

## **ARCHAEOLOGICAL MONITORING REPORT**

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**SCCAS REPORT No. 2012/28**

**Vicarage Barn, Needham Road, Coddendam  
CDD 073**

### **HER Information**

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**Planning Application No: 1440/10**

**Grid Reference: TM 125 543**

**Funding Body: Mr. M. Kenning**

**Curatorial Officer: Edward Martin**

**Project Officer: Linzi Everett**

**OASIS ID: suffolkc1-128180**



## Summary

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Monitoring of groundworks associated with the conversion of a barn at Vicarage Barn, Coddendam, was carried out as a condition of the planning consent in order to record any archaeological evidence revealed. A possible former floor surface was recorded inside the barn and flint and mortar footings were observed which could suggest an earlier phase of structure, later reused to build the existing brick walls. No artefactual evidence was recovered from the upcast spoil or seen in the exposed sections.

## 1. Introduction and methodology

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Planning permission for the conversion of a barn at Vicarage Farm, Coddendam required a programme of archaeological works as a condition of the consent. The site lies at TM 125 543 (Figure 1), at a height of approximately 25m OD on a gentle south facing slope down towards a tributary of the River Gipping. The barn lies immediately east of an Anglo-Saxon occupation site (CDD 022) and close to Roman findspots as recorded in the County Historic Environment Record (HER).

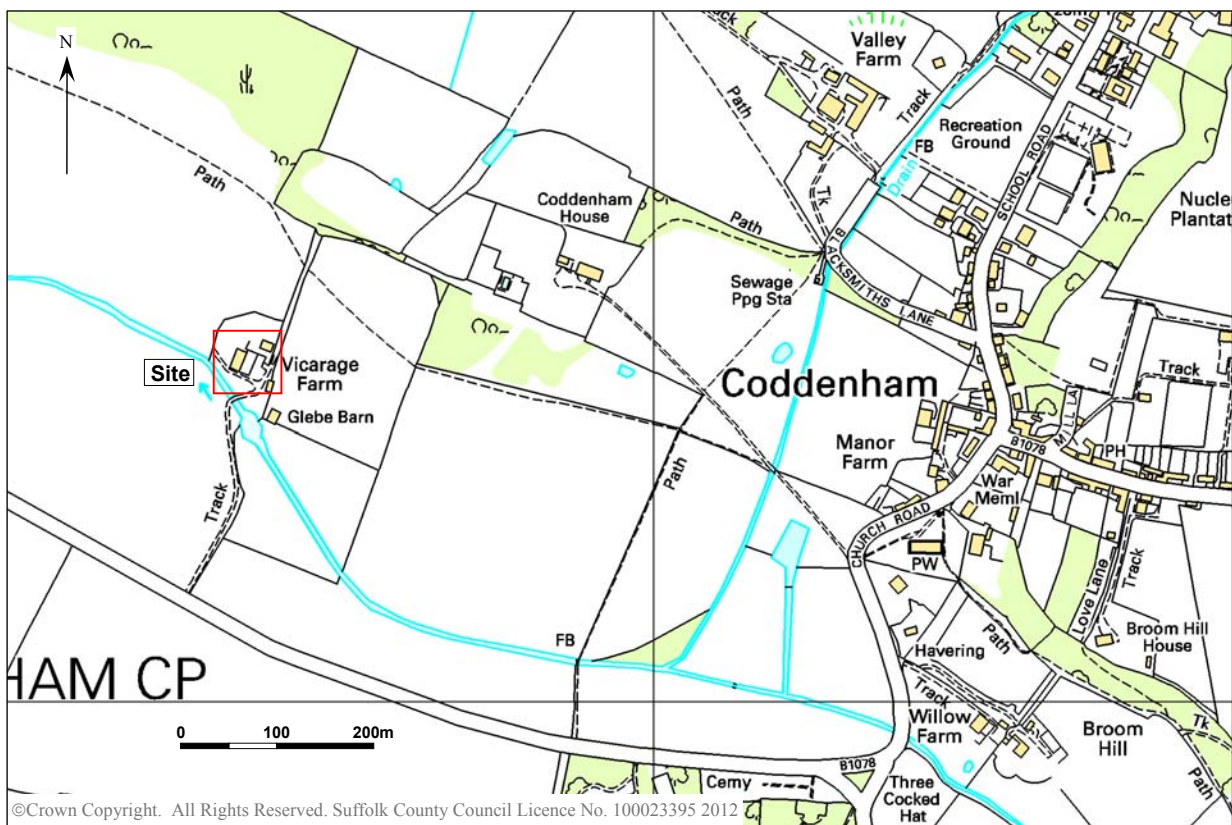


Figure 1. Site location

Several visits were made to the site by the Field Projects Team of Suffolk County Council's Archaeological Service (SCCAS) in order to inspect the excavated groundworks. A Brief and Specification for the archaeological work was produced by Edward Martin of the SCCAS Conservation Team. The fieldwork was commissioned by Mr. M. Kenning. The monitoring archive is held in the County HER in Bury St. Edmunds.

## 2. Results

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Where footing trenches were excavated, they replaced existing footings and measured 0.5m wide and 1m deep. This revealed the composition of the existing barn footings which along the western wall comprised c.0.3m of flint and mortar onto which the brick walls were built (Plate 1). In the internal exposed trench sections, the following sequence of deposits was observed:

- c.0.1m of concrete slab, over;
- c.0.25m mixed layer of rubble and pale yellowish brown silty sand, heavily rooted in places, over;
- c.0.2m mid-dark greyish brown loamy sand flecked with chalk/mortar throughout and with lumps of chalk/mortar towards the base of the layer, over;
- Homogenous mid-pale yellowish brown silty sandy clay subsoil with very occasional small stones, to the full depth of the trench.

Underpinning of the south wall of the barn was monitored, revealing 0.3m of topsoil sealing the mid-pale yellowish brown subsoil recorded in the footings. A soakaway to the south of the barn was due to be monitored but backfilling had already occurred by the time of the scheduled visit. Elsewhere, various groundworks associated with landscaping and services were monitored but at no point were any archaeologically significant deposits or incised features observed. No finds were recovered from any of the exposed sections, nor from the upcast spoil where available.

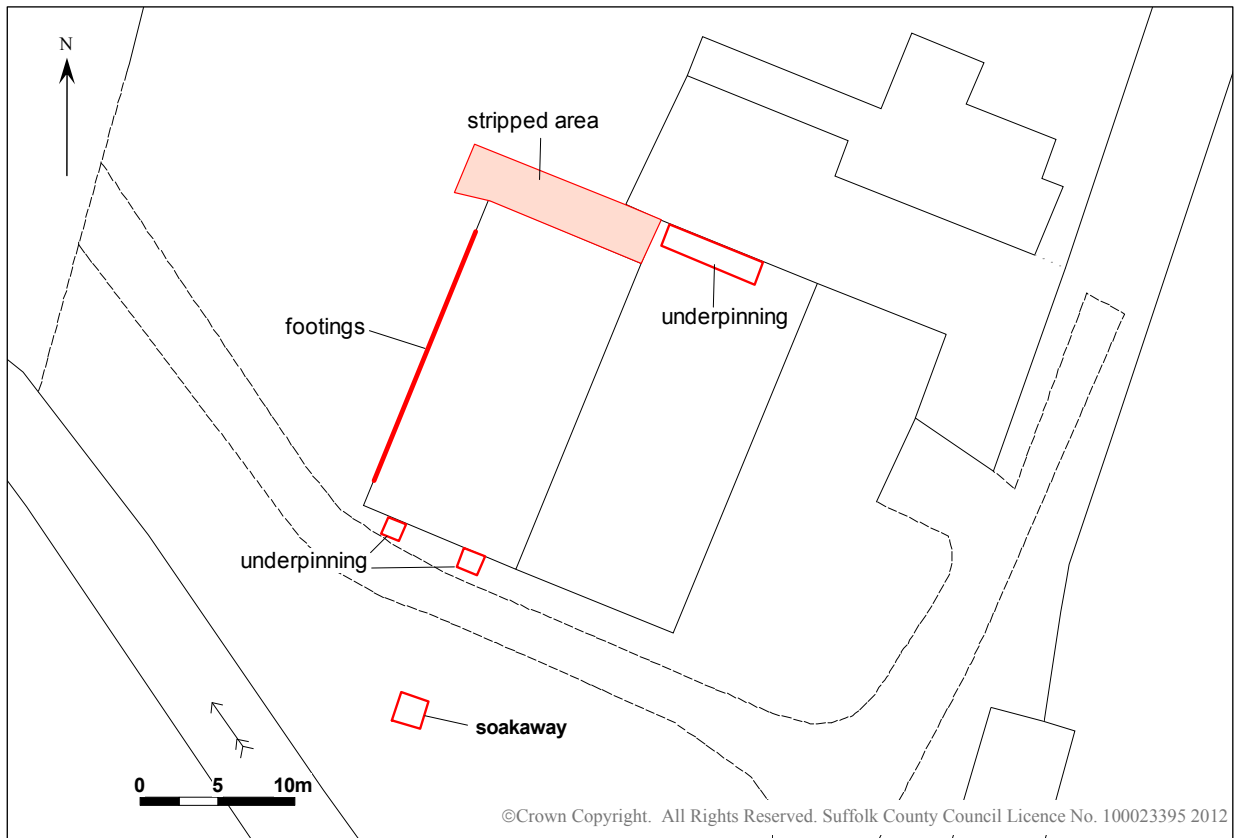


Figure 2. Location of monitored groundworks



Plate 1. Section through existing footing in the western wall of the barn



Plate 2. N-S section through the western footings, showing the chalk/mortar layer in the barn interior.

### 3. Discussion

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The monitored groundworks offered only a limited window into the archaeology of the site and no incised features were observed within any of the available excavations. However, the footings of the western wall of the barn revealed some evidence relating to the barn itself in the form of a possible floor surface and flint and mortar footings. It was not clear whether the footings were contemporary with the existing brick walls or represent an earlier phase of the barn subsequently rebuilt in brick.

Environment and Transport Service Delivery  
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## **Brief and Specification for Archaeological Monitoring**

### **VICARAGE FARM BARN, NEEDHAM ROAD, CODDENHAM IP6 9UA (TM 125 543)**

***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 for the conversion of a barn has been granted by Mid Suffolk District Council conditional upon an acceptable programme of archaeological work being carried out (**application 2259/08, condition 2**). The local planning authority has been advised that areas of ground disturbance should be recorded by archaeological monitoring.
- 1.2 The application area lies close to sites that have produced Saxon and medieval finds (Suffolk Historic Environment Record nos. CDD 023, 024 and 042). There is therefore a high potential for encountering deposits that relate to those sites.
- 1.3 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. 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 Paper 14, 2003. 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.

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 establish whether the requirements of the planning condition will be adequately met.

- 1.4 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.
- 1.5 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.

- 1.6 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, Sites of Special Scientific Interest, 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.
- 1.7 It is the archaeological contractor's responsibility to ensure that adequate resources are available to fulfil the Brief.

## **2. Brief for Archaeological Recording**

- 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 Any works that might disturb below-ground archaeological remains, including underpinning, excavation of service trenches and any other ground reduction, are to be observed during stripping and after they have been excavated. Adequate time is to be allowed for archaeological recording of archaeological deposits during excavation, and of soil sections following excavation.
- 2.3 The academic objective will be to provide an understanding of the historical context, development and significance of the site and its locality.

## **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 for Monitoring of Groundworks**

- 4.1 The developer shall afford access at all reasonable times to both SCCAS/CT and the contracted archaeologist to allow archaeological observation 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 the 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 HER within six months of the completion of work. It will then become publicly accessible.
- 5.2 The project manager must consult the County HER Officer (Dr Colin Pendleton) to obtain a 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.
- 5.3 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*. The finds, as an indissoluble part of the site archive, should be deposited with the County HER Officer 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.
- 5.4 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 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).

- 5.7 A copy of the report, clearly marked DRAFT, must be presented to SCCAS/CT for approval within six months of the completion of fieldwork unless other arrangements are negotiated with the project sponsor and SCCAS/CT. Following approval, two hard copies, as well as a digital copy, of the report must be presented to SCCAS/CT
- 5.8 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.
- 5.9 County HER sheets must be completed, as per the County HER manual, for all sites where archaeological finds and/or features are located.
- 5.10 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.
- 5.11 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.
- 5.12 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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**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.**