greyish brown sandy silt, friable, with sparse chalk flecks, stones and pebbles. Finds recovered comprises one sherd of 20th century glazed pottery, modern brock and a clearly 20th century knife blade (discarded).	deliberate backfill in ditch.
300		3	Layer	Trench 3 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
301		3	Layer	Trench 3 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
400		4	Layer	Trench 4 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
401		4	Layer	Trench 4 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
500		5	Layer	Trench 5 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
501		5	Layer	Trench 5 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
600		6	Layer	Trench 6 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
601		6	Layer	Trench 6 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
602	602	6	Ditch Cut	Linear feature cut aligned SE-NW. Moderately sloping sides, concave base.	post-med field boundary
603	602	6	Ditch Fill	Fill within cut 602. Comprises dark orange brown silty sand, friable with inclusions sub-angular flint and stone. Contains clearly modern debris and two residual struck flints.	
700		7	Layer	Trench 7 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
701		7	Layer	Trench 7 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	

Context Number	Feature Number	Trench	Feature Category	Description	Interpretation
702		7	Ditch Cut	Linear feature cut aligned SE-NW. Same as 202 and 602. Not excavated.	
703		7	Ditch Fill	Fill of cut 702. Not excavated.	
800		8	Layer	Trench 8 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
801		8	Layer	Trench 8 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
900		9	Layer	Trench 9 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
901		9	Layer	Trench 9 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
1000		10	Layer	Trench 10 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
1001		10	Layer	Trench 10 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
1100		11	Layer	Trench 11 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
1101		11	Layer	Trench 11 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
1200		12	Layer	Trench 12 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
1201		12	Layer	Trench 12 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
1300		13	Layer	Trench 13 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
1301		13	Layer	Trench 13 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
1400		14	Layer	Trench 14 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
1401		14	Layer	Trench 1 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	
1500		15	Layer	Trench 15 - Topsoil. Mid greyish brown sandy silt, friable, with occasional chalk fragments and flints.	
1501		15	Layer	Trench 15 - Natural subsoil. mid brownish orange silty sand with patches of broken chalk, sometimes with frequent flint.	

APPENDIX B: LEVELS OF PRINCIPAL DEPOSITS

Levels are expressed as metres Above Ordnance Datum (AOD), as recorded by the GPS survey equipment.

	Trench 1	Trench 2	Trench 3	Trench 4	Trench 5	Trench 6	Trench 7	Trench 8	Trench 9	Trench 10	Trench 11	Trench 12	Trench 13	Trench 14	Trench 15
Trench length	34.5m	27m	30m	32m	30.5m	31m	30m	28m	31m	30m	30.5m	30m	27m	31m	31m
Current ground level	SW end 35.65m	N end 37.02m	W end 36.99m	W end 38.58m	N end 38.44m	W end 36.35m	N end 36.56m	W end 35.68m	N end 35.59m	N end 35.50m	N end 36.13m	W end 34.46m	N end 34.60m	W end 34.46m	N end 34.50m
	NE end 36.56m	SE end 36.42m	E end 37.52m	E end 39.34m	S end 37.30m	E end 36.78m	S end 35.91m	E end 36.01m	S end 35.19m	S end 35.12m	S end 35.80m	E end 34.88m	S end 34.10m	E end 34.96m	S end 33.86m
Depth of natural subsoil	SW end 0.28m (35.37m)	N end 0.38m (36.64m)	W end 0.37m (36.62m)	W end 0.31m (38.27m)	N end 0.37m (38.07m)	W end 0.41m (35.94m)	N end 0.31m (36.25m)	W end 0.28m (35.40m)	N end 0.26m (35.33m)	N end 0.40m (35.10m)	N end 0.53m (35.60m)	W end 0.54m (33.92m)	N end 0.34m (34.26m)	W end 0.43m (34.03m)	N end 0.56m (33.94m)
	NE end 0.43m (36.13m)	S end 0.46m (35.96m)	E end 0.34m (37.18m)	E end 0.35m (38.99m)	S end 0.38m (36.92m)	E end 0.53m (36.25m)	S end 0.37m (35.54m)	E end 0.27m (35.74m)	S end 0.39m (34.80m)	S end 0.30m (34.82m)	S end 0.54m (35.26m)	E end 0.29m (34.59m)	S end 0.55m (33.55m)	E end 0.47m (34.49m)	S end 0.66m (33.20m)
Upper figures are depth below modern ground level; lower figures in parentheses are levels in metres AOD.															

APPENDIX C: HISTORIC ENVIRONMENT RECORD SUMMARIES

See Figure 2 for the recorded locations

HER ref.	Period	Summary
BSE 002	Un	Tumulus, partly destroyed. SE half remains, rest having been levelled to form golfing green. Remains form bunker and not recognised as tumulus. Named in 1926 as 'Tumulus' and shown as oval mound circa 60 feet by 30 feet in size. Note at end of and directly on alignment of PMed tree lined avenue, BSE 128 - possibly landscape feature or collapsed building remains? Formerly in Westley parish.
BSE 004	Un	Site of Thing Houe Tumulus. Human remains, horns and urns found in 1880. Thing Hone, site of ancient mound, possible tumulus and was a place used by the Saxons for council and judicial assemblies, later used as an execution site until 1776. 'Until 1766 it was the place of execution and was called "Betty Burrough's Hill", from the name of the last person who suffered there'. Adjoined Shire-House Heath where stood Hen-Howe, also said to be a meeting place.
BSE 005	Sax	Saxon inhumation burials, C6-C7. Remains of two skeletons, said to be together in a shallow grave, found in a service trench by the side of Northumberland Avenue in Dec 1954. Multiple grave goods also recovered. Trial trenches driven for several yards to N and S without further finds. Human bones and a shield boss found in digging a pit for house drainage in Nov 1955. Skull and further artefacts retrieved from site said to be 50 yards from the previous find. Four other skeletons uncovered circa 100 yards away in graves 2 feet deep into chalk. Lying at right angles to one another, nearly touching in two cases, and appeared to be hurried burials. No associated objects.
BSE 006	Rom & med	Roman artefact scatter recovered in AD1870. Also site of St Thomas' Chapel. Remains comprised a stretch of flint and mortar walling incorporated into a wall at a large house (now demolished). Various 'human remains found' in 1881.
BSE 014	med	Babwell Friary, a Franciscan Friary, founded 1263 and dissolved in 1538. The N half of the scheduled area is a rough field and includes a fishpond and earthworks (and a World War II pill box). The other half is garden and includes part of the church, cemetery and claustral wall. Excavation in 1985 record a single inhumation and remains of a substantial E-W wall, subsequently interpreted as ?S wall of church nave. A large part of the friary site is also a Scheduled Monument (List Entry Number: 1003762).
BSE 031	Sax	Findspot of an Anglo Saxon bone decorated strap end.
BSE 033	IA	Findspot of an Iron-Age bronze ring from a cauldron.
BSE 036	BA	Findspot of two sherds of Bronze Age collared urn.
BSE 045	IA	Findspot of an Iron Age coin.
BSE 055	Pmed	Two post medieval lead cloth seals from garden in Reeve Close. One, a lead ulnaga seal, dumb-bell shaped, folded at the middle, ends impressed with letter 'A' on one side and a pine-cone (?) on the other. Probably late C16-early C17. The other a lead bale seal, 20mm diameter. Obv: letters and symbols; Rev: flattened rivet. Initials PH (?merchant's name) Probably 17th or early 18th Century.

HER ref.	Period	Summary
BSE 059	?Sax	Inhumation cemetery, possibly ESax. "Human remains found AD 1821" marked on OS 1:500 map. Before 1843 'at least 20 skeletons were found in a field in the Tollgate Lane. They lay circa 1 foot deep ... lying at full length and in a row. With them was a small urn of coarse ware and rude workmanship, quite empty'. It seems likely that both accounts refer to one find although the precise location is questionable. They have also been related in to the more recent finds of Sax burials to the west (see BSE 005).
BSE 060	med	Sculpture fragment of head carved in fairly soft fine-grained limestone. Probably from corbel table or similar location. Style suggests late medieval date. Location close to Babwell Friary, suggests this maybe the origin. Also, a tapered square (circa 18" to 2') stone block, with marked central dimple in top surface, found digging up tree stump in garden of 31 Mildenhall Road. Other, loose, flint and mortar rubble spread in subsoil suggesting demolished stone walling/structure in area.
BSE 086	Un	Human burial disturbed by service pipe trench to 51 Gloucester Road. Head to W, 1.3m depth, no grave goods.
BSE 089	Un	'Human remains found'. Shown with cross on OS 1:500 map. NW of BSE 006.
BSE 119	med	Monitoring of the footing trenches following resistivity survey of two bungalows, one within the precinct of the medieval Franciscan Friary (BSE 014) and one immediately outside the precinct, failed to identify any intensive medieval occupation, although a subrectangular earthwork was identified in the NW corner of plot 1 which may be the remains of a medieval building platform. A ditch just outside the precinct wall was also identified.
BSE 121	med	Bridge crossing River Lark probably medieval in origin. Now known as Tollgate Bridge. Note remains of medieval bridge to N.
BSE 128	Pmed	Map evidence shows an avenue surrounded by trees, leading possibly to Hyde Wood, Hengrave. A 'Lodge' existed at SE point, near main road. Area named 'The Park'. Bisected by railway line in 1854. Lodge possibly surviving at that date and shown as a pair of semi-detached dwellings with small outhouse/s & well. Lodge and S end of park now built over. Note oval 'tumulus' (?) BSE 002, at N end of avenue - possibly landscape feature or even remains of former building. Formerly in Westley parish.
BSE 129	Med & Pmed	Four post holes located in trial trench in an area beyond the edge of former gravel pit. An undated feature was also recorded. The post holes were dispersed along the trench and one contained a medieval rim sherd. Medieval and post medieval pottery was also recovered from the trench spoil. Southern end of area subject to gravel extraction in middle of the 18th century.
BSE 154	med	Two evaluation trenches just outside the precinct wall of Babwell Friary (BSE 014) uncovered a large ditch running parallel to, and south of, the Friary wall, filled in the PMed period. See during later monitoring along with other pits, but these could not be dated. Evidence from monitoring the adjacent plot shows that the ditch extends away east of the site. The ditch probably relates to the Friary boundary, although the date is not known.

HER ref.	Period	Summary
BSE 164	?Sax & med	Archaeological evaluation near the site of the medieval Babwell Mill, revealed evidence for a water management system serving the mill. Documentary and physical evidence was found for the siting of the dam and mill pond as well as evidence for the changing course of the river, both natural and manmade. Possibly early Saxon features were found (sealed by suspected medieval deposits) which may indicate settlement activity. Contemporary with a possibly early Saxon cemetery identified last century on Tollgate Lane (BSE 059).
BSE 228	Pmed	Northgate railway complex including a Goods Shed, an Engine Shed and a Coal Yard is visible on the 1st edition Ordnance Survey map. Presumably constructed after the station was built in 1847 (BSE 506). The goods shed has been demolished but some tracks remain from the area of the coal yard. The mid-late 19th century coal yard is located to the north of the former malting (See BSE 255). From cartographic and other historic evidence it was established that the area would have formed part of a large industrial site to the south of Northgate station, at the time mostly occupied by coal yards and good sheds. It was served by three separate railway tracks and linked with a plot of land to the southeast of it, fronting onto Northgate and Tayfen Road. The buildings on the site originally comprised industrial warehouses and open-sided sheds, as well as a small office building. Apart from the office, none of these buildings survived. Coal Yard is marked on 1886, 1904, 1926 and 1965 OS map along with the malthouse.
BSE 246	Pmed	Excavation of the former maltings revealed that the site was heavily disturbed and terraced by the construction of the former maltings and the railway in the 19th century along with earlier post-medieval quarry pits. A small area of relatively undisturbed archaeology was excavated along the western edge of the site. Several pits and a probable ditch were identified and were post-medieval in date and therefore likely to be associated with the maltings. No medieval features were identified although residual medieval finds were recovered.
BSE 258	med	A posthole of likely medieval date was identified during evaluation trenching. A sherd of medieval pottery was identified in its vicinity. A Boy Bishop token, musket ball and a flint flake were also found.
BSE 261	med	Two parallel walls were exposed forming a corridor with a tiled floor which may have been part of a cloister to the north of Babwell Friary church. A third wall was also identified and was part of a structure to the west. A heavily disturbed external cobbled surface was also identified to the north and west of the walls. All structural remains were left to be preserved in situ by the developer.
BSE 273	Pmed	Gibraltar Barracks, constructed in 1878 for the Suffolk Regiment. It consisted of a main keep, a hospital, officers mess, residential and domestic blocks and other military buildings, gardens, parade ground and drill ground. Went out of use in 1959 and all buildings except the keep and the perimeter walls were demolished. Documentary evidence suggests former landuse was open fields since the 15th century until the construction of the Barracks in 1878. A substantial archive survives relating to the Barracks, consisting of plans, photographs, personal experiences and other data. Although only the walls and Keep now survive, which are listed buildings, the overall plan of the Barracks can still be identified in the modern layout, and the remains of this is of local and regional importance. The Barracks garden survives in an outline form with many mature trees. An egg-shaped bed that can still be seen may relate back to a pre-19th century field name and could be indicative of archaeological deposits in this area.

HER ref.	Period	Summary
BSE 296	Un	An undated ditch was recorded in footing trenches during monitoring of groundwork.
BSE 368	Pmed	Monitoring of the excavation of trenches, a man hole and a large soak-away revealed evidence of several post-medieval features and layers, including canal channels thought to be associated with a coal yard and the maltings. A brick quayside surface, as well as a chalk screed/surface, several make-up, consolidation and levelling layers were also recorded. All are post-medieval.
BSE 373	?Sax	Remains of a minimum of 5 burials (probably Early Saxon) found in 1956. Precise location is not entirely clear (see also BSE 059).
BSE 387	Pmed	"Thingoe Maltings, fine late 19th C maltings in two parallel ranges by railway. Still used for floor malting'. Later demolished and replaced by housing. Visited by SIAS March 1982 when still in operation.
BSE 395	Pmed	Old Canal, River Lark Navigation; Fornham Wharf. Terminus of Lark Navigation? Found on the 1880's map - it ran beyond Dunnell's (now Mildenhall) Maltings which is a grade listed 2 building.
BSE 398	Pmed	Archaeological monitoring discovered two 19th century pits. A piece of early 19th century brick was recovered from one.
BSE 399	Pmed	Second World War Type 22 pillbox (thick-walled) of standard design, except that there are no embrasures in the entrance wall and there is a blast wall with right angled ends and a single embrasure in front of entrance. In a meadow at Babwell Friary, adjacent to South-West bank of River Lark.
BSE 413	Neo/EBA	Neolithic or Early Bronze Age scraper on long flake; Neolithic long flake/blade with edge retouch and parallel blade scars on dorsal face; heavily patinated large flake, possibly Mesolithic or Neolithic, with later, unpatinated, limited edge retouch.
BSE 429	Un	Horse mandible found in garden.
BSE 478	med	One-piece bronze strap-end with an ornamental square mound rivetted through the split end. 4.5cm long with a 1.4cm square plate at one end - this bears the Lombardic letter S gilded against a white enamel background. Probably 15th century, this would appear to have come from a belt or strap imitating the collars of esses that were worn as badges of distinction by the nobles under the Lancastrian kings.
BSE 487	Un	Tumulus called Henhowe, on Shire Hall Heath between the roads from Risby Gate and North Gate. Made the Hill of Judicature when local court transferred from Catteshill in 1305. On 'land adjoining (the site of Thinghowe) was the Shire-House heath on which, on a small eminence called Henhowe, the shirehall stood till its removal in 1573 to its present site'. This would appear to have to be the great court (equivalent to a Shire Court) of all 8 1/2 hundreds under the Abbey control, after its move from Catteshill.
BSE 506	Pmed	Bury St Edmunds railway station opened in 1847 as part of the Ipswich to Bury St Edmunds line. It became a Great Eastern Railway station in 1862 and was connected to Long Melford, Thetford and Ely as well as Ipswich. The station was

HER ref.	Period	Summary
		designed by Sancton Wood. It was originally a terminus station before the extensions to Newmarket, Cambridge and Ely.
BSE 507		Outline record – no further detail.
BSE 509	Preh, Sax, Rom, med & Pmed	Evaluation revealed residual prehistoric pottery, as well as Roman and Saxon pottery found in a possible robber trench. Evidence of human burials was also uncovered along with some disarticulated bone and residual human bone that was found in two pits, one of which contained post-medieval pottery. The evaluation revealed articulated human bone within grave cuts (left in situ). Low quantities of residual medieval CBM, including glazed floor tile were recovered. The alignment of the possible robber pit suggests that it may be a continuation of a robbed out wall recorded to the south-east. An undated ditch, and several undated pits were also seen. The physical assessment of the two sections of wall recorded a large stretch of the medieval precinct wall extending northeast from beyond the breakfast room. The curved section of wall is of a number of phases, the predominant visible fabric being post-medieval brick (17th-19th century) and flint, the latter likely reused, with occasional pieces of reused medieval stonework.
BSE 573	med	Findspot of a Boy-Bishop' St Nicholas token and Immitation penny found on path by recreation ground.
BSE 574	Pal	Palaeolithic flake. Rolled and stained Levallois flake (now in Ashmolean Museum).
BSE 584	med	Medieval pottery C13/C14 onwards found in garden. Two tokens (late) retained by finder.
BSE 595	Rom	Items found in topsoil during construction: coin of Tetricius? (may be Tetimius Antoninianus), reverse - SPES AUG, obverse - CPIU ESU TETRICIUS CAES (AD 220-223); bronze ring, diameter 2.5cm internal, patinated without corrosion. Rom(??) harness ring.
BSE 600	med	Findspot of medieval tokens, seals and buckles.
BSE 603	med	Medieval pottery face mask, C14-C15, from glazed green jug.
BSE 605	Rom	Findspot of a minim, C3/C4 (location dubious).
BSE 649	med	Findspot: Heraldic horse brass decorated with arms of William d'Ufford, Earl of Suffolk, circa 1350-1360.
BSE 671		Outline record – no further detail.
FAS 009	BA	Findspot: Socketed bronze axe, 7.4 x 4.3cms, part of socket missing. Retained by finder.
FAS 050	BA, IA, Rom & med	Evaluation and subsequent excavation has recorded a concentration of Iron Age features, particularly 'storage pits' of a type characteristic of domestic sites of that date excavated in the region. A trackway pre-dating the pits is recorded across the site. Iron-Age and Roman remains were identified in the topographically higher western and south-western part of the development area.

HER ref.	Period	Summary
		The Roman area has been partly compromised by quarrying but appears to be an enclosed rural site mainly of 2nd-3rd century date, with some finds into the later Roman period. Also on this higher ground, Bronze Age cremations were identified which add to the corpus of those recorded at the adjacent golf course and, more generally, to the number of known Bronze Age funerary arenas overlooking river valleys. A Bronze-Age burnt mound on the high ground at the west of the site also recorded.
FAS 073	Pmed	Lead cloth seal with 'R' over four crossed 'X's stamped on front and '122' (+ three parallel horizontal lines) scratched on reverse.
FSM 012	med	'Babwell or Abbot's Mill (site of)'. Jocelin of Brakeland, commenting on Abbot Samson's faults stated "he has so raised the level of the fish pond at Babwell, for the new mill, that... ". The mill is shown on Bowen's 1755 map, but not on Hodskinsons 1783 map though a possible large leat is shown on the E side of the river. River canalised(?) & lock inserted to SW of mill site in C18/C19(?). Affect on mill unknown. HER'd area extended to include substantial (dam) bank to rear of Tollgate PH under Babwell Mill site and earthworks in meadow to S of bank.
SUF 069	Pmed	The Ipswich and Bury Railway (I&BR) was built as an extension to the Eastern Union Railway and opened in November 1846. The I&BR formally merged with the Eastern Union Railway in July 1847. This stretch of track now comprises as part of the Ipswich to Cambridge/Ely cross-country route and is important for freight to and from Felixstowe Docks.
SUF 071	Pmed	This stretch of track was constructed to connect the line between the Newmarket Railway and Bury St Edmunds station and was completed in 1854. It remains in use and forms part of a major cross-country route allowing freight access to Felixstowe Docks.

APPENDIX D: OASIS REPORT FORM

OASIS DATA COLLECTION FORM: England

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OASIS ID: suffolka1-333056

Project details

Project name	Former Howard Community Primary School, St Olaves Road, Bury St. Edmunds
Short description of the project	Trenched Evaluation revealed a single late post medieval ditch only
Project dates	Start: 11-11-2019 End: 15-11-2019
Previous/future work	No / Not known
Any associated project reference codes	BSE 666 - Sitecode
Any associated project reference codes	DC/17/1047/OUT - Planning Application No.
Type of project	Field evaluation
Current Land use	Community Service 1 - Community Buildings
Monument type	DITCH Post Medieval
Significant Finds	FLAKE Neolithic
Methods & techniques	"Sample Trenches"
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK ST EDMUNDSBURY BURY ST EDMUNDS Former Howard Community Primary School
Study area	2.8 Hectares
Site coordinates	TL 842 656 52.257221560158 0.699163481308 52 15 26 N 000 41 56 E Point
Height OD / Depth	Min: 33.2m Max: 38.99m

Project creators

Name of Organisation	Cotswold Archaeology - Suffolk Office
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Cotswold Archaeology (Suffolk)
Project director/manager	Stuart Boulter
Project supervisor	Mark Sommers

Type of sponsor/funding body Developer

Project archives

Physical Archive recipient Suffolk HER
 Physical Archive ID BSE 666
 Physical Contents "Worked stone/lithics"
 Digital Archive recipient Suffolk HER
 Digital Archive ID BSE 666
 Digital Contents "other"
 Digital Media available "Images raster / digital photography", "Text"
 Paper Archive recipient Suffolk HER
 Paper Archive ID BSE 666
 Paper Contents "other"
 Paper Media available "Report", "Section"

Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)
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Former Howard Community Primary School, St. Olaves Road, Bury St. Edmunds, Suffolk

*Written Scheme of Investigation for a Programme of
Archaeological Evaluation*



for
Keepmoat Homes

CA Project: SU0065
OASIS ID: suffolka1-333056
HER Ref: BSE 666
September 2019



Former Howard Community Primary School, St. Olaves Road, Bury St. Edmunds, Suffolk

Written Scheme of Investigation for a Programme of Archaeological Evaluation

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OASIS ID: suffolka1-333056
HER reference: BSE 666



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REVISION	DATE	AUTHOR	CHECKED BY	STATUS	REASONS FOR REVISION	APPROVED BY
A	2019/09/16	STUART BOULTER		INTERNAL REVIEW	GENERAL EDIT	STUART BOULTER

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Figure 1 Site Location

Figure 2 Trench Location Plan

Appendix A: Cotswold Archaeology Specialists

Appendix B: Archaeological Standards and Guidelines

SUMMARY OF PROJECT DETAILS

Location	Site Name	Former Howard Community Primary School
	Parish/County	Bury St. Edmunds/Suffolk
	Grid Reference	584270 265580
Site details	Project type	Trenched evaluation
	Size of Area	2.78 hectares (1.8 hectares green space)
	Access	From St. Olaves Road
	Planning proposal	Housing
Staffing	No. of personnel (CA)	Estimated as 1 x PO + 2 Project Assistants
	No. of subcontractor personnel	TBC
Project dates	Start date	Autumn 2019
	Fieldwork duration	Up to 7 days
Reference codes	Site Code	BSE 666
	OASIS No.	Suffolka1-333056
	Planning Application No.	DC/17/1047/OUT
	HER Search Invoice Number	TBC
	CA Jobcode	SU0065
Key persons	Project Manager	Stuart Boulter
	Project Officer	TBA
	Metal Detectorist	Steve Hunt
Hire details	Plant	Holmes Plant
	Welfare	NA
	Tool-hire	NA

Personnel and contact numbers

Cotswold	Office Head	Dr Rhodri Gardner	01449 900120
Archaeology;	Project Managers	John Craven, Joanna Caruth	01449 900121
Suffolk Office		Stuart Boulter	01449 900122
	Finds Dept	Richenda Goffin	01449 900129
	H&S	John Craven	01449 900121
	EMS	Jezz Meredith	01449 900124
Client	Client	Keepmoat Homes	-
	Client Contact	James Whelan	07973 634612
	Landowner/Tenant	-	-
Archaeological	Curatorial Officer	Hannah Cutler (SCCAS)	01284 741230
	EH Regional Science Advisor	Dr Zoe Outram	01223 582707

1. BACKGROUND

- 1.1 Cotswold Archaeology (hereafter CA) have been commissioned by Keepmoat Homes to undertake a programme of archaeological evaluation covering the area of a proposed housing development (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 archaeological 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 on planning application DC/17/1047/OUT, 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 Hannah Cutler of SCCAS (dated 24th October 2018) covering this specific planning condition. Any archaeological mitigation works subsequently 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, representing a large open space within an area that was previously developed, prior to the introduction of planning guidance relating to archaeological remains. The general aspect, contour/topographic setting of the site is broadly similar to that where remains were recorded partly overlooking the Tay Fen to the south-west. Included are a tumulus and a Bronze Age urn to the west; both indicative of prehistoric funerary activity (BSE 002, BSE 036) along with Anglo-Saxon and Roman burials and finds to the north-west (BSE 005), close to the site of another tumulus, Hen Howe (BSE 487). A full HER search will be commissioned from SCCAS as part of the archaeological evaluation.
- 1.5 Therefore, it is considered that the lack of previous investigation combined with the presence of significant archaeological deposits recorded on sites occupying a similar geographic location, results in a considerable potential for archaeology to be present within the proposed development area. Groundworks associated with the development clearly have the potential to severely damage any below-ground heritage assets that currently survive on the site. The evaluation is designed to broadly characterise and

quantify any archaeology present in order that a programme of archaeological mitigation can be instigated as part of the planning process.

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 2019)

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.

- 1.8 The site itself lies at between the 35m and 40m contours and slopes gently down to the south-west. The bedrock geology comprises Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation and Culver Chalk Formation (undifferentiated) - Chalk. Sedimentary Bedrock formed approximately 72 to 94 million years ago in the Cretaceous Period. Local environment previously dominated by warm chalk seas. Locally there are superficial deposits of 'Head' - Clay, Silt, Sand and Gravel formed up to 3 million years ago in the Quaternary Period in an environment previously dominated by subaerial slopes.

2. FIELDWORK

- 2.1 The archaeological excavation fieldwork will be carried out by full-time professional employees of CA. The project team will be led in the field by an experienced member of staff of Project Officer grade/experience (*TBA*). The excavation team will comprise a Project Officer with metal detecting undertaken by experienced metal detectorist (Steve Hunt).
- 2.2 The Brief (section 4.3) states that the evaluation trenches should cover 5% by area of the overall proposed development site of 2.8 hectares. This equates to a 772m length of trench with 1.8m wide bucket. However, the area of the site that is presently available for evaluation is only 1.8 hectares with 5% by area equating to a 500m length of trenching using a 1.8m wide bucket. It is proposed that a single 50m long trench is excavated in the small area at the northern end of the site with 15 x 30m trenches located in the larger area to the south, arrayed to give a representative sample (Figure 2). Given the open nature of the site and its use as an amenity area by the general public, it will be necessary to fence working areas and not leave trenches open overnight. Should it be found necessary to leave trenches open then more robust fencing will be employed.
- 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 CA.

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 (BSE 666) 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 CA staff member Steve Hunt or Mike Green 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 CA 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 their excavation and removal from site is

deemed necessary by SCCAS, a suitable licence will be obtained. 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 and 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 (BSE 666) will be clearly marked on all documentation and material relating to the project.
- 3.2 The post-excavation finds work will be managed by CA'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 CA 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. CA 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 CA 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 CA, 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 CA and the project archive.

4. STAFF AND TIMETABLE

4.1 This project will be under the management of Stuart Boulter MCIfA, Project Manager, CA.

4.2 The staffing structure will be organised thus: the Project Manager will direct the overall conduct of the project as required during the period of fieldwork. Day to day responsibility however will rest with the Project Officer (*TBA*).

4.3 It is envisaged that of the project fieldwork will be undertaken by Project Officer and two additional staff members.

4.4 It has been estimated that the fieldwork will take up to seven days on site.

4.5 The most frequently used specialists who will be invited to advise and report on specific aspects of the project as necessary are:

Ceramics	Ed McSloy, Steve Benfield (CA)
Metalwork	Ed McSloy, Ruth Beveridge (CA)
Flint	Jacky Sommerville, Michael Green (CA)

Animal Bone	Julie Curl (freelance)
Human Bone	Sharon Clough (CA)
Environmental Remains	Sarah Wyles, Anna West (CA)
Conservation	Pieta Greeves (freelance)
Geoarchaeology	Dr Keith Wilkinson (ARCA)

4.6 Depending upon the nature of the deposits and artefacts encountered it may be necessary to consult other specialists; a full list of specialists currently used by Cotswold Archaeology is contained within Appendix A.

5. HEALTH, SAFETY AND ENVIRONMENT

5.1 CA will conduct all works in accordance with the Health and Safety at Work Act 1974 and all subsequent Health and Safety legislation, CA Health and Safety and Environmental policies and the CA Safety, Health and Environmental Management System (SHE). A site-specific Construction Phase Plan (form SHE 017) will be formulated prior to commencement of fieldwork. In addition, any Health and Safety requirements of the on-site contractor will be taken into account.

5.2 It will be the site owner's and/or developer's responsibility to make the site secure and to minimise unauthorised access to the excavation area. Any deep or potentially dangerous excavations will however be fenced off to minimise risk to staff and visitors to the site.

6. INSURANCES

6.1 CA holds Public Liability Insurance to a limit of £10,000,000 and Professional Indemnity Insurance to a limit of £10,000,000.

7. MONITORING

7.1 Notification of the start of site works will be made to Hannah Cutler or other member of the SCCAS curatorial team so that there will be opportunities to visit the excavation and check on the quality and progress of the work.

8. QUALITY ASSURANCE

- 8.1 CA is a Registered Organisation (RO) with the Chartered Institute for Archaeologists (RO Ref. No. 8). As a RO, CA endorses the *Code of Conduct* (CIfA 2014) and the *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology* (CIfA 2014). All CA Project Managers and Project Officers hold either full Member or Associate status within the CIfA.
- 8.2 CA operates an internal quality assurance system in the following manner. Projects are overseen by a Project Manager who is responsible for the quality of the project. The Project Manager reports to the Chief Executive who bears ultimate responsibility for the conduct of all CA operations. Matters of policy and corporate strategy are determined by the Board of Directors, and in cases of dispute recourse may be made to the Chairman of the Board.

9. PUBLIC ENGAGEMENT, PARTICIPATION AND BENEFIT

- 9.1 It is not envisaged that this project will afford opportunities for public engagement or participation during the course of the fieldwork. However, the results will be made publicly available on the ADS and Cotswold Archaeology websites, as set out in Section 6 above, in due course.

10. STAFF TRAINING AND CPD

- 10.1 CA has a fully documented mandatory Performance Management system for all staff which reviews personal performance, identifies areas for improvement, sets targets and ensures the provision of appropriate training within CA's adopted training policy. In addition, CA has developed an award-winning Career Development Programme for its staff, which ensures a consistent and high quality approach to the development of appropriate skills.
- 10.2 As part of the company's requirement for Continuing Professional Development, all members of staff are also required to maintain a Personal Development Plan and an associated log which is reviewed within the Performance Management system. All staff are subject to probationary periods on appointment, with monthly review; for site-

based staff additional monthly Employee Performance Evaluations measure and record skills and identify training needs.

11. REFERENCES

Cutler, H., 2018, *Brief for a Trenched Archaeological Evaluation at Former Howard Community Primary School, St Olaves Road, Bury St. Edmunds, Suffolk*, unpublished document, SCCAS

BGS (British Geological Survey) 2019 *Geology of Britain Viewer*, accessed 12 June 2019 <http://mapapps.bgs.ac.uk/geologyofbritain/home.html>

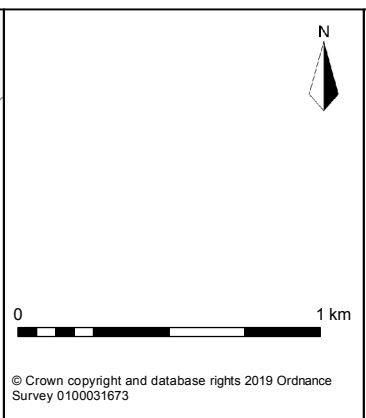
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SCCAS (Suffolk County Council Archaeological Service), 2017, *Requirements for a Trenched Archaeological Evaluation*, pdf online document: <https://www.suffolk.gov.uk/assets/culture-heritage-and-leisure/suffolk-archaeological-service/SCCAS-Trenched-Evaluation-Requirements-2017.pdf>

SCCAS (Suffolk County Council Archaeological Service), 2019, *Archaeological Archives in Suffolk, Guidelines for Preparation and Deposition*, pdf online document: <https://www.suffolk.gov.uk/assets/culture-heritage-and-leisure/suffolk-archaeological-service/Archive-Guidelines-for-Depositors-2019.pdf>



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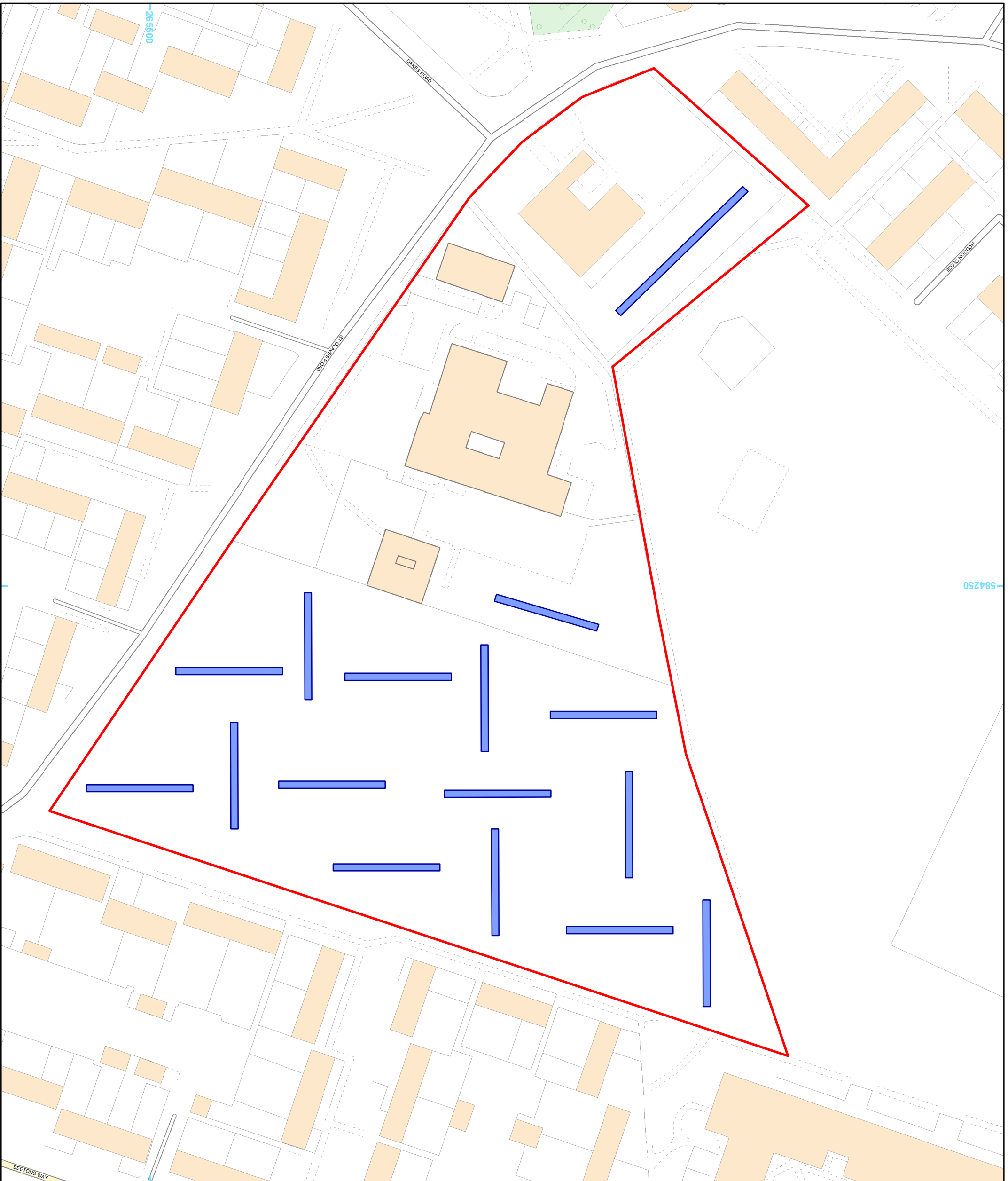
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PROJECT TITLE
 Former Howard Community School
 Bury St Edmunds

FIGURE TITLE
Site location plan

DRAWN BY	KW	PROJECT NO.	SU0065	FIGURE NO.
CHECKED BY	DATE	16/09/2019		1
APPROVED BY	SB	SCALE @ A4	1:25,000	

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- Legend**
- Site boundary
 - Proposed evaluation trench



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PROJECT TITLE
 Former Howard Community School
 Bury St Edmunds

Trench location plan

DRAWN BY	KW	PROJECT NO.	SU0065	FIGURE NO.	2
CHECKED BY	xx	DATE	18/09/2019		
APPROVED BY	SB	SCALE	A3 1:1,000		

APPENDIX A: COTSWOLD ARCHAEOLOGY SPECIALISTS

Ceramics

Neolithic/Bronze Age	Ed McSloy BA MCIFA (CA) Emily Edwards (freelance) Dr Elaine Morris BA PhD FSA MCIFA (University of Southampton)
Iron Age/Roman (Samian) (Amphorae stamps)	Ed McSloy BA MCIFA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Gwladys Montell MA PhD (freelance) Dr David Williams PhD FSA (freelance)
Anglo-Saxon	Paul Blinkhorn BTech (freelance) Dr Jane Timby BA PhD FSA MCIFA (freelance)
Medieval/post-medieval	Ed McSloy BA MCIFA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Stephanie Ratkai BA (freelance) Paul Blinkhorn BTech (freelance) John Allan BA MPhil FSA (freelance)
South West	Henrietta Quinnell BA FSA MCIFA (University of Exeter)
Clay tobacco pipe	Reg Jackson MLitt MCIFA (freelance) Marek Lewcun (freelance)
Ceramic Building Material	Ed McSloy MCIFA (CA) Dr Peter Warry PhD (freelance)

Other Finds

Small Finds	Ed McSloy BA MCIFA (CA)
Metal Artefacts	Katie Marsden BSc (CA) Dr Jörn Schuster MA DPhil FSA MCIFA (freelance) Dr Hilary Cool BA PhD FSA (freelance)
Lithics (Palaeolithic)	Ed McSloy BA MCIFA (CA) Jacky Sommerville BSc MA PCIFA (CA) Dr Francis Wenban-Smith BA MA PhD (University of Southampton)
Worked Stone	Dr Ruth Shaffrey BA PhD MCIFA (freelance) Dr Kevin Hayward FSA BSc MSc PhD PCIFA (freelance)
Inscriptions	Dr Roger Tomlin MA DPhil, FSA (Oxford)
Glass	Ed McSloy MCIFA (CA) Dr Hilary Cool BA PhD FSA (freelance) Dr David Dungworth BA PhD (freelance; English Heritage)
Coins	Ed McSloy BA MCIFA (CA) Dr Peter Guest BA PhD FSA (Cardiff University) Dr Richard Reece BSc PhD FSA (freelance)
Leather	Quita Mould MA FSA (freelance)
Textiles	Penelope Walton Rogers FSA Dip Acc. (freelance)
Iron slag/metal technology	Dr Tim Young MA PhD (Cardiff University) Dr David Starley BSc PhD
Worked wood	Michael Bamforth BSc MCIFA (freelance)

Biological Remains

Animal bone	Dr Philip Armitage MSc PhD MCIFA (freelance) Dr Matilda Holmes BSc MSc ACIFA (freelance)
Human Bone	Sharon Clough BA MSc MCIFA (CA)
Environmental sampling	Sarah Wyles BA PCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA)
Pollen	Dr Michael Grant BSc MSc PhD (University of Southampton) Dr Rob Batchelor BSc MSc PhD MCIFA (QUEST, University of Reading)
Diatoms	Dr Tom Hill BSc PhD CPLHE (Natural History Museum) Dr Nigel Cameron BSc MSc PhD (University College London)
Charred Plant Remains	Sarah Wyles BA PCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA)
Wood/Charcoal	Sarah Cobain BSc MSc ACIFA(CA) Dana Challinor MA (freelance)
Insects	Enid Allison BSc D.Phil (Canterbury Archaeological Trust) Dr David Smith MA PhD (University of Birmingham)
Mollusca	Sarah Wyles BA PCIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA)
Ostracods and Foraminifera	Dr John Whittaker BSc PhD (freelance)
Fish bones	Dr Philip Armitage MSc PhD MCIFA (freelance)

Geoarchaeology

Soil micromorphology	Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Dr Richard Macphail BSc MSc PhD (University College London)
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Scientific Dating

Dendrochronology	Robert Howard BA (NTRDL Nottingham)
Radiocarbon dating	SUERC (East Kilbride, Scotland) Beta Analytic (Florida, USA)
Archaeomagnetic dating	Dr Cathy Batt BSc PhD (University of Bradford)
TL/OSL Dating	Dr Phil Toms BSc PhD (University of Gloucestershire)

Conservation

	Karen Barker BSc (freelance) Pieta Greaves BSc MSc ACR (Drakon Heritage and Conservation)
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APPENDIX B: ARCHAEOLOGICAL STANDARDS AND GUIDELINES

- AAF 2007 *Archaeological Archives. A guide to best practice in creation, compilation, transfer and curation.* Archaeological Archives Forum
- AAI&S 1988 *The Illustration of Lithic Artifacts: A guide to drawing stone tools for specialist reports.* Association of Archaeological Illustrators and Surveyors Paper 9
- AAI&S 1994 *The Illustration of Wooden Artifacts: An Introduction and Guide to the Depiction of Wooden Objects.* Association of Archaeological Illustrators and Surveyors Paper 11
- AAI&S 1997. *Aspects of Illustration: Prehistoric pottery.* Association of Archaeological Illustrators and Surveyors Paper 13
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- ACBMG 2004 *Draft Minimum Standards for the Recovery, Analysis and Publication of Ceramic Building Material. (third edition)* Archaeological Ceramic Building Materials Group
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- CIfA, 2014, *Standard and Guidance for Archaeological Excavation.* Chartered Institute for Archaeologists (Reading)
- CIfA, 2014, *Standard and Guidance for Archaeological Investigation and Recording of Standing Buildings or Structures.* Chartered Institute for Archaeologists (Reading)
- CIfA, 2014, *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials.* Chartered Institute for Archaeologists (Reading)
- CIfA, 2014, *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives.* Chartered Institute for Archaeologists (Reading)
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- EH 2006b *Archaeomagnetic Dating*. English Heritage (Swindon)
- EH 2006c *Science for Historic Industries: Guidelines for the investigation of 17th- to 19th-century industries*. English Heritage (Swindon)
- EH 2007a *Understanding the Archaeology of Landscapes. A guide to good recording practice*. English Heritage (Swindon)
- EH 2007b *Geoarchaeology. Using earth sciences to understand the archaeological record*. (London)
- EH 2008a *Luminescence Dating. Guidelines on using luminescence dating in archaeology*. English Heritage (Swindon)
- EH 2008b *Geophysical Survey in Archaeological Field Evaluation. English Heritage Research and Professional Services Guidelines No 1* (second edition). English Heritage (Swindon)
- EH 2008c *Research and Conservation Framework for the British Palaeolithic*. English Heritage/Prehistoric Society (Swindon)
- EH 2008d *Investigative Conservation. Guidelines on how the detailed examination of artefacts from archaeological sites can shed light on their manufacture and use*. English Heritage (Swindon)
- EH 2010 *Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of archaeological wood*. English Heritage (London)
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