

## **ARCHAEOLOGICAL MONITORING REPORT**

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**SCCAS REPORT No. 2010/168**

# **Hartest Primary School, Refurbishment HRT 024**

**A Tester**  
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## HER Information

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**Planning Application No:** N/A

**Date of Fieldwork:** August 2010

**Grid Reference:** TL 832 524

**Funding Body:** Suffolk County Council

**Curatorial Officer:** Dr. Jess Tipper

**Project Officer:** Andrew Tester

**Oasis Reference:** suffolkc1-114794



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## Summary

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An archaeological monitoring was carried out during the building of an extension and car park at Hartest Primary School. The stripping exposed a build up of silt/clay along the road frontage to a depth of over 1m with evidence of ploughing below. Further back from the road the natural glacial till was only 0.4m below the modern ground surface. No other features were identified on the site and no finds were recovered. The plough horizon remains undated.





## **1. Introduction**

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An archaeological monitoring was carried out at Hartest Primary School during the excavation of foundations for an extension to the school and for extra car parking within the school gate. The work was carried out in accordance with a Brief and Specification issued by Jess Tipper (Suffolk County Council Archaeological Service, Conservation Team). This document is included as Appendix 1. Funding was provided by the developer Suffolk County Council.

## **2. Geology and topography**

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The site lies at TL 8327 5240 on an east facing slope overlooking the B1066 and a tributary of the River Glem below. The natural geology is glacial till and the site stands at c.60m AOD.

## **3. Archaeological background**

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Nothing is reported of the archaeology of the site but it lies c.160m from the medieval parish church on a slope close to a river that would be a favoured site for early settlement.

## **4. Methodology**

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The site was monitored during the stripping of the car park and the lowering of the ground surface for the platform for the extension. Two pads excavated in front of the main school building were located over service trench and the ground was disturbed, and therefore not closely monitored. A digital colour photographic record of the site was made using a camera with at least 72 x 72 dpi. Plans and sections were drawn at scales of 1:20 and 1:50 where appropriate.

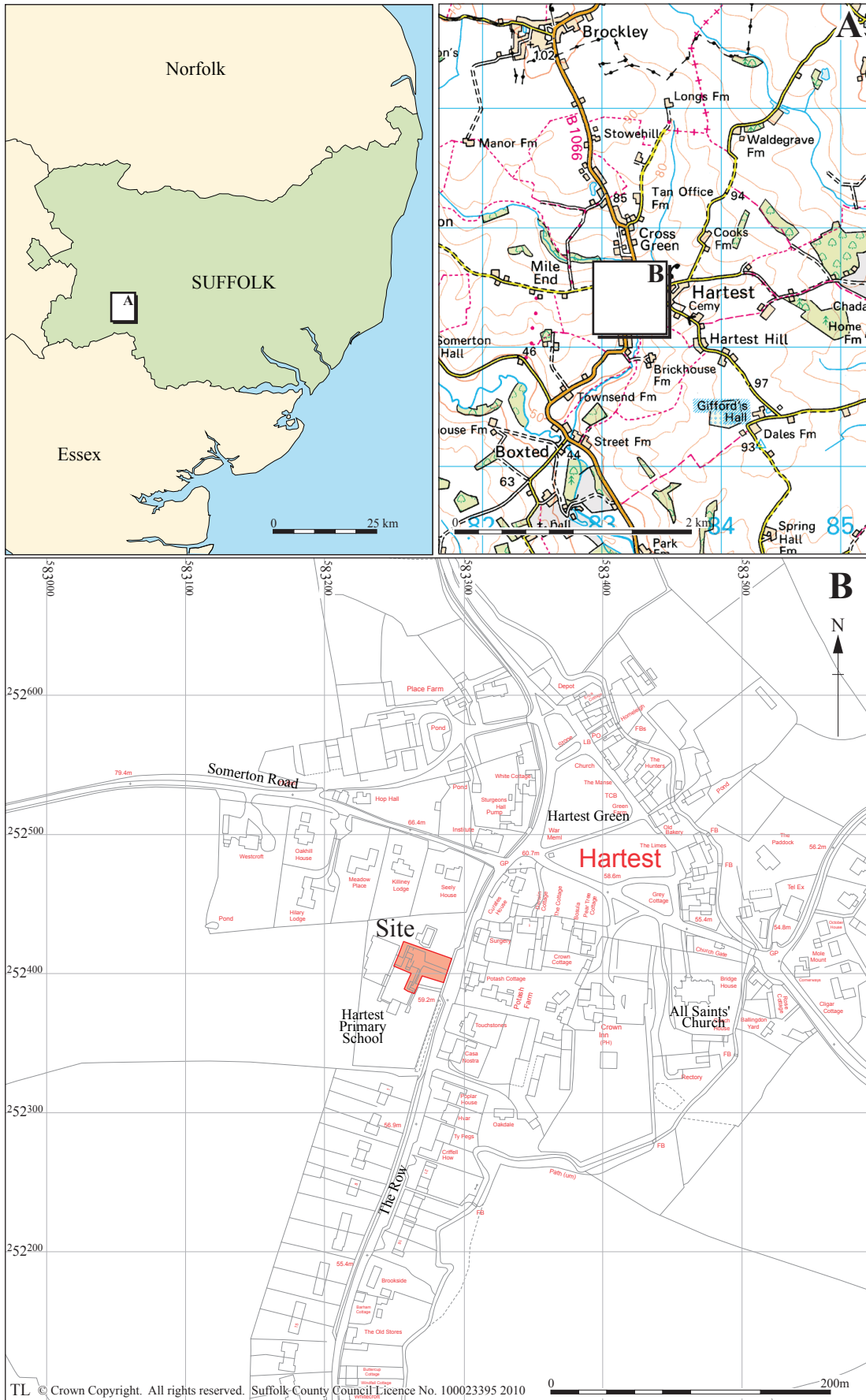


Figure 1. Site Location, showing development area (red)

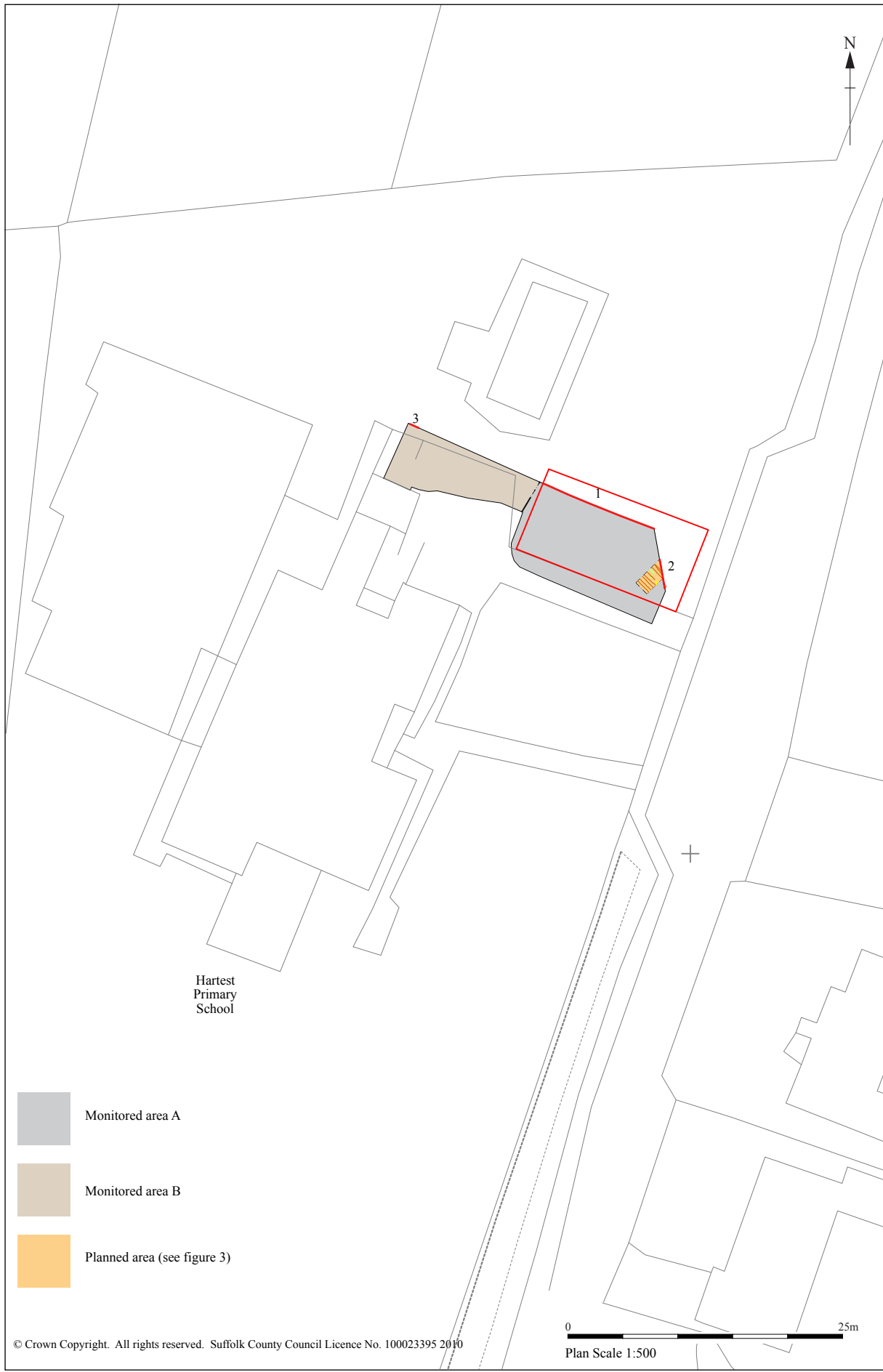


Figure 2. Site plan

## 5. Results

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The first area of stripping was for the new parking spaces close to the road and hedge. A terrace was dug into the higher land to the north of the main driveway. Section 1 was approximately at right angles to the entrance and was perpendicular to the slope of the field. The stripping removed c. 1.2m of ground comprising c.0.4m of topsoil over fine yellow silt which covered over most of the area. At the base of this a pattern of yellow and brown lines was observed indicating the course of ploughing. A sample area was recorded in plan and is illustrated below (Fig.3 and Pl.2). No finds were recovered from the soil and these features remain undated. The adjoining section was obscured by a BT cable and could not be drawn (Section 2). A substantial area of natural boulder clay was removed in Area B and the profile is recorded in Section 3.



Plate 1. Stripping for the new car park

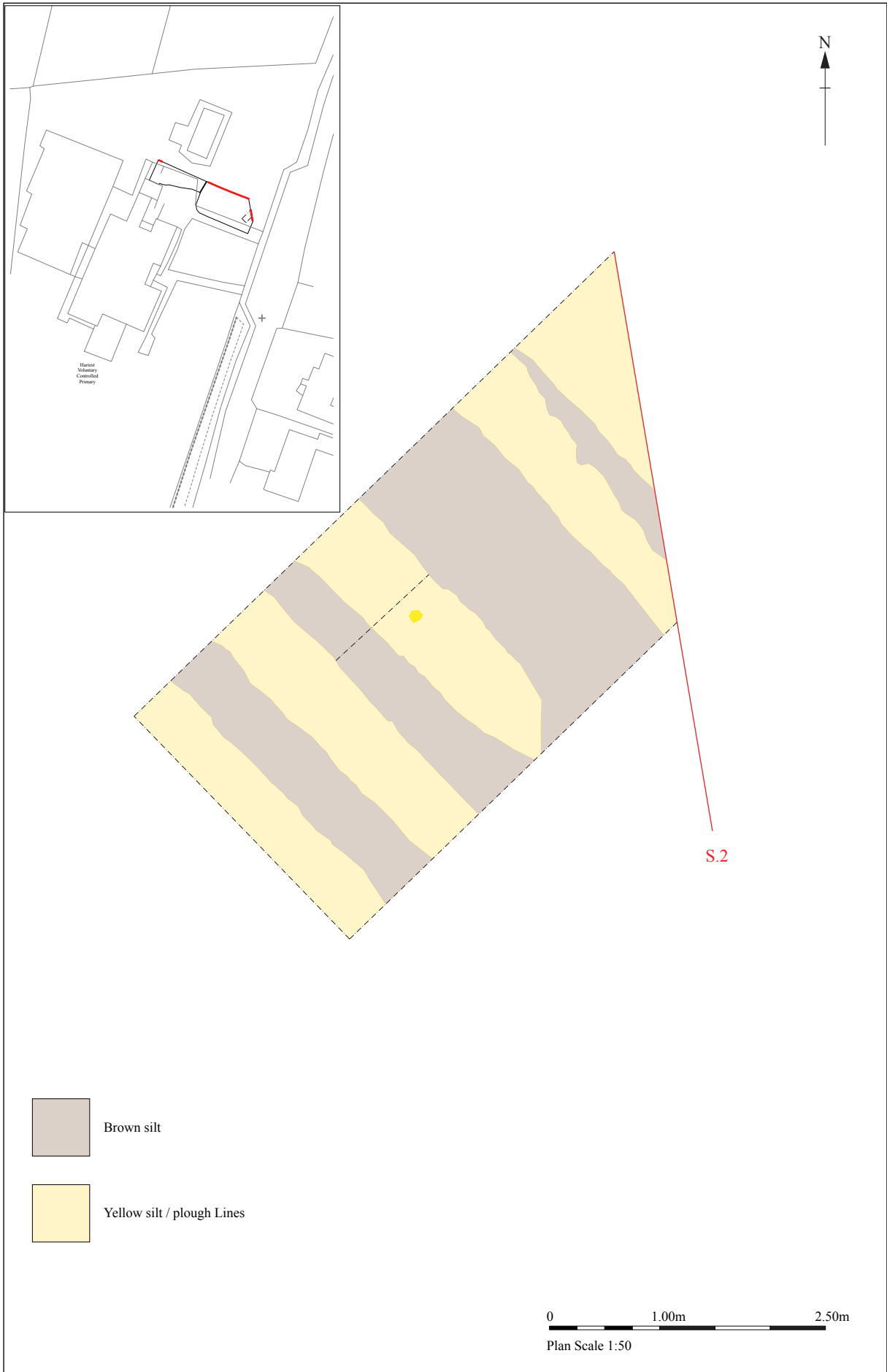


Figure 3. Detailed Plan

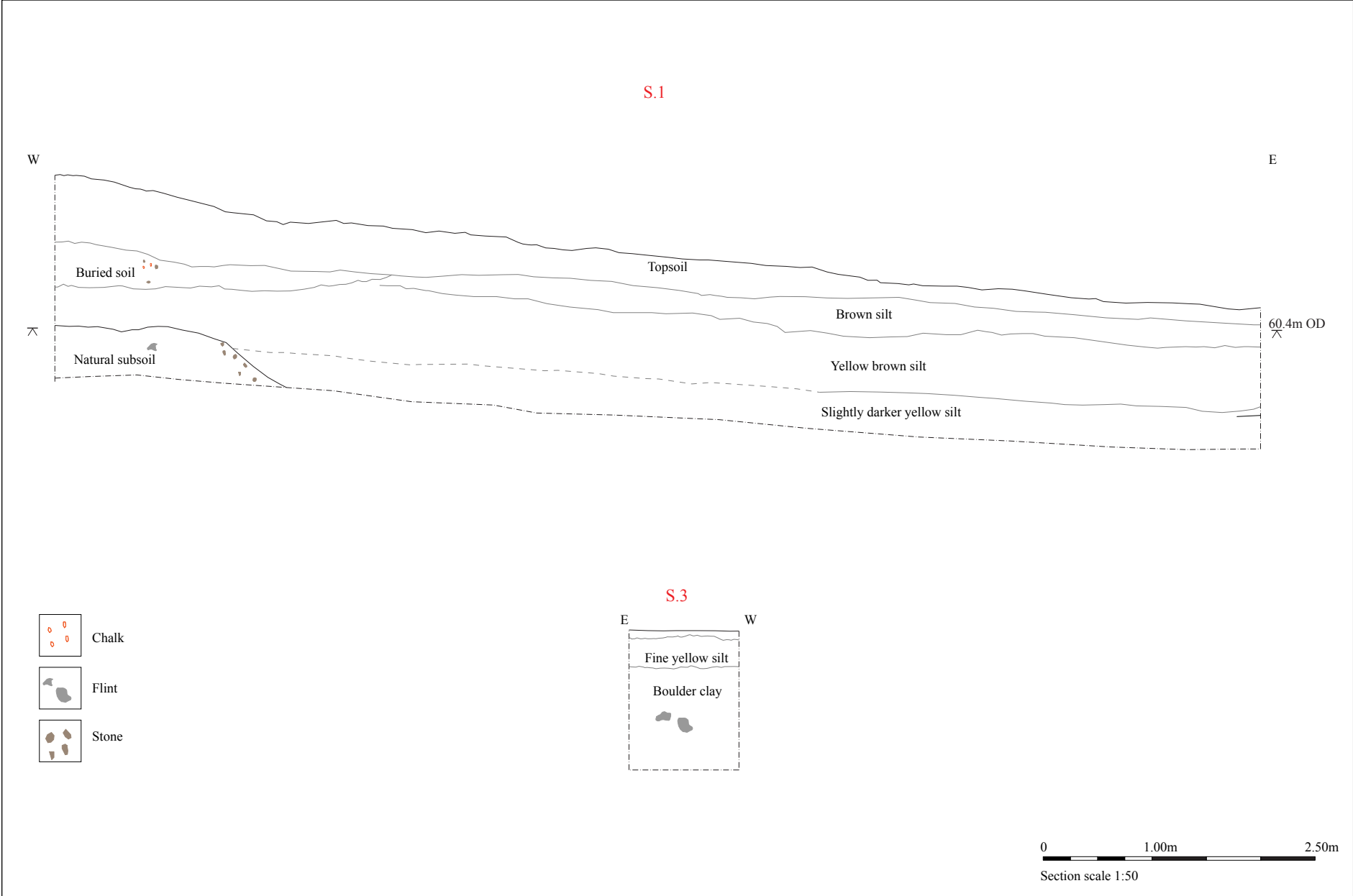


Figure 4. Sections



Plate 2. Plough marks at the base of the stripping facing west.



Plate 3. Plough marks visible in colluvium, facing north east.



Plate 4. North west end of section 1, facing north.



Plate 5. Chalky boulder clay beneath the extension, facing north east



## 6. Discussion

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The only archaeological features that were recorded were the plough lines, which were detected at the base of the stripping for the car parking. Unfortunately these could not be dated and the period of time over which the silt accumulated close to the fence is therefore unknown. The accumulated fine silt was quite distinctive, being a strong yellow in colour with very few stones. This suggests the gradual erosion from the field of fine silt and its accumulation at the edge of the field. Whether this was a direct result of the ploughing or perhaps was caused by erosion and deposition through water on a ploughed field is uncertain.

Andrew Tester

October 2010



## **Appendix 1**

### **Brief and Specification for Continuous Archaeological Recording**

Environment and Transport Service Delivery  
9-10 The Churchyard, Shire Hall  
Bury St Edmunds  
Suffolk  
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## **Brief and Specification for Continuous Archaeological Recording**

### **HARTEST VC PRIMARY SCHOOL, HARTEST, SUFFOLK**

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

#### **1. Background**

- 1.1 Planning permission is to be sought from Suffolk County Council for the erection of a new extension (new school hall) and new car parking at Hartest VC Primary School, Hartest (TL 832 524). Please contact the developer for an accurate plan of the development.
- 1.2 The Planning Authority will be advised that any consent should be conditional upon an agreed programme of work taking place before development begins (PPG 16, paragraph 30 condition).
- 1.3 Assessment of the available archaeological evidence indicates that the area affected by development can be adequately recorded by continuous archaeological recording during all groundworks.
- 1.4 This school lies in an area of high archaeological potential, recorded in the County Historic Environment Record, within the historic settlement core and 160.00m to the west of the medieval church and churchyard (HER no. HRT 002). In addition, the landscape setting of this school, overlooking a tributary of the River Glem, is a typical location for early occupation of all periods.
- 1.5 There is high potential for archaeological remains to be defined at this location. Any groundworks causing significant ground disturbance have the potential to damage any archaeological deposit that exists.
- 1.6 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 (9-10 The Churchyard, 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, and until confirmation has been sought by the applicant from the Local Planning Authority. The WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the planning condition will be adequately met.

- 1.7 Before commencing work the project manager must carry out a risk assessment and liaise with the site owner, client and the Conservation Team of SCCAS (SCCAS/CT) in ensuring that all potential risks are minimised.
- 1.8 All arrangements for the excavation of the site, the timing of the work, access to the site, the definition of the precise area of landholding and area for proposed development are to be defined and negotiated by the archaeological contractor with the commissioning body.
- 1.9 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.
- 1.10 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.
- 1.11 The Institute of Field Archaeologists' *Standard and Guidance for an archaeological watching brief* (revised 2001) should be used for additional guidance in the execution of the project and in drawing up the report.

## **2. Brief for Archaeological Monitoring**

- 2.1 To provide a record of archaeological deposits which are damaged or removed by any development [including services and landscaping] permitted by the current planning consent.
- 2.2 All groundworks relating to the current planning permission, and the upcast soil, are to be observed during and after they have been excavated by the building contractor. Adequate time is to be allowed for archaeological recording of archaeological deposits during excavation, and of soil sections following excavation.

## **3. Arrangements for Monitoring**

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

#### **4. Specification**

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

#### **5. Report Requirements**

- 5.1 An archive of all records and finds is to be prepared consistent with the principles of *Management of Archaeological Projects (MAP2)*, particularly Appendix 3. This must be deposited with the County Historic Environment Record within three months of the completion of work. It will then become publicly accessible.
- 5.2 The project manager must consult the County Historic Environment Record Officer to obtain an event number for the work. This number will be unique for each project or site and must be clearly marked on any documentation relating to the work.
- 5.3 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*.
- 5.4 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.

- 5.5 The WSI should state proposals for the deposition of the digital archive relating to this project with the Archaeology Data Service (ADS), and allowance should be made for costs incurred to ensure proper deposition (<http://ads.ahds.ac.uk/project/policy.html>).
- 5.6 The finds, as an indissoluble part of the site archive, should be deposited with the County Historic Environment Record if the landowner can be persuaded to agree to this. If this is not possible for all or any part of the finds archive, then provision must be made for additional recording (e.g. photography, illustration, analysis) as appropriate.
- 5.7 A report on the fieldwork and archive, consistent with the principles of *MAP2*, particularly Appendix 4, must be provided. The report must summarise the methodology employed, the stratigraphic sequence, and give a period by period description of the contexts recorded, and an inventory of finds. The objective account of the archaeological evidence must be clearly distinguished from its interpretation. The Report must include a discussion and an assessment of the archaeological evidence, including palaeoenvironmental remains recovered from palaeosols and cut features. Its conclusions must include a clear statement of the archaeological value of the results, and their significance in the context of the Regional Research Framework (*East Anglian Archaeology*, Occasional Papers 3 & 8, 1997 and 2000).
- 5.8 An unbound copy of the assessment report, clearly marked DRAFT, must be presented to both SCCAS/CT for approval within six months of the completion of fieldwork unless other arrangements are negotiated with the project sponsor and SCCAS/CT.
- 5.9 Following acceptance, two copies of the assessment report should be submitted to SCCAS/CT. A single hard copy should be presented to the County Historic Environment Record as well as a digital copy of the approved report.
- 5.10 A summary report, in the established format, suitable for inclusion in the annual 'Archaeology in Suffolk' section of the *Proceedings of the Suffolk Institute of Archaeology*, must be prepared and included in the project report.
- 5.11 Where appropriate, a digital vector trench plan should be included with the report, which must be compatible with MapInfo GIS software, for integration in the County Historic Environment Record. AutoCAD files should be also exported and saved into a format that can be imported into MapInfo (for example, as a Drawing Interchange File or .dxf) or already transferred to .TAB files.
- 5.12 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.
- 5.13 All parts of the OASIS online form must be completed for submission to County Historic Environment Record. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

Specification by: Dr Jess Tipper

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Archaeological Service Conservation Team  
Environment and Transport Service Delivery  
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Bury St Edmunds  
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E-mail: jess.tipper@suffolk.gov.uk

Date: 29 October 2009

Reference: /HartestPrimarySchool-Hartest2009

**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.**