

Old Grammar School Playing Field,
Bungay, Suffolk

BUN 105

Archaeological Evaluation Report

SCCAS Report No. 2013/136

Client: Bungay Honeypot Centre

Author: Kieron Heard

November 2013

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Disclaimer

Any opinions expressed in this report about the need for further archaeological work are those of the Field Projects Team alone. Ultimately the need for further work will be determined by the Local Planning Authority and its Archaeological Advisors when a planning application is registered. Suffolk County Council's archaeological contracting services cannot accept responsibility for inconvenience caused to the clients should the Planning Authority take a different view to that expressed in the report.

Prepared By: Kieron Heard
Date: November 2013

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Position: Head of Contracting
Date: November 2013
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Summary

BUN 105, Old Grammar School Playing Field, Bungay: An evaluation by trial trenching was carried out on the site of a proposed new community centre. Six trenches (total area 216m²) were excavated, representing approximately 4% of the area most affected by the proposed development.

The natural stratum was sand and gravel (of glaciofluvial or river terrace origin) with a slight downward slope from west to east. It was overlaid by generally thin and discontinuous subsoil deposits of loose sand and gravel.

Two undated linear features were recorded in the north-western part of the site, cutting the natural sand and sealed by a subsoil deposit. One was irregular in plan and profile and was not obviously man-made. The other was more regular in shape with a ditch-like profile. The fills of both features were similar to the overlying subsoil and neither of them produced any finds. It is unclear therefore whether these features were of natural or man-made origin.

A residual worked flint of Mesolithic or Neolithic date was found in an overlying soil horizon and provides the only clear evidence for prehistoric activity in the vicinity of the site.

Subsoil deposits were overlaid by worked soil horizons and a buried topsoil layer. This was sealed by levelling dumps of clay, sand and soil that were spread over the lower-lying areas of the site when the grammar school playing field was created.

The results of the evaluation are of limited archaeological significance and no further fieldwork is recommended in relation to the proposed development. This evaluation report will be disseminated *via* the OASIS online archaeological database and a summary of the results will be published in the Proceedings of the Suffolk Institute of Archaeology and History.

1. Introduction

An evaluation by trial trenching was carried out in relation to a planning application for a proposed new community centre on the Old Grammar School Playing Field site in Bungay. John Putman commissioned the archaeological project on behalf of Bungay Honeypot Centre. Suffolk County Council Archaeological Service (SCCAS) Field Team conducted the fieldwork.

The development site is rectangular in plan and has an area of approximately 6900m². The site is bounded to the north by the Bungay Medical Centre, to the east by St John's Street, to the south by Bungay fire station and to the west by Old Grammar Lane (Fig. 1).

2. Geology and topography

The bedrock in this area of Suffolk is Crag Group (Sand). Within the area of the site two superficial (Quaternary) deposits have been mapped by the British Geological Survey (www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html). Glaciofluvial deposits of the Happisburgh Glacigenic Formation (Sand) are indicated along the western edge of the site. Elsewhere they are overlaid by River Terrace Deposits (Sand and Gravel). A short distance to the south of the site is the edge of the Lowestoft Formation (glacial till) that forms the boulder clay plateau of central Suffolk.

The site is in a relatively low-lying area of former fen. Ground level slopes from approximately 10m OD at the northwest corner of the site to approximately 8.5m OD in its southeast corner. To the south of the site ground level rises markedly to approximately 30m OD.

The site is towards the southern edge of Bungay's urban development in an area of former *Wooded Valley Meadows and Fens*, as defined in the Suffolk Landscape Character Assessment (www.suffolklandscape.org.uk). The key characteristics of this landscape type are:

- Flat valley bottom
- Extensive peat deposits
- Cattle grazed pasture
- Network of drainage ditches
- Areas of unenclosed 'wild' fenland
- Widespread plantation and carr woodland
- Important sites for nature conservation
- Localised settlement on the valley floor 'islands'

3. Archaeological and historical background

The site is in an area of archaeological interest, as defined in the County Historic Environment Record. It is approximately 600m south of Bungay's medieval core (BUN 028) and 300m southeast of the medieval chapel of St Mary Magdalene (BUN 005). An Anglo-Saxon cemetery (BUN 003) was found in the 1950s about 600m to the east of the site. A possible ditched trackway of unknown date (BUN 081) and a possible Bronze Age ring ditch (BUN 024) can be seen on aerial photographs about 400m and 700m respectively to the southeast of the site.

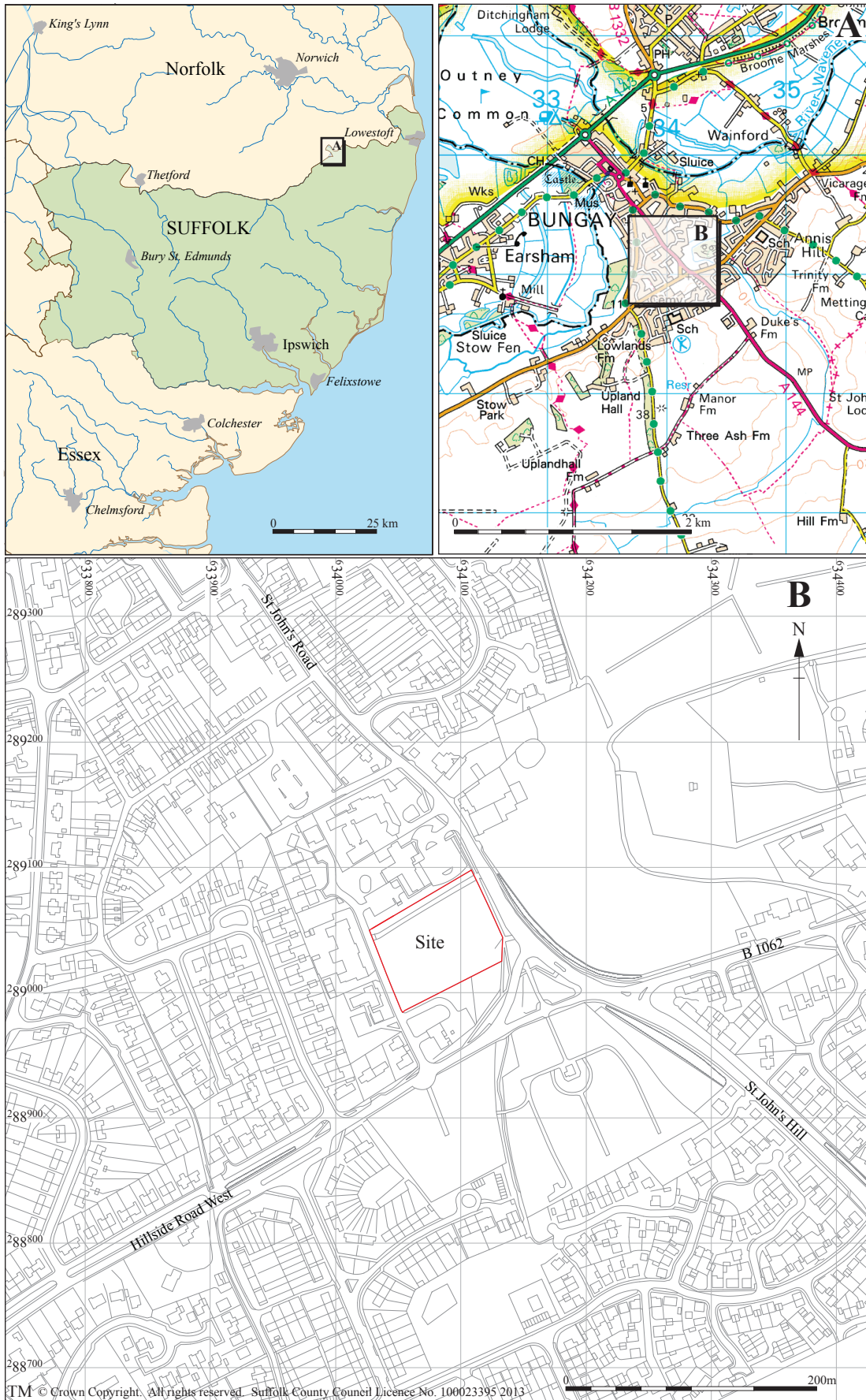


Figure 1. Location of site

4. Methodology

The archaeological evaluation was carried out broadly in accordance with a Brief and Specification issued by Dr. Jess Tipper of SCCAS Conservation Team (Tipper, 2011; Appendix 1) and a Written Scheme of Investigation (WSI) by Rob Brooks of SCCAS Field Team (Brooks, 2013).

The trial trenching took place on 24–25 October 2013 and was conducted by SCCAS Field Team. Six trenches of 15m to 30m in length and 1.8m in width were excavated. They were located in the part of the site that was potentially most affected by the proposed development, this being the footprint of the proposed building and adjacent areas of hard landscaping (Fig. 2).

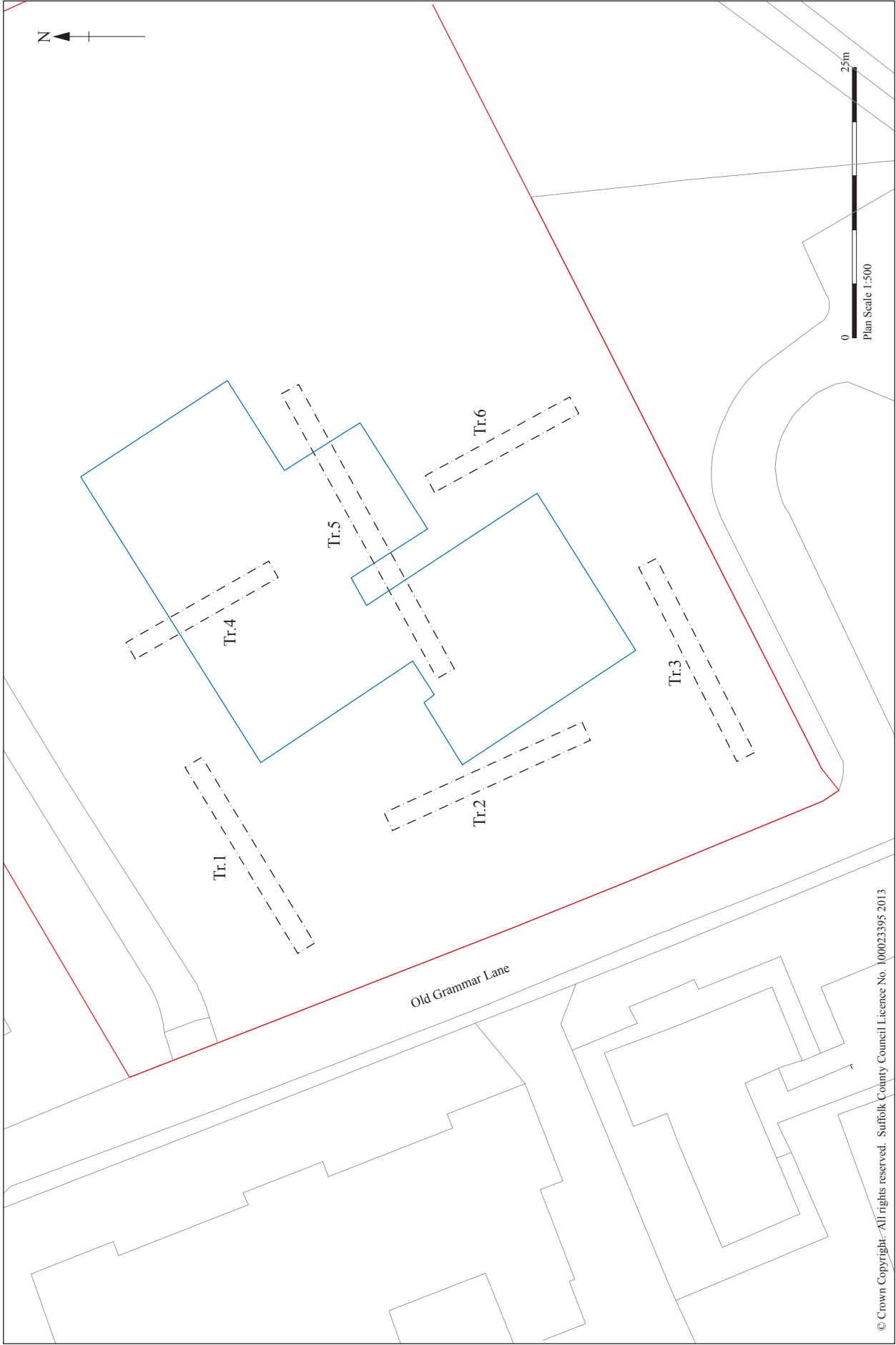
The trenches were excavated under direct archaeological supervision using a tracked, 360° mechanical excavator. They had a combined area of 216m², representing 3% of the total area of the proposed development and 4% of the area that is potentially most affected by the proposed development.

The trenches varied in depth from 0.80m to 1.90m. Generally mechanical excavation continued to the surface of the natural stratum.

Written descriptions were made on *pro forma* trench recording sheets and context sheets. Some cut features and representative sections were drawn at 1:20 on gridded permatrace. A photographic record was made, consisting of high-resolution digital images (archived as HVD 073–091); a catalogue of digital images is included in this report as Appendix 2.

A metal detector was employed on some of the mechanically-excavated deposits. Two artefacts were recovered (a pot sherd and a worked flint). No soil samples were taken.

The trench locations were planned by measurement from points on the site boundary. Levels were calculated by reference to a spot height of 9m OD on St John's Street, to the northeast of the site.



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Figure 2. Trench plan and footprint of proposed building (blue)

5. Results

5.1 Introduction

Generally the evaluation trenches revealed natural deposits of sand and gravel overlaid by subsoil/worked soil horizons, modern levelling deposits and recent topsoil/turf. Two cut features of uncertain form and date were recorded in Trench 1, in the northwest corner of the site. No significant archaeological features were identified and only two artefacts were recovered, from worked soil deposits.

5.2 Trench descriptions

Trench 1

Dimensions: 20m long (SW–NE) x 1.80m wide x up to 1.10m deep

Ground level (G.L): 9.82m OD (SW), 9.16m OD (NE)

Feature/deposit type	Depth below G.L	Location
Turf/topsoil 0001	0.00m	Trench-wide
Soil horizon 0002	0.35m	Trench-wide
Subsoil 0003	0.70m	Trench-wide
Cut feature 0005	1.10m–1.50m	SW end
Cut feature 0007	1.10m–1.45m	Near SW end
Natural sand and gravel	1.10m	Trench-wide

Table 1. Summary of deposits in Trench 1

Descriptions

Topsoil 0001: Soft, mid greyish brown sandy loam with occasional small to medium pebbles and small fragments of 19th/20th-century pottery, brick and tile (not collected). It was 0.35m to 0.45m thick and had a clear interface with the underlying soil horizon 0002.

Soil horizon 0002: Soft, dark brown sandy silt with moderate pebbles, very occasional small fragments of post-medieval roof tile and a sherd of white china (not collected). There was also a worked flint (retained); it is an unpatinated, snapped blade with neat, steep secondary retouch including a notch on the bulbar face. There is slight secondary retouch at the end of the dorsal face, and parallel blade scars also on the dorsal face. It

is probably Neolithic, but could be Mesolithic (Colin Pendleton, *pers comm*). Layer 0002 was up to 0.35m thick and had an undulating interface with underlying subsoil 0003.

Subsoil 0003: Loose, light to mid grey silty sand with moderate small to medium-sized, rounded and sub-angular flints. It was up to 0.38m thick at the southwest end of the trench, reducing to 0.20m thick at the northeast end. Subsoil 0003 was similar to the fills of two underlying cut features 0005 and 0007.

Cut feature 0005: Curvilinear cut feature measuring >2m long (west–east) x up to 1m wide x 0.38m deep, with moderately steep sides and a concave base (Fig. 3; Pl. 1). Its fill 0004 was soft/friable, mid greyish brown silty sand with occasional to moderate small to medium pebbles but no cultural material. 0005 cut the natural sand and gravel and was sealed by subsoil 0003.

Cut feature 0007: Linear cut feature measuring >1.8m long (northwest–southeast) x 0.66m wide x 0.34m deep, with moderately steep sides and a narrow, concave base (Fig. 3; Pl. 2). Its fill 0006 (which was indistinguishable from overlying subsoil 0003) was light grey silty sand with occasional pebbles but no cultural material. 0007 cut the natural sand and gravel and was sealed by subsoil 0003.

Natural sand and gravel: the natural stratum (not numbered in this trench) was soft, light yellowish brown sand with varying amounts of rounded and sub-angular gravel.

Another cut feature between 0005 and 0007 was investigated but not recorded. Its fill was similar to those of the other features in Trench 1, but the cut was very irregular and was interpreted as an area of root disturbance or animal burrowing.

Trench 2

Dimensions: 20m long (NW–SE) x 1.80m wide x 0.85m deep

Ground level (G.L): 9.32m OD (NW), 9.38m OD (SE)

Feature/deposit type	Depth below G.L	Location
Turf/topsoil 0001	0.00m	Trench-wide
Soil horizon 0002	0.40m	Trench-wide
Natural sand and gravel	0.80m	Trench-wide

Table 2. Summary of deposits in Trench 2

Descriptions

For turf/topsoil 0001 and soil horizon 0002 see Trench 1. The natural stratum in Trench 3 was loose, light yellowish brown sand with gravel. See Plate 3 for a typical soil sequence.

There were no archaeological deposits or features, and no finds were recovered from Trench 2.

Trench 3

Dimensions: 20m long (SW–NE) x 1.80m wide x 0.95m deep

Ground level (G.L): 9.9m OD (SW), 9.24m OD (NE)

Feature/deposit type	Depth below G.L	Location
Turf/topsoil 0001	0.00m	Trench-wide
Soil horizon 0002	0.30m	Trench-wide
Subsoil 0010	0.60m	Trench-wide
Subsoil 0011	0.75m	Trench-wide
Natural sand and gravel	0.90m	Trench-wide

Table 3. Summary of deposits in Trench 3

Descriptions

For turf/topsoil 0001 and soil horizon 0002 see Trench 1. A typical soil profile is shown on Plate 4.

Subsoil 0010: Loose, light yellowish grey sand with occasional pebbles. Up to 0.15m thick, and with an indistinct and undulating interface with underlying subsoil 0011. Subsoil 0010 was effectively the same deposit as 0003 in Trenches 1 and 2.

Subsoil 0011: Loose, light yellowish grey sand and small–medium sub-angular and rounded pebbles (40:60). The layer was up to 0.15m thick and had a clear interface with underlying natural sand/gravel.

Natural sand and gravel: The natural stratum (not numbered in this trench) was soft, light yellowish brown sand containing varying amounts of gravel.

No archaeological deposits were identified in Trench 3 and no artefacts were recovered.

Trench 4

Dimensions: 15m long (NW–SE) x 1.80m wide x up to 1.25m deep

Ground level (G.L): 8.95m OD (NW), 8.87m OD (SE)

Feature/deposit type	Depth below G.L	Location
Turf/topsoil 0001	0.00m	Trench-wide
Modern dumping 0013	0.20m	Trench-wide
Buried topsoil 0008	0.50m	Trench-wide
Worked soil 0012	0.75m	Trench-wide
Soil horizon 0009	0.80m (NW) – 0.95m (SE)	Trench-wide
Natural sand and gravel	0.90m (NW) – 1.25m (SE)	Trench-wide

Table 4. Summary of deposits in Trench 4

Descriptions

Modern dumping 0013: Interleaving spreads of chalky clay, grey sandy silt and mid yellowish brown sand, with occasional small fragments of modern brick and tile. It was up to 0.30m thick and had an irregular interface with underlying deposit 0008.

Buried topsoil 0008: Friable, dark brownish grey silty sand with moderate pebbles and occasional small fragments of 19th-century transfer-printed pottery (not retained). It had a clear interface with underlying deposit 0012.

Worked soil 0012: Compact, mid brownish grey silty sand with frequent small angular and rounded pebbles, moderate chalk flecks and occasional small fragments of coal, slate, brick/tile and white china (not retained).

Soil horizon 0009: Soft, mid greyish brown silty sand with occasional pebbles but no cultural material. This deposit increased in thickness from northwest to southeast and directly overlay the natural sand and gravel with no intervening subsoil deposits.

No archaeological deposits or features were identified in Trench 4 and no artefacts were recovered. A typical soil sequence is shown on Plate 6.

Trench 5

Dimensions: 30m long (SW–NE) x 1.80m wide x up to 1.90m deep

Ground level (G.L): 9.03m OD (SW), 8.78m OD (NE)

Feature/deposit type	Depth below G.L	Location
Turf/topsoil 0001	0.00m	Trench-wide
Modern dumping 0013	0.16m	Trench-wide
Worked soil 0012	0.75m	Trench-wide
Soil horizon 0009	0.50m (SW) – 1.00m (NE)	Trench-wide
Subsoil 0010	0.70m	SW end of trench
Subsoil 0011	1.85m	NE end of trench
Natural sand and gravel	1.10m (SW) – 1.90m (NE)	Trench-wide

Table 5. Summary of deposits in Trench 5

Descriptions

See Trench 4 for deposits 0009, 0012 and 0013 and Trench 3 for subsoil 0011. The soil profile at the northeast end of the trench is shown on Plate 7. Note that soil horizon 0009 was particularly deep in this part of the site (0.85m).

No archaeological features or deposits were identified and no artefacts were recovered from Trench 5.

Trench 6

Dimensions: 15m long (NW–SE) x 1.80m wide x 1.20m deep

Ground level (G.L): 8.85m OD (NW), 8.94m OD (SE)

Feature/deposit type	Depth below G.L	Location
Turf/topsoil 0001	0.00m	Trench-wide
Modern dumping 0013	0.20m	Trench-wide
Buried topsoil 0008	0.40m	Trench-wide
Worked soil 0012	0.70m	NW end of trench
Soil horizon 0009	0.60m (SE) – 0.90m (NW)	Trench-wide
Subsoil 0010	0.80m	SE end of trench
Subsoil 0011	1.15m	Trench-wide
Natural sand and gravel	1.20m	Trench-wide

Table 6. Summary of deposits in Trench 6

Descriptions

See Trenches 3–5 for soil descriptions. A typical soil profile is shown on Plate 8.

No archaeological features or deposits were identified. A small (8g) sherd of Late Medieval and Transitional ware pottery (15th–16th century; retained) was recovered from soil horizon 0009, together with a small fragment from a post-medieval Westerwald stoneware vessel (not kept).

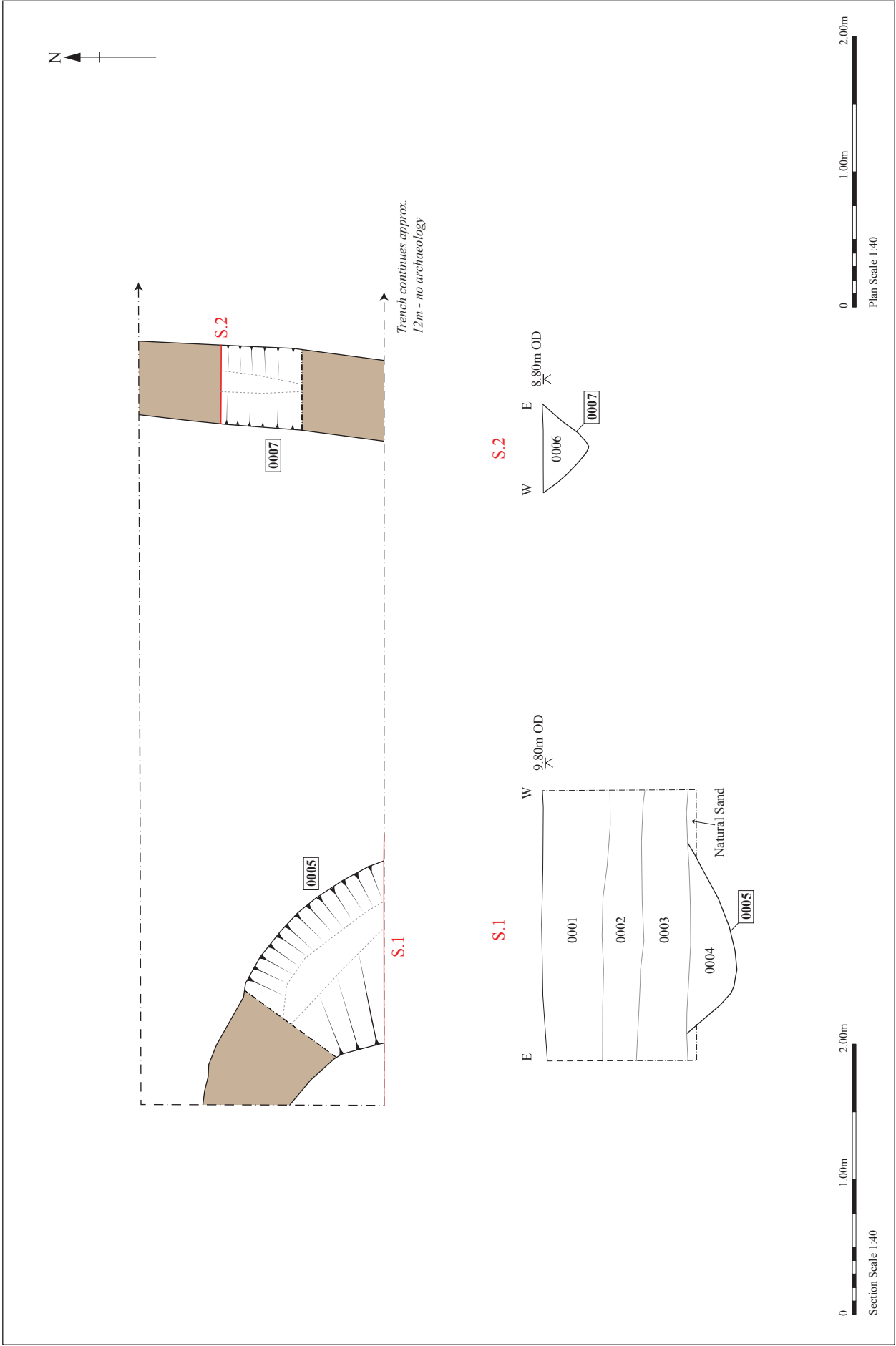


Figure 3. Excavated features and deposits in Trench 1



Plate 1. Cut feature 0005 in Trench 1, looking SW (0.5m scale)



Plate 2. Cut feature 0007 in Trench 1, looking NE (1m scale)



Plate 3. SW facing section at the NW end of Trench 2 (0.5m scale)



Plate 4. SE facing section in the middle of Trench 3 (0.5m scale)



Plate 5. General view of Trench 4, looking SE



Plate 6. SW facing section at the SE end of Trench 4 (1m scale; incorrect trench number)



Plate 7. SE facing section at the NE end of Trench 5 (1m scale)



Plate 8. SW facing section at the NW end of Trench 6 (1m scale)



Plate 9. General view of Trench 6, looking SE

6. Discussion

The natural stratum was generally soft, light yellowish brown sand with varying amounts of gravel. It sloped downwards from west to east, from a high point of 8.85m OD at the southwest end of Trench 1 to 6.88m OD at the northeast end of Trench 5. It was overlaid by generally thin and discontinuous subsoil deposits of loose sand and gravel, recorded as 0003 in Trenches 1 and 2 and 0010/0011 in Trenches 3–6.

In Trench 1 two linear features (0005 and 0007) were recorded, cutting the natural sand and apparently sealed by subsoil 0003. Feature 0005 was irregular in plan and profile and was not obviously man-made. Feature 0007 was more regular in shape with a ditch-like profile. The fills of both features were similar to the overlying subsoil and neither of them produced any finds. Furthermore, an adjacent feature (not recorded) with a similar fill was interpreted as an area of root disturbance of animal burrowing. It is unclear therefore whether these features were of natural or man-made origin.

A residual worked flint of late prehistoric date was found in an overlying soil horizon and provides the only clear evidence for early activity in the vicinity of the site.

Subsoil deposits were sealed by a site-wide soil horizon of mid greyish or reddish brown silty sand (0002/0009). This was generally 0.20m–0.40m thick, although at the northeast end of Trench 5 it increased to 0.85m in thickness. There were very few inclusions in this deposit. Single sherds of late medieval and post-medieval pottery from 0009 in Trench 6 and small amounts of post-medieval tile and pottery (including 19th-century china) from 0002 in Trench 1 suggest that this deposit was probably cultivated until relatively recently.

In Trenches 4–6 soil horizon 0009 was sealed by a layer of ‘worked soil’, approximately 0.25m thick, that contained more frequent inclusions of building material, coal and 19th-century pottery (0012). This was sealed by former topsoil 0008, which survived only in Trenches 4 and 6, having been truncated elsewhere.

The truncation of former topsoil 0008 must have occurred when the site was converted to a playing field for the nearby grammar school. At that time dumps of clay, sand and

soil (0013) were spread over the lower-lying areas of the site (Trenches 4–6). Subsequently an imported topsoil/turf (0001) was put down across the whole site to provide the existing ground surface.

7. Conclusions and recommendations for further work

The results of the evaluation are of limited archaeological significance. Only two undated features were recorded (at the southwest end of Trench 1) and it is possible that one or both of them were of natural origin. Although both features extended beyond the limits of the evaluation trench, they are outside the footprint of the proposed building and, at a depth of one metre below current ground level, are unlikely to be affected by the hard landscaping (mainly for car parking) that is proposed for this part of the site. Consequently no further archaeological fieldwork is recommended in relation to the proposed development.

This evaluation report will be disseminated *via* the OASIS online archaeological database and a summary of the results will be published in the Proceedings of the Suffolk Institute of Archaeology and History.

8. Archive deposition

Paper archive: SCCAS office, Ford House, Bury St Edmunds

Digital archive: R:\Environmental Protection\Conservation\Archaeology\Current Recording Projects\Bungay\BUN 105 Honeypot Centre Evaluation

Digital photographic archive: R:\Environmental Protection\Conservation\Archaeology\Catalogues\Photos\HVD\073–091

Finds storage location: parish box H/79/2

9. Acknowledgements

John Putman commissioned the archaeological project on behalf of Bungay Honeypot Centre.

Dr. Jess Tipper (SCCAS, Conservation Team) produced the Brief and Specification and monitored the project.

Dr. Rhodri Gardner managed the project and Kieron Heard carried out the fieldwork with the assistance of Tim Carter, Felix Reeves-Whymark and John Sims (all SCCAS, Field Team). Graphics are by Gemma Adams (SCCAS, Graphics Team). Colin Pendleton (SCCAS Conservation Team) commented on the worked flint. Richenda Goffin (SCCAS, Post-excavation manager) commented on the pottery and edited the report.

10. Bibliography

Brooks, R., 2013, *BUN 105, The Old Grammar School Playing Field, Bungay. Archaeological Evaluation by Trial Trench, Written scheme of investigation and Safety Statement & Risk Assessment*, SCCAS (unpubl)

Tipper, J., 2011, *Brief and Specification for Archaeological Evaluation at The Old Grammar School Playing Field, Bungay*, SCCAS (unpubl)

Appendix 1. Brief and specification

Brief and Specification for Archaeological Evaluation

THE OLD GRAMMAR SCHOOL PLAYING FIELD, BUNGAY

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

1. **The nature of the development and archaeological requirements**
- 1.1 A planning application will be made to Waveney District Council for the construction of a new community centre on The Old Grammar School Playing Field, Old Grammar Lane, Bungay NR35 1PU (TM 340 889). **Please contact the applicant for an accurate plan of the site.**
- 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 in accordance with PPS 5 *Planning for the Historic Environment* (Policy HE 12.3) to record and advance understanding of the significance of the heritage asset before it is damaged or destroyed.
- 1.3 The development site is located on land immediately to the east of Old Grammar Lane at c.9.00m AOD. The geology is clay of the Hanslope Series derived from the underlying chalky till. The area affected by the development measures c.0.69ha. in extent.
- 1.4 This application lies in an area of archaeological interest recorded in the County Historic Environment Record, on the edge of the historic settlement core. There is high potential for encountering heritage assets of archaeological interest at this location.
- 1.5 The following archaeological evaluation work is required across the application area:
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. Decisions on the need for and scope of any further archaeological investigation (full excavation prior to development and/or monitoring during development), 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 specification.
- 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 for 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) 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 Neither this specification nor the WSI, however, is a sufficient basis for the discharge of the

planning condition relating to archaeological investigation. Only the full implementation of the scheme, both completion of fieldwork and reporting based on the approved WSI, will enable SCCAS/CT to advise Waveney District Council that the condition has been adequately fulfilled and can be discharged.

- 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.
- 1.12 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.
- 1.13 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 of the new development, which is 345.00m². These shall be positioned to sample all parts of the site. Linear trenches in a

systematic grid array 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 192.00m of trenching at 1.80m in width.

- 3.2 If excavation is mechanised a toothless 'ditching bucket' 1.80m 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 Helen Chappell, 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. Suitable arrangements should be made with the client to ensure trenches are appropriately backfilled, compacted and consolidated in order to prevent subsequent subsidence.

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 for 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 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.
- 5.10 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*.
- 5.11 The project manager should consult the intended archive depository before the archive is prepared regarding the specific requirements for the archive deposition and curation, and regarding any specific cost implications of deposition. The intended depository should be stated in the WSI, for approval. The intended depository must be prepared to accept the entire archive resulting from the project (both finds and written archive) in order to create a complete record of the project.
- 5.12 If the County Store is not the intended depository, the project manager should ensure that a duplicate copy of the written archive is deposited with the County HER.
- 5.13 If the County Store is the intended location of the archive, the project manager should consult the SCCAS Archive Guidelines 2010 and also the County Historic Environment Record Officer regarding the requirements for the deposition of the archive (conservation, ordering, organisation, labelling, marking and storage) of excavated material and the archive. A clear statement of the form, intended content, and standards of the archive is to be submitted for approval as an essential requirement of the WSI.
- 5.14 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>) with ADS or another appropriate archive depository.
- 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 An unbound hardcopy of the evaluation 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 acceptance, a single hard copy of the report should be submitted to the HER officer of SCCAS/CT together with a digital .pdf version.
- 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, and a copy should be included with the draft report for approval. 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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Date: 11 July 2011

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.

Appendix 2. Digital image catalogue

Code	Frame	Description	Date
HVD	073	Cut feature 0005 in Trench 1, looking S (0.5m scale)	24/10/2013
HVD	074	Cut feature 0005 in section, looking S (1m scale)	24/10/2013
HVD	075	Cut feature 0007 in Trench 1, looking E (1m scale)	24/10/2013
HVD	076	Cut feature 0007 in section, looking S (0.5m scale)	24/10/2013
HVD	077	N facing section at E end of Trench 1 (0.5m scale)	24/10/2013
HVD	078	General view of Trench 1 looking E	24/10/2013
HVD	079	W facing section at N end of Trench 2 (0.5m scale)	24/10/2013
HVD	080	General view of Trench 2 looking S	24/10/2013
HVD	081	S facing section in middle of Trench 3 (0.5m scale)	24/10/2013
HVD	082	General view of Trench 3, looking E	24/10/2013
HVD	083	W facing section at S end of Trench 4 (1m scale; wrong trench number in image)	25/10/2013
HVD	084	General view of Trench 4 looking S	25/10/2013
HVD	085	S facing section at E end of Trench 5 (1m scale; wrong trench number in image)	25/10/2013
HVD	086	S facing section at E end of Trench 5 (1m scale; wrong trench number in image)	25/10/2013
HVD	087	N facing section at W end of Trench 5 (1m scale; wrong trench number in image)	25/10/2013
HVD	088	General view of Trench 5, looking E	25/10/2013
HVD	089	W facing section at N end of Trench 6 (1m scale)	25/10/2013
HVD	090	W facing section at S end of Trench 6 (1m scale)	25/10/2013
HVD	091	Working shot / general view of Trench 6, looking S	25/10/2013

Appendix 3. OASIS form

OASIS ID: suffolkc1-161214

Project details

Project name	BUN 105, Old Grammar School Playing Field, Bungay
Short description of the project	An evaluation by trial trenching was carried out on the site of a proposed new community centre. Six trenches (total area 216 sq m) were excavated, representing approximately 4% of the area most affected by the proposed development. The natural stratum was sand and gravel (of glaciofluvial or river terrace origin) with a slight downward slope from west to east. It was overlaid by generally thin and discontinuous subsoil deposits of loose sand and gravel. Two undated linear features were recorded in the north-western part of the site, cutting the natural sand and sealed by a subsoil deposit. One was irregular in plan and profile and was not obviously man-made. The other was more regular in shape with a ditch-like profile. The fills of both features were similar to the overlying subsoil and neither of them produced any finds. It is unclear therefore whether these features were of natural or man-made origin. A residual worked flint of Mesolithic or Neolithic date was found in an overlying soil horizon and provides the only clear evidence for prehistoric activity in the vicinity of the site. Subsoil deposits were overlaid by worked soil horizons and a buried topsoil layer. This was sealed by levelling dumps of clay, sand and soil that were spread over the lower-lying areas of the site when the grammar school playing field was created.
Project dates	Start: 24-10-2013 End: 25-10-2013
Previous/future work	No / Not known
Any associated project reference codes	BUN 105 - HER event no.
Any associated project reference codes	BUN 105 - Sitecode
Type of project	Field evaluation
Monument type	DITCH Uncertain
Significant Finds	WORKED FLINT Late Prehistoric
Methods & techniques	"Sample Trenches"
Development type	Public building (e.g. school, church, hospital, medical centre, law courts etc.)
Prompt	Planning condition
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK WAVENEY BUNGAY BUN 105, Old Grammar School Playing Field, Bungay
Postcode	NR35 1PU
Study area	6900.00 Square metres
Site coordinates	TM 340 889 52 1 52 26 50 N 001 26 37 E Point

Project creators

Name of Organisation	Suffolk County Council Archaeological Service
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Jess Tipper
Project director/manager	Rhodri Gardner
Project supervisor	Kieron Heard
Name of sponsor/funding body	Bungay Honeypot Centre

Project archives

Physical Archive recipient	Suffolk County SMR
Physical Archive ID	BUN 105
Physical Contents	"Ceramics","Worked stone/lithics"
Digital Archive recipient	Suffolk County SMR
Digital Archive ID	BUN 105
Digital Contents	"Stratigraphic"
Digital Media available	"Database","Images raster / digital photography","Images vector","Text"
Paper Archive recipient	Suffolk County SMR
Paper Archive ID	BUN 105
Paper Contents	"Stratigraphic"
Paper Media available	"Context sheet","Plan","Report","Section"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Old Grammar School Playing Field, Bungay, Suffolk, BUN 105: Archaeological Evaluation Report
Author(s)/Editor	Heard, K

(s)

Other bibliographic details	SCCAS report number 2013/136
Date	2013
Issuer or publisher	Suffolk County Council
Place of issue or publication	Ipswich
Description	A4, 37 pages, card cover, wire bound
Entered by	KH (kieron.heard@suffolk.gov.uk)
Entered on	4 November 2013

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