

Report 2810



nps archaeology

Archaeological Watching Brief on the Anglian Water B1070 Replacement Scheme, East Bergholt, Suffolk

EBG041



Prepared for
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March 2012



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Location: East Bergholt
District: Babergh District
Grid Ref.: TM 0700 3565 to TM 0671 3643
HER No.: EBG041
OASIS Ref.: 120558
Client: Anglian Water Services Limited
Dates of Fieldwork: 13-15, 23 and 26 September 2011

Summary

An archaeological watching brief was undertaken for Anglian Water Services Limited ahead of the installation of a replacement water mains pipeline in fields adjacent to the B1070 at East Bergholt. The watching brief completed the archaeological work along the easement route; the previous phases being a fieldwalking survey and archaeological trial trenching. The results from three of the trial trenches suggested that the northern 320m of the easement had the potential to reveal further archaeological features and this area was monitored under archaeological watching brief conditions and is the subject of this report.

Monitoring during the watching brief revealed two small pits, observed in the western edge of the pipe cut. These pits, though undated, appeared to contain burnt flint which suggested that they were of prehistoric date and most likely associated with those found in the northernmost evaluation trench i.e. of Early to Middle Bronze Age in date.

A fragment of burnt flint was collected from one of the pits and several modern metal finds were found whilst metal-detecting the easement strip.

1.0 INTRODUCTION

The pipeline was situated to the north of East Bergholt on agricultural land immediately to the east of the B1070 (Fig. 1). The new pipeline easement was around 760m long with a 15m wide topsoil strip of which part was obscured by spoil from the strip itself. Only the northern 320m was covered by the watching brief.

Anglian Water Services Limited was advised by Suffolk County Council Archaeological Service Conservation Team (SCCASCT) that the water main replacement would require an archaeological watching brief during part of the easement stripping operations and then again during the machining of the deep pipe cut designed to take the replacement plastic pipe. (Ref. SCCAS Sarah Poppy, 6 July 2011). The work was conducted in accordance with a Project Design and Method Statement prepared by NPS Archaeology (Ref. NPS/BAU2810/DW). This work was commissioned by and funded by Anglian Water Services Limited.

This programme of archaeological watching brief and monitoring was designed to record any archaeological remains that were to be disturbed during the construction works connected with the new replacement main, following the guidelines set out in *Planning Policy Statement 5: Planning For The Historic*

Environment (2010). The requirements for the watching brief were outlined out in the Brief and Specification for Continuous Archaeological Recording issued by Suffolk County Council Archaeological Service Conservation Team (Sarah Poppy, 6 July 2011).

The site archive is currently held by NPS Archaeology and on completion of the project will be deposited with the Suffolk County Council Archaeological Service Conservation Team, following the relevant policies on archiving standards.

2.0 GEOLOGY AND TOPOGRAPHY

The underlying Geology consists of Thames group clay silt sand and gravel capped with sands and gravel (British Geological Survey).

The site was situated amongst gently sloping agricultural land at 40-45mOD to the north of the large village of East Bergholt.

3.0 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

The information presented below in this section is taken reproduced from NPS Archaeology Report 2627 which describes the results of the earlier trial trench evaluation of the route (Crawley and Hickling 2011).

It should be noted that two earlier archaeological projects (watching brief ESF19207 and evaluation ESF20341) both to the south of the pipeline produced no significant archaeological features or finds.

Prehistoric

A Bronze Age socketed axe was found during metal detecting (EBG026) within a mainly Roman scatter of finds, 940m north-east of the present development.

An Iron Age terret ring was found by metal detecting 575m north-east of the present development site (EBG027).

Roman

The area is rich in Roman finds, possibly associated with the Pye Road, a Roman route which the line of the modern A12 follows and which lies close to the evaluated area.

That part of the modern A12 to the north-east of the development site is thought to reuse the line of the Roman Pye Road (CSM014).

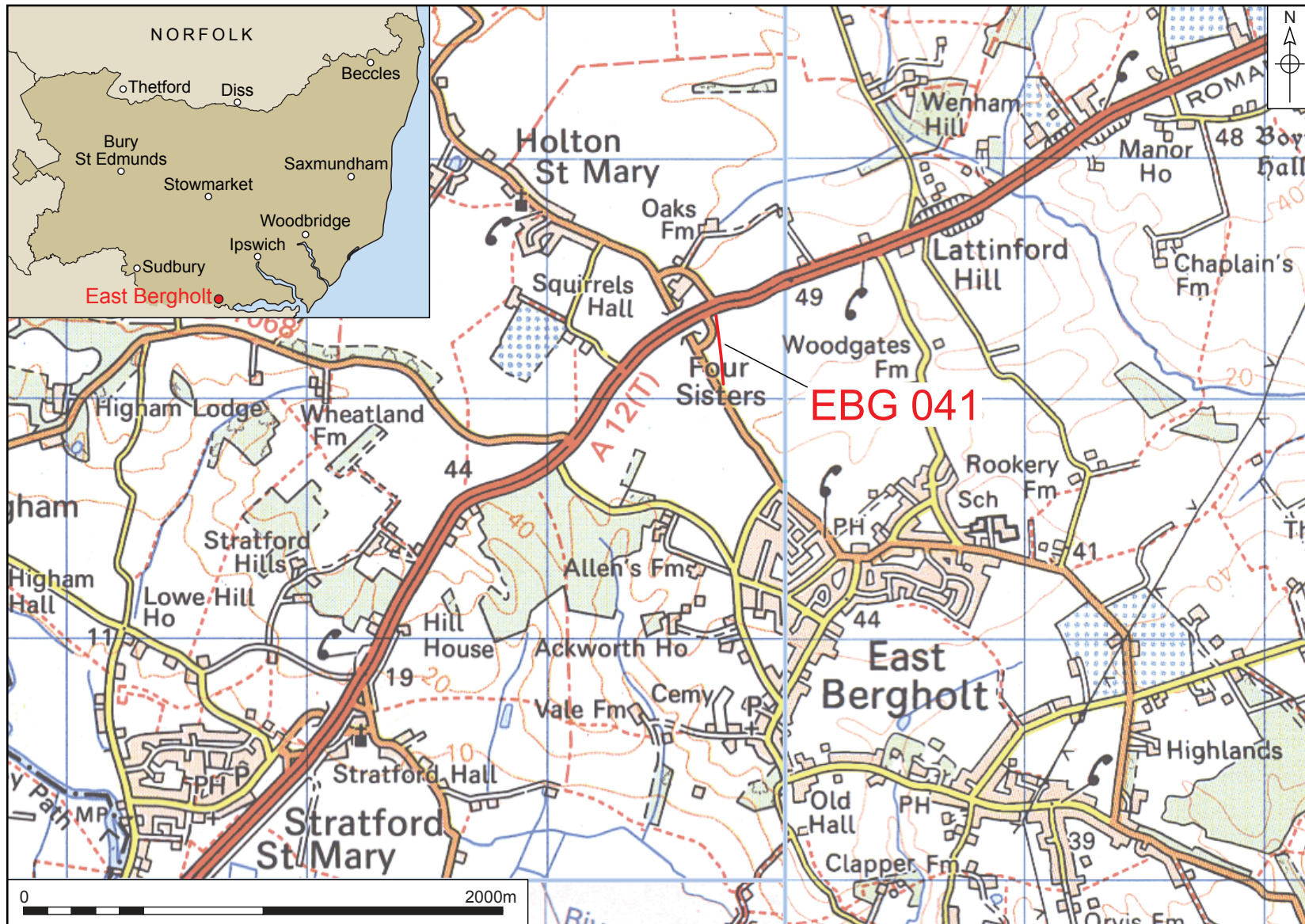
A late 2nd-century Roman coin (EBG002) has been found in the field to the south-west of the present development.

A 1st-century Roman coin (EBG003) has been found 800m east of the development site

Two Roman pits (EBG006) purported to be 1.2m wide and 7m deep were uncovered in the 1960s 1250m north-east of the present development, on the route of the Roman Pye Road.

A Roman coin of Trajan and Roman pottery (EBG007) were found 1000m north-east of the development site.

A Roman cremation cemetery was discovered in 1838 (EBG009) 800m south of the development area.



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Figure 1. Site location. Scale 1:25,000

First and 2nd-century Roman coins (EBG022) have been found by metal detecting 800m east of the development site.

Metal detecting has found Roman coins, a brooch, a spoon and a box (EBG026) 780m north-east of the present development.

Medieval

A medieval mount was found by metal detecting (EBG002) in the field to the south-west of the present development.

The 14th-century church of St Mary (HSM004), the parish church of Holton, lies 1000m to the north-west

Post-Medieval

The Four Sisters Farmhouse (DSF3185), 450m north of the present development, is a late 16th-century timber-framed farmhouse, now divided in two. The associated barn (DSF1988) is of 17th-century date.

The 2nd Edition Ordnance Survey map (c.1903) shows the site as agricultural fields. The field in which this site is located is an amalgamation of three smaller fields in 1903.

Trial Trench Evaluation in 2011

Seven trenches were excavated along the line of the proposed pipeline of which four contained archaeological features (the most significant being at the northern end of the route).

A group of small pits dating to the Early or Middle Bronze Age, a typical East Anglian phenomenon, was recorded in the northernmost part of the pipeline route.

A deep, mid to late 13th-century date pit containing a substantial amount of pottery as well as ditches of probable post-medieval date were also recorded.

4.0 METHODOLOGY

The results of earlier evaluation indicated that archaeological remains survived within the development area suggesting that there was a high probability of previously-unidentified archaeological remains being present along the route of the pipeline easement. It was decided by SCCAS that a programme of archaeological watching brief and monitoring would be the most suitable way to mitigate the damage to any heritage assets. The objective of the watching brief was to record any archaeological remains exposed during the construction works. This involved the monitoring of any ground disturbance works by an archaeologist.

Machine excavation was carried out with a tracked 360° excavator equipped with a toothless ditching bucket and operated under constant archaeological supervision. The machine and driver were supplied by Balfour Beatty, the scheme's principal contractor.

During an initial three days of monitoring (13-15 September 2011) the easement strip was monitored by an archaeologist. The easement measured approximately 15m wide, of which 5m at the eastern side was set aside to stockpile the spoil from the stripping. The easement was stripped to the operational standards demanded by Anglian Water i.e. only topsoil was removed which exposed the subsoil encountered during the earlier trial trench evaluation (Plate 1). This subsoil would

have obscured any archaeological features of pre-medieval date that may have been present. On advice from SCCAS, only the northern 320m of the topsoil strip was monitored as this was the area of highest potential.



Plate 1. The easement strip, looking north

The second period of monitoring (two days on 23 and 26 September 2011) occurred when the pipe cut for the replacement main was machined and as with the topsoil stripping, just the northernmost 320m was monitored.



Plate 2. The pipe cut, looking north

The pipe trench was located around 2m east of the western edge of easement and was 0.45m wide and approximately 1.30m deep. Due to the size of the trench it was not possible to fully excavate the two features that were observed during the watching brief or to satisfactorily sample them. They were observed in the western side of the pipe trench cut and were drawn and photographed. The features were drawn at an appropriate scale; measurements were taken from the top of the trench. Monochrome and high quality digital photographs were taken of both features, relevant features and deposits where appropriate. They were recorded using NPS Archaeology pro forma.

Spoil, exposed surfaces and features were scanned with a metal-detector. All metal-detected and hand-collected finds, other than those which were obviously modern were retained for inspection.

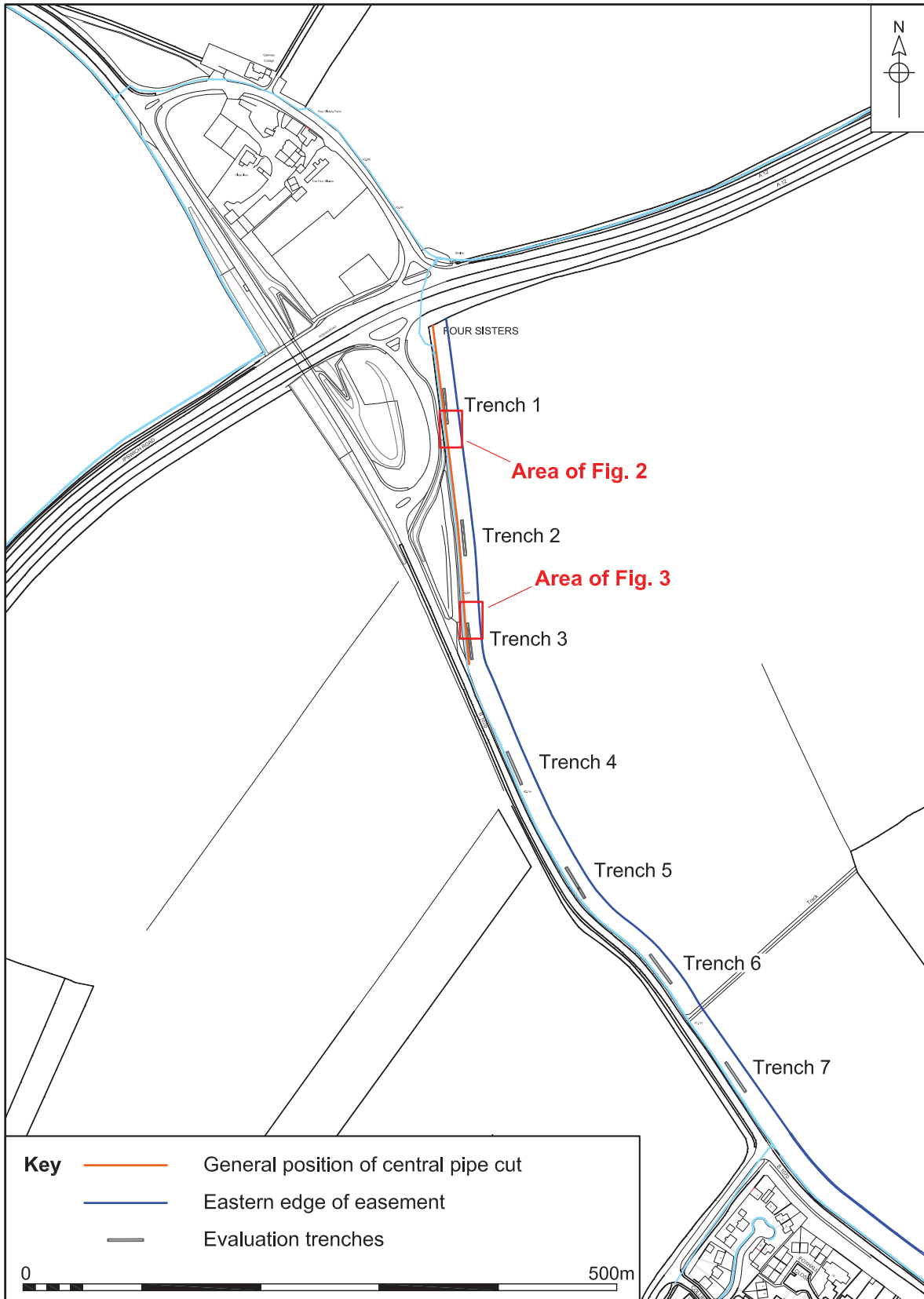
Site conditions were generally clear and dry.

5.0 RESULTS

Two features (pits [30] and [32]) were observed during the course of the work. Both features were exposed during excavation of the pipe cut (Fig. 2).

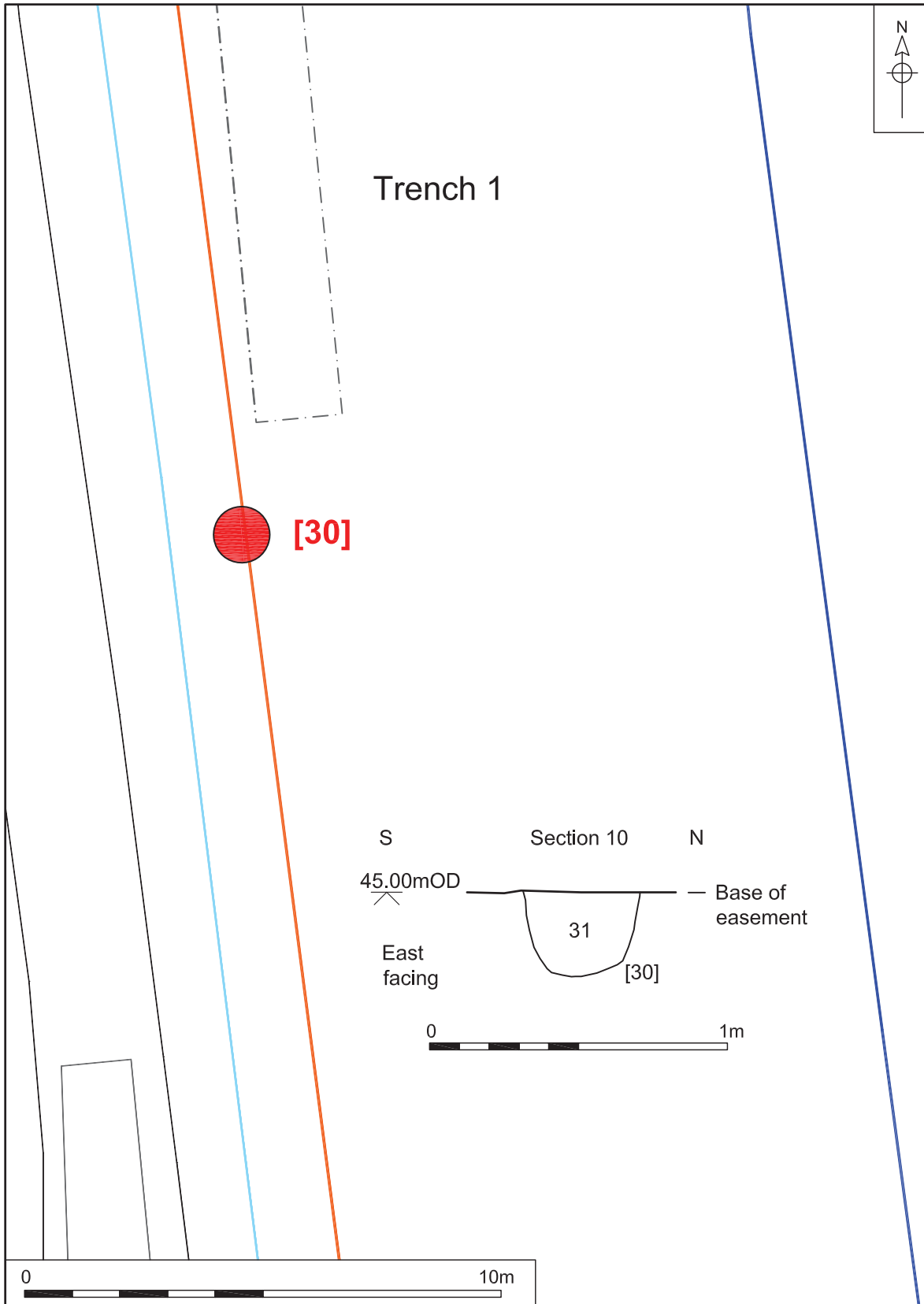


Plate 3. Machining the pipe cut with pit [30] in foreground, looking south-west



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Figure 2. Location of features along the pipe cut.
Scale 1:5000



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Figure 3. Location and section of pit [30]. Scale 1:125 and 1:20

Pit [30]

Towards the northern end of the pipeline, small pit [30] was observed in the western side of the trench (Fig 3, Plates 3 and 4).

The pit had a recorded width of 0.37m and a depth of 0.27m. The base was concave and the sides vertical.

It was possible to partially excavate the feature from the top, though the base could not be fully excavated due to the position of the pit in the side of the pipe trench and the depth of the pipe trench itself.

The fill ([31]) of pit [30] consisted of a firm mid grey sandy silt, which contained rare amounts of small burnt flint fragments. The colour of the deposit and the presence of the burnt flint suggested that the material had been deliberately dumped into the pit, but had not been burnt *in situ*.



Plate 4. Partly-excavated small pit [30], looking west

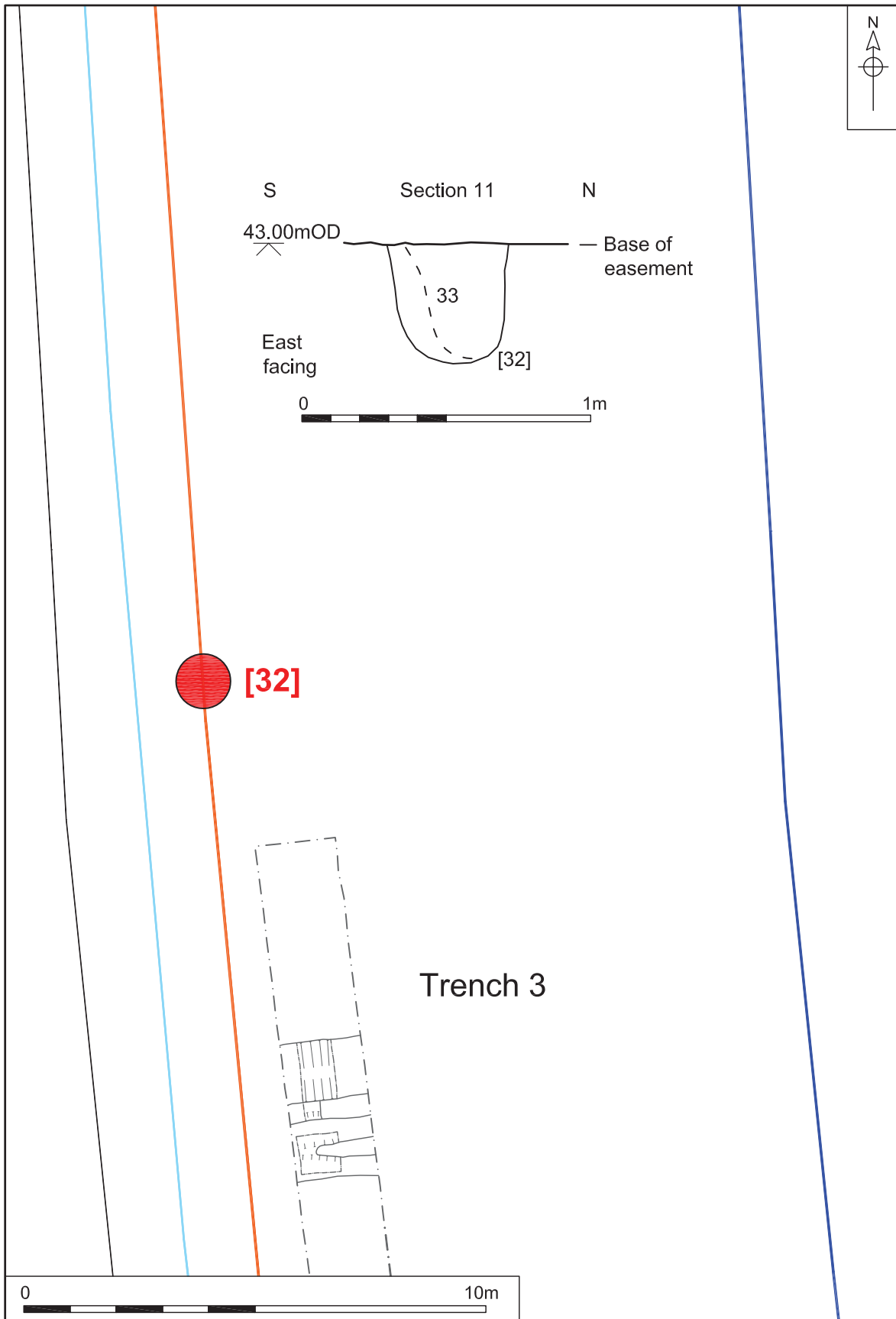
Pit [32]

Approximately 160m south of pit [30] another small pit ([32]) was located (Fig. 4, Plates 5 and 6)).

The remains of pit [32] measured 0.40m across (north-south) and were 0.40m deep. The sides were almost vertical and the base concave.

The top of the feature was obscured by a layer of subsoil ([34]) and it was not possible to determine its east-west dimensions.

The fill of pit [32] ([33]) was a dark grey sandy silt (paler on its south side) which contained occasional fragments of burnt flint and had almost certainly been deliberately deposited into the feature rather than representing *in situ* burning.



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Figure 4. Location and section of pit [32]. Scale 1:125 and 1:20



Plate 5. Pipe cut, looking north-west with pit [32] in the foreground



Plate 6. Unexcavated small pit [32], looking west

6.0 FINDS

by Lucy Talbot

Finds were processed and recorded by count and weight, and an Excel spreadsheet was produced outlining broad dating. Each material type has been considered separately. A list of finds in context order can be found in Appendix 2a.

6.1 Flint

The site produced a single struck flint flake weighing 17g, recovered from topsoil [34]. Of dark grey colour, the flint artefact has a partial covering of pale yellow cortex, an off-white patina on the striking platform and the scars of two primary flakes previously struck from one surface.

A single undatable fragment of burnt flint, weighing 5g, was recovered from pit fill [33]. Recorded for the archive, the fragment was subsequently discarded.

6.2 Metal

Two copper alloy artefacts and a fragment of ?pewter (a coin, a pierced strip and fragment of ?pewter sheet) were collected from topsoil [34].

The coin is a Farthing probably William III or George I dating from 1660 to 1727 (A. Barnett pers. comm.). It is worn and weighs 15g.

The strip is of dense copper alloy, 5mm thick, and is pierced three times along its length. The central piercing contains the shaft of an iron rivet, whilst another shows the remains of a partial rivet. The other hole is empty but is countersunk, suggesting that the object is modern.

The small sub-square, cut sheet, possibly of pewter with one apparently clipped corner has no clear purpose and the date of this object is unclear.

7.0 CONCLUSIONS

Archaeological monitoring at the site was useful in that it identified two further archaeological features. These features, like those observed during the trial trench evaluation appeared to be sealed by subsoil, which suggests that other features may have also been located (and undisturbed) elsewhere in the survey area.

The two small pits, [30] and [32], tie in well with those that have previously been recorded at the site - in particular the small pit cluster excavated within evaluation Trench 1. (This consisted of a group of four, roughly circular pits, two of which have been assigned an Early to Middle Bronze Age date.) Small pit groups are relatively common throughout East Anglia in the prehistoric period. The function of such features is unclear although they may have a ritual origin, sometimes being found in possible association with other (larger) landscape features. Pit [30] may well be part of the same pit group recorded during the trial trench evaluation and pit [32] may belong to a second (unrecorded) pit cluster, or could just as likely be an isolated feature.

Acknowledgements

This project was commissioned and funded by Anglian Water Services Limited.

The fieldwork was conducted by the author.

The finds were washed, recorded and discussed by Lucy Talbot. Andrew Barnett identified and commented on the coin.

The figures were prepared by David Dobson after initial digitising by the author and the report edited by Jayne Bown.

Bibliography and Sources

- | | | |
|----------------------------------|------|---|
| Communities and Local Government | 2010 | <i>Planning Policy Statement 5: Planning For The Historic Environment</i> TSO, Norwich |
| Crawley, P and Hickling, S | 2011 | <i>An Archaeological Evaluation on the Anglian Water B1070 Replacement Scheme, East Bergholt, Suffolk</i> NPS Archaeology Report 2627 (unpublished) |

British Geological Survey <http://www.bgs.ac.uk/opengeoscience> Accessed 10/06/11

Appendix 1a: Context Summary

Context	Category	Cut Type	Fill Of	Description
30	Cut	Pit		Small Pit
31	Deposit		30	Mid grey sandy silt
32	Cut	Pit		Small Pit
33	Deposit		32	Dark grey sandy silt
34	Deposit			Topsoil
35	Deposit			Subsoil
36	Deposit			Natural

Appendix 1b: OASIS Feature Summary

Period	Feature Type	Quantity
?Prehistoric	Pit	2

Appendix 2a: Finds by Context

Context	Material	Qty	Wt	Period	Notes
33	Flint – Burnt	1	5g	Unknown	Discarded
34	Flint – Struck	1	17g	Prehistoric	Flake
34	Copper-Alloy	1	3g	Post-medieval	Coin; Farthing 1660 - 1727
34	Copper-Alloy	1	12g	Unknown	Strip; pierced
34	?Pewter	1	2g	Unknown	Sheet; cut and clipped square

Appendix 2b: Oasis Finds Summary

Period	Material	Total
Prehistoric	Flint – Struck	1
Post-medieval	Copper-Alloy	1
Unknown	?Pewter	1
	Copper-Alloy	1
	Flint – Burnt	1

Appendix 3: OASIS Summary

OASIS DATA COLLECTION FORM: England

[List of Projects](#) | [Manage Projects](#) | [Search Projects](#) | [New project](#) | [Change your details](#) | [HER coverage](#) | [Change country](#) | [Log out](#)

Printable version

OASIS ID: norfolka1-120558

Project details

Project name	East Bergholt WB
Short description of the project	An archaeological watching brief was undertaken for Anglian Water Services Limited ahead of the installation of a replacement water mains pipeline in fields adjacent to the B1070 at East Bergholt. The watching brief completed the archaeological work along the easement route; the previous phases being a fieldwalking survey and archaeological trial trenching. The results from three of the trial trenches suggested that the northern 320m of the easement had the potential to reveal further archaeological features and this area was monitored under archaeological watching brief conditions and is the subject of this report. Monitoring during the watching brief revealed two small pits, observed in the western edge of the pipe cut. These pits though undated appeared to contain burnt flint which suggested that they were of prehistoric date and most likely associated with those found in the northernmost evaluation trench i.e. of Early to Middle Bronze Age date. A fragment of burnt flint was collected from one of the pits and several modern metal finds were found whilst metal-detecting the easement strip.
Project dates	Start: 13-09-2011 End: 26-09-2011
Previous/future work	Yes / No
Any associated project reference codes	EBG041 - HER event no.
Any associated project reference codes	BAU2810 - Contracting Unit No.
Type of project	Recording project
Site status	None
Current Land use	Cultivated Land 3 - Operations to a depth more than 0.25m
Monument type	PIT Bronze Age
Monument type	PIT Bronze Age
Significant Finds	BURNT FLINT Uncertain
Investigation type	'Watching Brief'
Prompt	Direction from Local Planning Authority - PPS

Project location

Country	England
Site location	SUFFOLK BABERGH EAST BERGHOLT B1070 Replacement Main
Study area	4800.00 Square metres
Site coordinates	TM 0700 3565 51.9801591028 1.014572082760 51 58 48 N 001 00 52 E Line
Site coordinates	TM 0671 3643 51.9872714315 1.010825073670 51 59 14 N 001 00 38 E Line

Project creators

Name of Organisation	NPS Archaeology
Project brief originator	Suffolk County Council Archaeological Services
Project design originator	David Whitmore
Project director/manager	David Whitmore
Project supervisor	Peter Crawley
Type of sponsor/funding body	Utility
Name of sponsor/funding body	Anglian Water Services Ltd

Project archives

Physical Archive recipient	Suffolk County Council
Physical Contents	'Metal','Worked stone/lithics'
Digital Archive recipient	NPS Archaeology
Digital Contents	'Metal','Worked stone/lithics','other'
Digital Media available	'Images raster / digital photography','Images vector','Spreadsheets','Text'
Paper Archive recipient	Suffolk County Council
Paper Contents	'Metal','Worked stone/lithics','other'
Paper Media available	'Context sheet','Plan','Report','Section'

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
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Entered on	7 March 2012

OASIS:

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Appendix 4: Archaeological Specification

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Suffolk
IP33 2AR

Brief and Specification for Continuous Archaeological Recording

B1070 REPLACEMENT SCHEME, EAST BERGHOLT, SUFFOLK

Although this document is fundamental to the work of the specialist archaeological contractor the developer should be aware that certain of its requirements are likely to impinge upon the working practices of a general building contractor and may have financial implications

1. Background

- 1.1 The installation of replacement water mains pipeline is to be undertaken alongside the B1070 at East Bergholt between TM 0700 3565 and TM 0671 3634, and measuring 760m in length, and involving an open cut trench located within a 9-10m easement.
- 1.2 Anglian Water has been advised by Suffolk County Council Archaeological Service/Conservation Team (SCCAS/CT) that this development will require a scheme of archaeological investigation during the groundworks.
- 1.3 Archaeological evaluation in June 2010 encountered archaeological remains in the northernmost section of pipeline route (trenches 1-3), comprising a cluster of Early/Middle Bronze Age pits, undated ditches and a large medieval pit (NAU report 2627).
- 1.4 Aspects of the proposed works will cause ground disturbance that has potential to damage any heritage assets of archaeological importance that exists.
- 1.5 Assessment of the available archaeological evidence indicates that the area affected by the development can be adequately recorded by continuous archaeological monitoring and recording during all groundworks (**Please contact the developer for an accurate plan of the development**).
- 1.6 In accordance with the standards and guidance produced by the Institute for Archaeologists this brief should not be considered sufficient to enable the total execution of the project. A Written Scheme of Investigation (WSI) based upon this brief and the accompanying outline specification of minimum requirements, is an essential requirement. This must be submitted by the developers, or their agent, to the Conservation Team of the Archaeological Service of Suffolk County Council (9–10 The Churchyard, Shire Hall, Bury St Edmunds IP33 2AR) for approval. The work must not commence until this office has approved both the archaeological contractor as suitable to undertake the work, and the WSI as satisfactory. The WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the planning condition will be adequately met.
- 1.7 Following approval of the WSI, our office will advise Anglian Water that an acceptable scheme of work is in place, and therefore we (will) have no objection to the work commencing.

- 1.8 Before commencing work the project manager must carry out a risk assessment and liaise with the site owner, client and the Conservation Team of SCCAS (SCCAS/CT) in ensuring that all potential risks are minimised.
- 1.9 All arrangements for the excavation of the site, the timing of the work, access to the site, the definition of the precise area of landholding and area for proposed development are to be defined and negotiated by the archaeological contractor with the commissioning body.
- 1.10 The responsibility for identifying any constraints on field-work (e.g. Scheduled Monument status, Listed Building status, public utilities or other services, tree preservation orders, SSSIs, wildlife sites &c., ecological considerations rests with the commissioning body and its archaeological contractor. The existence and content of the archaeological brief does not over-ride such constraints or imply that the target area is freely available.
- 1.11 Detailed standards, information and advice to supplement this brief are to be found in *Standards for Field Archaeology in the East of England*, East Anglian Archaeology Occasional Papers 14, 2003.
- 1.12 The Institute for Archaeologists' *Standard and Guidance for an archaeological watching brief* (revised 2001) should be used for additional guidance in the execution of the project and in drawing up the report.

2. Brief for Archaeological Recording

- 2.1 To provide a record of archaeological deposits which are damaged or removed by any development [including services and landscaping, and removal of the foundations of the existing buildings) associated with the permitted works.
- 2.2 The significant archaeologically damaging activity in this proposal is the excavation of an open cut trench for the laying of the water pipeline. This and the upcast soil are to be closely monitored during and after they have been excavated by the building contractor. Adequate time is to be allowed for archaeological recording of archaeological deposits during excavation, and of soil sections following excavation.

3. Arrangements for Monitoring

- 3.1 To carry out the monitoring work the developer will appoint an archaeologist (the archaeological contractor) who must be approved by SCCAS/CT.
- 3.2 The developer or his contracted archaeologist will give SCCAS/CT five working days notice of the commencement of ground works on the site, in order that the work of the archaeological contractor may be monitored. The method and form of development will also be monitored to ensure that it conforms to previously agreed locations and techniques upon which this brief is based.
- 3.3 Allowance must be made to cover archaeological costs incurred in monitoring the development works by the contract archaeologist. The size of the contingency should be estimated by the approved archaeological contractor, based upon the outline works in this Brief and Specification and the building contractor's programme of works and time-table.
- 3.4 If unexpected remains are encountered SCCAS/CT must be informed immediately. Amendments to this specification may be made to ensure adequate provision for archaeological recording.

4. Specification

- 4.1 The developer shall afford access at all reasonable times to SCCAS/CT and the contracted archaeologist to allow archaeological monitoring of building and engineering operations which disturb the ground.
- 4.2 Opportunity must be given to the contracted archaeologist to hand excavate any discrete archaeological features which appear during earth moving operations, retrieve finds and make measured records as necessary. Where it is necessary to see archaeological detail one of the soil faces is to be trowelled clean.
- 4.3 All archaeological features exposed must be planned at a scale of 1:20 or 1:50 on a plan showing the proposed layout of the development, depending on the complexity of the data to be recorded. Sections should be drawn at 1:10 or 1:20 again depending on the complexity to be recorded.
- 4.4 A photographic record of the work is to be made of any archaeological features, consisting of both monochrome photographs and colour transparencies/high resolution digital images.
- 4.5 All contexts must be numbered and finds recorded by context. All levels should relate to Ordnance Datum.
- 4.6 Archaeological contexts should, where possible, be sampled for palaeo-environmental remains. Best practice should allow for sampling of interpretable and datable archaeological deposits and provision should be made for this. Advice on the appropriateness of the proposed strategies will be sought from Helen Chappell, English Heritage Regional Adviser for Archaeological Science (East of England). A guide to sampling archaeological deposits (Murphy, P.L. and Wiltshire, P.E.J., 1994, *A guide to sampling archaeological deposits for environmental analysis*) is available for viewing from SCCAS.
- 4.7 All finds will be collected and processed (unless variations in this principle are agreed with SCCAS/CT during the course of the monitoring).
- 4.8 The data recording methods and conventions used must be consistent with, and approved by, the County Historic Environment Record.

5. Report Requirements

- 5.1 An archive of all records and finds is to be prepared consistent with the principles of *Management of Archaeological Projects (MAP2)*, particularly Appendix 3. This must be deposited with the County Historic Environment Record within three months of the completion of work. It will then become publicly accessible. It must be adequate to perform the function of a final archive for deposition in the County Historic Environment Record (The County Store) or museum in Suffolk.
- 5.2 The project manager must consult the County Historic Environment Record Officer to obtain an event number for the work. This number will be unique for each project or site and must be clearly marked on any documentation relating to the work.
- 5.3 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*.
- 5.4 Every effort must be made to get the agreement of the landowner/developer to the deposition of the full site archive, and transfer of title, with the intended archive depository before the fieldwork commences. If this is not achievable for all or parts of

the finds archive then provision must be made for additional recording (e.g. photography, illustration, scientific analysis) as appropriate.

- 5.5 The project manager should consult the intended archive depository before the archive is prepared regarding the specific requirements for the archive deposition and curation, and regarding any specific cost implications of deposition. The intended depository should be stated in the WSI, for approval. The intended depository must be prepared to accept the entire archive resulting from the project (both finds and written archive) in order to create a complete record of the project.
- 5.6 If the County Store is not the intended depository, the project manager should ensure that a duplicate copy of the written archive is deposited with the County HER.
- 5.7 If the County Store is the intended location of the archive, the project manager should consult the SCCAS Archive Guidelines 2010 and also the County Historic Environment Record Officer regarding the requirements for the deposition of the archive (conservation, ordering, organisation, labelling, marking and storage) of excavated material and the archive. A clear statement of the form, intended content, and standards of the archive is to be submitted for approval as an essential requirement of the WSI.
- 5.8 The WSI should state proposals for the deposition of the digital archive relating to this project with the Archaeology Data Service (ADS), and allowance should be made for costs incurred to ensure proper deposition (<http://ads.ahds.ac.uk/project/policy.html>).
- 5.9 A report on the fieldwork and archive, consistent with the principles of *MAP2*, particularly Appendix 4, must be provided. The report must summarise the methodology employed, the stratigraphic sequence, and give a period by period description of the contexts recorded, and an inventory of finds. The objective account of the archaeological evidence must be clearly distinguished from its interpretation. The Report must include a discussion and an assessment of the archaeological evidence, including palaeoenvironmental remains recovered from palaeosols and cut features. Its conclusions must include a clear statement of the archaeological value of the results, and their significance in the context of the Regional Research Framework (*East Anglian Archaeology*, Occasional Papers 3 & 8, 1997 and 2000).
- 5.10 An unbound hardcopy of the report, clearly marked DRAFT, must be presented to SCCAS/CT for approval within six months of the completion of fieldwork unless other arrangements are negotiated with the project sponsor and SCCAS/CT.
- 5.11 Following acceptance, a single copy of the report should be submitted to SCCAS/CT. A single hard copy should be presented to the County Historic Environment Record as well as a digital copy of the approved report.
- 5.12 A summary report, in the established format, suitable for inclusion in the annual 'Archaeology in Suffolk' section of the *Proceedings of the Suffolk Institute of Archaeology*, must be prepared and included in the project report.
- 5.13 Where appropriate, a digital vector trench plan should be included with the report, which must be compatible with MapInfo GIS software, for integration in the County Historic Environment Record. AutoCAD files should be also exported and saved into a format that can be imported into MapInfo (for example, as a Drawing Interchange File or .dxf) or already transferred to .TAB files.
- 5.14 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> must be initiated and key fields completed on Details, Location and Creators forms.
- 5.15 All parts of the OASIS online form must be completed for submission to County Historic Environment Record. This should include an uploaded .pdf version of the entire report. A paper copy should also be included with the report and also with the site archive.

Specification by: Sarah Poppy

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This brief and specification remains valid for six months from the above date. If work is not carried out in full within that time this document will lapse; the authority should be notified and a revised brief and specification may be issued.

If the work defined by this brief forms a part of a programme of archaeological work required by a Planning Condition, the results must be considered by the Conservation Team of the Archaeological Service of Suffolk County Council, who have the responsibility for advising the appropriate Planning Authority.