

Report 2014/1111

nps archaeology



## Archaeological Watching Brief at St Martin's Church, New Buckenham, Norfolk

ENF 135187



**Prepared for**  
Birdsall, Swash and Blackman  
Chartered Architects and Diocesan Surveyors  
High House Farm  
The Street  
Beeston-Next-Mileham  
Norfolk



Steve Hickling MA ACIfA



March 2015

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<i>Issue 1</i>		

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Location:	St Martin's Church, New Buckenham
District:	Breckland
Grid Ref.:	TM 0880 9055
Planning Ref.:	N/A
HER No.:	ENF 135187
OASIS Ref.:	193434
Client:	New Buckenham Parochial Church Council
Dates of Fieldwork:	8 October 2014

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## **Summary**

*An archaeological watching brief was conducted for New Buckenham Parochial Church Council during groundworks associated with reflooring the south aisle of St Martin's Church, New Buckenham.*

*Because of the restricted nature of the excavations only evidently modern features were exposed. These included stove rakings in the northeast corner, two sleeper walls for the previous suspended floor, and a gully perhaps remaining after a sleeper wall had been removed. No earlier features or artefacts were visible, although cuts for graves must lie beneath the exposed surface, and occasional fragments of human bone were seen.*

## **1.0 INTRODUCTION**

The floor of the south aisle in St Martin's parish church, New Buckenham, was to be replaced in a programme of interior refurbishment. Because of the sensitive nature of the location, archaeological monitoring of the minor groundworks for the project was required.

This work was undertaken to fulfil a Brief issued by Norfolk Historic Environment Service (CNF45605). The work was conducted in accordance with a Project Design and Method Statement prepared by NPS Archaeology (01-04-15-2-1111). The work was commissioned by Birdsall, Swash and Blackman and funded by the New Buckenham Parochial Church Council.

The programme of work was designed to assist in defining the character and extent of any archaeological remains in the proposed development area following guidelines set out in *National Planning Policy Framework* (Department for Communities and Local Government 2012). The results will enable decisions to be made by the Local Planning Authority about the treatment of any archaeological remains found.

The site archive is currently held by NPS Archaeology and on completion of the project will be deposited with Norfolk Museums Service following the relevant policies on archiving standards.

## **2.0 GEOLOGY AND TOPOGRAPHY**

Figure 1

The underlying geology consists of Quaternary period sands and gravels of the Lowestoft Formation above Cretaceous chalk.<sup>1</sup>

The parish church of St Martin is situated in the historical core of the village of New Buckenham, formerly a medieval planned town. The local area is flat and poorly drained and historically a large proportion of the land nearby was held as open common grazing. The site lies at a height of c. 48.00m OD.

The watching brief took place in the south aisle of the medieval church.

## **3.0 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND**

The information for the following section of this report was drawn from a search of the Norfolk Historic Environment Record (NHER) for a radius of 500m centred on the church. Because of the number of records in and around New Buckenham (more than 100), not all are discussed below.

### **3.1 Prehistoric**

Only two prehistoric sites are known within the search area, including a Neolithic flaked flint axehead (NHER 9194) found 310m south of the church in 1972.

Early–mid-19th-century records suggest the site of two Bronze Age barrows (NHER 9196) 400m to the northwest, but neither have been visible since at least the 1930s and their presence is uncertain.

### **3.2 Roman**

Only one possible Roman site is known within the search area. A series of linear earthworks cross New Buckenham Common and appear again to the west of the village. The presence of the earthworks either side of New Buckenham Castle indicates that they predate the medieval castle and associated planned town, and perhaps that they represent a Roman road (NHER 57350) linking *Venta Icenorum* (the Romano-British predecessor of modern-day Norwich) and Icklingham, near Mildenhall.

### **3.3 Anglo-Saxon**

A possible southern section of Bunn's Bank (NHER 57351) lies 500m northwest of St Martin's Church. Bunn's Bank—a bank and ditch that runs for c. 2.5km along the parish boundary—is thought by many to be Anglo-Saxon in date. The fragmentary southern earthwork can be traced as a topographical feature north to Bunn's Bank, although it remains uncertain as to whether it was an original element of the Bank. The NHER suggests that this particular section may in fact relate to the 12th-century pale for Buckenham deer park (NHER 44620), but concedes that it may be an earlier monument reused.

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<sup>1</sup> <http://mapapps.bgs.ac.uk/geologyofbritain/home.html>

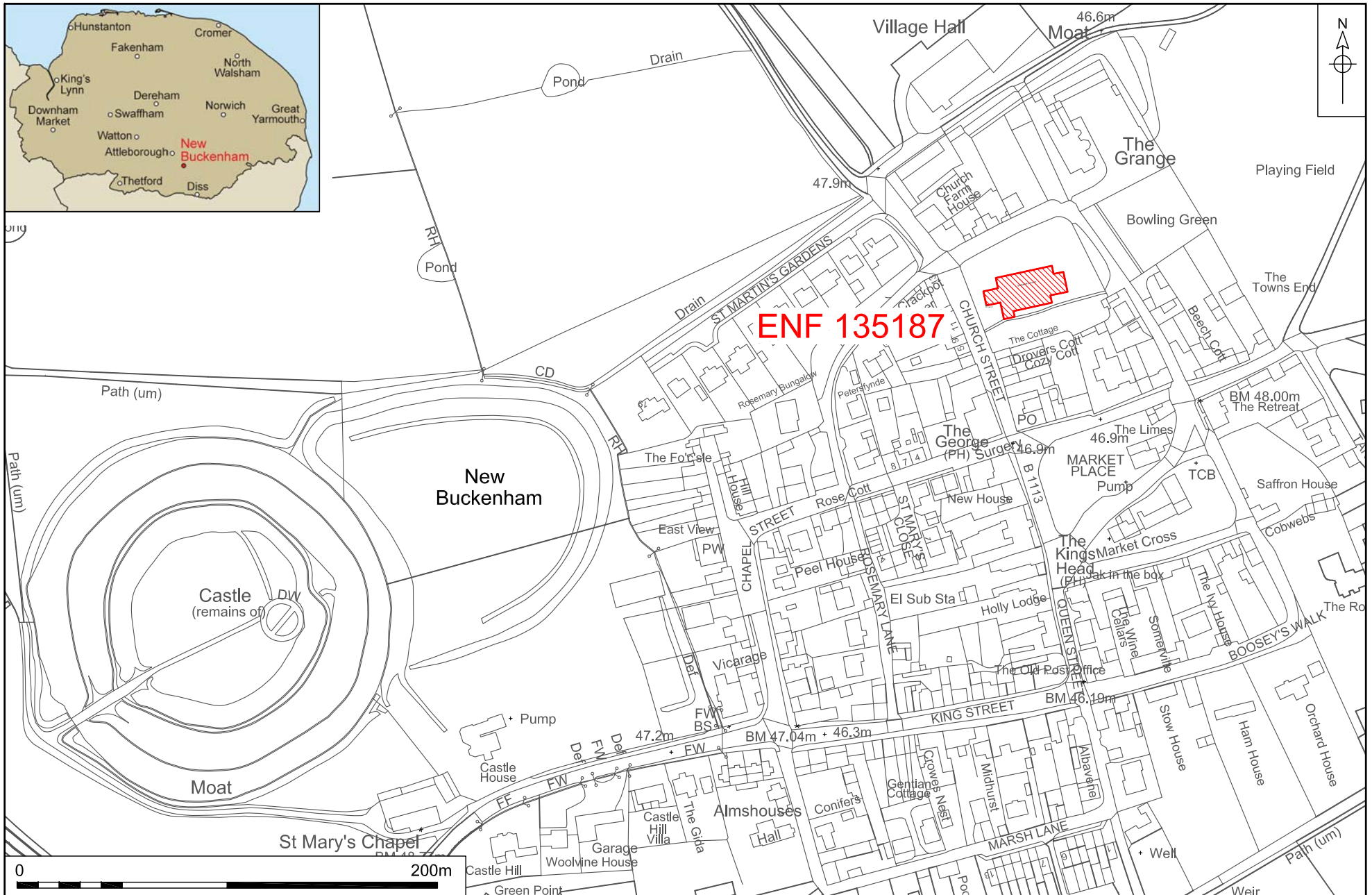


Figure 1. Site location. Scale 1:2500

### 3.4 Medieval

New Buckenham was a Norman planned town (NHER 9200) conceived by (the younger) William d'Albini, 1st Earl of Lincoln and 1st Earl of Arundel, at the same time as his castle (NHER 40577) between 1146 and 1176. It was laid out on a simple grid pattern with an enclosing bank and ditch (the ditch is still water-filled in places on the southeast and northeast corners), and a large market place. The medieval town never expanded beyond its embankments and the modern village still essentially preserves the original boundaries and layout.

The town ditch (NHER 41233) has been located in several places during archaeological investigations:

- at The Moat House (NHER 39357), 95m north of the church
- on the southeast corner of Marsh Lane (NHER 40623), 230m south of church
- near Tanning Lane (NHER 40625), 135m southeast
- at Dicken Cottage in Marsh Lane (NHER 40626), 245m south
- at the old Village Hall (NHER 51520), 290m southwest
- at Church Farm Lane (NHER 39661), 65m northwest.

In the 16th century, the south ditch was infilled as the town expanded, although certain parts that were used as tanning pits remain as open water today.

New Buckenham Castle (NHER 40577) was established by d'Albini around 1146. The castle has two baileys and a barbican. The surviving ringwork contains the oldest, and perhaps the largest, Norman circular keep in the country. The castle was besieged twice, in the 13th and 15th centuries. It was defortified in the 1640s.

The original place of worship for the 12th-century town was the chapel of St Mary (NHER 39594), founded by William d'Albini 375m southwest of the present parish church. When the church of St Martin (NHER 40579) was built in the 13th century, the chapel became a private chapel to the castle. The chapel appears to have survived the Reformation, perhaps continuing in use until the defortification of the castle in 1649. It was converted first for use as a barn, with the large windows being blocked-in using flint rubble and Tudor brick, and is currently occupied as a house.

St Martin's Church (NHER 40579) was founded in the 1240s. Only parts of the current chancel and possibly the base of the tower survive from this period. The tower, south aisle, clerestory and chancel belong largely to a grand rebuilding in the early 16th century.

Buckenham deer park (NHER 44620), which adjoins the edge of the medieval town 100m to the north of the church, was laid out around 1100 by d'Albini's father (also William). The park was expanded by d'Albini later in the 12th century, probably as part of his development of the castle (NHER 40577) and the planned town (NHER 9200). The park is marked on maps made in 1597 and 1693. It probably went out of use in the early 18th century.

Haugh Ditch (NHER 31005) surrounds an oval enclosure 400m southeast of the church, and pre-dates New Buckenham castle and town. It was formerly part of the Bishop's Manor of Eccles, and was transferred to d'Albini as part of the



arrangements for the new castle. Its shape is suggestive of perhaps an earlier deer park, although it was later used as the town field of New Buckenham.

New Buckenham possesses numerous historic vernacular houses dating from the late medieval period onwards, including a 15th-century 'Wealden'-type house at Corner Cottage and Crawfords, Market Place (NHER 40611), and medieval and 16th-century open-hall houses at Lane's End, Marsh Lane (NHER 40578), Tanyard Cottage (NHER 40641), and at 9 Church Street (NHER 41041) opposite the parish church. The Old Vicarage on Chapel Street (NHER 40581) was originally a 15th-century Guildhall.

### **3.5 19th–20th centuries**

Slight earthworks and fragments of masonry from a Royal Observer Corps observation post (NHER 44632) dating from the Second World War can be seen on the edge of the Spitalmere, 430m northeast of the church.

The original village school of 1849 (NHER 55248) lies 50m southeast of the church. It is now a private house.

The New Buckenham Wesleyan Methodist Chapel (NHER 58181) lies 190m southwest of the church. It is dated 1884 and is connected to a small Sunday school also dated 1884.

### **3.6 Previous archaeological work at the church**

The only previous archaeological work within the church or churchyard was a watching brief in 2001 on a service trench dug from Grange Road to the north, to the west door of the church. No archaeological features were discovered and the only significant artefacts were fragments of human bone and a sherd of medieval pottery (Hobbs 2001).

## **4.0 METHODOLOGY**

The objective of the watching brief was to determine as far as reasonably possible the presence or absence, location, nature, extent, date, quality, condition and significance of any surviving archaeological deposits within the development area.

The Brief required that all groundworks be monitored by a qualified archaeologist.

All excavations were hand-dug.

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

Environmental samples were not taken due to a lack of suitable deposits.

All archaeological features and deposits were recorded using NPS Archaeology pro forma. Trench locations, plans and sections were recorded at appropriate scales. Digital photographs were taken of all relevant features and deposits where appropriate.

## 5.0 RESULTS

Figure 2

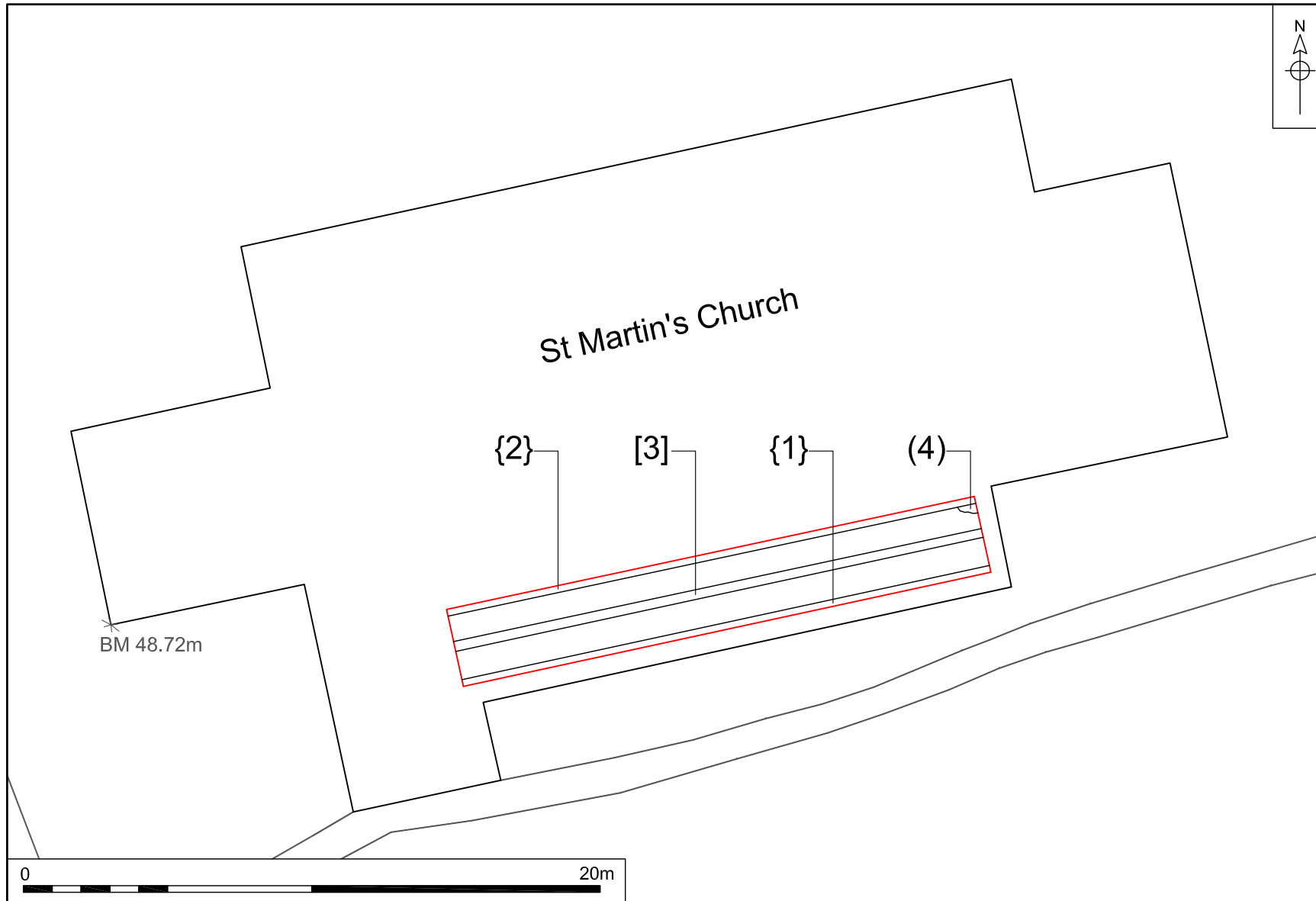
The works subject to the watching brief were restricted to the south aisle of the church. The existing wooden floor was removed, revealing earth below (Plate 1). Hand-excavation was due to proceed down to a formation level in preparation of laying a new floor.



Plate 1. The south aisle before excavation

In the event, the level of the exposed earth surface was only a maximum of 5mm above formation level. Consequently, the only work necessary was to scrape-off loose material from the surface (Plate 2). Fragments of human bone were recovered, but not removed from the church.

Two low sleeper walls (supports for the former wooden floor) were observed, one {1} against the exterior church wall, the other {2} against the north edge of the excavation area. Both walls were composed of at least two courses of machine-made 2½-inch red bricks, and as such are likely to be of late 19th–20th-century date. A channel [3] aligned east–west was recorded running down the centre of the area. It measured 350mm wide x 2–8mm deep, and had steeply sloping sides. This may once have contained another sleeper wall.



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Figure 2. Site plan. Scale 1:200



Plate 2. The south aisle after excavation



Plate 3. Deposit of ash and fuel slag at the northeast end of the aisle

A deposit of black fuel ash and fuel slag (4) was identified in the northeast corner of the excavation area (Plate 3). This was thought to represent the raking-out of a stove that formerly stood at this point, perhaps providing hot air for earlier sub-floor heating ducts, one of which can be seen in Plate 3. A hole in the medieval roof above this area was perhaps for a stove flue (Plate 4).



Plate 4. Hole in the medieval roof (arrowed), perhaps for a stove flue

No other significant features or artefacts were observed.

## 6.0 CONCLUSIONS

Because of the restricted nature of the excavations only evidently modern features were exposed. These included stove rakings in the northeast corner, two sleeper walls for the previous suspended floor, and a gully perhaps remaining after a sleeper wall had been removed. No earlier features or artefacts were visible, although cuts for graves must lie beneath the exposed surface, and occasional fragments of human bone were seen.

## ***Acknowledgements***

The author would like to thank Ruth Blackman of Birdsall, Swash and Blackman for commissioning this project, and New Buckenham PCC for funding the work. The project was managed by Jayne Bown on behalf of NPS Archaeology and monitored by Norfolk Historic Environment Service who also provided the HER data.

Thanks are offered to Markus Munford and the staff of EFL Specialist Roofing Contractors for their help and cooperation during the fieldwork stage of the project.

This report was illustrated by David Dobson and edited by Andrew Crowson.

## ***Bibliography and Sources***

Department for Communities and Local Government      2012    *National Planning Policy Framework*

Hobbs, B.P.      2001    *Report on an Archaeological Watching Brief at St Martin's Church, Church Street, New Buckenham, Norfolk*. NAU Report 647 (unpublished)

<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>    Accessed 08.10.2014

## Appendix 1a: Context Summary

Context	Category	Cut Type	Fill Of	Description	Period
1	Masonry			Brick sleeper wall	19th-20th c.
2	Masonry			Brick sleeper wall	19th-20th c.
3	Cut	Gully		Gully (sleeper wall?)	Unknown
4	Deposit			Ash and fuel slag spread	Unknown

## Appendix 1b: Feature Summary

Period	Category	Total
Modern	Sleeper wall	2
Undated	Gully	1

**Appendix 2: OASIS Report Summary**



# OASIS DATA COLLECTION FORM: England

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

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OASIS ID: norfolka1-193434

## Project details

<b>Project name</b>	New Buckenham Parish Church, New Buckenham
<b>Short description of the project</b>	An archaeological watching brief was conducted for New Buckenham Parochial Church Council during groundworks associated with reflooring the south aisle of St Martin's Church, New Buckenham. Because of the restricted nature of the excavations only evidently modern features were exposed. These included stone rakings in the northeast corner, two sleeper walls for the previous suspended floor, and a gully perhaps remaining after a sleeper wall had been removed. No earlier features or artefacts were visible, although cuts for graves must lie beneath the exposed surface, and occasional fragments of human bone were seen.
<b>Project dates</b>	Start: 08/02/2014 End: 08/02/2014
<b>Previous/future work</b>	Yes / Not known
<b>Any associated project reference codes</b>	13518 HER event no.
<b>Type of project</b>	Recording project
<b>Site status</b>	Listed Building
<b>Monument type</b>	WALL Modern
<b>Significant Finds</b>	NONE None
<b>Investigation type</b>	Watching Brief
<b>Prompt</b>	National Planning Policy Framework -NPPF

## Project location

<b>Country</b>	England
<b>Site location</b>	NORFOLK BRECKLAND NEW BUCKENHAM New Buckenham Parish Church
<b>Study area</b>	50.00 Square metres
<b>Site coordinates</b>	TM 08 055 52.424006971.04638281 52 280 N 001 04 28E Point
<b>Height OD / Depth</b>	Min: 4800m Max: 4800m

## Project creators

**Name of Organisation** NPS Archaeology

**Project brief originator** Norfolk Historic Environment Service

**Project design originator** NPS Archaeology

**Project director/manager** Steve Hickling

**Project supervisor** NPS Archaeology

[Project archives](#)

**Physical Archive Exists?** No

**Digital Archive recipient** NPS Archaeology

**Digital Contents** 'Other'

**Digital Media available** Images raster / digital photography; Images vector; Spreadsheets; Text'

**Paper Archive recipient** Norfolk Museums Service

**Paper Contents** 'Other'

**Paper Media available** Context sheet; Plan; Report'

[Project bibliography 1](#)

**Publication type** Grey literature (unpublished document/manuscript)

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**Author(s)/Editor(s)** Hickling, S.

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**Entered by** A. Crowson (andrew.crowson@s.co.uk)

**Entered on** 19 January 2015

## **Appendix 3: Archaeological Specification**

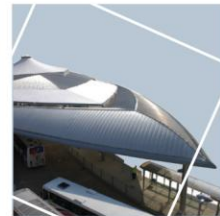
01-04-15-2-1111



nps archaeology

**Archaeological monitoring  
New Buckenham Parish Church, New Buckenham  
Written Scheme of Investigation**

**Prepared for**  
Birdsall, Swash and Blackman  
Chartered Architects and Diocesan Surveyors  
High House Farm  
The Street  
Beeston-Next-Mileham  
Norfolk



NPS Archaeology

October 2014



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Location	New Buckenham Parish Church
District	Breckland
Client	Birdsall, Swash and Blackman

<b>DOCUMENT CHECKLIST</b>		
Project Manager	Nigel Page	
Completed by	Nigel Page	01/05/20/14
Reviewed by	David Adams	01/05/20/14
<i>Issue 1</i>		

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# Archaeological monitoring

## Written Scheme of Investigation

### 1. Introduction

- 1.1 A proposal for works that will affect the floor of the south aisle of New Buckenham Parish Church, (TM 0880 9055) requires a programme of archaeological monitoring during the construction works on the advice of the diocesan archaeologist.
- 1.2 In order to comply with that recommendation Birdsall Swash and Blackman requested NPS Archaeology to produce costs and this Written Scheme of Investigation for the programme of monitoring in line with the planning condition. The work was designed to fulfil a Generic Brief for the Monitoring of Works under Archaeological Supervision and Control issued by Norfolk Historic Environment Service.

### 2. Mitigation Strategy

- 2.1 The programme of archaeological works presented in this document has been designed to mitigate the impacts of the proposed works. Where archaeological remains are identified, and these cannot be preserved *in situ*, the potential impact of the scheme will be minimised by appropriate levels of archaeological excavation and recording (preservation by record).
  - 2.2 The mitigation strategy will include archaeological monitoring to record any archaeological remains exposed during the works and reporting. The different elements to be employed are presented below in the anticipated order that they will take place.
  - 2.3 The stages of the mitigation strategy may be summarised as follows:
    - i. Archaeological Monitoring.* Due to the potential for previously unidentified archaeological remains to exist almost anywhere within this area, all ground disturbance works within the church will be monitored by an archaeologist. If previously unrecorded archaeological features and deposits are encountered and these are deemed to be of significance appropriate levels of excavation and recording will be required.
    - ii. Post-fieldwork Processing.* The drawn and written, photographic, stratigraphic and structural record will be cross-referenced and entered onto a database to provide a consistent and compatible record of the results of the various elements of fieldwork. Artefactual and ecofactual material recovered during the fieldwork will be cleaned, marked and packaged in accordance with the archive requirements of the Norfolk Museums and Archaeology Service.
    - iii. Analysis, Reporting and Archive.* The results of the fieldwork will be presented as a client report. If appropriate, a synthesis of the results will be published in an appropriate archaeological journal. The archive will be prepared for deposition with the Norfolk Museums and Archaeology Service.
  - 2.4 The procedures and methodology for each of the stages outlined above are described in detail below.
- ### 2.5 Archaeological Monitoring
- 2.5.1 All works that affect the floor and any deposits below the floor will be monitored by an experienced archaeologist. The monitoring will be carried out in accordance with the *Standard and Guidance for Archaeological Watching Briefs* (Institute for Archaeologists 2008) and the guidelines set out in the document *Standards for Field Archaeology in the East of England* (Gurney 2003).

2.5.2 If areas of significant archaeological remains are encountered that cannot be recorded safely or to the appropriate standard within the monitoring, consultation will take place with the client and Norfolk Historic Environment Service and more detailed excavation may be required.

2.5.3 All archaeological deposits, features and layers will be assigned individual context numbers and recorded on standardised forms employing a pro forma recording system approved by Norfolk Historic Environment Service. The records will include full written, graphic and photographic elements with site and context numbering compatible with the Norfolk Historic Environment Record numbering system. Plans will be made at a scale of 1:50, with provision for 1:20 and 1:10 drawings. Sections will be recorded at scales of 1:10 and 1:20 depending on the detail considered necessary. A 35mm black and white and digital photographic record will be maintained of all archaeological deposits, layers and features to record their characteristic and relationships. Photographs will also be taken to record the progress of the work.

## **2.6 Post-Fieldwork Processing**

2.6.1 The drawn, photographic and written stratigraphic and structural records will be cross-referenced and, if appropriate, entered into an archaeological database.

2.6.2 The cleaning and cataloguing of any artefactual materials recovered will be undertaken on completion of the excavation. Finds data will be stored on a database to allow summary listings of artefacts by category and context to provide basic quantification.

2.6.3 An archive structured in accordance with Norfolk County Council Archive guidelines and *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (Brown 2007) will be created.

## **2.7 Report and Archive**

2.7.1 The report will present data in written, tabular, graphic and appendix form. A list of archive components generated by the work will also be included in the report. Copyright of the reports will be retained by NPS Archaeology.

2.7.2 A draft copy of the report will be presented to Norfolk Historic Environment Service for approval.

2.7.3 Once approved, multiple copies of the report will be produced as appropriate and presented to the client and two copies to Norfolk Historic Environment Service including a completed Oasis form. A digital copy will also be submitted to Norfolk Historic Environment Service. A copy will also be deposited with the Norfolk Historic Environment Record. One copy of the report will also be sent to the English Heritage Regional Advisor for Archaeological Science, if considered appropriate. An NHER form will accompany the report and will include a reference to the archive and the intended place of archive deposition. The report will be submitted within eight weeks of the completion of the work.

2.7.4 NPS Archaeology supports the OASIS project. An online record will be initiated immediately prior to the start of fieldwork and completed when the final report is submitted to Norfolk Historic Environment Service. This will include a pdf version of the final report.

2.7.5 A single integrated archive for all elements of the work will be prepared according to the recommendations set out in *Environmental standards for the permanent storage of excavated material from archaeological sites* (UKIC, Conservation Guidelines 3, 1984) and *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (Brown 2007), and in accordance with the Norfolk Museums Service own requirements for archive preparation, storage and conservation.

2.7.6 The archive will be fully indexed and cross-referenced. It will also be integrated with the Norfolk Historic Environment Record numbering system. Deposition of the archive and finds (by prior agreement with the landowners) will take place within six months of the

completion of the final report and confirmed in writing to the Norfolk Historic Environment Record. A full listing of archive contents and finds boxes will accompany the deposition of the archive and finds.

- 2.7.7 All archaeological materials, excepting those covered by the *Treasure Act, 1996*, will remain the property of the landowners. NPS Archaeology will seek to reach a formal agreement with the landowners for the donation of the finds to the Norfolk Museum Service.

### 3. Timetable and Resources

- 3.1 The different stages of archaeological work have different time and staff requirements. The timetable for fieldwork assumes that there are no major delays to the work programme caused by factors outside of NPS Archaeology's reasonable control.
- 3.2 The costs for this project have been supplied in a separate document and are not reproduced here.

### 4. Project staff

- 4.1 The project will be co-ordinated on a day-to-day basis by the Project Officer who will be dedicated to the project throughout its duration. The Project Manager will assume responsibility for all aspects of the project including finance, logistics, standards, health and safety, and liaison with the client and curators. All project staff will have substantial experience in urban archaeology and post-excavation analysis.
- 4.2 Other members of staff involved in the project will be the Experienced Excavators and Finds Coordinator. Experienced Excavator staff will have experience in excavation and experience with the Unit's *pro forma* recording system or similar systems. The Project officer and/or Experienced Excavator staff will be experienced metal detector users.
- 4.3 NPS Archaeology staff associated with the project is as follows:

<b>Project Management</b>	
Archaeology Manager	Jayne Bown BA, MIFA

<b>Project Staff</b>	
Project Officer	Steve Hickling
Finds Officer	Becky Sillwood

- 4.4 NPS Archaeology reserves the right, because of its developing work programme, to change its nominated personnel at any time. This will be in consultation with the client and Norfolk Historic Environment Service.
- 4.5 The analysis of artefactual and ecofactual materials will be undertaken by NPS Archaeology staff or nominated external specialists. Nominated Unit and external specialists and their areas of expertise are as follows:
- 4.5.1 *Specialist staff used by NPS Archaeology*

<b>Specialist</b>	<b>Research Field</b>
Andy Barnett	Metal-detectorist, Numismatic Items
Sarah Bates BA, MIFA	Worked Flint
Fran Green BSc, PhD	General Environmental
Julie Curl, AIFA	Faunal Remains
Sue Anderson	Post-Roman Pottery, Ceramic Building Material
Jane Cowgill	Iron-working
Roger Doonan	Non-Ferrous Metalworking
Debbie Forkes	Conservation
Val Fryer	Macrofossil analysis
Stephen Heywood	Architectural Stonework



Andrew Peachey	Prehistoric and Roman Pottery
Richard Macphail	Micromorphology
Jo Mills	Worked Stone Artefacts
John Shepherd	Vessel Glass

## 5. General Conditions

- 5.1 NPS Archaeology will not commence work until a written order or signed agreement is received from the Client. Where the commission is received through an Agent, the Agent is deemed to be authorised to act on behalf of the Client. NPS Archaeology reserve the right to recover unpaid fees for the service provided from the Agent where it is found that this authority is contested by said Client.
- 5.2 NPS Archaeology would expect information on any services crossing the site to be provided by the client.
- 5.3 A 7.4 hour working day is normally operated by NPS Archaeology, although their agents may work outside these hours.
- 5.4 NPS Archaeology would expect the client to arrange suitable access to the site for its staff, plant and welfare facilities on the agreed start date.
- 5.5 NPS Archaeology would expect any information concerning the presence of TPO's and/or, protected flora and fauna on the site to be provided by the client prior to the commencement of works and accept no liability if this information is not disclosed. No excavation will take place within 8m or canopy width (whichever is the greater) of any trees within or bordering the site.
- 5.6 NPS Archaeology shall not be held responsible for any delay or failure in meeting agreed deadlines resulting from circumstances beyond its reasonable control. Such circumstances would include without limitation; long periods of adverse weather conditions, flooding, repeated vandalism, ground contamination, delays in the development programme, unsafe buildings, conflicts between the archaeological recording methods and the protection of flora and fauna on the site, disease restrictions, and unexploded ordnance.
- 5.7 Whether or not CDM regulations apply to this work, NPS Archaeology would expect the client to provide information on the nature, extent and level of any soil contamination present. Should unanticipated contaminated ground be encountered during the trial trenching, excavation will cease until an assessment of risks to health has been undertaken and on-site control measures implemented. NPS Archaeology will not be liable for any costs related to the collection and analysis of soils or other assessment methods, on-site control measures, and the removal of contaminated soil or other materials from site.
- 5.8 Should any disease restrictions be implemented for the area during the evaluation, fieldwork will cease and staff redeployed until they are lifted. NPS Archaeology will not be liable for any costs related to on-site disease control measures and for any additional costs incurred to complete the fieldwork after the restrictions have been removed.
- 5.9 NPS Archaeology will not accept responsibility for any tree surgery, removal of undergrowth, shrubbery or hedges or reinstatement of gardens. NPS Archaeology will endeavour to restrict the levels of disturbance of to a minimum but wishes to bring to the attention of the client that the works will necessarily alter the appearance of any landscaped gardens.

## 6. Quality Standards

- 6.1 NPS Archaeology is an Institute for Archaeologists Registered Organisation and fully endorses the *Code of Practice* and the *Code of Practice for the Regulation of Contractual Arrangements in Field Archaeology*. All staff employed or subcontracted by NPS

Archaeology will be employed in line with The Institute for Archaeologists Code of Practice.

6.2 The guidelines set out in the document *Standards for Field Archaeology in the East of England* (Gurney 2003) will be adhered to. Provision will be made for monitoring the work by Norfolk Historic Environment Service in accordance with the procedures outlined in the document *Management of Archaeological Projects* (English Heritage 1991). Monitoring opportunities for each phase of the project are suggested as follows:

- during monitoring
- during Post-Fieldwork Analysis
- upon receipt of the final report

6.3 A further monitoring opportunity will be provided at the end of the work upon deposition of the integrated archive.

6.4 NPS Archaeology operates a Project Management System. Most aspects of this project will be co-ordinated by a Project Officer who has the day-to-day responsibility for the successful completion of the fieldwork and report. Overall responsibility for the successful delivery of the project lies with the Project Manager. The Archaeology Manager has the responsibility for all of NPS Archaeology's work and ensures the maintenance of quality standards within the organisation.

## **7. Health and Safety**

7.1 NPS Archaeology will ensure that all work is carried out in accordance with NPS Property Consultants Limited's Health and Safety Policy, to standards defined in *the Health and Safety at Work, etc Act, 1974* and *The Management of Health and Safety Regulations, 1992*, and in accordance with the health and safety manual *Health and Safety in Field Archaeology* (SCAUM 2007).

7.2 A risk assessment will be prepared for the fieldwork. All staff will be briefed on the contents of the risk assessment and required to read it. Protective clothing and equipment will be issued and used as required.

7.3 NPS Archaeology will provide copies of NPS Property Consultants Limited's Health and Safety policy on request.

## **8. Insurance**

8.1 NPS Archaeology's Insurance Cover is:

Employers Liability	£5,000,000
Public Liability	£50,000,000
Professional Indemnity	£5,000,000

8.2 Full details of NPS Archaeology's Insurance cover will be supplied on request.