

**Amenity Land off Lavenham Road
Ipswich
Suffolk**
Archaeological Evaluation



for
Concertus Design and Property Consultants

on behalf of
Ipswich Borough Council

CA Project: IPS 2072
CA Report: 2019_036

May 2019



Amenity Land off Lavenham Road
Ipswich
Suffolk

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SUMMARY

Project Name: Amenity Land off Lavenham Road
Location: Ipswich, Suffolk
NGR: 614331 244098
Type: Evaluation
Date: 8th May 2019
Planning Reference: SCC/0096/18IP
OASIS Number: 348054
Location of Archive: To be deposited with Suffolk County Council
Site Code: IPS 2072

A small evaluation, comprising two trenches, was undertaken by Cotswold Archaeology on Amenity Land off Lavenham Road, Ipswich, Suffolk in January 2019 in advance of development for a new residential respite care home and general need housing. One modern pit was identified. No archaeological features or deposits were encountered.



1. INTRODUCTION

1.1 In April 2019 Cotswold Archaeology (CA) carried out an archaeological evaluation for Concertus Design and Property Consultants on behalf of Ipswich Borough Council at Amenity Land off Lavenham Road, Ipswich, Suffolk (centred at NGR: 614331 244098; Fig. 1). The evaluation was undertaken to meet the conditions placed on planning application SCC/0096/18IP in accordance with paragraph 141 of the National Planning Policy Framework (NPPF 2019). The application is for a new residential respite care home and general need housing.

1.2 The evaluation was carried out in accordance with a *brief* for archaeological evaluation prepared by the Local Planning Authority's (LPA) Archaeological Advisor (AA) Hannah Cutler of the Suffolk County Council Archaeological Service (SCCAS) (Cutler 2019; dated 26/03/2019). This was then addressed by a *Written Scheme of Investigation* produced by CA (Green 2019) and approved by Hannah Cutler. The fieldwork was carried out according to national and regional guidance:

- *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)

The site

1.3 The proposed development area is approximately 0.4ha and comprises a single grassed open space field within a housing estate, with the development area located within the south-east corner. The site lies at approximately 25m Above Ordnance Datum (AOD), the ground level was higher (26m AOD) at the eastern end of the site and dropped away to the west (23.5m AOD).

1.4 The underlying bedrock geology of the area is mapped as Thames Group - clay, silt and sand, a sedimentary Bedrock formed approximately 34 to 56 million years ago in

the Palaeogene Period (BGS 2019). No superficial deposits are recorded. The observed geology comprised mixed mid-orange and yellow clay sand and silty sand, with patches of coarser sand and gravel and mid-brownish grey, firm/plastic, silty clay with no significant inclusions.

2. ARCHAEOLOGICAL BACKGROUND

- 2.1 The following information has been summarised from Suffolk Heritage Explorer (accessed 04/04/2019). Following consultation with Hannah Cutler it was agreed that a full HER search would not be necessary.
- 2.2 There are no designated heritage assets recorded within the site itself although there are records from adjacent fields, along with listed buildings. Notably Iron Age, Roman and medieval finds and features are located near to the development area (hereafter DA)
- 2.3 Artefact scatter (IPS 185) including Iron Age pottery, Roman coins and a medieval strap end has been recorded c.80m south-west of the DA. IPS 034, located c.100m north-east of the DA also recorded Roman ceramics and possible cremated bone.
- 2.4 The earliest evidence of past activity in the near vicinity is IPS 105 (250m north) where a Mesolithic axe was recovered. A Neolithic chisel is recorded c.450m south of the site (IPS 080) and IPS 017 also records a Bronze Age cremation vessel located c.150m north-east of the site.
- 2.5 A large Saxon cemetery (IPS 016) is located c.500m north-east of the site containing inhumation and cremations and associated grave goods was excavated in 1906-1907.
- 2.6 A number of other sites are located within 1km of the DA, IPS 712, IPS 248 and IPS 1908 show medieval and post medieval activity in the area including a moated site, post-medieval gardens and a possible cistern location.

3. AIMS AND OBJECTIVES

- 3.1 The general aims of the evaluation as stated in the WSI (Green 2019) were 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 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. METHODOLOGY

- 4.1 The fieldwork comprised the excavation of two trenches (1.8m by 25m), in the locations shown on the attached plan (Fig. 2). Both trenches had to be moved due to the presence of large tree stumps across the proposed trench positions. This was anticipated and addressed in the WSI approved by Hannah Cutler. Trenches were set out on OS National Grid (NGR) co-ordinates using Leica GPS and surveyed in accordance with CA Technical Manual 4 *Survey Manual*.
- 4.2 Trenches were excavated by mechanical excavator equipped with a toothless grading bucket. All machine excavation was undertaken under constant archaeological supervision to the top of the first significant archaeological horizon or the natural substrate, whichever was encountered first. Where archaeological deposits were encountered they were excavated by hand in accordance with CA Technical Manual 1: *Fieldwork Recording Manual*.
- 4.3 No deposits were identified that required sampling, and no pre-modern artefacts were recovered.
- 4.4 The archive from the evaluation is currently held by CA at their offices in Needham Market. Subject to the agreement of the legal landowner site archive will be deposited with SCCAS. A summary of information from this project, set out within Appendix C, will be entered onto the OASIS online database (Ref. 348054) of archaeological projects in Britain.

5. RESULTS (FIG. 3-4)

5.1 This section provides an overview of the evaluation results; detailed summaries of the recorded contexts, are to be found in Appendix A.

5.2 No archaeological features were observed in either trench, a single modern pit (2002) and two modern field drains were identified in Trench 2, the locations of which was recorded with the GPS. No finds were recovered, or environmental samples taken.

Trench 1 (Fig. 3)

5.3 Trench 1 was located at the east end of the site; it was 25m long and 1.8m wide, ranged from 0.45m to 0.55m in depth and was orientated SE-NW. The trench had to be repositioned to avoid two lines of tree stumps, it also had to be stepped to the west at the NE end of the trench to avoid a large lump of concrete. Modern CBM, clinker, charcoal and concrete were visible in the topsoil (1000). No archaeological features were observed in the trench. A representative section was recorded at the SE end of the trench.

Trench 2 (Fig. 4)

5.4 Trench 2 was located at the west end of the site; it was 25m long and 1.8m wide, ranged from 0.45m to 0.8m in depth and was orientated NNE-SSW. The trench had to be repositioned to avoid two lines of tree stumps. Modern CBM, clinker, charcoal and concrete were visible in the topsoil (2000). A modern pit (2002) and two modern field drains were identified and recorded using the GPS. Modern ceramic and plastic were identified in the pit fill. No archaeological features were observed in the trench. A representative section was recorded at the SSW end and in the centre of the trench.

6. DISCUSSION

6.1 No archaeological finds, features or deposits were identified in either of the trenches. Five percent of the site was evaluated during these investigations. The site was on a gentle incline, sloping downwards from west to east.

6.2 The trenching confirmed that the archaeological horizon is sealed beneath a fairly consistent topsoil, no subsoil was observed. The natural geology comprising sands,

gravels and clay was identified in both trenches and was immediately overlain by the topsoil. Considerable rooting was noted at the horizon between these two deposits.

- 6.3 The absence of archaeological deposits suggests very little activity having taken place within the immediate vicinity of the site, although activity has been recorded nearby within the HER.
- 6.4 The lack of archaeology would suggest that the proposed development is unlikely to have any impact upon significant archaeological deposits. The site is also unlikely to have the potential to address regional research aims defined in the Regional Research Framework for the Eastern Counties (Brown and Glazebrook 2000, Medleycott 2011).
- 6.5 The evaluation took place in good weather conditions with no limiting factors to the investigation. Full co-operation was received from the client and a high degree of confidence is attached to the results of the evaluation.
- 6.6 The final decision on whether further work is required to mitigate the impact of the development on heritage assets rest with SCCAS.
- 6.7 The project archive, consisting of all paper and digital records will be deposited with the Archaeological Store of SCCAS following the gaining of the transfer of title. Until deposition, the archive will be kept in the Cotswold Archaeology Suffolk office and store in Needham Market.

7. CA PROJECT TEAM

Fieldwork was undertaken by Rhiannon Gardiner, assisted by Tara Schug. The report was written by Rhiannon Gardiner and edited by Stuart Boulter. The illustrations were prepared by Eleanor Cox. The archive has been compiled and prepared for deposition by Ruth Beveridge. The project was managed for CA by Rhodri Gardner.



8. REFERENCES

Chartered Institute for Archaeologists, 2014, *Standard and Guidance for archaeological field evaluation*.

Cutler, H. 2019. *Brief for a Trenched Archaeological Evaluation: Amenity Land off Lavenham Road, Ipswich*. SCCAS

Brown, N. and Glazebrook, J. (Eds.), 2000, *Research and Archaeology: a Framework for the Eastern Counties, 2. Research Agenda and Strategy*. East Anglian Archaeology Occasional Paper No. 8.

Department of Communities and Local Government (DCLG), 2019, *National Planning Policy Framework (NPPF)*

Green, M. 2019. *Written Scheme of Investigation: Amenity Land off Lavenham Road, Ipswich, Suffolk*. Cotswold Archaeology

Gurney, D., 2003, *Standards for Field Archaeology in the East of England*. East Anglian Archaeology Occasional Paper No 14.

Historic England, 2015, *Management of Research in the Historic Environment (MoRPHE)*.

Medlycott, M., (Ed.), 2011, *Research and Archaeology Revisited: A revised framework for the East of England*. EAA Occasional Paper 24.

SCCAS, 2017a, *Requirements for Trenched Archaeological Evaluation* (updated March 2017).

Websites

BGS (British Geological Survey) - <http://mapapps.bgs.ac.uk/geologyofbritain/home.html>

Accessed 30th April 2019

Suffolk Heritage Explorer - <https://heritage.suffolk.gov.uk> Accessed 30th April 201



APPENDIX A: CONTEXT LIST

Context No.	Trench	Category	Feature No.	Description	Length (m)	Width (m)	Depth (m)	Interpretation
1000	1	Layer		Mid-greyish brown, firm, sandy silt with frequent CBM and occasional charcoal, clinker and concrete inclusions. Heavily rooted horizon with 1001			0.3-0.5	Topsoil
1001	1	Layer		Mixed mid-orange and yellow clay sand and silty sand, with patches of coarser sand and gravel				Natural substrate
2000	2	Layer		Mid-greyish brown, firm, sandy silt with frequent CBM and occasional charcoal, clinker and concrete inclusions. Heavily rooted horizon with 1001			0.3-0.5	Topsoil
2001	2	Layer		Mixed mid-orange and yellow clay sand and silty sand, with patches of coarser sand and gravel at SSW end of the trench, c.4m NNE from this end the natural substrate changes to mid-brownish grey, firm/plastic, silty clay with no significant inclusions.				Natural substrate
2002	2	Cut	2002	Sub-rectangular pit with rounded corners. Unexcavated	1	0.8		Unexcavated modern pit - assigned number for survey
2003	2	Fill	2002	Mid-greyish brown, moderately firm sandy silt with rare charcoal and CBM inclusions, unclear horizon with topsoil 2000, clear horizon with natural substrate	1	0.8		Unexcavated modern pit - assigned number for survey, modern crockery and plastic identified in the pit.

Amenity Land off Lavenham Road, Ipswich, Suffolk. IPS 2072

Written Scheme of Investigation for a Programme of Archaeological Trenched Evaluation

Date: April 2019
Prepared by: Michael Green
Issued to: Hannah Cutler (SCC Archaeological Service)
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Summary Project Details

Location	Site Name	Amenity Land off Lavenham Road, Ipswich, Suffolk	
	Parish/County	Ipswich/Suffolk	
	Grid Reference	TM143440	
Site details	Project type	Trenched evaluation	
	Size of Area	c.0.4 hectares	
	Access	From Lavenham Rd	
	Planning proposal	Housing/ care home	
Staffing	No. of personnel (SACIC)	Estimated as 1 x PO + 1 Project Assistants	
	No. of subcontractor personnel	One plant operator	
Project dates	Start date	15th April 2019	
	Fieldwork duration	c. 1 day	
Reference codes	Site Code	IPS 2072	
	OASIS No.	348054	
	Planning Application No.	SCC/0096/18IP	
	SACIC Jobcode	IPSKEL001	
Key persons	Project Manager	Rhodri Gardner	
	Project Officer	TBC	
	Metal Detectorist	Steve Hunt	
Hire details	Plant	Holmes Plant	01473 890766
	Welfare	Kazees	0800 4320048
	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
Client	Client	-	-
	Client Agent	Concertus Design & Property Consultants	-
	Landowner/Tenant	-	-
Archaeological	Curatorial Officer	Hannah Cutler (SCCAS)	01284 741229 07595 089516
	EH Regional Science Advisor	Dr Zoe Outram	01223 582707

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1. Health and Safety Policy

1. Background

- 1.1 Cotswold Archaeology (hereafter CA) have been commissioned to undertake a programme of archaeological evaluation by trial-trench on Amenity Land off Lavenham Road, Ipswich, Suffolk (TM143440) (Figure 1). The first element of this work involves the preparation of a Written Scheme of Investigation (this document).
- 1.2 The present stage of work is being requested by Suffolk County Council's Archaeological Service (hereafter SCCAS) as a condition on planning application SCC/0096/18IP, the Local Planning Authority (hereafter LPA) were advised that the application required a programme of archaeological work which 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 with reference to a Brief prepared by Hannah Cutler of SCCAS (dated 26/03/2019) and a trench plan prepared by CA, also agreed by Hannah Cutler (Figure 2).

- 1.4 The brief stated that

'This site lies in an area of archaeological potential recorded on the County Historic Environment Record, near finds of Iron Age, Roman and Medieval material (IPS 185, 034, 018) and Bronze Age cremations (IPS 017). Geophysics on the entire plot and small-scale test pitting (which was not carried out on the build site) were not conclusive. Therefore, there is 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 remains which exist'

- 1.5 The following information has been summarised from Suffolk Heritage Explorer (accessed 04/04/2019). An up-to-date search of the Historic Environment Record (hereafter HER) data will be commissioned as part of the evaluation work, in order to establish full baseline data and further inform any archaeological information recovered during the current project.
- 1.6 There are no designated heritage assets recorded within the site itself although there are records from adjacent fields, along with listed buildings. Notably Iron Age,

Roman and medieval finds and feature are located near to the development area (hereafter DA).

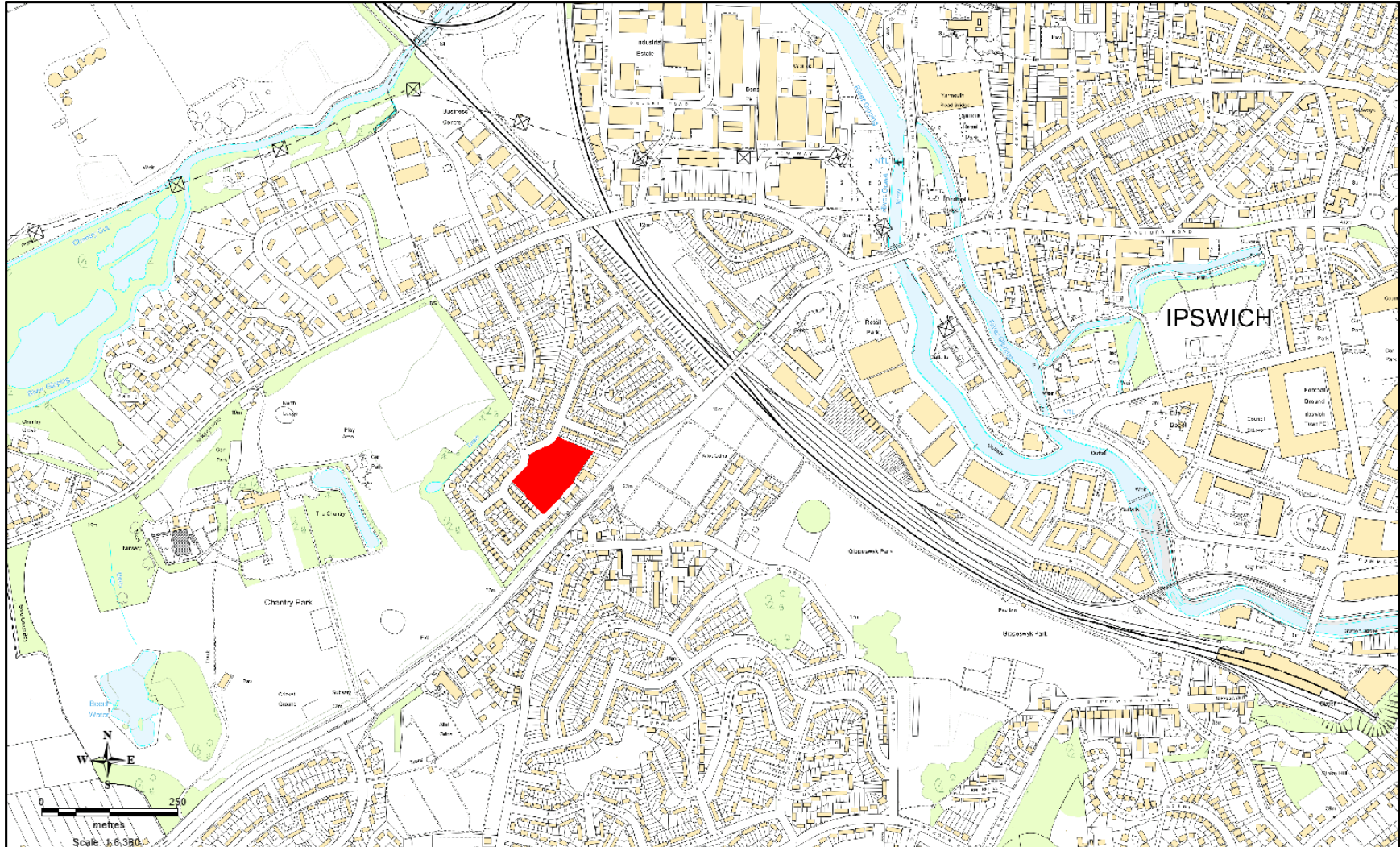
- 1.7 Artefact scatter (IPS185) including Iron Age pottery, Roman coins and a medieval strap end has been recorded c.80m south-west of the DA. IPS034, located c.100m north-east of the DA also recorded Roman ceramics and possible cremated bone.
- 1.8 The earliest evidence of past activity in the near vicinity is IPS105 (250m north) where a Mesolithic axe was recovered. A Neolithic chisel is recorded c.450m south of the site (IPS080) and IPS017 also records a Bronze Age cremation vessel located c.150m north-east of the site.
- 1.9 A large Saxon cemetery (IPS016) is located c.500m north-east of the site containing inhumation and cremations and associated grave goods. Excavated in 1906-1907.
- 1.10 A number of other sites are located within 1km of the DA, IPS712, IPS248 and IPS1908 show medieval and post medieval activity in the area including a moated site, post-medieval gardens and a possible cistern location.
- 1.11 The presence of the above-mentioned sites and finds suggest there is the potential for multi-period heritage assets to be preserved within the proposed development area.
- 1.12 The development area is on generally level plane at 24m AOD, the geology of the area consists of themes group bedrock deposits of silts and clays, with either no superficial deposits or Kesgrave sand and gravel superficial deposits recorded (BGS, 2019-<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>)
- 1.13 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) (February 2019);
 - *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)

The research aims 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.*

Trees may be present in a line running north-west to south-east within the north-eastern part of the site. It is unknown if these have been removed and the trench plan may need to be amended on site.



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Figure 1 Site location (red)



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Figure 2 Proposed location of trial trenches

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. The excavation team will comprise a Project Officer, and one experienced excavator as necessary. In addition, a surveyor and an experienced metal detectorist (Steve Hunt) will be used as and when required.
- 2.2 The overall site is currently a single grassed open space field within a housing estate, with the development area located within the south-east corner. The proposed location of the trenches is presented in Figure 2. The number of trenches has been calculated based on a 5% sample of the 0.4ha site. This requires approx. 50m of trial trench (at 1.8m width), which has been divided up into two individual 25m long trenches.
- 2.3 Regarding the presence of services, no service plan has been provided, a CAT survey will be undertaken on the site of the proposed trenches prior to their excavation. However, 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 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 trench or combined depth of trench and archaeological feature will be excavated to a depth in excess of 1.2m. If this depth is not sufficient to meet the

archaeological requirements of the project, 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 or the sides of the trench are either battered or stepped. However, such a variation will result in additional costs that would need to be agreed with the client.

- 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. All recording conventions used will be compatible with the County HER.
- 2.9 The site will be recorded under a unique HER number acquired from the Suffolk HER Office (NDM 043) 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 excavation works covering the following;
 - Ground surface prior to stripping
 - The stripped surface
 - The upcast spoil
- 2.12 All pre-modern finds (with the exception of unstratified animal bone) will be kept and no discard policy will be considered until all the finds have been processed and assessed.
- 2.13 All 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 (see below).
- 2.14 Where bulk environmental soil samples are required, these will be a maximum of 40 litres each and will only be taken from suitable features and retained until an appropriate specialist has assessed their potential for palaeoenvironmental remains. Decisions can then be made regarding 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 (currently Zoe Outram) 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 full excavation is deemed necessary by SCCAS, 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 and Roberts (1993). On completion of the project, human remains will be deposited as part of the overall site archive, at the county store in Bury St. Edmunds.

3 Post-excavation

- 3.1 The unique project HER number (IPS 2072) 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, initially recorded assessed for significance before dispatch to a conservation laboratory within four weeks of the end of the excavation. All pre-modern silver, copper alloy and ferrous metal artefacts will be x-rayed and coins will be x-rayed if necessary

for identification. Sensitive finds will be conserved if necessary and deposited in bags/boxes suitable for long term storage to ICON standards. All coins will be identified to a standard acceptable to normal numismatic research.

- 3.8 Pottery will be recorded and archived to a standard consistent with the Draft Guidelines of the Medieval Pottery Research Group and Guidelines for the archiving of Roman Pottery, SGRP (ed. M.G. Darling, 1994) and to The Study of Later Prehistoric Pottery: General Policies and Guidelines for analysis and Publications, Occasional Papers No.1 and No. 2, 3rd Edition (Revised 2010, Prehistoric Ceramic Research Group).
- 3.9 Environmental samples will be processed and assessed to standards set by the Historic England (formerly English Heritage) Regional Scientific Advisor (currently Zoe Outram) 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 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 fourteen 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 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.
 - Human skeletal remains;
 - The client/landowner by law will have no claim to ownership of human remains and any such will be stored by CA, in accordance with a Ministry of Justice licence, until a decision is reached upon their long-term future, i.e. reburial or permanent storage.

4 Additional considerations

4.1 Health and Safety

- 4.1.1 The project will be carried out in accordance with CA's Health and Safety Policy. A copy of this policy is provided in Appendix 1.
- 4.1.2 CA's staff are experienced in working on sites with similar conditions to those that will be encountered on the present project and are aware of CA H&S policies. Permanent CA 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 will be provided upon request (a copy is available on site during the field project). Copies will be available to SCCAS on request.
- 4.1.4 Site 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 CA'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 CA's insurance policies. Provided upon request.

4.2 Environmental controls

- 4.2.1 CA 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 CA's EMS policies.

4.3 Plant machinery

- 4.3.1 A 360° tracked mechanical excavators of at least 10 tonnes and equipped with a full range of buckets will be required to undertake the soil-stripping. If hired by CA, 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 CA 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 are incurred as a result of access being withheld (for example by a tenant or landowner) will not be the responsibility of CA. 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 Backfilling, which will not be initiated until the trenches have been signed off by SCCAS, will comprise the sequential replacement of the upcast spoil and consolidation using the tracks of the mechanical excavator.

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 development.

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)
- 2 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 Gardiner and the Project Officer in charge on site is yet to be determined. Site Assistants will be drawn from CA's qualified and experienced staff. CA 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 CA staff (Suffolk Office) (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
Jonathan Van Jennians	Finds Processing
Dr Ruth Beveridge, Clare Wootton	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
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



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APPENDIX C: OASIS REPORT FORM

OASIS DATA COLLECTION FORM: England

OASIS ID: suffolka1-348054

Project details

Project name	Amenity Land off Lavenham Rd
Short description of the project	A small evaluation, comprising two trenches, was undertaken by Cotswold Archaeology on Amenity Land off Lavenham Road, Ipswich, Suffolk in January 2019 in advance of development for a new residential respite care home and general need housing. One modern pit was identified. No archaeological features or deposits were encountered.
Project dates	Start: 29-04-2019 End: 29-04-2019
Previous/future work	No / Not known
Any associated project reference codes	IPS 2072 - Related HER No.
Any associated project reference codes	2019_36 - Contracting Unit No.
Any associated project reference codes	SCC/0096/18IP - Planning Application No.
Type of project	Field evaluation
Site status	None
Current Land use	Other 14 - Recreational usage
Monument type	PIT Modern
Significant Finds	NONE None
Methods & techniques	""Metal Detectors"", ""Sample Trenches""
Development type	Public building (e.g. school, church, hospital, medical centre, law courts etc.)
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	Not known / Not recorded

Project location

Country	England
Site location	SUFFOLK IPSWICH IPSWICH Amenity Land off Lavenham Road
Postcode	IP2 0JX
Study area	0.4 Hectares
Site coordinates	TM 6143 2440 51.856141134406 1.797019426466 51 51 22 N 001 47 49 E Point
Height OD / Depth	Min: 23.5m Max: 26m

Project creators

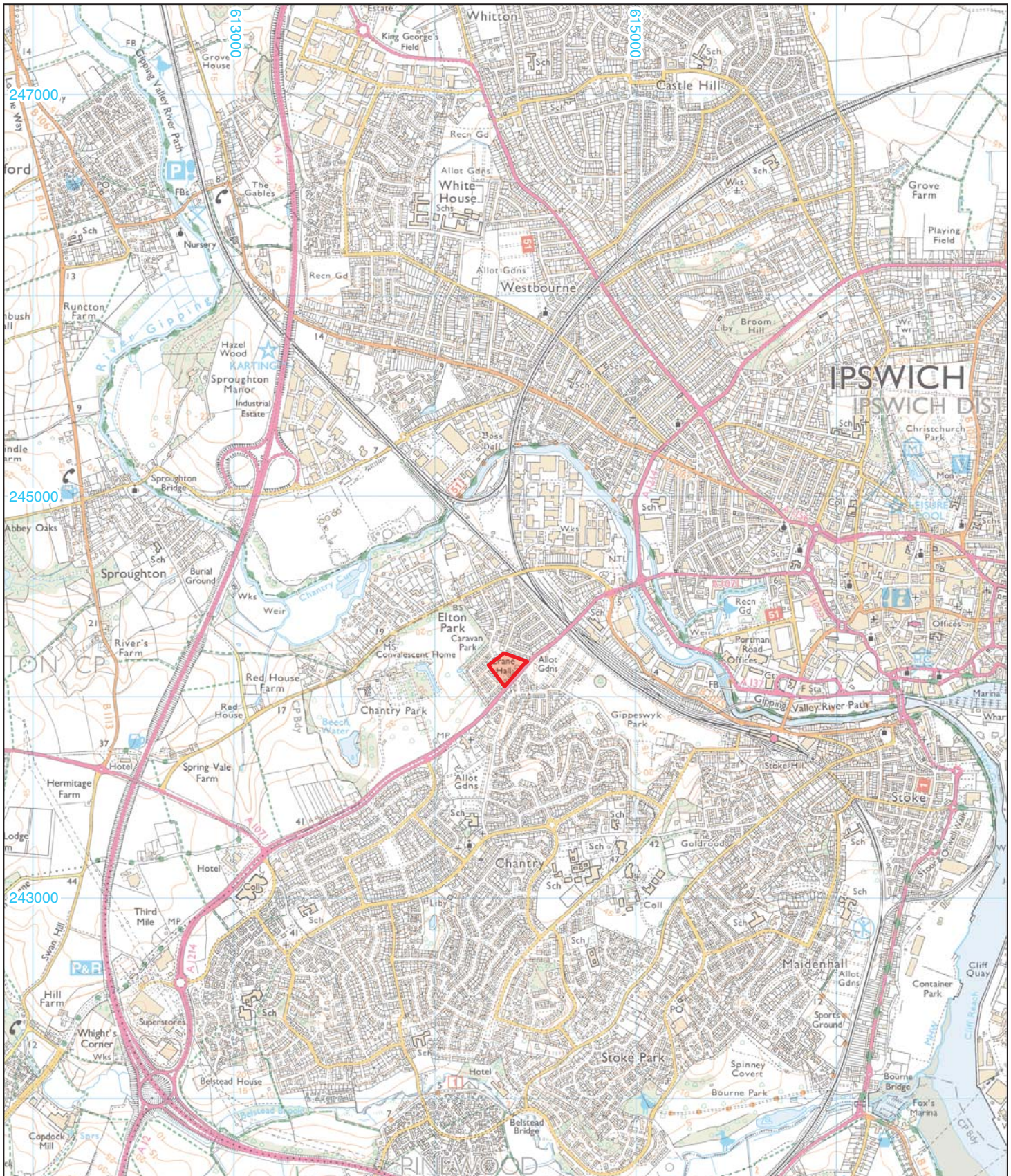
Name of Organisation	Cotswold Archaeology
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Hannah Cutler
Project director/manager	Rhodri Gardner
Project supervisor	Rhiannon Gardiner
Type of sponsor/funding body	Consultant
Name of sponsor/funding body	Concertus Design and Property Consultants

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Suffolk HER
Digital Archive ID	IPS 2072
Digital Contents	"none"
Digital Media available	"Database","GIS","Images raster / digital photography","Survey","Text"
Paper Archive recipient	Suffolk HER
Paper Archive ID	IPS 2072
Paper Contents	"none"
Paper Media available	"Context sheet","Drawing","Report","Section","Unpublished Text"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Amenity Land off Lavenham Road, Ipswich, Suffolk. Archaeological Evaluation
Author(s)/Editor(s)	Gardiner, R
Other bibliographic details	2019_36
Date	2019
Issuer or publisher	Cotswold Archaeology
Place of issue or publication	Needham Market
Description	A4 ring bound report with full colour photos and figures
Entered by	Rhiannon Gardiner (rhiannon.gardiner@cotswoldarchaeology.co.uk)
Entered on	20 May 2019



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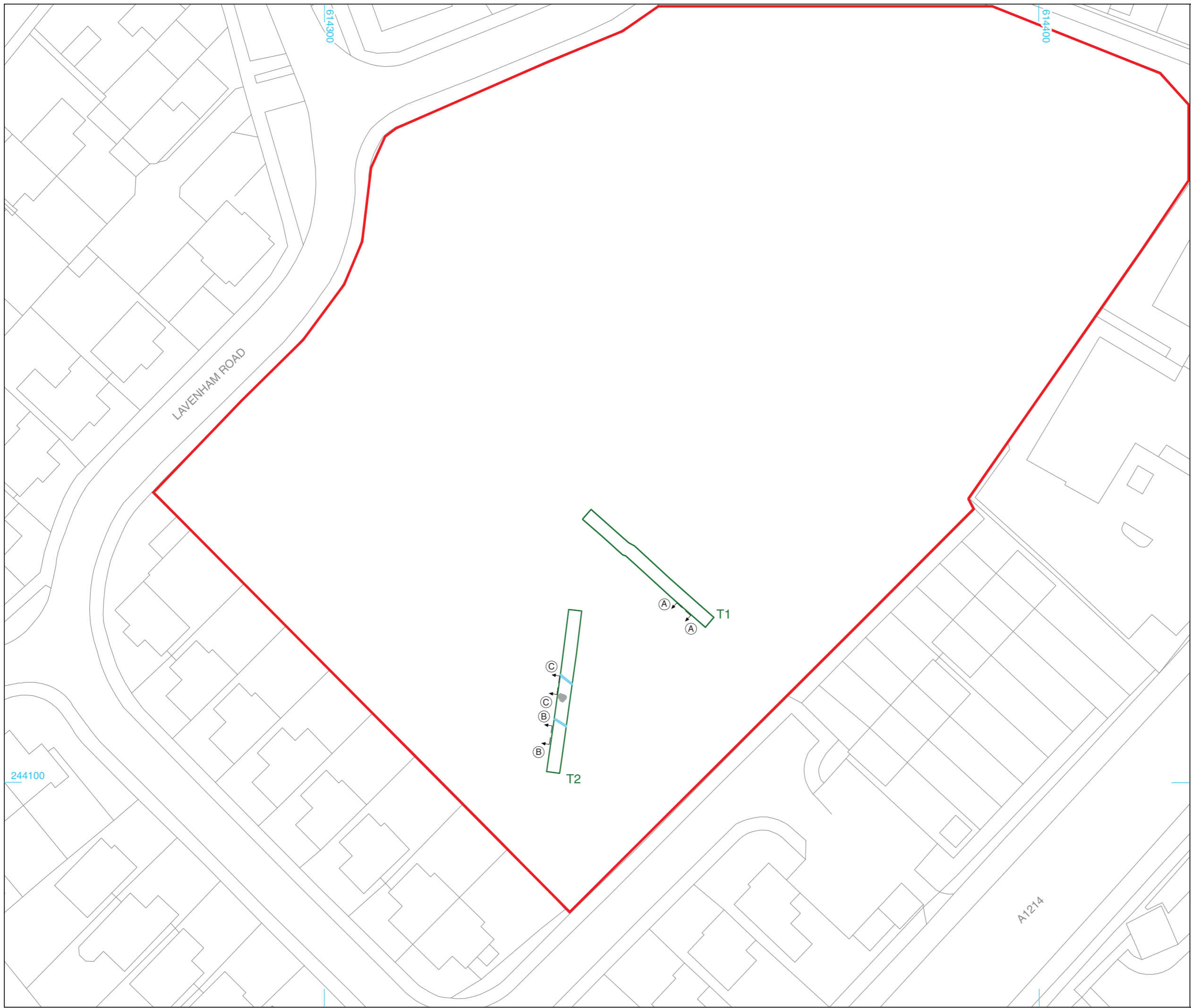
PROJECT TITLE
 Amenity Land off Lavenham Road,
 Ipswich, Suffolk

FIGURE TITLE
 Site location plan



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DRAWN BY	EC	PROJECT NO.	IPS2072	FIGURE NO.
CHECKED BY	DB	DATE	02/05/2019	1
APPROVED BY	RG	SCALE@A4	1:25,000	



- Site boundary
- Evaluation trench
- Field Drain
- Modern



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PROJECT TITLE
**Amenity Land off Lavenham Road,
 Ipswich, Suffolk**

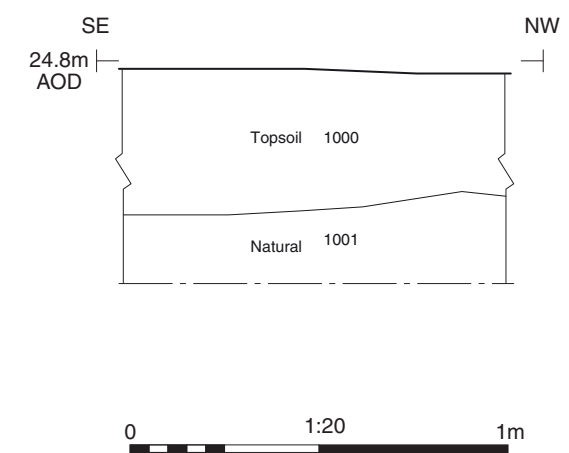
FIGURE TITLE
**Trench location plan showing modern
 features and constraints**

DRAWN BY	EC	PROJECT NO.	IPS2072	FIGURE NO.
CHECKED BY	DB	DATE	02/05/19	2
APPROVED BY	RG	SCALE@A3	1:500	



North east facing section (1m scale)

Section AA



General view of trench 1 (1m scales)

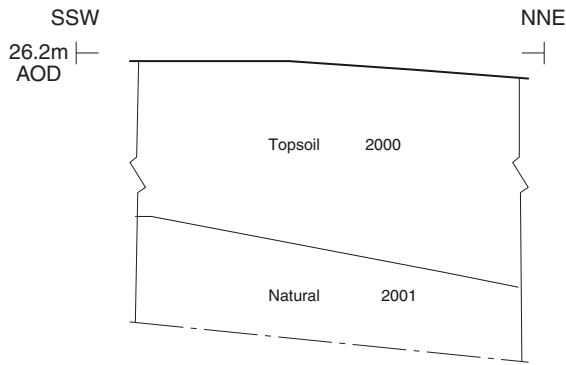

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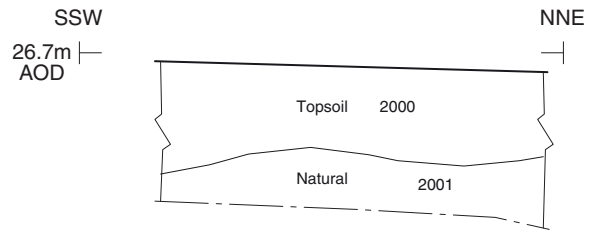
FIGURE TITLE
Trench 1: section and photographs

DRAWN BY	EC	PROJECT NO.	IPS2072	FIGURE NO.
CHECKED BY	DB	DATE	02/05/19	3
APPROVED BY	RG	SCALE @A3	1:20	

Section BB



Section CC



East south east facing representative section (1m scale)



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PROJECT TITLE

Amenity Land off Lavenham Road,
 Ipswich, Suffolk

FIGURE TITLE

Trench 2: sections and photograph

DRAWN BY	EX	PROJECT NO.	IPS2072	FIGURE NO.
CHECKED BY	DB	DATE	02/05/19	
APPROVED BY	RG	SCALE@A4	1:20	4

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