

Report 2167



nau archaeology

An Archaeological Evaluation at Peasenhall Road, Walpole, Suffolk

WPL 014



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Location:	Land to rear of 1–12 Peasenhall Road, Walpole
District:	Suffolk Coastal District
Grid Ref.:	TM 3656 7435
HER No.:	WLP 014
Client:	Wellington Construction Ltd
Dates of Fieldwork:	18–19 June 2009

Summary

An archaeological evaluation was conducted for Wellington Construction Ltd during the construction of several residential dwellings on land off Peasenhall Road, Walpole, Suffolk. This evaluation saw the excavation of seven trial trenches within the proposed development area. Due to the premature commencement of construction within the central portion of the site these trenches were placed on the periphery of development area.

Apart from a small quantity of potentially earlier Neolithic struck very little evidence for past activity was recovered. Only four features were identified, the majority of which are likely to have been post-medieval or modern. The archaeological potential of this site is therefore low and it is unlikely that archaeologically significant remains are present within its undisturbed portions.

1.0 INTRODUCTION

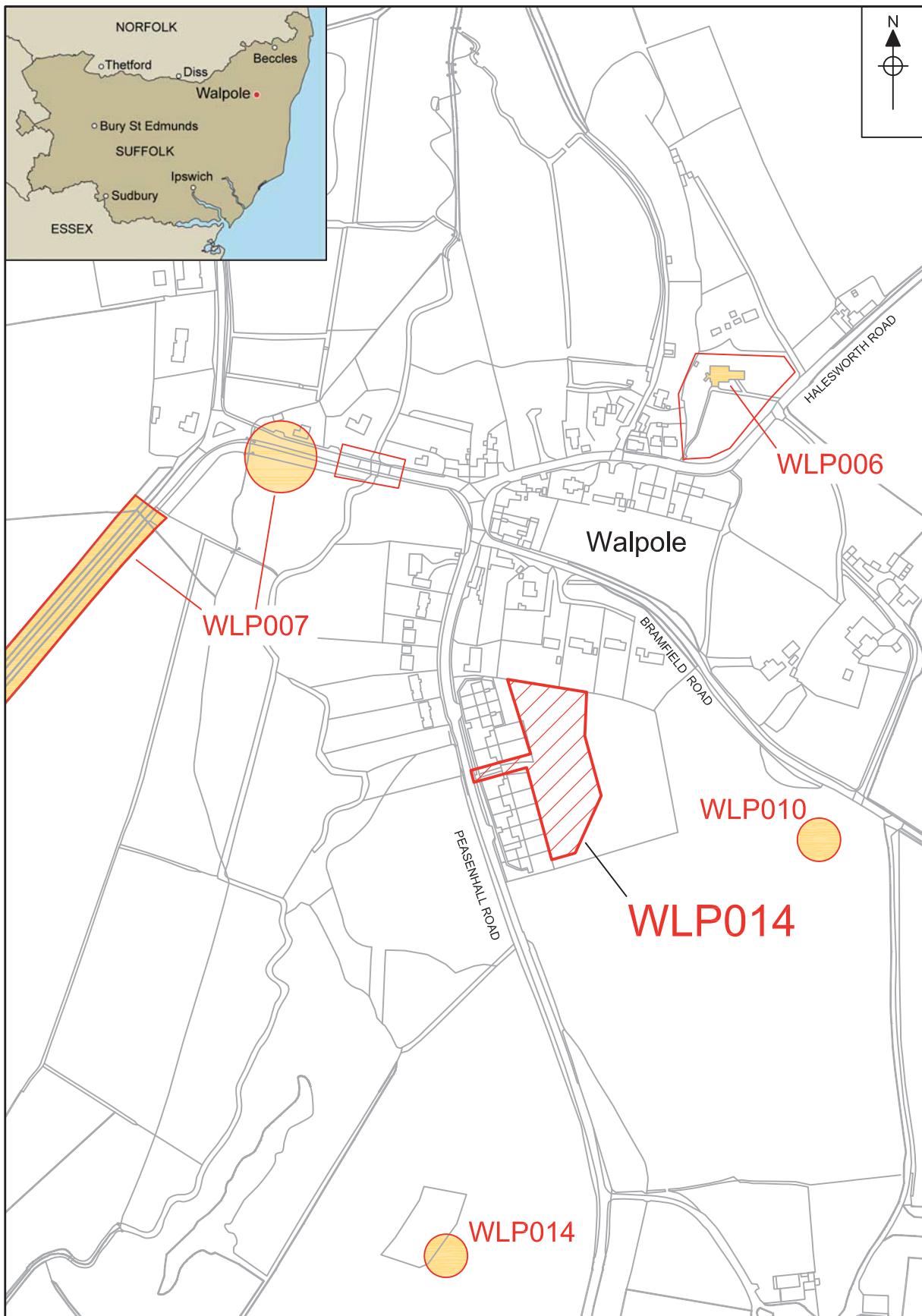
In June 2009 NAU Archaeology undertook an archaeological evaluation of land to the rear of 1–12 Peasenhall Road, Walpole, Suffolk (Fig. 1). This evaluation took place during the construction of several residential dwellings and was undertaken to fulfil a planning condition set by Suffolk Coastal District Council (Ref. C/07/2284) and a brief issued by the Suffolk County Council Archaeological Service (SCCAS) (Tipper 2009).

The work was commissioned and funded by Wellington Construction Ltd and conducted in accordance with a Project Design and Method Statement prepared by NAU Archaeology (Ref. NAU/BAU2167/NP). The evaluation 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 *Planning and Policy Guidance Note 16: Archaeology and Planning* (Department of the Environment 1990). The results will enable decisions to be made by the Local Planning Authority about the treatment of any archaeological remains found.

The site archive is currently held by NAU Archaeology and on completion of the project will be deposited with SCCAS, following relevant archiving standards.

2.0 GEOLOGY AND TOPOGRAPHY

Although the quaternary geology of this area consists primarily of sandy and silty clay Till, the site itself lies atop one of the relatively narrow bands of glacial sand and gravel that flank the nearby River Blythe (BGS 1991). Within the site itself these glacial deposits consisted of primarily of fine sands, with occasional patches of coarser sand and gravel. The underlying solid geology consists of Cretaceous Upper Chalk (BGS 1985).



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Figure 1. Site location. Scale 1:4000

The site itself lies approximately 200m east of the river, occupying land that slopes markedly from east to west and more gently from north to south. The site lies above the flood plain of the river, and has a maximum elevation of c.20.5m OD.

As would be expected given the underlying geology the soils covering the soil were light, sandy and freely draining.

3.0 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

As is the case with most of the water courses that dissect the East Anglian Till Plain, the light free-draining soils that flank the River Blythe are highly likely to have attracted settlement and other activity from the prehistoric periods onwards (Fig. 1). Clear evidence for prehistoric activity has yet to be recovered from the vicinity of Walpole, although it has been noted that the site occupies a topographical setting favourable for early activity.

Metal-detecting and fieldwalking in the environs of the site have recovered clear evidence for Roman activity, with objects including coins, a brooch and part of a glass vessel being found (WLP 010, WLP 014).

The village of Walpole itself is almost certainly of Anglo-Saxon origin, its church (HER WLP 006) being recorded in the Domesday survey of 1086. Substantial timbers recovered from near the River Blythe have also provided evidence for activity during this period, being radiocarbon dated to AD 770–990 (WLP 007).

Although the site lies relatively close to the historical core of Walpole there is little evidence to suggest that this stretch of the Peasenhall Road was developed prior to the 20th century. Hodskinson's 1783 map of Suffolk (Dymond 2003, 10) for example, only depicts dwellings at the northern end of the road, close to the junction with Bramfield Road.

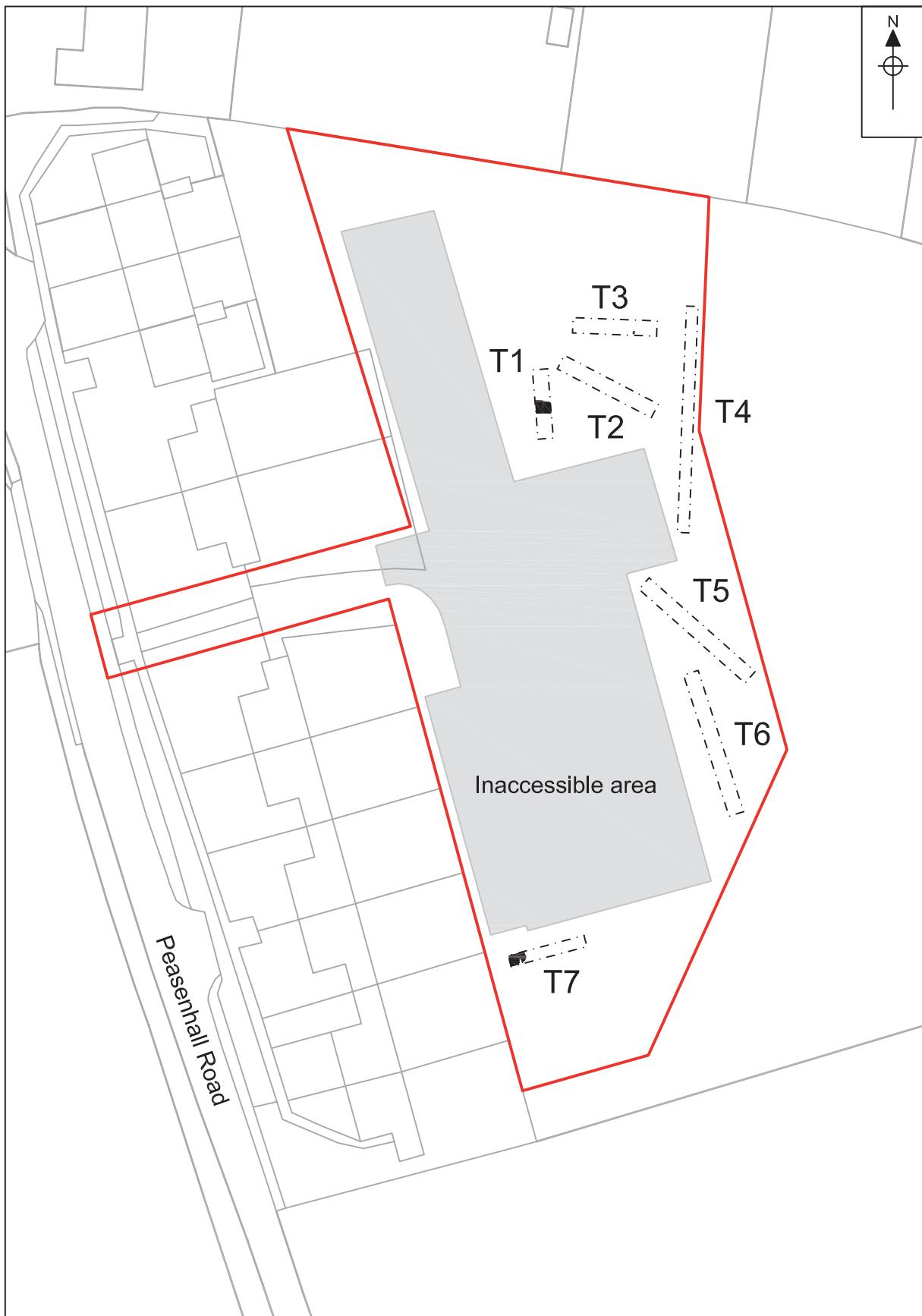
4.0 METHODOLOGY

The objective of this 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.

The Brief required that trial trenching cover approximately 5% of the 0.45 ha development area. It was initially intended that this coverage would be achieved with an even distribution of trial trenches across the site. Unfortunately construction work began prematurely in the central portion of the site, with the ground level being significantly reduced and a number of foundations and car park bays constructed before the area could be evaluated. It was therefore decided, in consultation with SCCAS, to excavate as many trenches as possible within the undisturbed portions of the development area, within which construction had yet to begin (Fig. 2). There proved to be space to excavate seven trenches, which covered a total area of c.203m².

Machine excavation was carried out with a hydraulic 360° excavator equipped with a toothless ditching bucket and operated under constant archaeological supervision. Spoil, exposed surfaces and features were scanned with a metal-detector. All metal-detected and hand-collected finds, other than those which were obviously modern, were retained for inspection.

No environmental samples were taken due to the lack of suitable, dated deposits.



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0 60 m

Figure 2. Site plan. Scale 1:750

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

The temporary benchmark used during the course of this work was transferred from an Ordnance Survey benchmark with a value of 14.83m OD, located on the side of 12 Peasenhall Road.

Site conditions were good, with the work taking place in fine weather.

5.0 RESULTS

5.1 Trench 1

Trench 1 was approximately 9m long, 2m wide and was aligned north–south (Figs 2, 3 and 6). Natural deposits were exposed at a depth of approximately 0.80, sealed by a relatively thick mid-yellow-brown sandy subsoil.

Midway along its length this trench was crossed by a single somewhat indistinct feature, initially thought to be a ditch [01] (Plate 1). Excavation of this feature suggested that it was unlikely to have been deliberately dug, with its asymmetrical profile, poorly defined edges and pale fills all indicative of a natural origin (Fig. 6, Section 1). This feature's light grey-brown sandy primary fill (02) produced five fragments of struck flint, including a possible piercer of earlier Neolithic date. No finds were recovered from its slightly darker upper fill (04).



Plate 1. Natural feature [01], looking west.



Figure 3. Trench 1 plan. Scale 1:100



Figure 5. Trench 7 plan. Scale 1:100

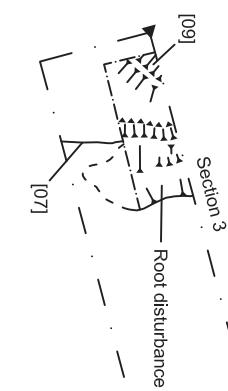


Figure 4. Trench 3 plan. Scale 1:100



5.2 Trench 2

Trench 2 was approximately 14m long, 2m wide and aligned north-west to south-east (Fig. 2). This trench was 0.75m deep at its north-western end, the natural deposits rising gently towards the east. A mid-yellow-brown sandy subsoil was again present beneath the topsoil.

No archaeologically significant features or deposits were present in this trench.

5.3 Trench 3

Trench 3 was 11m long, 2m wide and aligned approximately east–west (Figs 2, 4 and 6). This trench lay within a portion of the site which had been reduced, leaving only a relatively shallow layer of topsoil above a mid–dark yellow-brown sandy subsoil. This subsoil was considerably deeper to the west, where the trench was up to 0.65m deep.

A single small sub-circular feature [05] was present in this trench. This shallow possible post-hole was 0.37m in diameter, 0.10m deep and was filled with a fairly sterile mid-grey-brown sand (Fig. 6, Section 2). No finds were recovered.

5.4 Trench 4

Trench 4 was 30m long, 1.5m wide and aligned approximately north–south (Fig. 2). This trench was between 0.40 and 0.50m deep and exposed mixed natural deposits of sandy clay and fine sand. A subsoil was observed, although this was much thinner than that revealed in Trenches 1, 2 and 3.

No archaeologically significant features were present in this trench, although a copper-alloy ?washer and a single sherd of post-medieval pottery were recovered during its excavation.

5.5 Trench 5

Trench 5 was 18.5m long, 2m wide and aligned north-west to south-east (Fig. 2). This trench was 0.42m deep at its south-eastern end, with the natural deposits dropping away gently to the west and south.

No archaeologically significant features or deposits were present in this trench.

5.6 Trench 6

Trench 6 was 19.5m long, 2m wide and aligned north-west to south-east (Fig. 2). This trench was 0.48m deep at its northern end, with the natural deposits dropping away gently to the west and south.

No archaeologically significant features or deposits were present in this trench.

5.7 Trench 7

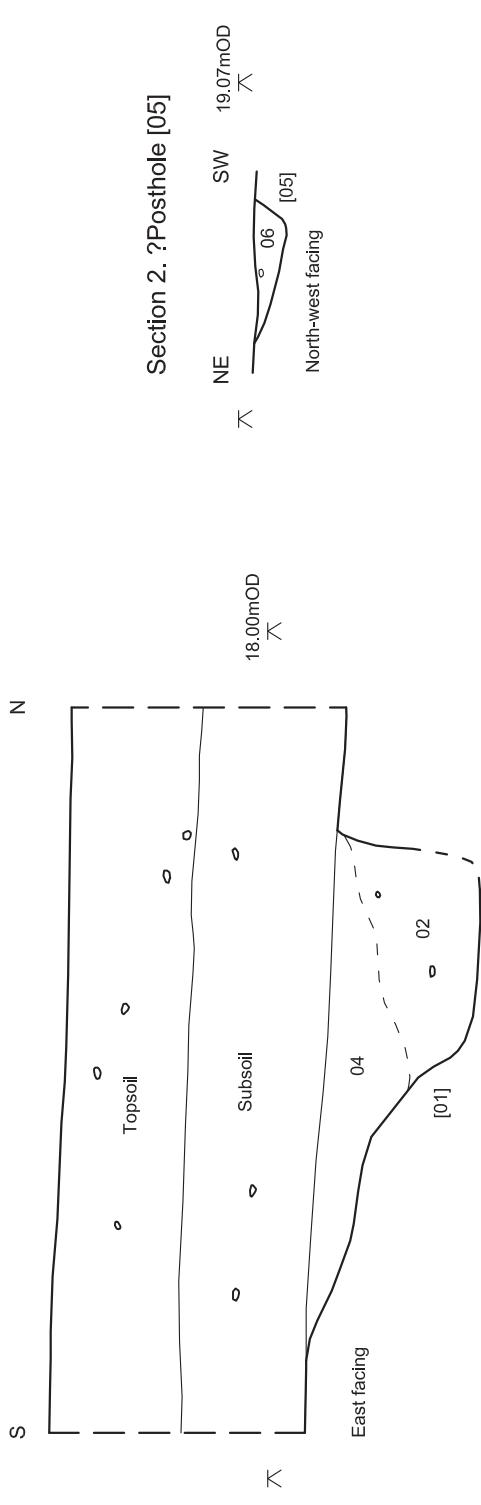
Trench 7 was 10m long, 1.5m wide and aligned approximately west–east (Figs 2, 5 and 6). Lying closer to the base of the slope, this trench was much deeper than the others with a maximum depth at its western end of 0.94m. A relatively thick, mid-grey-brown silty sand subsoil was present beneath the topsoil. This subsoil was increasingly root-disturbed towards the western end of the trench.

A soil-filled feature partially exposed at the western end of the trench proved to be the remains of at least two intercutting pits (Fig. 6, Section 3; Plate 2). The earlier pit [07] was possibly ovoid, although its edges were heavily root-disturbed. A post-medieval buckle was recovered from its dark brown-grey sandy silt fill (08). This pit appeared to be cut by a much larger feature with broad, shallow sides [09]. The fill of this later feature (09) was almost indistinguishable from the overlying topsoil. A 1944 penny recovered from this deposit suggests that the feature was relatively modern. The similarity of the two fills makes it likely that both pits were of a similar date, with the 16th–17th-century buckle from pit [07] likely to be residual. The pits were probably related to the nearby properties on Peasenhall Road and may have been either rubbish pits or some form of garden feature.



Plate 2. Pits [07] and [09], looking west.

Section 1. Natural feature [01]



Section 3. Pits [07] and [09]

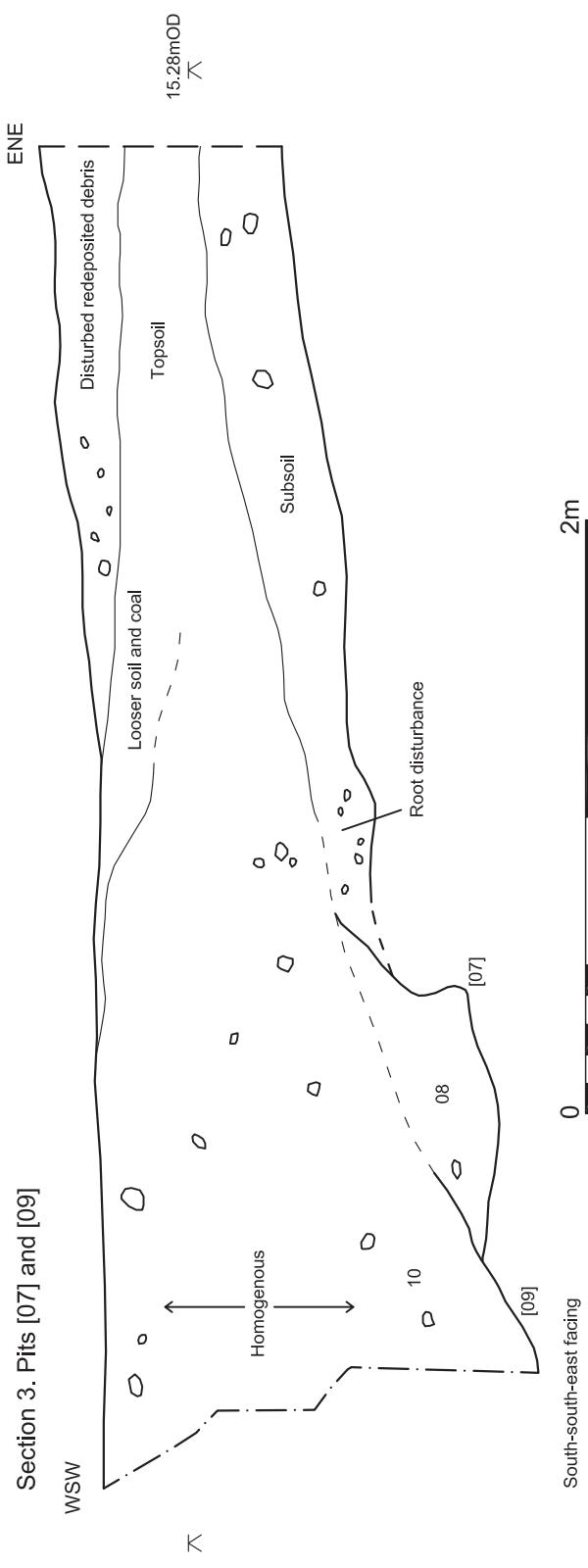


Figure 6. Sections. Scale 1:25

6.0 THE FINDS

6.1 Pottery

By Sarah Percival

Two sherds weighing 23g were recovered from two contexts (Appendix 3). A small sherd of medieval unglazed pottery in grey sandy fabric came from the topsoil overlying Trench 3. The second sherd, which was unstratified, is of glazed red earthenware and dates from the 16th–18th centuries.

6.2 Metal Objects

By Lucy Talbot

The site produced part of a double-looped copper-alloy buckle frame (SF1) (Appendix 4). This item is decorated with acorn-shaped knobs on the remaining loop and at either end of the strap bar, where the second loop is missing. A similar example is illustrated in Whitehead (2003), which dates from around 1550–1650.

An undated possible washer and a modern penny were also recovered.

6.3 Flint

By Sarah Bates

Five struck flints were recovered from the lower fill of natural feature [02] (Appendix 5). There are three small flakes, part of a blade-like flake and a possible piercer.

One of the flakes is soft-hammer struck and is neat and slightly curving in form. It is patinated and bluish-white in colour. The other two small flakes are irregular hard-hammer-struck pieces and the blade-like fragment is also irregular, having hinge-type terminations.

The possible piercer is on a neat blade, quite thick at its proximal end. Its distal end narrows to a broken point. There are very slight traces of possible retouch on part of the surviving edge near the broken point; it may be that the piece was retouched, used as a piercer and broke during use. It is likely that such a piercer would be of earlier Neolithic date and the small curving flake could also date from that period (Butler 2005, 126–7). The other pieces are not closely dateable.

7.0 CONCLUSIONS

Although it is unfortunate that the central portion of the site could not be evaluated, the excavated trenches were sufficiently dispersed for the archaeological potential of the site to be adequately characterised.

Apart from a small amount of earlier Neolithic struck flint recovered from a natural feature this evaluation revealed little in the way of evidence for past activity. The other discrete features identified were all likely to be related to relatively recent activity. It seems probable that this area has been open agricultural land since at least the medieval period.

Overall, the archaeological potential of the site appears to be low and it is unlikely that significant remains are present within the undisturbed areas. Given the results of this evaluation it also seems unlikely that archaeological features of any great significance were destroyed by the prematurely started construction work in the middle of the site.

Recommendations for future work based upon this report will be made by Suffolk County Council Archaeological Service.

Acknowledgements

The fieldwork was carried out by the author and Andy Phelps. Site surveying was undertaken by Steven Howes of NPS Property Consultants Ltd. The 360° excavator was supplied by Wellington Construction Ltd.

The finds were process by Lucy Talbot, who also examined the metal objects. The pottery was reported on by Sarah Percival and the flint was examined by Sarah Bates.

This report was illustrated by the author and David Dobson and edited by Richard Hoggett. The project was managed by Nigel Page.

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Appendix 1a: Context Summary

Context	Category	Trench	Description	Period
01	Cut	1	Cut of natural feature	—
02	Deposit	1	Fill of natural feature [01]	—
03	Deposit	4	Topsoil	—
04	Deposit	1	Fill of natural feature [01]	—
05	Cut	3	Cut of ?post-hole	—
06	Deposit	3	Fill of ?post-hole [05]	—
07	Cut	7	Cut of large pit	?Post-medieval
08	Deposit	7	Fill of large pit [07]	?Post-medieval
09	Cut	7	Cut of large pit	Post-medieval
10	Deposit	7	Fill of large pit [09]	Post-medieval
11	U/S	-	Unstratified finds	—

Appendix 1b: OASIS feature summary table

Period	Feature type	Quantity
Unknown	Natural	1
	Posthole	1
Modern (1900–2050)	Pit	2

Appendix 2a: Finds by Context

Context	Material	Quantity	Weight (g)	Period
02	Flint - worked	5	—	Prehistoric
03	Pottery	1	8	Post medieval
	Copper-alloy object	1	—	Undated
08	Copper-alloy object	1	—	Post-medieval
10	Copper-alloy object	1	—	Modern
11	Pottery	2	15	Medieval

Appendix 2b: Finds Summary Table

Period	Material	Quantity
Unknown	Copper-alloy	1
Prehistoric (500,000 BC–AD 42)	Flint	5
Medieval (1066–1539)	Pottery	2
Post-medieval (1540–1900)	Copper-alloy	1
	Pottery	1
Modern (1900–2050)	Copper-alloy	1

Appendix 3: Pottery

Ctxt	Ctxt sherd count	Ctxt sherd wt (g)	Fabric	Form	Qty	Wt (g)	Date
03	1	8	Med ungl.	Bodysherd	1	8	Medieval
11	1	15	GRE	Bodysherd	1	15	Post-medieval

Appendix 4: Metal objects

Context	SF	Material	Description	Qty	Date
03	–	Copper alloy	?Washer	1	Undated
08	1	Copper alloy	Buckle frame	1	Post-medieval
10	–	Copper alloy	Coin – George VI penny (1944)	1	Modern

Appendix 5: Flint

Context	Type	Quantity
2	Flake	3
	Blade-like flake	1
	Piercer	1

Environment and Transport Service Delivery
9-10 The Churchyard, Shire Hall
Bury St Edmunds
Suffolk
IP33 2AR

Brief and Specification for Archaeological Evaluation

LAND REAR OF 1-12 PEASENHALL ROAD, WALPOLE, SUFFOLK (C/07/2284)

The commissioning body should be aware that it may have Health & Safety responsibilities.

1. The nature of the development and archaeological requirements

- 1.1 Planning permission for residential development at Land rear of 1-12 Peasenhall Road, Walpole, Suffolk (TM 3656 7435) has been granted by Suffolk Coastal District Council (C/07/2284) conditional upon an acceptable programme of archaeological work being carried out.
- 1.2 The Planning Authority has been advised that any consent should be conditional upon an agreed programme of work taking place before any development begins (PPG 16, paragraph 30 condition).
- 1.3 The area of the proposed residential development measures c. 0.45 ha. in size, on the east side of Peasenhall Road (see accompanying plan). It is situated on chalky till at c. 15 - 20.00m AOD, sloping downwards E to W, on the eastern side, and above the floodplain, of the River Blyth.
- 1.4 This application lies in an area of archaeological importance, recorded in the County Historic Environment Record, close to the historic settlement core and overlooking the River Blyth that is topographically favourable for early occupation. The location has good potential for the discovery of important hitherto unknown archaeological sites and features. Any groundworks causing significant ground disturbance have the potential to damage any archaeological deposit that exists.
- 1.5 In order to inform the archaeological mitigation strategy, the following work will be required:
 - A linear trenched evaluation is required of the development area.
- 1.6 The results of this evaluation will enable the archaeological resource, both in quality and extent, to be accurately quantified, informing both development methodologies and mitigation measures. Decisions on the need for, and scope of, any further work should there be any archaeological finds of significance will be based upon the results of the evaluation and will be the subject of an additional brief.
- 1.7 All arrangements for the field evaluation of the site, the timing of the work, access to the site, the definition of the precise area of landholding and area for proposed development are to be defined and negotiated with the commissioning body.
- 1.8 Detailed standards, information and advice to supplement this brief are to be found in *Standards for Field Archaeology in the East of England*, East Anglian Archaeology Occasional Papers 14, 2003.
- 1.9 In accordance with the standards and guidance produced by the Institute of Field Archaeologists this brief should not be considered sufficient to enable the total execution of the project. A Written Scheme of Investigation (WSI) based upon this brief and the

accompanying outline specification of minimum requirements, is an essential requirement. This must be submitted by the developers, or their agent, to the Conservation Team of the Archaeological Service of Suffolk County Council (Shire Hall, Bury St Edmunds IP33 2AR; telephone/fax: 01284 352443) for approval. The work must not commence until this office has approved both the archaeological contractor as suitable to undertake the work, and the WSI as satisfactory. The WSI will provide the basis for measurable standards and will be used to satisfy the requirements of the planning condition.

- 1.10 Before any archaeological site work can commence it is the responsibility of the developer to provide the archaeological contractor with either the contaminated land report for the site or a written statement that there is no contamination. The developer should be aware that investigative sampling to test for contamination is likely to have an impact on any archaeological deposit which exists; proposals for sampling should be discussed with the Conservation Team of the Archaeological Service of SCC (SCCAS/CT) before execution.
- 1.11 The responsibility for identifying any constraints on field-work, e.g. Scheduled Monument status, Listed Building status, public utilities or other services, tree preservation orders, SSSIs, wildlife sites &c., ecological considerations rests with the commissioning body and its archaeological contractor. The existence and content of the archaeological brief does not over-ride such constraints or imply that the target area is freely available.
- 1.12 Any changes to the specifications that the project archaeologist may wish to make after approval by this office should be communicated directly to SCCAS/CT and the client for approval.

2. Brief for the Archaeological Evaluation

- 2.1 Establish whether any archaeological deposit exists in the area, with particular regard to any which are of sufficient importance to merit preservation *in situ*.
- 2.2 Identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.
- 2.3 Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.
- 2.4 Establish the potential for the survival of environmental evidence.
- 2.5 Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.
- 2.6 This project will be carried through in a manner broadly consistent with English Heritage's *Management of Archaeological Projects*, 1991 (MAP2), all stages will follow a process of assessment and justification before proceeding to the next phase of the project. Field evaluation is to be followed by the preparation of a full archive, and an assessment of potential. Any further excavation required as mitigation is to be followed by the preparation of a full archive, and an assessment of potential, analysis and final report preparation may follow. Each stage will be the subject of a further brief and updated project design; this document covers only the evaluation stage.
- 2.7 The developer or his archaeologist will give SCCAS/CT (address as above) five working days notice of the commencement of ground works on the site, in order that the work of the archaeological contractor may be monitored.
- 2.8 If the approved evaluation design is not carried through in its entirety (particularly in the instance of trenching being incomplete) the evaluation report may be rejected. Alternatively

the presence of an archaeological deposit may be presumed, and untested areas included on this basis when defining the final mitigation strategy.

- 2.9 An outline specification, which defines certain minimum criteria, is set out below.

3. Specification: Trenched Evaluation

- 3.1 Trial trenches are to be excavated to cover 5% by area, which is c. 225.00m². These shall be positioned to sample all parts of the site. Linear trenches are thought to be the most appropriate sampling method. Trenches are to be a minimum of 1.80m wide unless special circumstances can be demonstrated; this will result in a minimum of 125.00m of trenching at 1.80m in width.
- 3.2 If excavation is mechanised a toothless 'ditching bucket' at least 1.20m wide must be used. A scale plan showing the proposed locations of the trial trenches should be included in the WSI and the detailed trench design must be approved by SCCAS/CT before field work begins.
- 3.3 The topsoil may be mechanically removed using an appropriate machine with a back-acting arm and fitted with a toothless bucket, down to the interface layer between topsoil and subsoil or other visible archaeological surface. All machine excavation is to be under the direct control and supervision of an archaeologist. The topsoil should be examined for archaeological material.
- 3.4 The top of the first archaeological deposit may be cleared by machine, but must then be cleaned off by hand. There is a presumption that excavation of all archaeological deposits will be done by hand unless it can be shown there will not be a loss of evidence by using a machine. The decision as to the proper method of excavation will be made by the senior project archaeologist with regard to the nature of the deposit.
- 3.5 In all evaluation excavation there is a presumption of the need to cause the minimum disturbance to the site consistent with adequate evaluation; that significant archaeological features, e.g. solid or bonded structural remains, building slots or post-holes, should be preserved intact even if fills are sampled. For guidance:

For linear features, 1.00m wide slots (min.) should be excavated across their width;

For discrete features, such as pits, 50% of their fills should be sampled (in some instances 100% may be requested).

- 3.6 There must be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. The depth and nature of colluvial or other masking deposits must be established across the site.
- 3.7 Archaeological contexts should, where possible, be sampled for palaeoenvironmental remains. Best practice should allow for sampling of interpretable and datable archaeological deposits and provision should be made for this. The contractor shall show what provision has been made for environmental assessment of the site and must provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeoenvironmental and palaeoeconomic investigations), and samples of sediments and/or soils (for micromorphological and other pedological/sedimentological analyses). Advice on the appropriateness of the proposed strategies will be sought from J. Heathcote, English Heritage Regional Adviser for Archaeological Science (East of England). A guide to sampling archaeological deposits (Murphy, P.L. and Wiltshire, P.E.J., 1994, *A guide to sampling archaeological deposits for environmental analysis*) is available for viewing from SCCAS.

- 3.8 Any natural subsoil surface revealed should be hand cleaned and examined for archaeological deposits and artefacts. Sample excavation of any archaeological features revealed may be necessary in order to gauge their date and character.
- 3.9 Metal detector searches must take place at all stages of the excavation by an experienced metal detector user.
- 3.10 All finds will be collected and processed (unless variations in this principle are agreed SCCAS/CT during the course of the evaluation).
- 3.11 Human remains must be left *in situ* except in those cases where damage or desecration are to be expected, or in the event that analysis of the remains is shown to be a requirement of satisfactory evaluation of the site. However, the excavator should be aware of, and comply with, the provisions of Section 25 of the Burial Act 1857.
- 3.12 Plans of any archaeological features on the site are to be drawn at 1:20 or 1:50, depending on the complexity of the data to be recorded. Sections should be drawn at 1:10 or 1:20 again depending on the complexity to be recorded. All levels should relate to Ordnance Datum. Any variations from this must be agreed with SCCAS/CT.
- 3.13 A photographic record of the work is to be made, consisting of both monochrome photographs and colour transparencies and/or high resolution digital images.
- 3.14 Topsoil, subsoil and archaeological deposit to be kept separate during excavation to allow sequential backfilling of excavations.
- 3.15 Trenches should not be backfilled without the approval of SCCAS/CT.

4. General Management

- 4.1 A timetable for all stages of the project must be agreed before the first stage of work commences, including monitoring by SCCAS/CT. The archaeological contractor will give not less than five days written notice of the commencement of the work so that arrangements for monitoring the project can be made.
- 4.2 The composition of the archaeology contractor staff must be detailed and agreed by this office, including any subcontractors/specialists. For the site director and other staff likely to have a major responsibility for the post-excavation processing of this evaluation there must also be a statement of their responsibilities or a CV for post-excavation work on other archaeological sites and publication record. Ceramic specialists, in particular, must have relevant experience from this region, including knowledge of local ceramic sequences.
- 4.3 It is the archaeological contractor's responsibility to ensure that adequate resources are available to fulfill the Brief.
- 4.4 A detailed risk assessment must be provided for this particular site.
- 4.5 No initial survey to detect public utility or other services has taken place. The responsibility for this rests with the archaeological contractor.
- 4.6 The Institute of Field Archaeologists' *Standard and Guidance for archaeological field evaluation* (revised 2001) should be used for additional guidance in the execution of the project and in drawing up the report.

5. Report Requirements

- 5.1 An archive of all records and finds must be prepared consistent with the principles of English Heritage's *Management of Archaeological Projects*, 1991 (particularly Appendix 3.1 and Appendix 4.1).
- 5.2 The report should reflect the aims of the WSI.
- 5.3 The objective account of the archaeological evidence must be clearly distinguished from its archaeological interpretation.
- 5.4 An opinion as to the necessity for further evaluation and its scope may be given. No further site work should be embarked upon until the primary fieldwork results are assessed and the need for further work is established.
- 5.5 Reports on specific areas of specialist study must include sufficient detail to permit assessment of potential for analysis, including tabulation of data by context, and must include non-technical summaries.
- 5.6 The Report must include a discussion and an assessment of the archaeological evidence, including an assessment of palaeoenvironmental remains recovered from palaeosols and cut features. Its conclusions must include a clear statement of the archaeological potential of the site, and the significance of that potential in the context of the Regional Research Framework (*East Anglian Archaeology, Occasional Papers 3 & 8*, 1997 and 2000).
- 5.7 The results of the surveys should be related to the relevant known archaeological information held in the County Historic Environment Record (HER).
- 5.8 A copy of the Specification should be included as an appendix to the report.
- 5.9 The project manager must consult the County HER Officer (Dr Colin Pendleton) to obtain an HER number for the work. This number will be unique for each project or site and must be clearly marked on any documentation relating to the work.
- 5.10 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*.
- 5.11 The project manager should consult the SCC Archive Guidelines 2008 and also the County HER Officer regarding the requirements for the deposition of the archive (conservation, ordering, organisation, labelling, marking and storage) of excavated material and the archive.
- 5.12 The WSI should state proposals for the deposition of the digital archive relating to this project with the Archaeology Data Service (ADS), and allowance should be made for costs incurred to ensure the proper deposition (<http://ads.ahds.ac.uk/project/policy.html>).
- 5.13 Every effort must be made to get the agreement of the landowner/developer to the deposition of the finds with the County HER or a museum in Suffolk which satisfies Museum and Galleries Commission requirements, as an indissoluble part of the full site archive. If this is not achievable for all or parts of the finds archive then provision must be made for additional recording (e.g. photography, illustration, analysis) as appropriate. If the County HER is the repository for finds there will be a charge made for storage, and it is presumed that this will also be true for storage of the archive in a museum.
- 5.14 The site archive is to be deposited with the County HER within three months of the completion of fieldwork. It will then become publicly accessible.
- 5.15 Where positive conclusions are drawn from a project (whether it be evaluation or excavation) a summary report, in the established format, suitable for inclusion in the annual 'Archaeology

in Suffolk' section of the *Proceedings of the Suffolk Institute for Archaeology*, must be prepared. It should be included in the project report, or submitted to SCCAS/CT, by the end of the calendar year in which the evaluation work takes place, whichever is the sooner.

- 5.16 County HER sheets must be completed, as per the County HER manual, for all sites where archaeological finds and/or features are located.
- 5.17 Where appropriate, a digital vector trench plan should be included with the report, which must be compatible with MapInfo GIS software, for integration in the County HER. AutoCAD files should be also exported and saved into a format that can be imported into MapInfo (for example, as a Drawing Interchange File or .dxf) or already transferred to .TAB files.
- 5.18 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> must be initiated and key fields completed on Details, Location and Creators forms.
- 5.19 All parts of the OASIS online form must be completed for submission to the County HER. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

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Date: 8 May 2009

Reference: / PeasenhallRoad-Walpole2009

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

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