Report number 2014/1195

nps archaeology

Archaeological Excavation and Watching Brief at St Mary's Church and the Old Rectory, School Hill, Tasburgh, Norfolk

ENF 134393
ENF 134394

Prepared for

UK Power Networks
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Location:	St Mary's church and the Old Rectory, School Hill, Tasburgh, Norfolk
District:	South Norfolk
Grid Ref.:	TM 2008 9592
HER No.:	Excavation: ENF 134393
	Watching brief: ENF 134394
SM No.:	1003984
OASIS Ref.:	205164
Client:	UK Power Networks
Dates of Fieldwork:	8–22 May 2014

Summary

An archaeological excavation and watching brief were conducted by NPS Archaeology for UK Power Networks during groundworks associated with the installation of a replacement underground cable at St Mary's church and the Old Rectory, School Hill, Tasburgh, Norfolk. The archaeological work was required because of the site's location within the area of the scheduled monument of Tasburgh Iron Age hill fort.

Although the cable trenches were quite extensive and deep enough to expose natural geology in places, their narrow width made any identification and testing of possible archaeological features problematic. The few artefacts recovered suggested it was unlikely that any archaeological features were present in the areas examined.

A single pottery sherd recovered during the course of the works was described as either Iron Age or Early Saxon in date. Previous excavations at the hill fort have produced 43 sherds of Iron Age pottery, but only one sherd of Early Saxon pottery (found in the churchyard in 1978). The pottery sherd may thus be only the second example of Early Saxon pottery found from the hill fort, but perhaps more likely it is of Iron Age date and therefore derived from the period of Iron Age activity already known at the site.

Overall, the archaeological work provided little significant evidence of previous activity.

INTRODUCTION

Figure 1

1 The installation of a new underground electricity cable, replacing an overhead cable at St Mary's church and the Old Rectory, Tasburgh, Norfolk, required a programme of archaeological excavation and monitoring due to its location within both a churchyard and the scheduled monument area of a hill fort. The underground cable ran for more than 100m.

2 The work was undertaken to fulfil a Brief issued by Norfolk Historic Environment Service (NHES) (Ref. CNF44330, Albone 2012). The work was conducted in accordance with a Project Design and Method Statement prepared by NPS Archaeology (Page 2012). The work was commissioned and funded by UK Power Networks.

3 The programme of work was designed to assist in defining the character and extent of any archaeological remains within the proposed redevelopment area, following the 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.

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

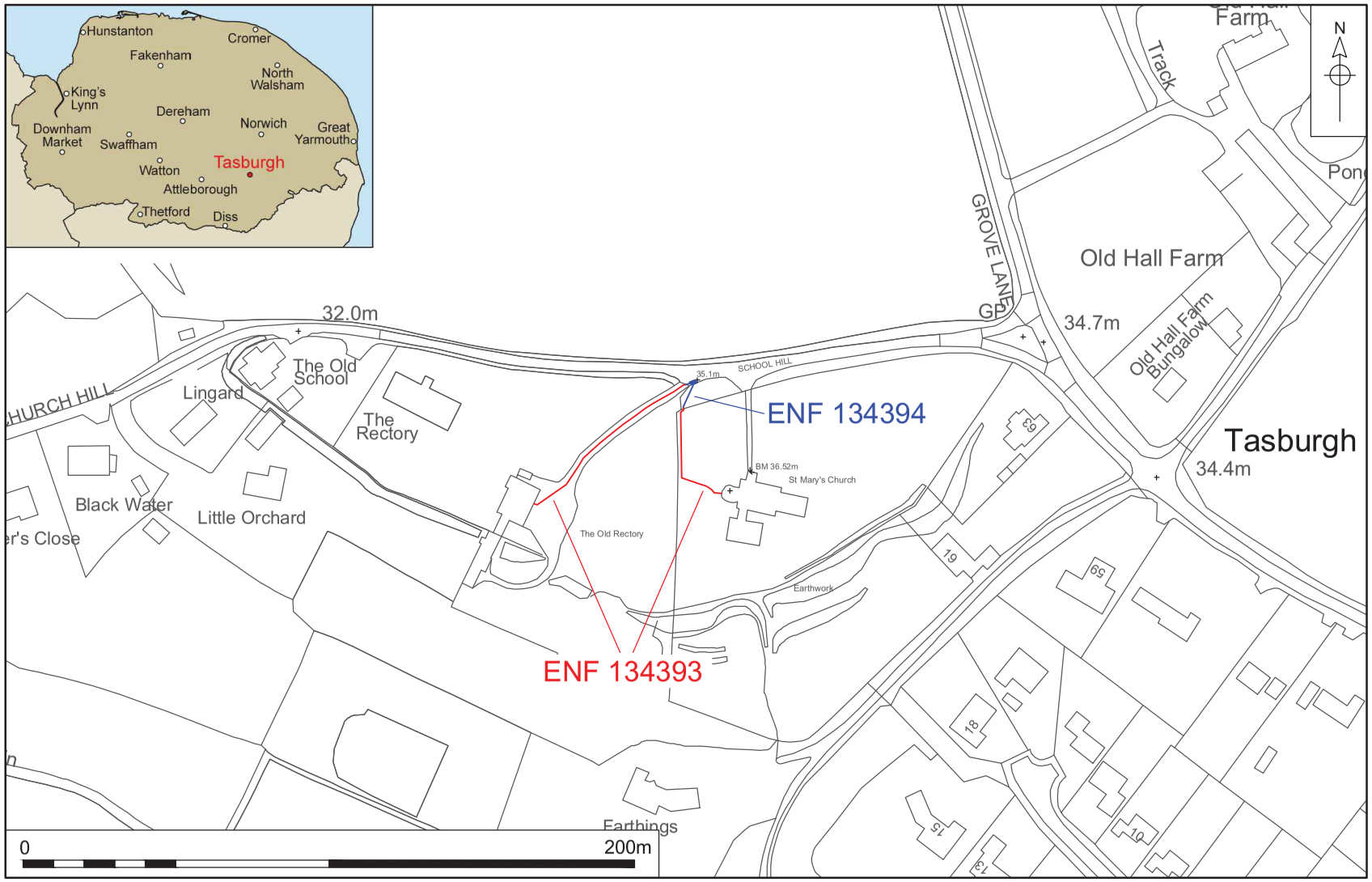

Figure 1. Site location. Scale 1:2000

GEOLOGY AND TOPOGRAPHY

5 The underlying geology consisted of Quaternary sands and gravels of the Leet Hill Sand and Gravel Member above Cretaceous Chalk (British Geological Survey 2014).

6 The site is located in the south part of Tasburgh hill fort, lying on flat ground at a height of *c*. 35m OD. The fort is situated at the summit of a hill surrounded on the north, west and south sides by the River Tas and one of its tributaries, with the A140 trunk road to the east.

7 The areas affected by the development consisted of a gravel drive, a grassed churchyard and a roadside verge.

ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

Sources

8 The primary source for archaeological evidence in the county of Norfolk is the Norfolk Historic Environment Record (NHER), which details archaeological discoveries and sites of historical interest. In order to characterise the likely archaeological potential of the development areas, NHER record data was purchased from Norfolk Historic Environment Service for a 500m radius of TM 2008 9592. This exercise returned 23 individual records, including a scheduled monument, other monuments, find spots and buildings.

9 The information presented and quoted in the Sections following that is sourced from NHER remains the copyright of Norfolk Historic Environment Service/Norfolk County Council.

10 Historic maps provided online by *Mapping Browser* (Norfolk County Council 2014) were also consulted.

Prehistoric

11 The development site lies within the perimeter of Tasburgh hill fort (NHER 2258). The fort has a single rampart *c*. 3.00m high and encloses an internal area of *c*. 8ha. It is presumed to be of Iron Age date, but the presence of Late Saxon fortifications may indicate this was once a burgh. The site has been extensively investigated since the 19th century, and this work has recovered large numbers of Roman, Anglo-Saxon and medieval pottery sherds and metal items. Surveys have also identified numerous features and earthworks, which comprise prehistoric pits and post-holes, Anglo-Saxon hearths and metal-working areas, and medieval ditches and pits.

12 The surrounding area is relatively rich in chance finds of prehistoric worked flint tools. They originate from residential gardens, service trenches, and surface collections from fields.

13 In 1974, workmen digging a pipe trench 175m east of the current cable trench found part of an Early Bronze Age Beaker (NHER 1135). Subsequently, in 1983, a number of prehistoric flints and later artefacts were found here.

14 In 1978 and 1980, a large number of prehistoric flint implements were found in a ploughed field 500m northeast of the cable trench (NHER 13931). Tool types identified included flakes, blades and scrapers.

15 Prehistoric finds have also resulted from field-walking. In 1983–4, a number of prehistoric worked flints including a Mesolithic microlith were recovered 300m north of the cable trench (NHER 19006). Several prehistoric worked flints were also collected at locations 470m to the north and 425m to the northwest in 1984 (NHER 20484, 20925, 20926).

16 A Late Neolithic/Early Bronze Age barbed and tanged arrowhead was recovered by chance in a garden 350m east of the development in 2011 (NHER 56112).

Roman

17 Despite the presence of a major Roman road 700m to the east of the development area, only a few chance finds of Roman material have been made nearby.

18 In 1958, a Roman coin of Constantius I was found 510m northwest of the cable trench (NHER 9982). Field-walking in 1984, 365m to the northwest, recovered Roman pottery sherds (NHER 20484).

Anglo-Saxon

19 Tasburgh's church, St Mary's, has a Romanesque round tower with traces of unusual blind arcading (NHER 10104). Otherwise, it is mostly of 15th-century date, with Perpendicular windows. Various prehistoric flints and sherds of Anglo-Saxon, medieval and post-medieval pottery have been found in the churchyard. Excavations near the east end of the church produced evidence of a Late Saxon domestic building (Smith 2009, 1).

20 Pottery of Anglo-Saxon date has also been collected from other locations nearby. In 1979 and 1984, Late Saxon Thetford Ware sherds were recovered 275m northeast of the cable trench (NHER 14867). Other sherds of Anglo-Saxon pottery were recovered from a field surface 295m west of the cable trench in 1982 (NHER 18272).

Medieval

21 Evidence for the medieval period in the vicinity of the cable trench comes almost exclusively from pottery sherds collected from field surfaces. Such finds include a number of sherds recovered 175m to the east in 1983 (NHER 1135), and others from the rear of Old Hall Farm in 1979 and 1984, 275m to the northwest (NHER 14867).

22 Medieval pottery was collected during field-walking from locations 345m northeast of the cable trench (NHER 15038), 300m north (NHER 19006), 470m north (NHER 20925), 350m northwest (NHER 19002), 365m northwest (NHER 20484), 425m northwest (20926), and 295m west (NHER 18272).

23 Metal-detecting 280m west of the cable trench in 1996 recovered the rim from a medieval copper-alloy vessel (NHER 32277).

Post-medieval

24 Finds of post-medieval pottery sherds are yet more abundant than those of medieval pottery, and they are not listed here. The only other NHER entries for the post-medieval period relate to buildings.

25 Tasburgh Hall, 495m southwest of the cable trench, dates from 1885 and is built in the Neo-Jacobean style with stepped gables (NHER 9995). Faden's map of 1797 shows that the present hall stands on the site of a grand forerunner.

26 Old Hall Farm, 225m northeast of the cable trench, is a timber-framed house that takes the form of an open hall medieval building with a cross-wing to the north (NHER 17241). A second block was added in the 17th century.

27 The Beeches, on Church Lane, 300m west of the cable trench, is an early 19th-century house with a painted brick exterior (NHER 40327). The low-pitched hipped roof has black glazed pantiles.

28 The Old Rectory is an early 19th-century house built of buff-coloured brick (NHER 43904). It has a low-pitched hipped roof.

29 Bridge End Farmhouse, 310m west of the cable trench, is a 17th-century timber-framed house with a plastered exterior and brick-faced west end (NHER 43905).

30 The Old School, on Church Road 135m west of the cable trench, was a two-roomed school recorded as being built in 1844 and 1880 in a simple gothic/Tudor style with stone details (NHER 55178). The school closed in 1980 when Henry Preston First School was opened.

Cartographic evidence

31 The historic mapping consulted for this Section was sourced online from *Mapping Browser* (Norfolk County Council 2014).

32 The 1813 Inclosure map shows St Mary's church in profile, set within its churchyard. The east part of the modern churchyard is a separate small field held in trust for the poor by the Rev. P.H. Stannard. The Old Rectory has not been built at this time and its site is a field belonging to Rev. Stannard, presumably the parish minister.

33 The 1840 Tithe map depicts the church in its smaller churchyard, but the Old Rectory is also shown, indicating that it was built at some time between 1813 and 1840.

34 The First Edition Ordnance Survey map of *c*. 1880-5 shows a similar picture to the Tithe map.

METHODOLOGY

35 The objective of this excavation and watching brief was to recover as much information as possible on the origins, date, development, phasing, spatial organisation, character, function, status, and significance, and the nature of social, economic and industrial activities on the site.

36 The Brief required that the excavation of the cable trenches in the churchyard and the grounds of the Old Rectory be conducted as an archaeological excavation and the groundworks in the road be conducted as a watching brief. Because the machine used a 6-inch, smooth-bladed bucket, the trench was only 0.20m wide. Due to the limited impact on any surviving archaeological remains, and the constraints of working in such a narrow trench, following consultation with NHES the project was conducted as a watching brief rather than an excavation.

37 Machine excavation by an hydraulic 360˚ mini excavator equipped with a toothless ditching bucket was carried out under constant archaeological supervision.

38 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.

39 Due to an absence of suitable deposits, environmental samples were not taken.

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

41 Site conditions were good, and the work took place in fine weather.

RESULTS

Figure 2

St. Mary's Churchyard (ENF 134393)

42 A 20.00m-long trench was excavated by hand along the west boundary of the churchyard on 8 May 2014.

43 The stratigraphy observed consisted of 0.16m of dark brown sandy topsoil **01** above a disturbed graveyard subsoil **02** containing rare disturbed fragments of human bone and post-medieval roof tile.

44 The same stratigraphy was recorded when the last part of the trench was dug by machine, towards the tower of the church, on 18–19 May.

Plate 1. The trench to the northwest of the church tower

The Old Rectory (ENF 134393)

45 The cable trench from the Old Rectory out in to the road was dug by machine on 17–18 May 2014. Works started at the front door of the Rectory and continued northeast down the centre of the drive. The trench was 0.20m wide. At the house end the trench was 0.80m deep, but after 10.00m rose to 0.60m deep.

46 The stratigraphy consisted of 0.30m of modern gravel drive surface with a hardcore make-up layer. Below that was a layer of dark brown sand topsoil with frequent flint gravel **03**. Natural geological sand, and particularly at the northeast end, natural gravel, were occasionally seen at the base of the trench.

47 A fragment of stone was found in layer **03** at the southwest end (see *Stone*), and a sherd of Early Saxon or Iron Age pottery was collected from the northeast end.

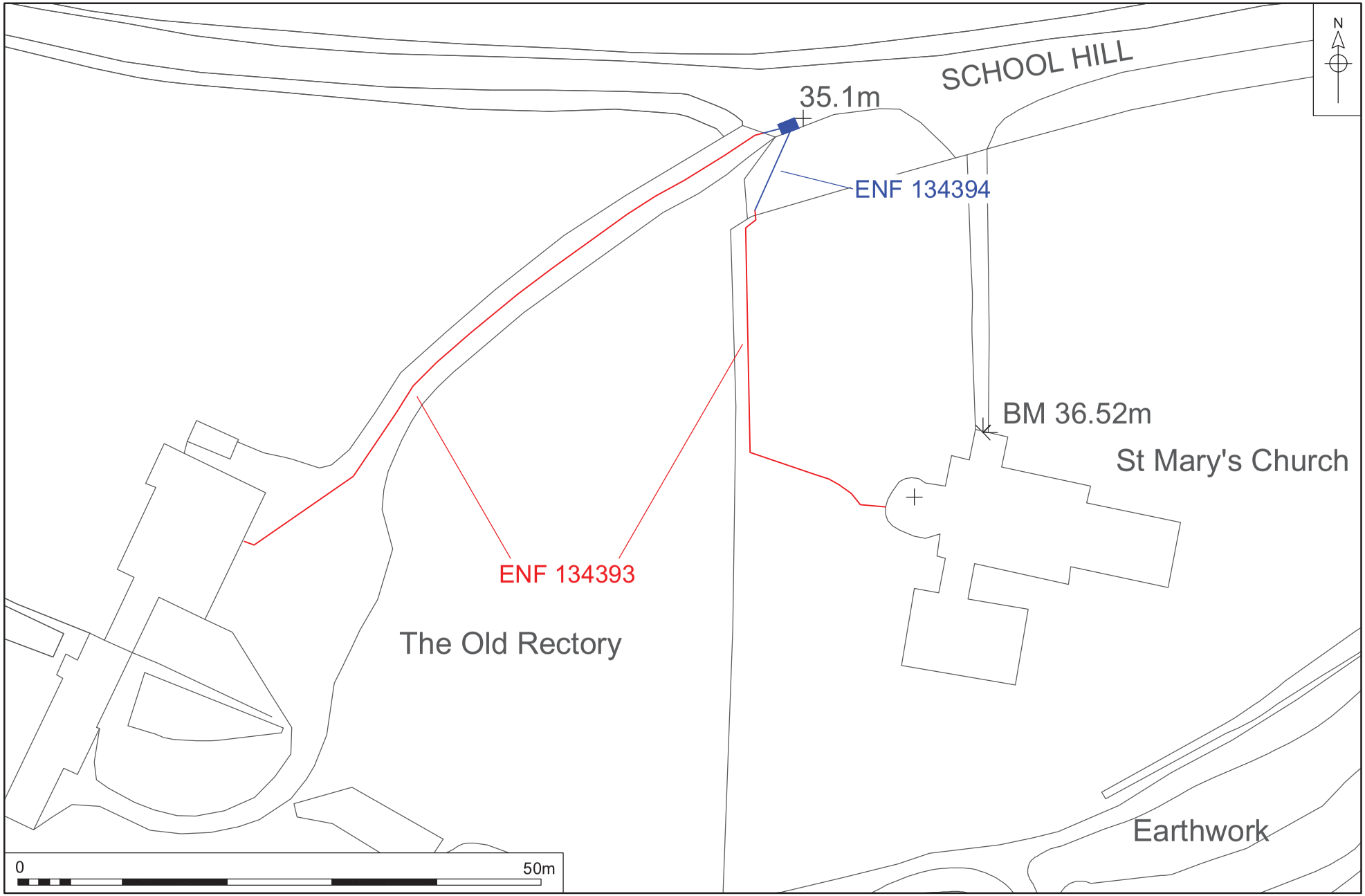

Figure 2. Site plan. Scale 1:500

Plate 2. Excavations in the driveway of the Old Rectory, facing northeast

Works in the road (ENF 134394)

48 The cable trench along the drive to the Old Rectory excavated on 17–18 May was extended to the edge of the road to the northeast and was dug under archaeological supervision.

49 The trench from the churchyard to the northwest end of the drive trench, and the joint bay dug where they met, was excavated on 19 May 2014, despite assurances that this would not be done. The open trenches were, however, viewed on 20 May.

50 The stratigraphy visible consisted of 0.50m of topsoil **01** above yellow geological gravelly sand.

Plate 3. The joint bay, facing south

ARCHAEOLOGICAL FINDS

51 All finds were processed and recorded by count and weight, and a Microsoft Excel spreadsheet was produced outlining broad dating. Each category was considered separately and is included below organised by material. A full list of all finds by context can be found in Appendix 2a. A small quantity of human bone revealed during the watching brief was either left *in situ* or returned directly to Rev. Martin Hartley for reburial.

Pottery

By Sue Anderson

52 One abraded sherd of handmade pottery (20g) was recovered from the topsoil **03**. The sherd is in a hard fine sandy fabric with no obvious inclusions, fully reduced apart from the inner surface, which is partially oxidised. It shows signs of smoothing externally, and shallow finger-grooving internally. Handmade pottery of this type may date to either the Iron Age or the Early Saxon period but, given the hardness of the fabric, the latter seems most likely in this case.

Ceramic building material

By Sue Anderson

53 Two fragments of roof tile were recovered from subsoil **02**. One fragment (56g) is a piece of pan tile with dark brown iron glaze, and the other fragment (136g) is either pan tile or ridge tile with a similar but thicker glaze. Both are in a fine sandy fabric with few other inclusions, and both are likely to be of 18th/19th-century date.

Stone

By Frances Green

54 A fragment of worked stone was recovered from topsoil **03**. The stone is roughly triangular and measures 50–70mm deep x 190mm long x 160mm wide.

55 This dense and very well-cemented stone is light grey green on the broken surfaces and orange brown across the stone where iron has oxidized during weathering. Using a hand lens, sub-rounded quartz grains varying in size from 0.2–1mm in size were observed. These are clast supported with a fine matrix of either silica or calcite. On some weathered surfaces dentritic masses of silica was observed, forming overgrowths of matrix and protruding from the surface as the more resistant material. Sub-angular black grains (>1mm) of glauconite were observed throughout the stone. The relatively coarse sand glauconite and related green colour indicates this rock was formed in shallow marine conditions. It is derived from the Lower Greensand Formation of Early Cretaceous date.

56 Sediments of such date are found in an eastern band from Lincolnshire to south/southeast England, but few are as hard as this example. It may be derived from the Sandgate Formation of the Greensand ridge – close to Godalming in Surrey, for example Bargate stone. Bargate stone has been quarried for centuries as building material. Interestingly, greensand is also used as quern stone from the Bronze Age until the Roman period. An example of an outcrop suitable for producing quern-quality greensand is from Lodsworth, in West Sussex, north of

Southampton. Querns from Lodsworth were produced from the Iron Age until the Roman period and are found across a wide area of southern Britain. This specimen from Tasburgh is most likely to be from an outcrop of Lower Greensand in southern Britain and possibly from West Sussex.

57 Two worked chamfered sides create a right angled corner. Most of the upper surfaces have been roughly worked flat and the lower surface is much rougher although slightly smoothed. The underside has traces of lime mortar on it. The stone appears to have been broken along its long side creating a rough surface along this side and across part of the top. Curiously, the broken side has a smoothed end close to one of the corners of the stone caused by wear of some kind. This corner also has a slight groove and a raised but smoothed area on its upper surface.

58 This is an interesting stone. The clear right angle and uniform chamfered sides indicate it has been worked, probably for use as a coping stone, potentially on the top of a wall, as part of a covering slab, or within a wall as a coping quoin. However, other aspects suggest it was either an imported stone that was reused—perhaps from a broken quern—or, less likely, it was a handy erratic found in local glacial gravels or diamicton. Following demolition of the building in which it was originally used, the stone was broken up and potentially used again. In an area where there is only flint available as building stone, this clast may well have been thought of as useful on more than one occasion and reused several times. If it was a quernstone at some point (though there is no clear evidence of this), it may be Iron Age or Roman in date.

Plate 4. Fragment of worked Greensand stone from topsoil **03**

CONCLUSIONS

59 Although the cable trenches were quite extensive and deep enough to expose natural geology, their narrow width made identification of archaeological features difficult. The few artefacts recovered suggested that no archaeological features were present within the areas examined.

60 The single pottery sherd recovered from the drive of the Old Rectory could be either Iron Age or Early Saxon in date. The pottery report favours the later date, although previous excavations at the site of Tasburgh hill fort have produced 43 sherds of Iron Age pottery, but only one sherd of Early Saxon pottery, from the churchyard in 1978 (Davies et al. 1992, 57). So, the sherd *may* be only the second piece of Early Saxon pottery found from the hill fort, but it seems perhaps more probable that it is of Iron Age date and derived from pre-Roman occupation of the site as suggested by Roy Rainbird Clarke (Davies et al. 1992, 57).

61 The stone fragment recovered from the Old Rectory driveway may have originated from an early phase of the adjacent church.

62 The finds from the churchyard trench—human bone fragments and fragments of post-medieval roof tile—are considered typical churchyard finds, and originate from burials disturbed by later grave digging and building rubble from the 19th-century restoration of the church.

63 In conclusion, the project revealed little significant evidence of past activity at the site.

Acknowledgements

Thanks are given to UK Power Networks for commissioning and finding the archaeological project. Thanks are also due to Reverend Martin Hartley for his assistance.

The project was managed for NPS Archaeology by Jayne Bown, with the fieldwork assigned to Elizabeth Govier and the author. The project was monitored for Norfolk Historic Environment Service by James Albone.

The archaeological finds were processed and recorded by Rebecca Sillwood. Ceramics were analysed by Sue Anderson and the worked stone by Frances Green.

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

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Appendix 1a: Context Summary

Context	Category	Description	ENF No.
01	Deposit	Topsoil	ENF 134394
02	Deposit	Subsoil	ENF 134394
03	Deposit	Topsoil	ENF 134393

Appendix 2a: Finds by Context

Context	Material	Qty	Wt	Period	Notes
02	Ceramic Building Material	2	192g	Post-medieval	
03	Pottery	1	20g	Early Saxon	*or* Iron Age
03	Stone	1	3,350g	Unknown	worked

Appendix 2b: Finds Summary

Period	Material	Total
Early Saxon	Pottery	1
Post-medieval	Ceramic Building Material	2
Unknown	Stone	1

Appendix 3: OASIS Report Summary

OASIS DATA COLLECTION FORM: England

OASIS ID: norfolka1-205164

Project details

Project name	St Mary's Church and the Old Rectory, Tasburgh
Short description of the project	An archaeological excavation and watching brief were conducted by NPS Archaeology for UK Power Networks during groundworks associated with the installation of a replacement underground cable at St Mary's church and the Old Rectory, School Hill, Tasburgh, Norfolk. The archaeological work was required because of the site's location within the area of the scheduled monument of Tasburgh Iron Age hill fort. Although the cable trenches were quite extensive and deep enough to expose natural geology in places, their narrow width made any identification and testing of possible archaeological features problematic. The few artefacts recovered suggested it was unlikely that any archaeological features were present within the areas examined. A single pottery sherd recovered during the course of the works was either Iron Age or Early Saxon in date. Previous excavations at the hill fort have produced 43 sherds of Iron Age pottery, but only one sherd of Early Saxon pottery (found in the churchyard in 1978) The pottery sherd may thus be only the second example of Early Saxon pottery found from the hill fort, but perhaps more likely it is of Iron Age date and therefore derived from the period of Iron Age activity already known at the site. Overall, the archaeological work provided little significant evidence of previous activity.
Project dates	Start: 08052014 End: 22052014
Previous/future work	Not known / Not known
Any associated project reference codes	ENF 134393 -HER event no.
Any associated project reference codes	ENF 134394 -HER event no.
Type of project	Recording project
Monument type	NONE None
Significant Finds	CERAMIC Post Medieval
Significant Finds	POTTERY Early Medieval
Significant Finds	STONE Uncertain
Investigation type	'Watching Brief'
Prompt	National Planning Policy Framework -NPPF

Project location

Country	England
Site location	NORFOLK SOUTH NORFOLK TASBURGH St Mary's Church and The Old Rectory, Tasburgh
Study area	0 Hectares
Site coordinates	TM 2008 9592 52.516148609 1.24400741534 52 30 58 N 001 14 38 E Point
Height OD / Depth	Min: 35.00m Max: 35.00m

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 recipient	Norfolk Museums Service
Physical Contents	'Ceramics','Worked stone/lithics'
Digital Archive recipient	NPS Archaeology
Digital Contents	'other'
Digital Media available	'Images raster / digital photography','Spreadsheets','Text'
Paper Archive recipient	Norfolk Museums Service
Paper Contents	'other'
Paper Media available	'Context sheet','Photograph','Report'

Project bibliography 1

Publication type	'Grey literature (unpublished document/manuscript)'
Title	Archaeological watching brief and excavation at St Mary's church and the Old Rectory, School Hill, Tasburgh, Norfolk
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Entered on	9 March 2015

Appendix 4: Archaeological Specification

NPS ARCHAEOLOGY

ST. MARY'S CHURCH AND THE OLD RECTORY
TASBURGH
NORFOLK

ARCHAEOLOGICAL WATCHING BRIEF

Prepared for

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August 2012

Reference No: NAU /BAU3165/NP

1. Introduction

1.1 Proposals for a new underground electricity cable system at St. Mary's Church and Old Rectory, Tasburgh, Norfolk (NGR TM 2008 9592) require a programme of archaeological excavation and monitoring to mitigate the impacts of the proposals on the archaeological resource.

1.2 The proposed cable run is within Tasburgh hillfort, a probable Iron Age enclosure that is designated as a Scheduled Ancient Monument and it also crosses part of the churchyard of the medieval church of St. Mary's. Therefore, Norfolk Historic Environment Service recommended a condition be attached to the planning application stipulating that the site requires archaeological excavation and monitoring during construction.

1.3 In order to comply with that requirement UK Power Networks requested that NPS Archaeology produce costs and this project design for a programme of monitoring on the construction works to fulfil the requirements of an Archaeological Brief for Archaeological Excavation and Monitoring of Works under Archaeological Supervision and Control issued by Norfolk Historic Environment Service (James Albone 24 August 2012 – ref: CNF44330).

2. Mitigation Strategy

2.1 The programme of archaeological works presented in this document has been designed to meet the requirements of the Archaeological Brief. 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.

2.2 The mitigation strategy will include archaeological excavation of the section of cable trench in the churchyard and in the grounds of the Old rectory and a watching brief on the section of cable trenching the road. The aims of the works will be to record any archaeological remains exposed during the works and report the results. 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. *Excavation*. Excavation of the new cable trenches within the churchyard and the grounds of the Old Rectory will be undertaken archaeologically. All archaeological features or deposits will be cleaned and excavated to determine function, form and relative date. Full written, drawn and photographic records of all excavated archaeological deposits and features will be produced.

ii. *Watching Brief Monitoring.* Due to the potential for previously unidentified archaeological remains to exist almost anywhere within this area, all ground disturbance works associated with the excavation of the cable trench in the road 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.

iii. *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.

iv. *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 Excavation

2.5.1 The excavation area covers the proposed cable trenches within the churchyard of St. Mary's and the grounds of the Old rectory. Each cable trench will be 300mm wide x 600mm deep and have a combined length of *c.*100m. It is assumed that the centre lines of the trenches will be identified and laid out by the client prior to any works commencing.

2.5.2 The excavation areas will, where possible, be mechanically stripped to the top of the first significant archaeological layer and then manually cleaned. All exposed surfaces and spoil will be screened with a metal detector.

2.5.3 Spoil from the excavations will not be removed from site. Once complete, the excavation area cannot be backfilled until agreement to do so is given by Norfolk Historic Environment Service. UK Power Networks will be responsible for backfilling and reinstatement of the excavation areas.

2.5.4 Exposed archaeological features and deposits will be excavated by hand and screened by metal detector. Spoil from machine stripping and from hand-excavated features will be scanned with metal detector used by an experienced operator.

2.5.5 All artefactual and ecofactual materials will be collected and, where possible, related to the context from which they derived. All retained materials will be stored in stable conditions until arrangements for their processing and analysis are made.

2.5.6 Detailed strategies for levels of sampling of buried soils, structures, pits, post-holes and ditches will be determined on site. Allowance will be made for total recovery where appropriate; percentage sampling will apply in areas of complex stratified deposits are encountered. Buried soils will be sampled by sieving to determine artefact densities. In general, the following feature/deposit sampling strategy will be employed wherever site conditions allow in accordance with the document *Standards for Field Archaeology in the East of England* (Gurney 2003):

linear features	10%, with all slots at least 1m wide
non-linear features (pits and postholes)	Exposed features half-sectioned
structures	100%
post-trenches/slots	100% (including longitudinal sections)
burials	100%
buried soils	100% (with 2mm mesh sieving)

Where required features and deposits will be totally excavated

2.5.7 All archaeological deposits, features and layers will be recorded using NPS Archaeology's pro forma recording system. 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 suitable scales, depending on the complexity of the archaeological deposits and the level of detail required. Typically the scales used will be 1:50, 1:20 and 1:10. Sections will be drawn at scales of 1:10 and 1:20 depending on the detail considered necessary. A photographic record in black and white and colour (35mm film/digital) will be maintained of all archaeological deposits, layers and features to record their characteristic and relationships. Digital photographs will also be taken to record the pre-excavation condition of the site, the progress of the excavation and the appearance of the site following the completion of the excavation.

2.5.8 Human remains will be left *in situ* unless it is not possible to retain them within the final design plans, or if they are likely to be disturbed by any aspect of the development. The number of burials to be removed will be agreed in writing before removal begins.

2.5.9 If any human remains or burials are encountered which must be removed an application for a Licence For the Removal of Human Remains will be made in compliance with Section 25 of the Burial Act, 1857. No human remains will be removed until permission has been granted in writing by The Ministry of Justice, in line with the recent review of the Burial Law and Archaeology. Human remains will be screened from public view during the course of the excavation. Backfilling of any graves or excavation areas containing human remains that are not excavated will be done manually to ensure that the remains are appropriately protected from any damage or disturbance.

2.5.10 Soil samples with the potential to contain palaeoenvironmental materials will be collected if suitable deposits are encountered. Standard 10 litre bulk soil samples, column or monolith samples and Kubiena tins will be collected from such deposits as appropriate, in consultation with the English Heritage Regional Advisor for Archaeological Science and other consultant environmentalists. In all instances, sampling procedures will follow the guidelines set out in the document *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation* (English Heritage 2002). Full written, graphic and photographic sample records will be made using NPS Archaeology's pro forma recording system.

2.5.11 Samples with the potential to contain evidence of industrial processes will be collected from suitable deposits.

2.5.12 Should any waterlogged material such as timbers or organic artefacts and ecofacts be encountered they will be recorded, removed from site and kept in suitable and stable conditions until arrangements for their analysis can be arranged.

2.5.13 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.

2.6 Watching Brief Monitoring

2.6.1 The watching brief will monitor cable trench excavation works within the road that may directly impact on any below ground deposits.

2.6.2 The monitoring will be carried out in accordance with the *Standard and Guidance for an Archaeological Watching Brief* (Institute *for* Archaeologists 2008) and the guidelines set out in the document *Standards for Field Archaeology in the East of England* (Gurney 2003).

2.6.3 The methods employed for recording during the monitoring will be the same as those outlined above for the excavation.

2.7 Post-Fieldwork Processing

2.7.1 The drawn, photographic and written stratigraphic and structural records will be cross-referenced and, if appropriate, entered into a suitable database.

2.7.2 The cleaning and cataloguing of any artefactual materials recovered will be undertaken on completion of the excavation. All retained materials will be cleaned, marked and packaged in accordance with the requirements of the Norfolk Museums and Archaeology Service. Finds data will be stored on a database to allow summary listings of artefacts by category and context to provide basic quantification.

2.7.3 An archive structured in accordance with guidelines laid out in *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (Brown 2007) will be created.

2.8 Report and Archive

2.8.1 A report will be produced that will present the stratigraphic, structural, artefactual and photographic evidence and an analyses of that evidence.

2.8.2 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.

2.8.3 A synthesis of the report may be submitted for publication in an appropriate archaeological journal within twelve months of the completion of the fieldwork.

2.8.4 Multiple copies of the report will be produced as appropriate and presented to UK Power Networks and three copies to Norfolk Historic Environment Service. 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 fieldwork.

2.8.5 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 and English Heritage. This will include a pdf version of the final report.

2.8.6 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 and Archaeology Service's own requirements for archive preparation, storage and conservation.

2.8.7 The archive will be fully indexed and cross-referenced and prepared in a form that can be microfilmed on behalf of the National Monuments Record. It will also be integrated with the Norfolk Museums and Archaeology Service's Project accession number and the Norfolk Historic Environment Record numbering system. The silver master will be deposited with National Monuments Record and a diazo copy with the Norfolk Historic Environment Record. 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 Museums and Archaeology Service. A full listing of archive contents and finds boxes will accompany the deposition of the archive and finds.

2.8.8 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 Museums and Archaeology 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 are no major delays to the work programme caused by factors outside of NPS Archaeology's reasonable control (see 6.6 below).

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 Officer will act under the direction of the Project Manager. 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 rural 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:

Senior Management	
Archaeology Manager	Jayne Bown *BA, MIfA*
Archaeology Manager	David Whitmore *BA, MIfA*
Project Manager	Nigel Page *BA, AIfA*

Field Staff	
Project Officer	Steve Hickling
Finds	Becky Sillwood

4.4 NPS Archaeology reserves the right, because of its developing work programme, to change its nominated personnel at any time.

4.5. The analysis of artefactual and ecofactual materials will be undertaken by NPS Archaeology staff or nominated external specialists Nominated NPS Archaeology and external specialists and their areas of expertise are as follows:

4.5.1 *Specialists used by NPS Archaeology*

Specialist	***Research Field***
Andy Barnett	Metal-detectorist, Numismatic Items
Sarah Bates *BA, MIfA*	Worked Flint
Sarah Percival *BA, MIfA*	Prehistoric and Saxon Pottery, Fired Clay
Fran Green *BSc, PhD*	General Environmental
Julie Curl, *AIFA*	Faunal Remains
Kenneth Penn *BEd, MIfA*	Secondary Source Documentary Material
Sue Anderson	Post-Roman Pottery, Ceramic Building Material
Rachel Cruse	Historic Buildings
Sarah Percival *BA, MIfA*	metal-working
Roger Doonan	Non-Ferrous Metalworking
Debbie Forkes	Conservation
Val Fryer	Macrofossil analysis
Stephen Heywood	Architectural Stonework
David King	Window Glass
Andrew Peachey	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 watching brief/monitoring

- during post-fieldwork analysis
- upon completion of the archive
- 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 and finds with the Norfolk Museums and Archaeology Service.

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 Managers have the responsibility for all of NPS Archaeology's work and ensure 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.