



nps archaeology

2016/1075

**Land adjacent to Mill Road,
Laxfield, Suffolk, IP13 8EA**

Archaeological Evaluation by Trial Trenching

**Prepared for:
Wellington Construction Ltd**

Planning Ref: 3079/15

HER: LXD 088

October 2016

SUBJECT TO APPROVAL

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Archaeological finds report compilation

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SUBJECT TO APPROVAL

Client: Wellington Construction Ltd
Location: Mill Road, Laxfield, Suffolk, IP13 8EA
District: Mid Suffolk District Council
Planning Reference: 3079/15
Grid Reference: TM 29312 72087
HER No.: LXD 088
ENF 24744
OASIS ID: norfolka1-263759
Dates of Fieldwork: 4 October 2016

Summary

NPS Archaeology was commissioned by Wellington Construction Ltd to carry out an archaeological evaluation by trial trenching ahead of the proposed development of 12 dwellings and associated works at Mill Road, Laxfield, Suffolk (TM 29312 72087).

The evaluation took place on 4 October 2016.

The site is located in northeast Suffolk covering an area of approximately 0.50 ha. Five trial trenches each measuring 30.00m x 1.80m were excavated, four of which did not contain any archaeological remains, whilst the remaining trench revealed a potential infilled pond, or an area subject to frequent flooding.

A post-medieval buckle and a 1921 copper-alloy penny from metal detecting trench spoil were the only finds recovered by the evaluation.

INTRODUCTION

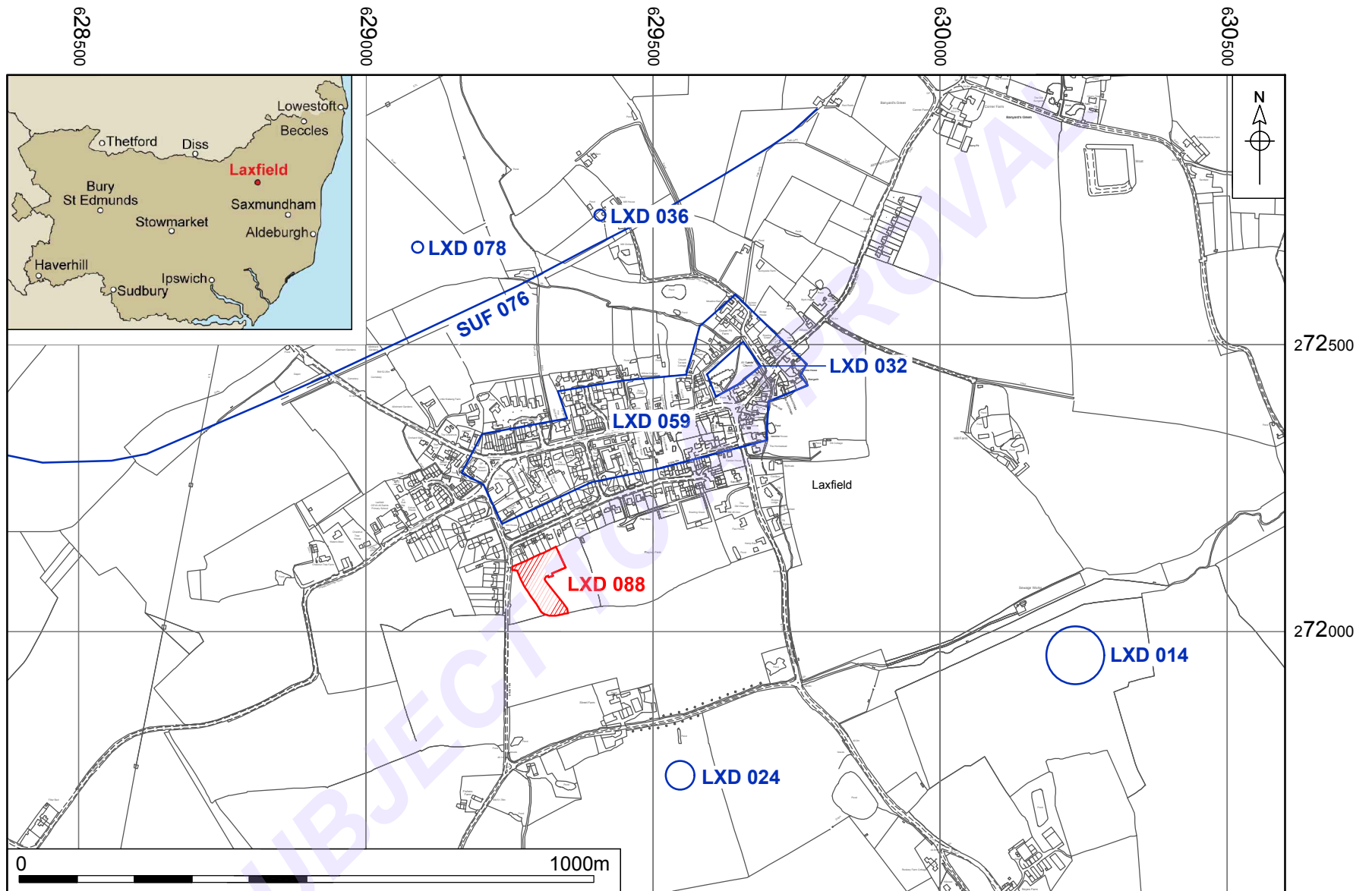
Figure 1

Project Background

- 1 A proposal to construct 12 residential accommodations with associated access and car parking at land adjacent to Mill Road, Laxfield, Suffolk (TM 29312, 72087) required a programme of archaeological evaluation works to support it through the planning process.
- 2 NPS Archaeology was commissioned and funded by Wellington Construction Ltd to carry out the archaeological work.
- 3 The proposed development area of approximately 0.55 hectares (1.35 acres) was evaluated by five 30m x 1.80m trial trenches. The total area of trial trenching was 275m² providing an approximate 5% sample of the overall site.
- 4 The evaluation site is situated on arable land c. 250m southwest of the church of All Saints. The archaeological Brief (Antrobus 2016) for the evaluation notes the proposed development area is located on a south-facing slope favourable for early occupation. Roman and medieval finds (LXD 012, 026, 031) from three historical sites in the vicinity indicate there is a high probability for buried archaeological deposits of Roman and medieval date at the site

Planning Background

- 5 The current work was undertaken to fulfil planning conditions set by Mid Suffolk District Council (3079/15) and a *Brief for Archaeological Investigation* issued by Suffolk County Council Archaeological Service Conservation Team (SCCAS/CT) (Antrobus, 21/09/2016).
- 6 The work was conducted in accordance with a Written Scheme of Investigation prepared by NPS Archaeology (01-04-17-2-1075/Hobbs 2015).
- 7 The programme of work was designed to assist in defining the character and extent of any archaeological remains within the proposed development area, following guidelines set out in *National Planning Policy Framework* (Department for Communities and Local Government 2012).
- 8 The results of the evaluation will enable decisions to be made by the Local Planning Authority about the future treatment of any archaeological remains found.
- 9 The recipients of this report will be Wellington Construction Ltd, SCCAS/CT, and Mid Suffolk District Council.



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Figure 1. Site location with HER data. Scale 1:10,000

GEOLOGY AND TOPOGRAPHY

Geology

- 10 Bedrock in the area of the development site at Mill Road, Laxfield consists of Crag Group – sand, sedimentary bedrock formed up to 5 million years ago in the Quaternary and Neogene periods with mainly silicalastic sediments deposited as mud, silt, sand, and gravel in a local environment previously dominated by shallow seas (British Geological Survey 2016)
- 11 The bedrock is overlain by superficial deposits of Lowestoft Formation – diamicton, formed up to 2 million years ago during cold periods in the Quaternary period, with ice age glaciers scouring the landscape and depositing moraines of till with outwash sand and gravel deposits from seasonal and post-glacial meltwaters (British Geological Survey 2016)

Topography

- 12 The site lies c. 10.30km southwest of Halesworth, 18.20km southeast of Diss and 13.30km northwest of Saxmundham.
- 13 It occupies an area of c. 385m² forming an inverted-L-shaped parcel of land. The area identified for development is encompassed by a larger trapezoidal block of agricultural land and is bounded by residential developments to the north, by Mill Road to the west and by arable land to both east and south.
- 14 The site occupies a south-facing slope with a gentle fall to the west. The highest point recorded by the evaluation was in Trench 2 at 34.13m OD. The lowest recorded point was in the south of the site in the west end of Trench 5 at 52.92m OD.



Plate 1. General view of the site, looking northeast

ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

Sources

- 15 Laxfield and its environs have a rich historical background represented by evidence from prehistory through to modern times. Some periods, in particular the medieval period, are evident by their surviving physical remains, whilst evidence of other periods, such as the prehistoric, Roman and Saxon-periods, is more ephemeral, represented by isolated finds of pottery and metalwork.
- 16 The primary source for archaeological evidence in the county of Suffolk is the Suffolk Historic Environment Record (HER), which details archaeological discoveries and sites of historical interest. In order to characterise the likely archaeological potential of the development site, HER record data was purchased from Suffolk Historic Environment Record for a 250m radius of TM 29312 72087.
- 17 A reference table listing dates for historical periods described in this report is provided in Appendix 3.

HER data

Figure 1

- 18 The HER data that are most relevant or are nearest to the current site are summarised and referenced below in broad chronological order, along with details of previous archaeological work in the vicinity. The records of sites located closest to the evaluation site are shown in Figure 1. The information presented that is sourced from Suffolk Historic Environment Record remains copyright of Suffolk County Council.

Prehistoric

- 19 A Bronze Age flint flake was found northwest of the site LXD 078. A bored stone battle axe of Bronze Age date was recovered east of the site at LXD 014.

Roman

- 20 A scatter of Roman pottery, including some Samian ware was found in the field opposite Street Farm LXD 024.

Anglo-Saxon

- 21 In 1819, a silver ring with amulets was found alongside several coins of the 'East Anglian stamp' LXD 032.

Medieval

- 22 The church of All Saints LXD 032 is located 250m northeast of the site. The church was listed at Domesday as church plus 43 acres and half a plough. Conjecturally the church was a Minister Church, presumably the seat of Edric of Laxfield in 1066. The building is Perpendicular in style with a flint-panelled tower, stone-faced pinnacles, nave, chancel, vestry, and a south porch. The flintwork and panelling of the tower closely resembles that at Eye and may have been the work of the same master mason, c. 1480.
- 23 The suggested area for the medieval town of Laxfield as defined from historic maps and locations of listed buildings is located north of the site LXD 059.

- 24 A scatter of 13th–15th-century pottery was recorded to the southeast of the site LXD 024.

Post-medieval

- 25 To the north of the site, a post-medieval smock or tower windmill known as Goram's Mill was built in 1842 by John Whitmore LXD 036. The building was a four-storey mill with four paten sails, an ogee cap with gallery, fantail, and pairs of stone. The mill worked by wind until 1910 and continued with a steam engine into the 1930s. The building was recorded on the 1st edition Ordnance Survey map as a tower windmill and was demolished after 1939.

Modern

- 26 The Mid-Suffolk Light Railway, running from Haughley to Laxfield, is located to the north of the site SUF 076. The line opened in 1908 and was closed in 1952. The line is now a volunteer-run heritage railway and preservation museum.

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METHODOLOGY

Figure 2

- 27 Methodology for the evaluation followed the agreed Written Scheme of Investigation (01-04-17-2-1075/Hobbs 2016), where the mitigation strategy for the works is presented in full (Appendix 5).
- 28 Archaeological procedures conformed to guidelines issued by the Chartered Institute for Archaeologists (CIfA 2014a), Suffolk County Council Archaeological Service *Requirements for a Trenched Archaeological Evaluation 2011* (SCCAS 2011), and the evaluation was conducted within the context of the relevant regional archaeological framework (Medlycott 2011).

Objectives

- 29 The objective of the evaluation 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.
- 30 The archaeological project aimed to provide appropriate and adequate data to permit informed decisions regarding any requirement for future archaeological mitigation work at land adjacent to Mill Road, Laxfield and to make the results of the work accessible.

Methods

- 31 The *Brief* required the excavation of five 30m x 1.80m trial trenches in the area of the planned development. The siting of trenches followed the layout shown in the approved Written Scheme of Investigation (01-04-17-2-1075/Hobbs 2016).
- 32 Trenches were located in relation to the Ordnance Survey National Grid. Site survey was carried out by NPS Archaeology using a Leica GS16 surveying system.
- 33 The temporary benchmarks that were used during the course of the work were placed at either end of the trenches and transferred from the Leica GS16 surveying station with a highest value of 54.13m OD (in the north) and lowest value of 52.92 OD (in the south).
- 34 Prior to mechanical excavation, each trench location was scanned with a CAT to check for buried services. The areas to be stripped of topsoil were examined for surface features and for archaeological artefacts prior to any excavation.
- 35 Machine excavation was carried out by a hydraulic 360° excavator equipped with a toothless ditching bucket. All mechanical excavation was constantly and directly monitored by a suitably experienced archaeologist. Machining was halted at the first identifiable archaeological deposits or natural geology.
- 36 All trench surfaces revealed by machine were hand-cleaned and any archaeological deposits were excavated by hand. Upon completion of the work all trenches were backfilled by machine.
- 37 Spoil, exposed surfaces and features were scanned with a metal detector. Two metal-detector finds were retained and identified by context number to a specific trench. The objects were processed and recorded in line with relevant guidelines for archaeological finds (CIfA 2014b).

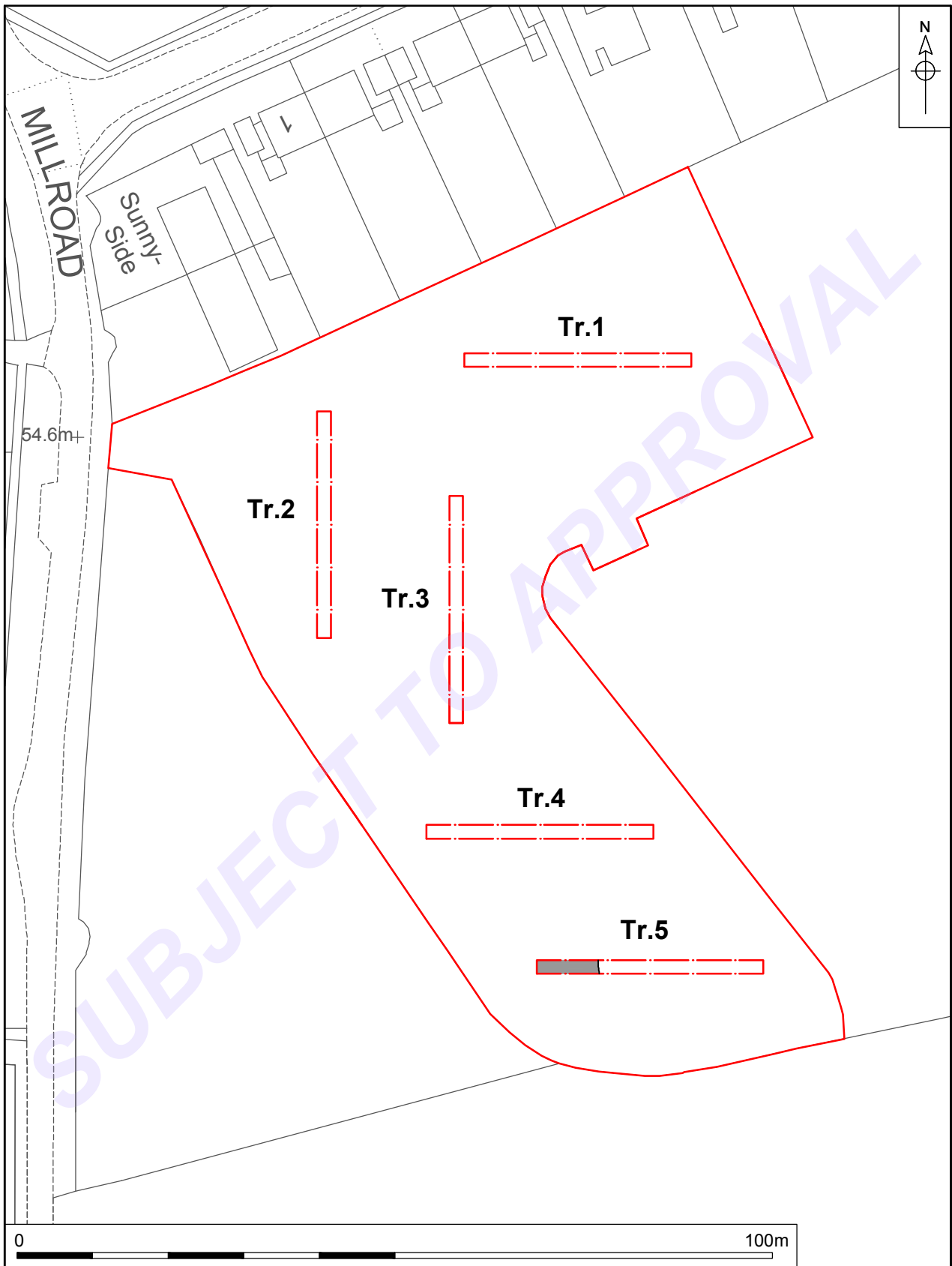
- 38 All archaeological features and deposits were recorded using NPS Archaeology pro forma. Trench locations, plans and sections were recorded at appropriate scales. Monochrome 35mm negatives and digital photographs were taken of all relevant archaeological features and deposits where appropriate.
- 39 Site conditions were very good and the work took place in fine weather.
- 40 All site work was undertaken with respect to Health and Safety provision. Hard hats, high-visibility vests and steel toe-capped boots were worn by all staff at all times.

Archive

- 41 The site archive is currently held at the offices of NPS Archaeology. Upon completion of the project, the documentary archive will be prepared and indexed following guidelines obtained from the relevant recipient (SCCAS 2014) and relevant national guidelines (ClfA 2014c). The archive, consisting of all paper elements created during recording of the archaeological site, including digital material, will be deposited with Suffolk County Store.
- 42 Subject to written consent and donation by the landowner, all archaeological finds recovered by the current work will be deposited with Suffolk County Store.
- 43 A summary form of the results of this project has been completed for Online Access to the Index of archaeological investigations (OASIS) under the reference norfolka1-263759 (Appendix 4), and the approved version of this report will be uploaded to the OASIS database.
- 44 The contents of the site archive are summarised in Table 1.

Item	No.
Contexts	4
Files/paper record sheets	1/4
Plan and section sheets	5
Photographs	1 x 35mm monochrome film; 13 digital images
Finds	2

Table 1. Site archive quantification




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Figure 2. Site plan. Scale 1:750

RESULTS

- 45 No archaeological features or deposits were recorded in any of the five evaluation trenches, although one trench produced evidence of the site’s more recent past.
- 46 The results for each trench are tabulated below in numerical order. A photograph of each trench accompanies the trench description with additional images of features presented where appropriate. A plan is provided for Trench 5 only.

Trench 1			
		Figure 2	
		Location	
		Orientation	East–west
		East end	629331, 272122
		West end	629301, 272122
		Dimensions	
		Length	30.00m
		Width	1.80m
		Average Depth	0.40m
		Levels	
East top	53.46m OD		
West top	53.89m OD		
Context	Type	Description and Interpretation	Thickness
01	Deposit	Topsoil	0.30m
02	Deposit	Subsoil / parent material	0.10m
06	U/S	Rectangular post-medieval buckle	
Discussion			
<p>Trench 1 was located in the northeast of the site and was aligned east–west.</p> <p>The topsoil deposit measured 0.30m deep and consisted of dark brown clayey sand 01. The underlying deposit 02 measured 0.10m deep. It consisted of light–mid-orange sandy clay, which more resembled the natural geological clays, and may therefore be considered as being formed from parent material.</p> <p>A copper-alloy buckle dated to the post-medieval period 06 was recovered by metal detecting the trench spoil.</p> <p>No archaeological features or deposits were recorded in Trench 1.</p>			

Trench 2**Figure 2****Location**

Orientation	North–south
North end	629283, 272115
South end	629283, 272085

Dimensions

Length	30.00m
Width	1.80m
Average Depth	0.50m

Levels

North top	54.13m OD
South top	54.13m OD

Context	Type	Description and Interpretation	Thickness
01	Deposit	Topsoil	0.30m
02	Deposit	Subsoil / parent material	0.10–0.20m
05	U/S	George V coin dated 1921	


Discussion


Trench 2 was located in the northwest of the site and was aligned north–south.


The topsoil deposit measured 0.30m deep and consisted of dark brown clayey sand **01**. The underlying deposit **02** measured between 0.10m and 0.20m deep. It consisted of light orange sandy clay, occasionally mixed with light grey chalky till.

A George V copper-alloy coin dated 1921 was recovered by metal detecting the trench spoil.

No archaeological features or deposits were recorded in Trench 2.

Trench 3				
		Figure 2		
		Location		
		Orientation	North–south	
		North end	629300, 272104	
		South end	629300, 272074	
		Dimensions		
		Length	30.00m	
		Width	1.80m	
		Average Depth	0.40m	
		Levels		
North top	53.90m OD			
South top	53.85m OD			
Context	Type	Description and Interpretation	Thickness	
01	Deposit	Topsoil	0.30m	
02	Deposit	Subsoil / parent material	0.10m	
Discussion				
<p>Trench 3 was located in the central part of the site and was aligned north–south.</p> <p>The topsoil deposit measured 0.30m deep and consisted of dark brown clayey sand 01. The underlying deposit 02 measured 0.10m deep. It consisted of light orange sandy clay, occasionally mixed with light grey chalky till.</p> <p>A northeast–southwest land drain was observed in the south part of the trench, but was not excavated.</p> <p>No archaeological features or deposits were recorded in Trench 3.</p>				

Trench 4				
		Figure 2		
		Location		
		Orientation	East–west	
		East end	629326, 272059	
		West end	629296, 272059	
		Dimensions		
		Length	30.00m	
		Width	1.80m	
		Average Depth	0.30m	
		Levels		
East top	53.86m OD			
West top	53.38m OD			
Context	Type	Description and Interpretation	Thickness	
01	Deposit	Topsoil	0.30m	
Discussion				
<p>Trench 4 was located in the south end of the site and was aligned east–west.</p> <p>The topsoil deposit measured 0.30m deep and consisted of dark brown clayey sand 01.</p> <p>No archaeological features or deposits were recorded in Trench 3.</p>				

Trench 5				
		Figure 2		
		Location		
		Orientation	East–west	
		East end	629341, 272041	
		West end	629311, 272041	
		Dimensions		
		Length	30.00m	
		Width	1.80m	
		Average Depth	0.30m–0.60m	
		Levels		
East top	52.92m OD			
West top	53.17m OD			
Context	Type	Description and Interpretation	Thickness	
01	Deposit	Topsoil	0.30m	
03	Cut	Circular hollow or depression	0.30m	
04	Deposit	Light orangey-grey mottling–gleying	0.30m	
Discussion				
<p>Trench 5 was the south-most trench and was aligned east–west.</p> <p>The topsoil deposit measured between 0.30m and 0.40m deep and consisted of dark brown clayey sand 01.</p> <p>Beneath the west-most topsoil horizon there was a mottled orangey-grey material 04, which was 0.30m deep and closely resembled gleying caused by partial or complete waterlogging. A cut number 03 was allocated to the east edge of the circular depression which appeared to delimit the extent of the gleying, and measured 8.00m long from the west end of the trench. It was not certain whether the depression was a cultural feature or a natural occurrence resulting from water movement to the lowest point of the field. Considering its broader shape, size and topographical location, it is considered most likely to represent an area of frequent flooding and may have been allowed to persist as a collection for run-off water to accumulate, or may perhaps even represent an infilled pond.</p>				

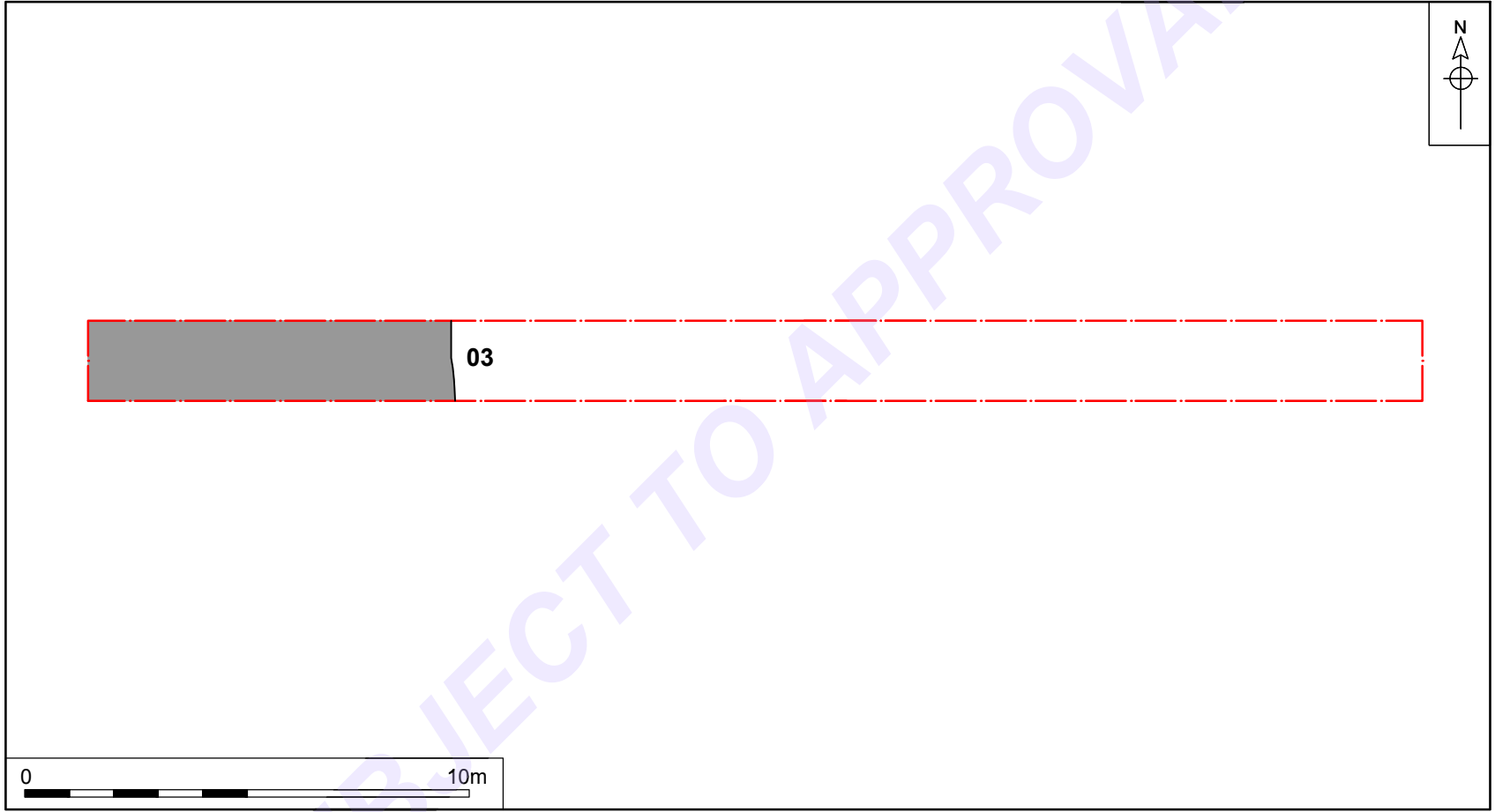


Figure 3. Trench 5, feature 03. Scale 1:150

ARCHAEOLOGICAL FINDS

- 47 The archaeological materials were washed, dried, marked and bagged and were recorded by count and weight. Data was entered onto a Microsoft Excel spreadsheet, which forms part of the project archive.
- 48 A discussion of each material type is given below. Appendix 2a comprises a list of all archaeological materials found by the excavations in context number order.

Copper alloy

- 49 Two copper-alloy finds were recovered as unstratified from excavated trench topsoil.
- 50 A coin, dated 1921, was found in context **05** Trench 2. The coin is a half penny of George V.
- 51 A rectangular buckle was recovered from context **06** Trench 1. The piece is cast all in one, with rounded corners and a central strap bar. One side has a gap in the frame.
- 52 This piece is likely to be post-medieval, and may possibly be of modern date.

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ENVIRONMENTAL EVIDENCE

- 53** No palaeoenvironmental soil samples were taken as no suitable archaeological deposits were identified

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DISCUSSION

- 54 The evaluation carried out by NPS Archaeology at land adjacent to Mill Road, Laxfield, Suffolk recorded four archaeologically blank trenches and one trench with evidence of the site's more recent past.
- 55 The west end of Trench 5 was situated within an undulation, or a slight hollow, which was visible in the field surface. A mottled orange-grey clay deposit beneath the topsoil had the appearance of gleying, a type of deposit often associated with partial or complete waterlogging.
- 56 The partial exposure of the feature in Trench 5 was inconclusive as to whether it represented a settling pond or merely a hollow allowed to accumulate run-off water close to present day drainage ditches.
- 57 Given the proximity of the evaluation site to the predicted core of medieval settlement at Laxfield, a short distance to the north and northeast, it is perhaps surprising that evidence or material of this date was not revealed by the trial trenching. It can be anticipated, therefore, that the evaluation site lay outside the medieval town, and perhaps served as grazing or agricultural land, which has left little detectable trace in the archaeological record.
- 58 Recommendations for further archaeological mitigation work (if required, based on the evidence presented in this report) will be made by SCCAS/CT.

Acknowledgements

NPS Archaeology would like to thank all of the staff at Wellington Construction Ltd for commissioning and funding the archaeological works.

Thanks are given to Abby Antrobus for project monitoring on behalf of SCCAS/CT, and to Ben Donnelly-Symes of SCCAS/CT for supplying the Suffolk Historic Environmental Records.

Thanks are given to Ben Hobbs who provided Written Scheme of Investigation and requested the HER data.

The trenches were set out by Robert Copsey and Ben Hobbs of NPS Archaeology.

The machining was undertaken by Karl Webber of Bryn Williams Civil Engineering.

The fieldwork was undertaken by the author and Gary Collyer.

The finds were processed and reported on by Rebecca Sillwood.

Digitising of the site record was undertaken by the author. The illustrations in this report were prepared by David Dobson.

This report was edited by Andrew Crowson and the project was overseen by David Whitmore.

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Appendix 1: Context Summary

Context	Category	Cut Type	Fill Of	Description	Period	Trench
01	Deposit			Topsoil	Unknown	1-5
02	Deposit			Subsoil/parent material	Unknown	1-3
03	Cut			Edge of circular depression	Modern?	5
04	Deposit		03	Orange-grey mottling ?gley deposit	Unknown	5
05	U/S			Unstratified find	Modern	2
06	U/S			Unstratified find	Post-medieval	1

Appendix 2a: Finds by Context

Context	Material	Qty	Wt	Period	Notes
05	Copper alloy	1	5.3g	Modern	Coin dated 1921
06	Copper alloy	1	9.5g	Post-medieval	Buckle

Appendix 2b: Finds Summary

Period	Material	Total
Post-medieval	Copper alloy	1
Modern	Copper alloy	1

Appendix 3: Historical Periods

Period	Date From	Date To
Prehistoric	-500,000	42
Early Prehistoric	-500,000	-4,001
Palaeolithic	-500,000	-10,001
Lower Palaeolithic	-500,000	-150,001
Middle Palaeolithic	-150,001	-40,001
Upper Palaeolithic	-40,000	-10,001
Mesolithic	-10,000	-4,001
Early Mesolithic	-10,000	-7,001
Late Mesolithic	-7,000	-4,001
Late Prehistoric	-4,000	42
Neolithic	-4,000	-2,351
Early Neolithic	-4,000	-3,001
Middle Neolithic	-3,500	-2,701
Late Neolithic	-3,000	-2,351
Bronze Age	-2,350	-701
Early Bronze Age	-2,350	-1,501
Beaker	-2,300	-1,700
Middle Bronze Age	-1,600	-1,001
Late Bronze Age	-1,000	-701
Iron Age	-800	42
Early Iron Age	-800	-401
Middle Iron Age	-400	-101
Late Iron Age	-100	42
Roman	42	409
Post Roman	410	1900
Anglo-Saxon	410	1065
Early Saxon	410	650
Middle Saxon	651	850
Late Saxon	851	1065
Medieval	1066	1539
Post-medieval	1540	1900
Modern	1900	2050
World War One	1914	1918
World War Two	1939	1945
Cold War	1945	1992
Unknown	--	--

after *English Heritage Periods List*, recommended by *Forum on Information Standards in Heritage*
available at: <http://www.fish-forum.info/inscript.htm>

Appendix 4: OASIS Report Summary

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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: norfolka1-263759

Project details

Project name	Archaeological Evaluation at Laxfield, Suffolk
Short description of the project	NPS Archaeology was commissioned by Wellington Construction Ltd to carry out an archaeological evaluation by trial trenching ahead of the proposed development of 12 dwellings and associated works at Mill Road, Laxfield, Suffolk (TM 29312 72087). The evaluation took place on 4 October 2016. The site is located in northeast Suffolk covering an area of approximately 0.50 ha. Five trial trenches each measuring 30.00m x 1.80m were excavated, four of which did not contain any archaeological remains, whilst the remaining trench revealed a potential infilled pond, or an area subject to frequent flooding. A post-medieval buckle and a 1921 copper-alloy penny were the only finds recovered by the evaluation, from metal detecting trench spoil.
Project dates	Start: 03-10-2016 End: 07-10-2016
Previous/future work	Not known / Not known
Any associated project reference codes	3079/15 - Planning Application No.
Any associated project reference codes	LXD 088 - Related HER No.
Any associated project reference codes	24744 - HER event no.
Type of project	Field evaluation
Site status	None
Current Land use	Cultivated Land 4 - Character Undetermined
Significant Finds	METAL Modern
Significant Finds	METAL Post Medieval
Methods & techniques	""Targeted Trenches""
Development type	Rural residential
Prompt	Planning condition
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK MID SUFFOLK LAXFIELD Land adjacent to Mill Road Laxfield
Study area	0.55 Hectares
Site coordinates	TM 29312 72087 52.298408898408 1.363508880493 52 17 54 N 001 21 48 E Point

Project creators

Name of Organisation	NPS Archaeology
Project brief originator	SCCAS
Project design originator	Ben Philip Hobbs
Project director/manager	Andrew Crowson
Project supervisor	John Ames
Type of sponsor/funding body	Wellington Construction Ltd

Project archives

Physical Archive recipient	Suffolk County Store
Physical Contents	"Metal"
Digital Archive recipient	Suffolk County Store
Digital Contents	"other"
Digital Media available	"Images raster / digital photography", "Spreadsheets", "Text"
Paper Archive recipient	Suffolk County Store
Paper Contents	"other"
Paper Media available	"Context sheet", "Plan", "Report"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Land adjacent to Mill Road, Laxfield, Suffolk, IP13 8EA. Archaeological Evaluation by Trial Trenching
Author(s)/Editor(s)	Ames, J.
Other bibliographic details	2016/1075
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Issuer or publisher NPS Archaeology

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Entered by AC (andrew.crowson@nps.co.uk)

Entered on 24 October 2016

SUBJECT TO APPROVAL

Appendix 5: Archaeological Specification



01-04-17-2-1075

**Land adjacent to Mill Road, Laxfield
Suffolk, IP13 8EA**

**Archaeological Evaluation by Trial Trenching
Written Scheme of Investigation**

SUBJECT TO APPROVAL

Prepared for: Wellington Construction Ltd

Planning Ref: 3079/15

SCC Ref: Abby Antrobus, 21/09/2016

September 2016

nps archaeology

QUALITY ASSURANCE		
Job Number	01-04-17-2-1075	
Location	Land adjacent to Mill Road, Laxfield, Suffolk IP13 8EA	
District	Mid Suffolk District Council	
Planning Reference	3079/15	
Grid Reference	TM 29312 72087 (c)	
Client	Wellington Construction Ltd	
Draft	Ben Philip Hobbs	20-09-2016
Review	Andrew Crowson	20-09-2016
<i>Issue 1</i>		

Disclaimer

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SUBJECT TO APPROVAL

Land adjacent to Mill Road, Laxfield, Suffolk IP13 8EA

Archaeological Evaluation

Written Scheme of Investigation

Introduction

- 59 NPS Archaeology has been appointed by Wellington Construction Ltd ('the client') to undertake the archaeological investigation of proposed development land adjacent to Mill Road, Laxfield, Suffolk ('the site'). The site is centred at National Grid Reference TM 29312 72087 (c) and the area of development extends to c. 0.547ha. The proposed development is for the erection of 12no dwellings (comprising 8 affordable homes and 4 general market dwellings), and associated works amounting to car parking, garaging, foul water pumping station, new access and footpath.
- 60 This Written Scheme of Investigation (WSI) details a programme of archaeological evaluation, which is required to assess the potential archaeological resource of the site and the likely impacts of development on that resource. The document considers evaluation of the site prior to construction, but recognises the potential for additional requirements for future archaeological works at the site based upon the results of the current investigations. Any such mitigation works would be the subject of a future WSI.
- 61 Groundworks associated with development of the site may have a detrimental impact on any archaeological remains present. In light of this, Suffolk County Council Archaeological Service (SCCAS) has issued a *Brief for a Trenched Archaeological Evaluation* which sets out minimum standard requirements for archaeological work at the site in advance of construction (ref. Antrobus 21/09/2016).
- 62 The brief has indicated that the site is located in an area topographically favourable for early occupation, on a valley slope facing south. Roman and medieval finds (LXD 012, 026, 031) have been recovered in the vicinity of the site. The site location shows potential for the existence of archaeological remains and groundworks associated with the development have the potential to damage or destroy any remains present
- 63 Evaluation of the development area will seek to identify any concentrations of historical artefacts, the character and depth of any archaeological deposits present, and the impacts of any later land uses. It will provide an indication whether remains are likely to be impacted on by groundworks associated with new construction.
- 64 The recommendation that a programme of archaeological evaluation be carried out in advance of any new development is made in accordance with the principles set out in *National Planning Policy Framework* (Department for Communities and Local Government 2012), to record and advance understanding of any heritage assets that might be present before they are damaged or destroyed.
- 65 The SCCAS *Brief* requires that a linear trenched evaluation is required of 5% of the development area to enable the archaeological resource, both in quality and extent,

to be accurately quantified. A total of 5no. 30m long x 1.80m wide trial trenches arrayed across the development area is to be excavated.

- 66 In order to fulfil the requirements of the SCCAS *Brief* Wellington Construction Ltd has requested that NPS Archaeology prepare this WSI to detail an appropriate programme of archaeological works to evaluate the site. A plan of the site under consideration and the proposed location of evaluation trenches is provided as Figure 1. The location of the trenches is based upon available space (avoiding known obstructions), position of known below ground services, and available information on the historic environment.

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Aims

- 67 The *Fieldwork Requirements for Archaeological Investigation* described by the SCCAS *Brief* are designed to recover, by archaeological evaluation, information relating to the extent, date, phasing, character, function, status and significance of traces of past human occupation and land use on the site. A determination of the state of preservation of any features, deposits and structures is also required.
- 68 The overall aims of the archaeological work, based on the requirements of the *Brief* may be summarised as:
- i. *To establish the presence or absence of archaeological remains within the proposed area.*
 - ii. *To determine the extent, condition, nature, quality and date of any archaeological remains and deposits occurring within the site and the possible impacts of the proposed development on them.*
 - iii. *Ensure that any archaeological features discovered during trial trenching are identified, sampled and recorded and, where it is desirable, recommendations for their preservation in situ are made.*
 - iv. *To establish, as far as possible, the extent, character, stratigraphic sequence and date of archaeological features and deposits, and the nature of the activities which occurred at the site during the various periods or phases of its occupation. Also to evaluate the likely impact of past land use and the possible presence of masking colluvial and or alluvial deposits.*
 - v. *To establish the palaeoenvironmental survival potential of subsurface deposits by ensuring that any deposits with the potential to yield palaeoenvironmental data are sampled and submitted for assessment to the appropriate specialists.*
 - vi. *To explore evidence for social, economic and industrial activity.*
 - vii. *Provide sufficient information to construct and archaeological conservation strategy. Further, to disseminate the archaeological data recovered by the evaluation in the form of a formal report which will provide the basis for decisions regarding further archaeological intervention and mitigation proposals.*

Method Statement

- 69 The programme of archaeological works presented in this document has been designed to meet the requirements of the SCCAS archaeological *Brief* to evaluate the potential archaeological resource of the site and to assess the impacts of construction that will be necessary for any new development.
- 70 In advance of the evaluation, an NPS Project Officer will consult with Suffolk Historic Environment Record to obtain a monument number and an event number for the work. The monument number will be clearly marked on all documentation relating to the work. An online OASIS data record will be initiated prior to the start of fieldwork.
- 71 A three-stage evaluation strategy will be undertaken to assess the archaeological potential of the proposed development site. The stages of this strategy may be summarised as follows.
- *Trial Trenching.* Manual excavation will be employed to investigate the presence, condition, character and date of any subsurface archaeological deposits and features occurring within the site. Any archaeological features identified will be cleaned and sample excavated to determine function, form and relative date. Prior to any fieldwork commencing a Risk Assessment and Method Statement document will be produced.
 - *Post-fieldwork Processes.* The drawn and written stratigraphic/structural record will be cross-referenced and analysed to provide a synthesis of the results of the work. The cleaning and cataloguing of any artefactual and ecofactual materials recovered will be carried out throughout the duration of the fieldwork. The finds will be cleaned, marked and packaged in accordance with the archive requirements of the Suffolk Museums Service.
 - *Report and Archive.* The report will describe the results of the trial trenching with data presented in tabular, graphic and appendix form. The report will also incorporate and present the findings of the metal detecting survey. Copies of the reports will be submitted to the client and to SCCAS.
- 72 The procedures and methodology for each of the stages outlined above are described in further detail below.

Evaluation Trenching

- 73 Evaluation trenching will be concerned with establishing the condition, character and date of any subsurface archaeological features and deposits present. The SCCAS *Requirements for Trenched Archaeological Evaluation* 2011 ver.1.3 has been consulted online to provide a basis for the methods described in this WSI. Guidelines set out in the documents *Standard and guidance for archaeological field evaluation* (Chartered Institute for Archaeologists 2014) and *Standards for Field Archaeology in the East of England* (Gurney 2003) will be followed.
- 74 Five trenches, each 30m x 1.80m, will be excavated across the development site (Figure 1). These will be arrayed in an approximate grid pattern, modified to avoid site obstructions.
- 75 The extent of trenches across the site is intended to represent an approximate 5% sample by area. Prior to excavation of the trenches, a scale plan proposing location of the trenches will be submitted to SCCAS for approval.
- 76 The trenches will be set out in relation to the Ordnance Survey National Grid by NPS Archaeology and CAT-scanned prior to excavation. The final location of the trenches may be amended on the basis of surface or below ground obstructions and as

determined by geophysical survey results, recovered metal-detected artefacts and any Health and Safety considerations identified at the time of the work. Other considerations such as public access may also be a factor.

- 77 Initial excavation will be by mechanical excavator fitted with a 1.80m-wide toothless bucket in 100mm spits. Topsoil and subsoil will be deposited separately on the trench sides, with a minimum 1m clear space between the spoil and trench edge.
- 78 Mechanical excavation will be undertaken to the top of any undisturbed archaeological deposits, or the surface of the underlying geological deposits, whichever is the highest. If neither is identified it may be necessary to excavate to a maximum depth of 1.20m below the present ground surface in line with Health and Safety guidance for trenches with unsupported sides. If further depth of excavation is required, the trench sides may need to be locally stepped. The requirement for and the scope of works below 1.20m will be determined in consultation with the client and SCCAS.
- 79 Areas of deep excavation will be fenced using Netlon high-visibility fencing and appropriate warning signs will be displayed where these measures are appropriate. It is understood that the site perimeter will be secured by the client as appropriate.
- 80 Spoil from the trenches will not be removed from site. The trenches will not be backfilled until agreement to do so is given by SCCAS. Consolidation or compaction over and above that possible with a mechanical excavator will not be attempted. Full surface reinstatement will not be carried out, but all trenches will be left in safe condition.
- 81 Before the trenches have been stripped metal detecting will take place on the trench locations. Once the trenches have been excavated exposed surfaces and all archaeological features and deposits will be excavated by hand and screened by metal detector.
- 82 The metal detector will be utilised to scan excavated spoil and *in situ* horizons with the operator ensuring that it is used in a correct fashion. Metal detecting will be carried out by experienced metal detectorist and NPS staff member Harriet Bryant-Buck. All artefacts and ecofacts materials will be collected and bagged by unique context number.
- 83 Archaeological deposits, features and layers will be assigned individual context numbers and recorded on standardised forms employing the NPS Archaeology pro forma recording system. The records will include full written, graphic and photographic elements with site and context numbering compatible with Suffolk Historic Environment Record. 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 photographic record in 35mm monochrome film and digital formats will be maintained of all archaeological deposits, layers and features to record their characteristics and relationships. Photographs will be taken to record the progress of the evaluation.
- 84 Detailed strategies for levels of sample excavating buried soils, structures, pits, post-holes and ditches will be determined on site. Linear features will be examined by 1.00m-wide sections, discrete features will be half-sectioned and a minimum of 50% excavated. 100% of structural elements including beam slots will be excavated, although a decision may be taken to leave structural remains *in situ* in respect to

considerations of any further work and if the evaluation questions can still be answered. Allowance will be made for total recovery where appropriate; percentage sampling will apply in areas where complex stratified deposits are encountered. In general, the feature/deposit sampling strategy will be employed throughout the evaluation in accordance with *Standards for Field Archaeology in the East of England* (Gurney 2003).

- 85 All artefacts and ecofacts will be collected and, where possible, related to the context from which they derived. All artefacts will be retrieved unless volume and quantity of particular classes of items justify an on-site sampling policy. In all such eventualities relevant specialists (see *Project Staff*) and SCCAS will be consulted to agree a strategy. All retained materials will be stored in stable conditions until arrangements for their processing and analysis are made.
- 86 Any finds of gold or silver will be removed to safe storage and reported to the local Portable Antiquities Scheme Finds Liaison Officer, as soon as is reasonably practical, who will in turn inform the District Coroner's office (Lowestoft) according to the procedures set out in the 1996 *Treasure Act* (and amendments). Where removal cannot be effected on the same working day as discovery, suitable security measures will be taken to protect the finds from theft. NPS Archaeology will inform SCCAS of such discoveries in due course.
- 87 If human remains are identified by the archaeological works they will be left *in situ*. Backfilling of open trenches or features containing human remains that are not to be removed will be carried out manually to ensure that the remains are appropriately protected from any damage or disturbance. If human remains or burials are identified, which because of their location, vulnerability or other reasons 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, if appropriate. Treatment of human remains will be in line with *Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England* (English Heritage/The Church of England 2015). Human remains will be screened from public view during the course of the excavation. No human remains will be removed from the site until permission has been granted in writing from all relevant parties.
- 88 Soil samples for palaeoenvironmental materials will be collected if suitable sealed and well-dated deposits are identified. Standard 40 litre bulk soil samples, column or monolith samples and Kubiena tins will be collected from such deposits as appropriate, in consultation with the Historic England Science Advisor for the East of England and/or other consultant environmentalists if appropriate. Buried soils will be sampled by sieving to determine artefact densities. In all instances, sampling procedures will follow guidance issued by English Heritage (now Historic England) in *Environmental Archaeology* 2nd edition (2011). Full written, graphic and photographic sample records will be made using NPS Archaeology's pro forma recording system.

Post-Fieldwork Processes

- 89 The drawn and written stratigraphic/structural record will be cross-referenced and analysed to provide a synthesis of the results of the work.
- 90 The cleaning and cataloguing of any artefacts recovered will be undertaken on completion of the evaluation trenching. All retained materials will be cleaned,

marked and packaged in accordance with the requirements of the SCCAS County Store or nominated Suffolk museum.

91 Post-fieldwork analyses will start upon completion of the finds processing and will involve the identification and description of the artefacts materials recovered by the relevant specialists. In general, the following strategies will be employed in the analysis of the artefactual materials recovered:

- *Pottery*. Analysed to determine date and tabulated by context unit.
- *Worked flint*. Sorted and tabulated by context unit.
- *Metal artefacts*. Assessed for dating and significance, catalogued by context unit and where necessary conserved within four weeks of completion of fieldwork, in accordance with *UK Institute of Conservators Guidelines*.
- *Faunal Remains*. Sorted and tabulated by context unit. Assessed for the potential for further analysis and for sieving for the recovery of smaller bird and fish bones.
- *Environmental Samples*. Processed and assessed for content and significance.
- Other categories of artefactual materials will be analysed in a similar fashion.

92 The drawn and written stratigraphic/structural record will be cross-referenced and analysed to provide a synthesis of the results of the work.

93 The cleaning and cataloguing of any artefacts recovered will be undertaken on completion of the evaluation trenching. All retained materials will be cleaned, marked and packaged in accordance with the requirements of the SCCAS County Store or nominated Suffolk museum.

94 Post-fieldwork analyses will start upon completion of the finds processing and will involve the identification and description of the artefacts materials recovered by the relevant specialists. In general, the following strategies will be employed in the analysis of the artefactual materials recovered:

Report and Archive

95 An evaluation report will be prepared that presents the stratigraphic, structural, artefact and environmental evidence and analyses, and a synthesis of the results of the trial trenching. The synthesis will be undertaken in reference to relevant research agendas identified by Medlycott (2011) and what is already known about the archaeology of the immediate area.

96 The report will present data in tabular, graphic and appendix form. A list of archive components generated by the work will also be included in the report. Unless otherwise agreed in writing, NPS Archaeology will retain copyright in and ownership of all documentation and other materials prepared by NPS Archaeology. NPS Archaeology may publish or jointly publish any description or illustration of the works with the prior consent of the client.

97 A draft copy of the report will be presented in digital format to the client and to SCCAS for approval within four weeks of the completion of the evaluation. An advance (interim) report for the purpose of expediting planning applications may be supplied upon request by the client and by agreement with SCCAS. Multiple copies of the approved report will be produced as appropriate and presented to the client and SCCAS in the required formats and number. One copy of the report may be sent to the Historic England Science Advisor for the East of England, if considered appropriate.

- 98 The online OASIS record initiated prior to the start of the evaluation will be completed when the final report on the works is approved by SCCAS. This will include submission of a pdf version of the final report to the Archaeology Data Service via the OASIS form.
- 99 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 SCCAS County Store requirements for archive preparation, storage and conservation.
- 100 The archive will be fully indexed and cross-referenced. It will be integrated with SCCAS County Store Project accession number and the Suffolk Historic Environment Record numbering system. Deposition of the archive and finds (by prior agreement with the landowner) will take place after completion of the final report and confirmed in writing to SCCAS County Store. A full list of archive contents and finds boxes will accompany the deposition of the archive and finds.
- 101 If SCCAS County Store is not making new archive accessions and there is no confirmation of when new archives will be accepted, NPS Archaeology reserve the right to make alternative arrangements. From 1 January 2016, NPS Archaeology may charge for storage of prepared archaeological archives.

Timetable and Resources

- 102 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. Such circumstances 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.
- 103 The proposed earliest start date for the archaeological work is one working week upon notification from the client. The timetable for the evaluation is dependent upon the needs and progress of the construction scheme. Currently, it is anticipated that archaeological works may commence in the week of 3 October 2016 and SCCAS will be advised as far in advance of commencement as possible.
- 104 It is estimated that the fieldwork will take up to one working week and that the job will be staffed by up to three archaeologists, dependent on and appropriate to the archaeological remains present.
- 105 The financial resources for this work are subject to separate agreement with the client and are not reproduced here.

Project Staff

- 106** A Project Manager will assume overall responsibility for the delivery of the project. The project will be co-ordinated on a day-to-day basis by a Project Officer who will be dedicated to the project throughout its duration. The Project Officer will act under the direction of the Project Manager in respect of logistics, standards, health and safety, and liaison with the client and curators. The Project Officer will have substantial experience in archaeological excavation and post-excavation analysis and will be an experienced metal detector user.
- 107** Other members of staff involved in the project will be an Archaeological Finds Officer and up to three Site Assistants, at least one of whom will be an experienced metal detector user.
- 108** NPS Archaeology staff associated with the project will be:

Project Management	
Project Manager	David Adams, <i>MCIfA</i>
Project Staff	
Project Officer	John Ames, <i>BA, MCIfA</i>
Finds Officer	Rebecca Sillwood, <i>BA, ACIfA</i>
Site Assistants	Harriet Bryant-Buck, <i>BA, MSc PCIfA</i> Stuart Calow, <i>BA</i> others to be determined

- 109** NPS Archaeology reserves the right to change its nominated personnel at any time should project programmes change.
- 110** The analysis and reporting of artefacts and ecofacts will be coordinated by the Finds Officer and will be undertaken by NPS Archaeology staff, or other nominated specialists drawn from the list below as required. Nominated NPS Archaeology and other specialists and their areas of expertise are:

Specialist	Research Field
Susan Anderson	Anglo-Saxon and later pottery, human skeletal remains, brick and tile, fired clay
Andrew Barnett	Medieval and later numismatic items
Barry Bishop	Worked flint
Esther Cameron	Textiles
Julie Curl	Faunal remains, shell
Richard Darrah	Wood technology
David Dobson	Graphics and illustration
Valerie Fryer	Plant and animal microfossil remains
Frances Green	Palaeoenvironmental remains, architectural stone
Deborah Harris	Conservation

David King	Window glass and lead
Adrian Marsden	Pre-medieval numismatic items
Quita Mould	Leather
Andrew Newton	Metalworking residues
Andrew Peachey	Prehistoric and Roman pottery
Ian Riddler	Anglo-Saxon metalwork and artefacts
Rebecca Sillwood	Medieval and later metalwork, brick and tile

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Quality Standards

- 111 All staff employed or sub-contracted by NPS Archaeology will be employed in line with the Chartered Institute for Archaeologists' *Code of Practice*.
- 112 NPS Archaeology operates under a recognised Quality Management System and is accredited with BS EN ISO 9001:2008.
- 113 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 SCCAS in accordance with the procedures outlined in the document *Management of Research Projects in the Historic Environment* (MoRPHE) (English Heritage 2006, republished April 2015 by Historic England). Monitoring opportunities for each phase of the project are suggested as follows:
- i. during evaluation trenching
 - ii. during post-fieldwork processing
 - iii. upon receipt of the evaluation report
- 114 A further monitoring opportunity will be provided at the end of the work upon deposition of the integrated archive and finds with SCCAS County Store.
- 115 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 project. The Project Officer's performance is monitored by a Project Manager. Overall responsibility for the successful delivery of the project lies with the NPS Archaeology Manager, who has responsibility for all of NPS Archaeology's work and ensures the maintenance of quality standards within the organisation.

General Conditions

- 116 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 reserves 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.
- 117 A 7.4-hour working day is normally operated by NPS Archaeology, although their agents may work outside these hours.
- 118 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 all those listed in para. 44.
- 119 NPS Archaeology expects any information concerning the presence of TPOs and/or, protected flora and fauna on the site to be provided by the client prior to the commencement of works and accepts no liability if this information is not disclosed. No excavation will take place within 8.00m or canopy width (whichever is the greater) of any trees within or bordering the site.
- 120 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 a site.

Access, Health and Safety

- 121 NPS Archaeology expects the client to arrange suitable access to the site for its staff, plant and welfare facilities on the agreed start date.
- 122 Reasonable access to the site will be granted by NPS Archaeology to SCCAS and representatives of the client who wish to be satisfied, through site inspections, that the archaeological works are being conducted to appropriate professional standards and in accordance with the agreements made.
- 123 In advance of works commencing, NPS Archaeology will prepare and submit a Health and Safety Risk Assessment and Method Statement to the client. All NPS staff will be briefed on the contents of the Risk Assessment and required to read it. Personal protective clothing and equipment will be issued and used as required.
- 124 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).
- 125 The client will provide NPS Archaeology with all information reasonably obtainable on the location of live services including overhead utilities before site works commence.
- 126 Whether or not CDM regulations apply to this work, NPS Archaeology 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 works, 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. In case of contaminated soil, it may be necessary for NPS Archaeology to produce a revised Risk Assessment and/or adapt the agreed Written Scheme of Investigation in consultation with the client and SCCAS.
- 127 Should any disease restrictions be implemented for the area during the excavation, fieldwork will cease and staff will be 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.
- 128 NPS Archaeology will provide copies of NPS Property Consultants Limited's Health and Safety policy on request.

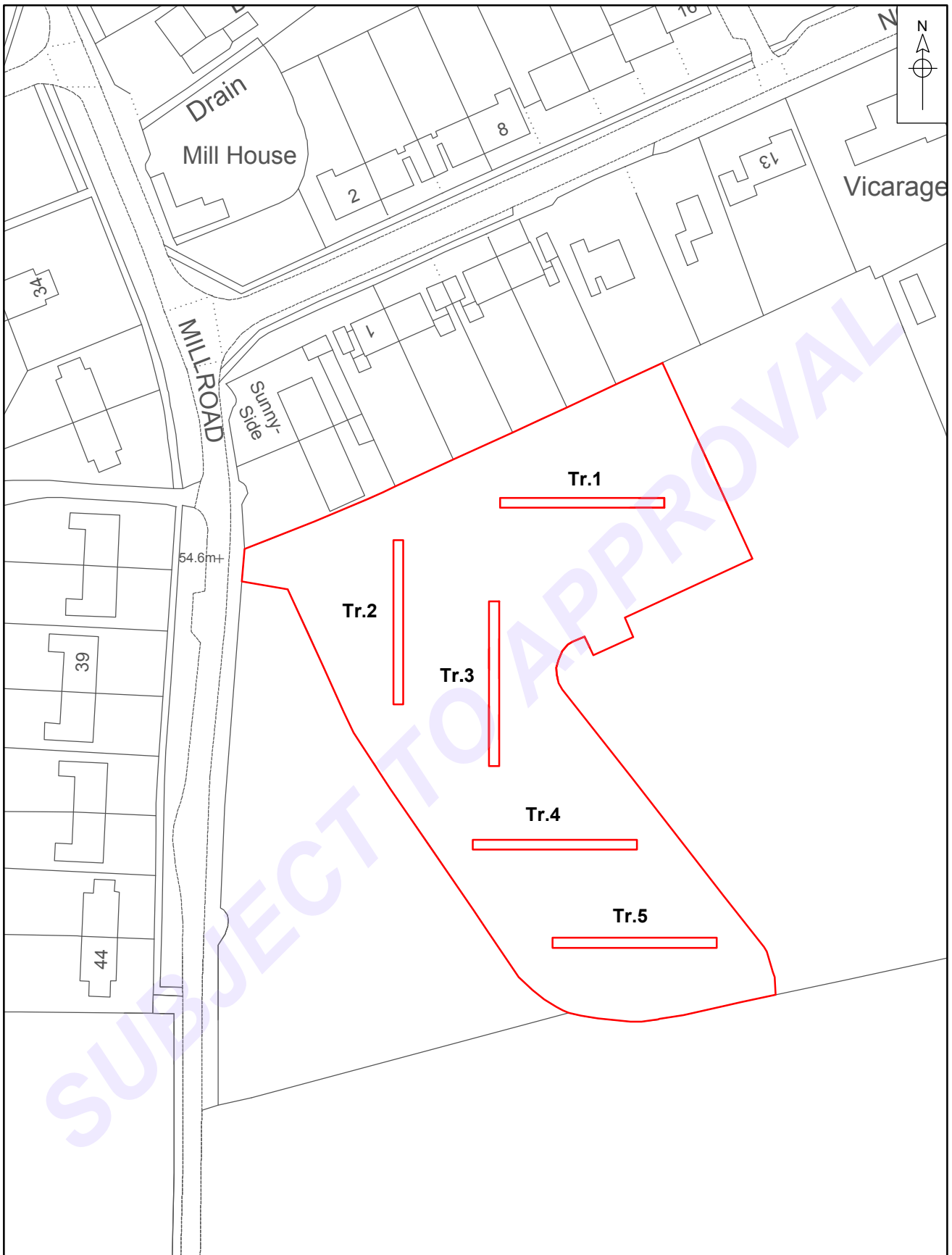
Insurance

129 NPS Archaeology's insurance cover is:

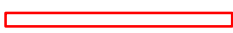
Employers Liability	£5,000,000
Public Liability	£50,000,000
Professional Indemnity	£5,000,000

130 Full details of NPS Archaeology's insurance cover will be supplied on request.

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01-04-17-2-1075 - Land adj Mill Road, Laxfield, Suffolk - WSI.
 Proposed trench location. Scale 1:1000 at A4

 5no. 30m x 1.8m trenches



Appendix 6: Receipt of HER Search



Finance Division
Constantine House, 5 Constantine Road, Ipswich, Suffolk, IP1 2DH

Invoice

Please Quote:	
INVOICE NUMBER:	9192377

NPS PROPERTY CONSULTANTS LTD
C/O Ben Hobbs
LANCASTER HOUSE
18 CENTRAL AVENUE
ST ANDREWS BUSINESS PARK
NORWICH
NORFOLK
NR7 0HR

Contact: Grace Campbell **Page 1**
Tel: 01284 741237 **Fax:** 01473 253660
Email: income@suffolk.gov.uk

RE:

VAT Registration Number: 104 1787 91

INVOICE NUMBER	9192377	CUSTOMER NUMBER	152485	INVOICE DATE	05-OCT-16	PLEASE PAY BY	26-OCT-16
Description	Net Amount £	VAT Rate %	VAT Amount £	Total £			
Mill Road, Laxfield: For searching, extracting and supplying data from the County Historic Environment Record on 05/10/2016, as Requested. Purchase Order No. PO01031170 Quantity: 1 Price: 100.00	100.00	20.00	20.00	120.00			
			NET AMOUNT	100.00			
			VAT	20.00			
			INVOICE TOTAL	120.00			

PAYMENT COUNTERFOIL

Suffolk County Council

Customer Name	Customer No.	Invoice No.	Amount Due
NPS PROPERTY CONSULTANTS LTD	152485	9192377	£ 120.00

WAYS TO PAY ARE SHOWN OVERLEAF