

Land off Tomo Road,
Stowmarket,
Suffolk.
SKT 070

Archaeological Evaluation Report

SCCAS Report No. 2014/103

Client: Seamans Building

Author: Linzi Everett

with contributions from Richenda Goffin and Anna West

September 2014

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HER Information

Report Number: 2014/103
Site Name: Land off Tomo Road, Stowmarket
Planning Application No: 2871/13
Date of Fieldwork: 12th-13th August 2014
Grid Reference: TM 0563 5861
Commissioned by: Seamans Building
Curatorial Officer: Jude Plouviez
Project Officer: Linzi Everett
Oasis Reference: suffolkc1- 185556
Site Code: SKT 070

Digital report submitted to Archaeological Data Service:
<http://ads.ahds.ac.uk/catalogue/library/greylit>

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: Linzi Everett
Date: September 2014

Approved by: Dr Rhodri Gardner
Position: Contracts Manager
Date:
Signed:

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Summary

An area of 0.9 hectares was subject to trenched evaluation as a condition of planning consent to develop the site. Seven trenches were excavated, within which an undated ditch and an undated pit were recorded as well as a post-medieval ditch known from historic maps. The soil profiles revealed in the trenches showed significant modern disturbance over much of the site, likely to be associated with the modern building developments to the north east and south west of the development area. A single unstratified sherd of 12th-14th century pottery was the only find recovered during the evaluation.

1. Introduction

A trial trench evaluation was carried out on land off Tomo Road, Stowmarket (SKT 070; TM 0563 5861). The proposed development area (hereafter referred to as 'the site') consisted of an area of c.0.9 hectares.

Planning consent was granted but, due to the sites location within an area of archaeological potential (see Paragraph 2.1, SCCAS Brief), a condition was attached calling for an agreed programme of archaeological work to be put in place, the first stage of which was a trenched evaluation to establish the significance of any archaeological remains that may be present. The evaluation was carried out according to a Brief issued by Jude Plouviez which outlined the manner of the fieldwork, and a Written Scheme of Investigation (WSI) detailing the archaeological methodology (Appendix I).

The trial trenching was conducted by the Field Team of the Suffolk County Council Archaeological Service (SCCAS) on the 12th-13th July 2014.

The site has been recorded with the County Historic Environment Record (HER) code SKT 070.

2. Geology and topography

The area of the site is a relatively flat plateau, but with a gentle slope down to the north west. It is situated on the north-eastern side of the Gipping Valley at a height of approximately 37m OD. The River Gipping lies approximately 250m to the south-west of the site, flowing from the north-west to south-east. A small un-named tributary to the Gipping runs in a shallow valley running north-east to south-west, immediately north of the site. The Gipping is one of the major waterways in the region, being a main route of drainage from the central clay area of Suffolk out to the North Sea, and was probably a navigable waterway that has acted as a main transport route across the region and a focus for settlement from at least early prehistory.

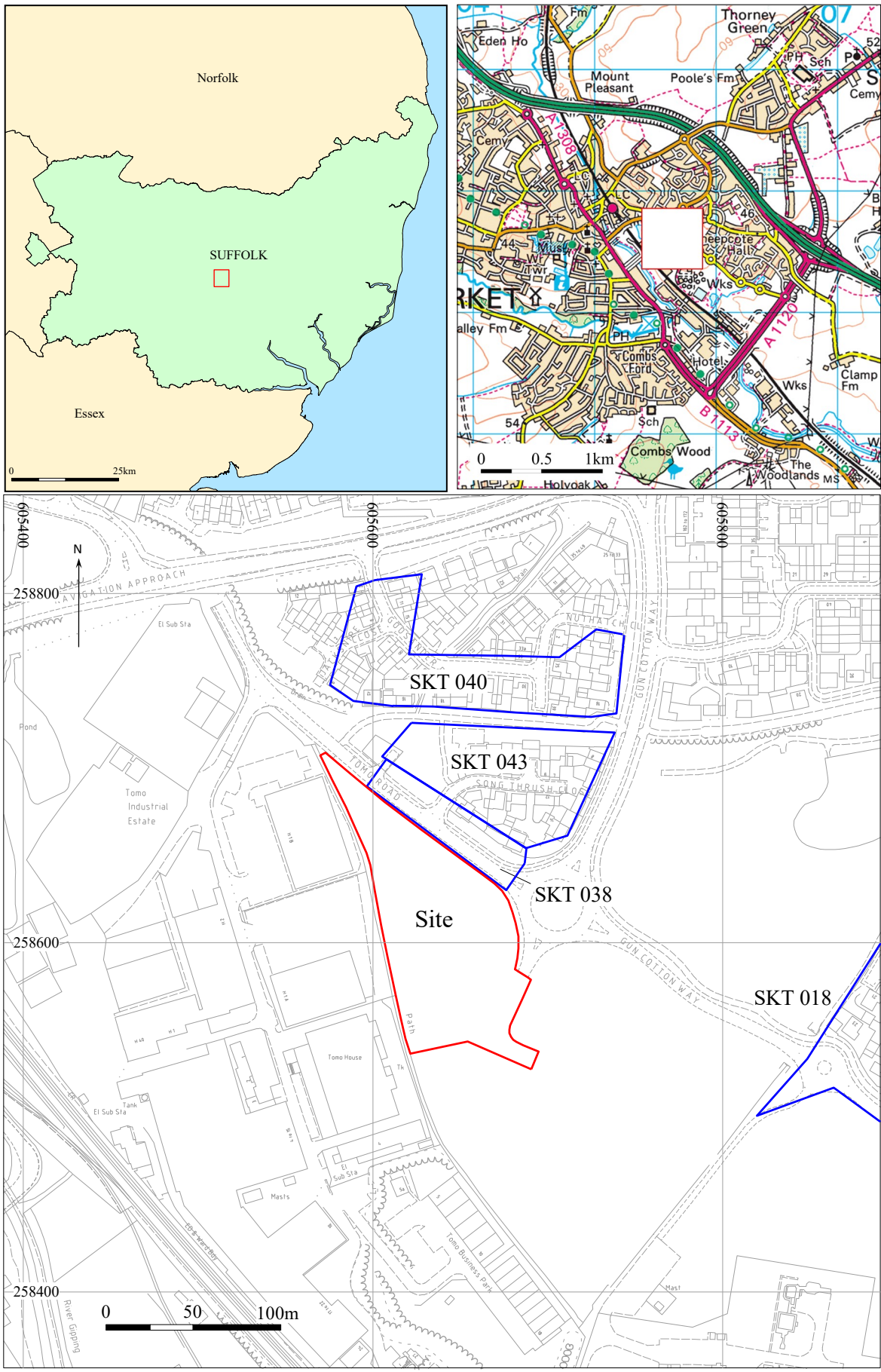


Figure 1. Site location and Historic Environment Record entries

3. Archaeology and historical background

The site 'lies in an area of archaeological interest recorded in the County Historic Environment Record, in the valley of the River Gipping, adjacent to medieval features recorded by excavation (SKT 038) and to the west of a substantial Iron Age and Roman complex (SKT 018). The track forming the western boundary of the area is on the 19th century maps and has potential for medieval roadside occupation, possibly also forming a green boundary (Plouviez, J., 2014, Brief for a Trenched Archaeological Evaluation, Land at Tomo Road, Stowmarket).

4. Methodology

Trenching was conducted using a JCB wheeled machine equipped with a 1.8m wide toothless ditching bucket. All machining was observed by an archaeologist standing adjacent to the trench. Topsoil and subsoil were removed by machine to reveal the undisturbed natural subsoil and/or archaeological deposits.

The base of each trench was examined for features or finds of archaeological interest and the upcast soil was examined for any archaeological finds. Records were made of the position and length of trenches and the depths of deposits encountered.

The site has been given the Suffolk HER code SKT 070. All elements of the site archive are identified with this code. An OASIS record (for the Archaeological Data Service) has been initiated and the reference code suffolkc1-185556 has been used for this project (Appendix 2).

5. Results

Seven trenches were excavated across the site (Fig. 2) avoiding known services and a reptile survey area forming a N-S strip along the western boundary of the site.

A layer of dark brown clay loam topsoil, measuring between 0.15m and 0.30m thick, was present over the site. In trenches 3, 4, 5 and 6, the topsoil was thinnest and

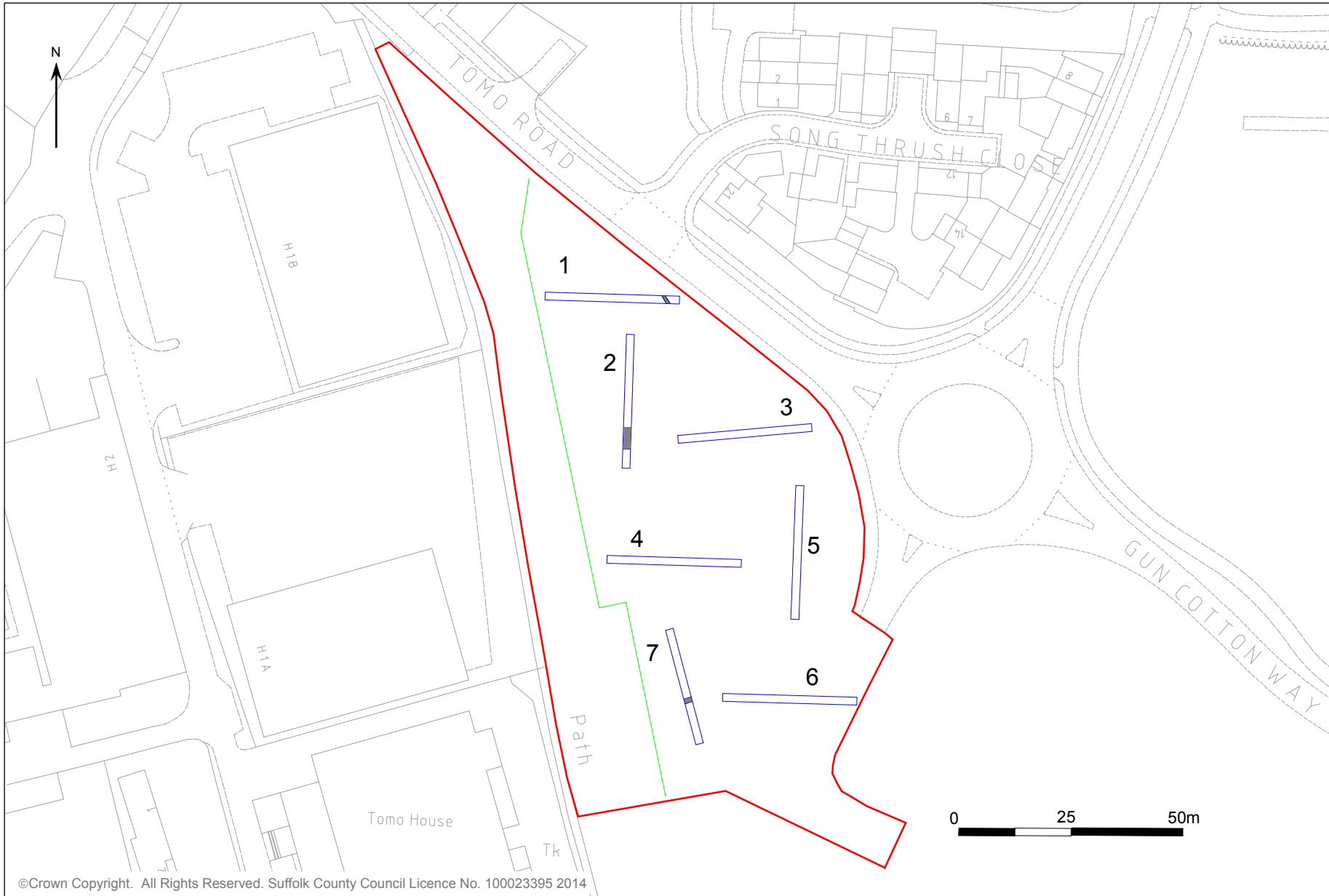


Figure 2. Location of trenches within development area. Features are shown in grey and the area unavailable for trenching is shown west of the green line.

sealed a layer of redeposited chalky clay natural subsoil, mixed with dark brown topsoil and modern building waste. No features were observed in these trenches. In trenches 1, 2 and 7, the topsoil sealed a layer of mid orangey brown silty sandy clay subsoil which measured between 0.18m thick (Trench 1) and 0.5m thick (Trench 2). Three features were present in these trenches:

Trench 1

Fig. 3

0004 was a narrow ditch, aligned approximately NW-SE in the eastern end of the trench. It had a shallow, rounded profile and was filled by 0005, a mid reddish brown silty clay from which no finds were recovered.

Trench 2

Fig. 4

0002 was an irregularly shaped probable pit, visible over a distance of 4.5m in the southern end of the trench. It was relatively shallow, with a somewhat irregular base, and filled by 0003, a homogenous mid orangey brown silty clay with occasional chalk flecks.

Trench 7

Fig. 5

0006 was a NE-SW aligned ditch with fairly steep sides and three distinct fills, 0007, 0008 and 0009. A ceramic field drain ran through the lower fill, 0009 and 20th century finds were present in the upper fill, 0007. A field boundary is shown in this location on the 1st-3rd Ordnance Survey maps (Figure 6).

A heavily abraded sherd of 12th-14th century pottery picked up from the surface of the study area represents the only find from the evaluation.

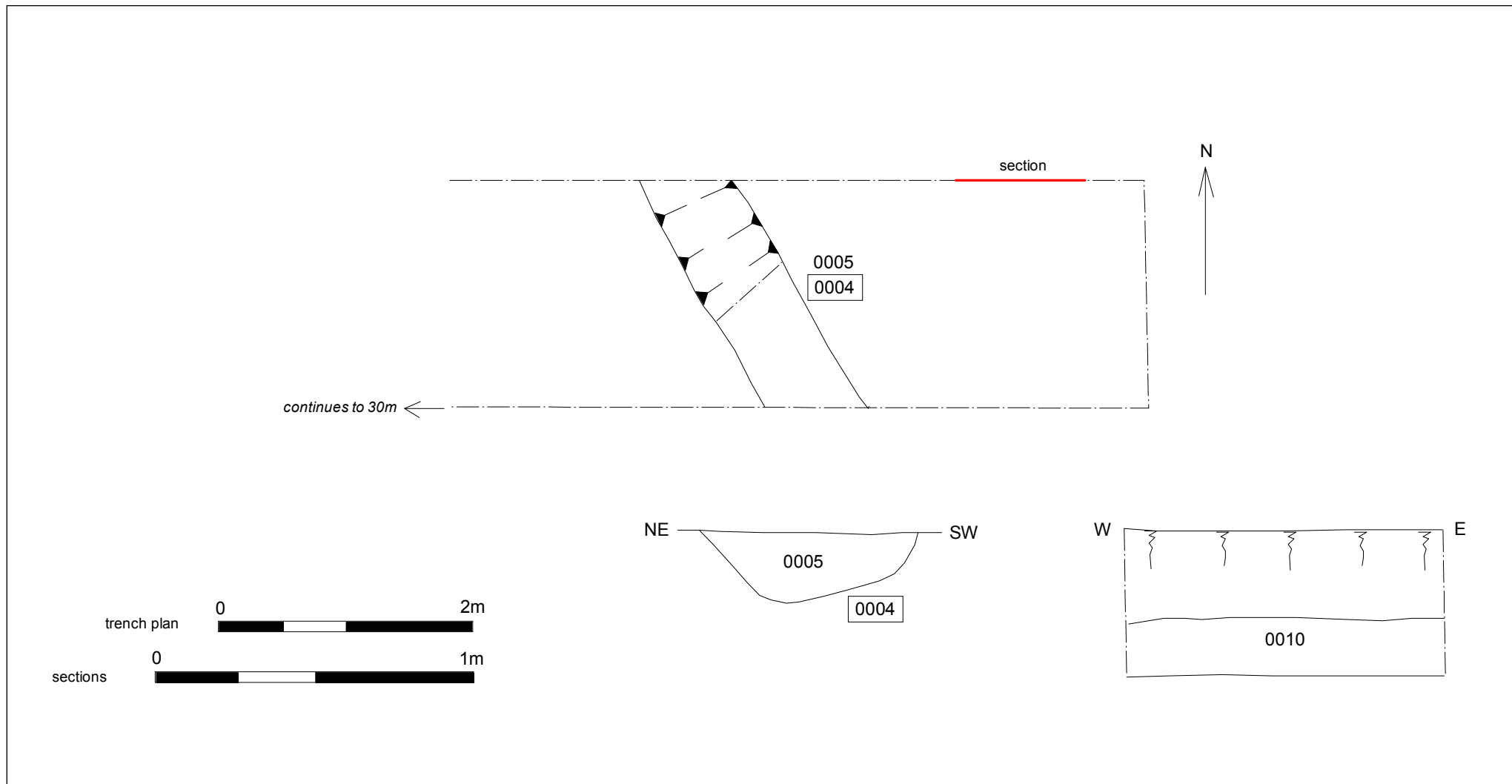


Figure 3. Plan of 0004 in Trench 1, section and trench profile

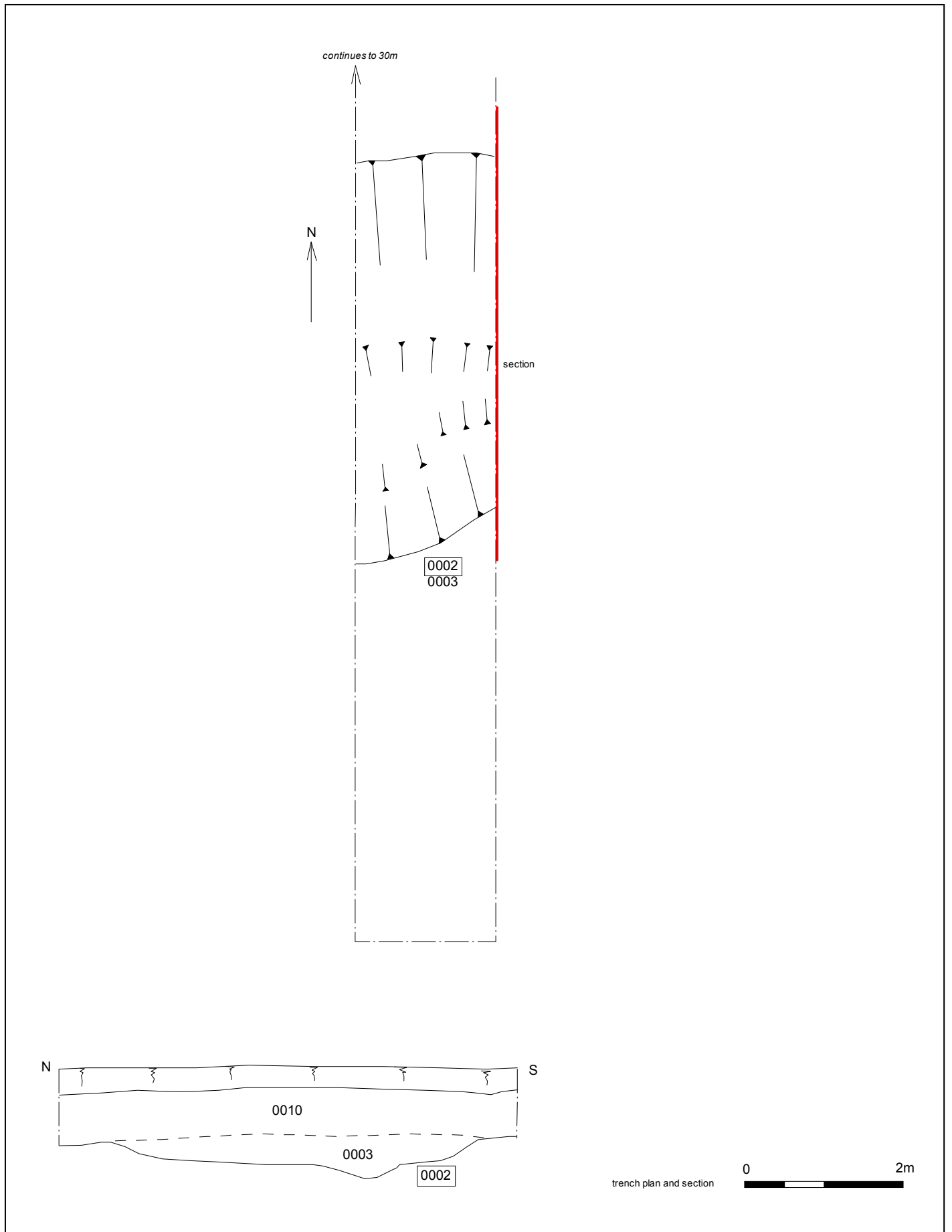


Figure 4. Plan of Trench 2 and section

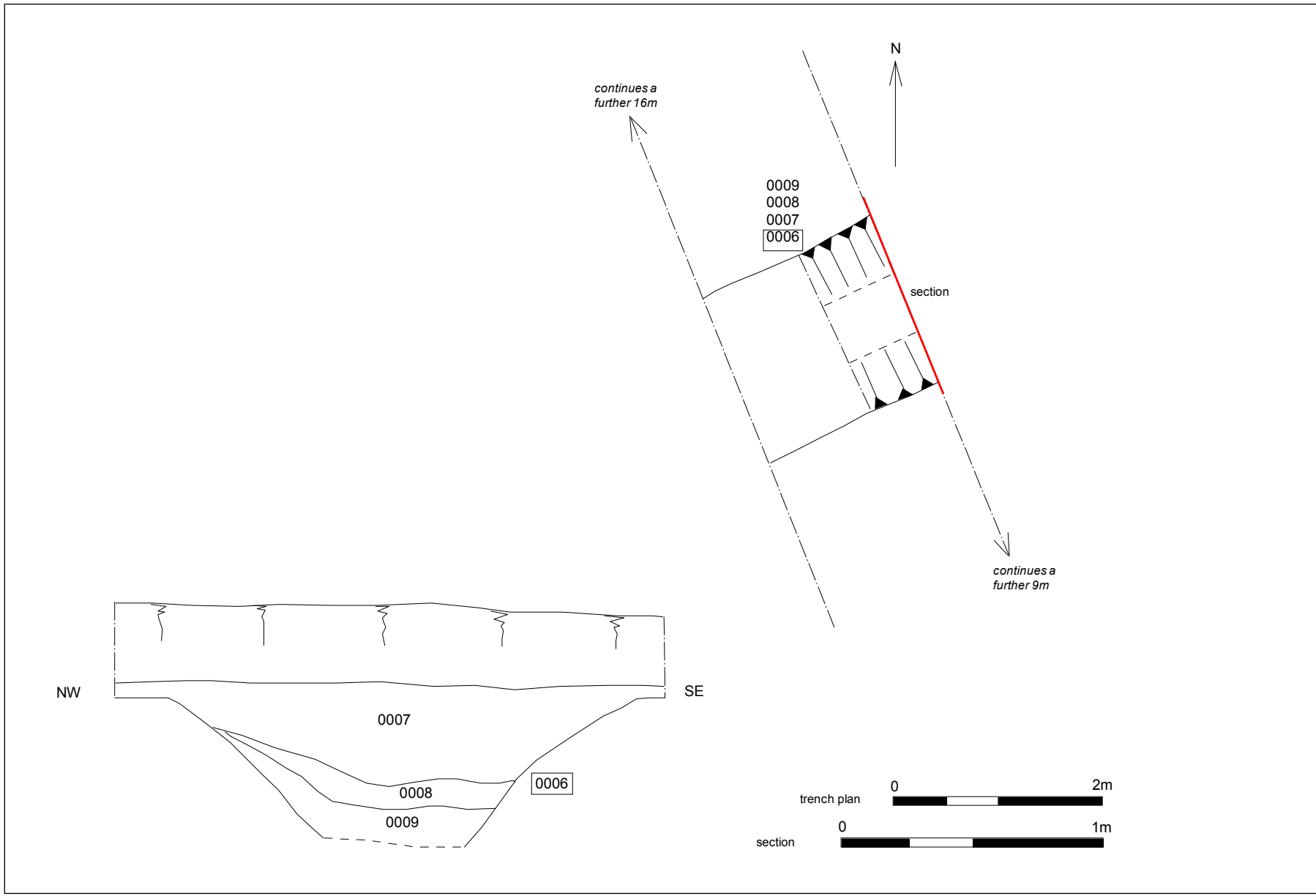


Figure 5. Trench 7, plan and section

6. Finds and environmental evidence

A very abraded medieval coarseware rim sherd weighing 12g was the only find recovered during the evaluation. It was unstratified and dates to the late 12th-14th century.

Environmental evidence

Introduction and Methods

Two bulk samples were taken from archaeological features during the evaluation. Both samples were processed in order to assess the quality of preservation of plant remains and their potential to provide useful data as part of the archaeological investigations.

The samples were processed using manual water flotation/washover and the flots were collected in a 300 micron mesh sieve. Once dried, the flots were scanned using a binocular microscope at x16 magnification and the presence of any plant macro remains or artefacts were recorded in Table x. Identification of plant remains is with reference to New Flora of the British Isles, (Stace).

The non-floating residues were collected in a 1mm mesh and sorted when dry. All artefacts/ecofacts were retained for inclusion in the finds total.

Quantification

For this initial assessment, macro remains such as seeds, cereal grains and small animal bones were scanned and recorded qualitatively according to the following categories

= 1-10, ## = 11-50, ### = 51+ specimens

Remains that cannot be easily quantified such as charcoal, magnetic residues and fragmented bone have been scored for abundance

+ = *rare*, ++ = *moderate*, +++ = *abundant*

Results

SS No	Context No	Feature/cut no	Feature type	Approx date	Flot Contents
1	0003	0002	Ditch	Med/Post Med	Charred cereal grains #, Charcoal +, Modern rootlets +, Snails +
2	0005	0004	Ditch	Med/Post Med	Charred seeds #, Uncharred seeds #, Charcoal ++, Modern rootlets +

Table 1. Quantitative list of plant macrofossils and other remains

Charred plant macro fossils were very rare when the flots. The majority of the material was made up of modern fibrous rootlets which are intrusive within the archaeological deposits. Wood charcoal was present in small quantities but was highly comminuted and of little use for radiocarbon dating or species identification.

Sample 1, fill (0003) from ditch [0002], contained a single Wheat (*Triticum* sp.) grain. Sample 2, fill (0005) of ditch [0004] contained a fragment of caryopsis, probably a grass (Poaceae) species, which was too small to identify in any detail at this stage. No chaff elements were present that would have suggested cereal processing on site.

Sample 2, from ditch [0004] contained a small number of uncharred weed seeds, a single cabbage family (*Brassica* sp.) seed, a single Bramble (*Rubus* sp.) pip and two Oxtongue (*Pricris* sp.) seeds. These seeds are all wasteland and wayside weeds, the seeds were uncharred and un-abraded so it is very likely that they are intrusive within the archaeological contexts.

Conclusions and recommendations

In general the samples were poor in terms of identifiable material, only single charred cereal grains were present. No chaff elements were recovered within the samples that would have suggested cereal processing on site, when the grains are exposed to heat and pounded in order to remove them from their spikelets. The wood charcoal is highly fragmented and the weeds seeds appear to be intrusive. Due to its fragmented nature it is possible that this material has been moved across the site, windblown or through bioturbation, being deposited or re-deposited within the archaeological features.

It is not recommended that any further work is carried out on the flot material at this stage as it would offer little extra information of value to the results of the evaluation, however if further intervention is planned on this site, it is recommended that further

sampling should be carried out on well sealed and dated contexts with a view to investigation the nature of the possible cereal waste. Any accompanying weed assemblage within future samples could provide insight into to the utilisation of local plant resources, agricultural activity and economic evidence from this site.

7. Discussion

Despite the site's location close to previously recorded medieval and Roman archaeology, very little evidence of activity was revealed in the trenches. However, as the area around trenches 3, 4, 5 and 6 had recently been truncated, presumably during the construction of the adjacent housing estate, it is possible that archaeological evidence had been destroyed. However the single unstratified pottery sherd and undated ditch in the northern part of the site is more likely to reflect the proximity of the site to the area of medieval activity (SKT 038) than any more significant activity related to the nearby Iron Age/Roman site (SKT 018) since lost from the development area.

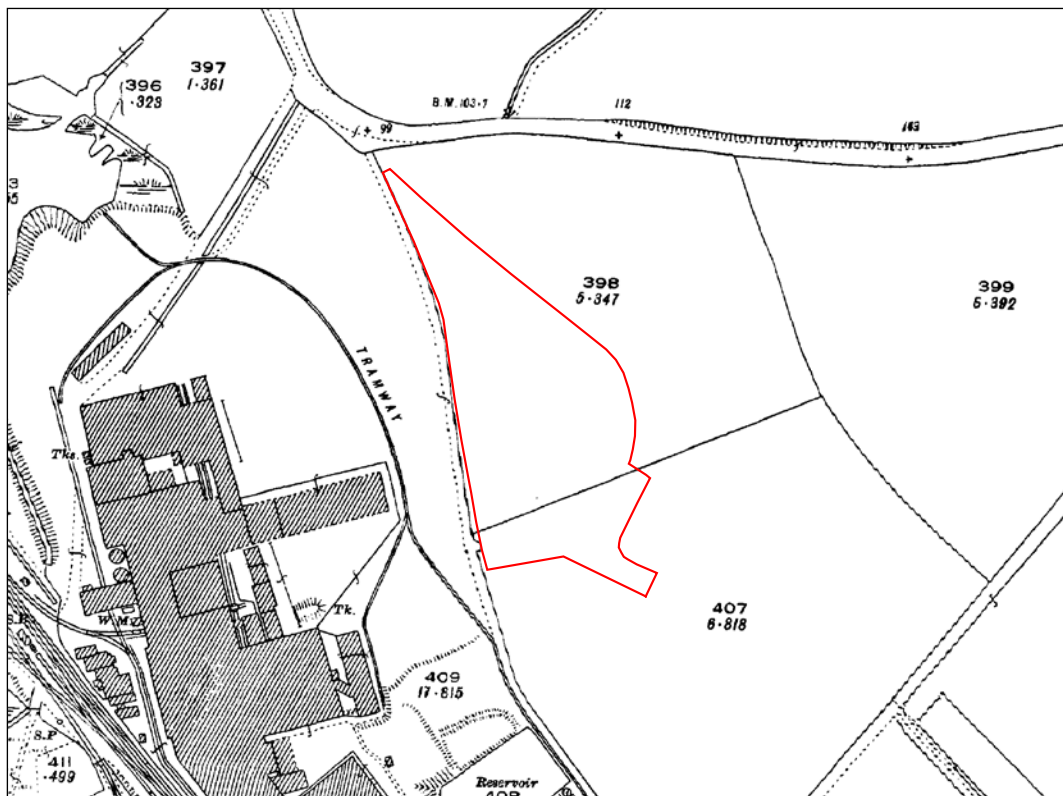


Figure 6. Extract from 3rd edition Ordnance Survey map, 1927, showing the field boundary present in Trench 7

8. Archive deposition

The archive is lodged with SCCAS at its Ipswich office under the HER reference SKT 070. A summary of this project has also been entered onto OASIS, the online archaeological database, under the reference suffolkc1-185556.

Digital archive:

R:\EnvironmentalProtection\Conservation\Archaeology\Archive\Stowmarket\SKT 070
Land off Tomo Road

Bibliography

Jacomet, S. et al, 2006, *Identification of cereal remains from archaeological sites*, 2nd Ed, Archaeobotany Lab IPAS, Basel University.

Stace, C., 2010, *New Flora of the British Isles*, 3rd ed.



SKT 070 Land at Tomo Road, Stowmarket

Archaeological Evaluation by Trial Trench

**Written Scheme of Investigation
&
Safety Statement and Risk Assessment**

**Prepared by Suffolk County Council Archaeological Service
July 2014**

Document Control

Title: Land at Tomo Road Evaluation, Stowmarket

Date written: 24/07/2014

Issued by: Suffolk County Council Archaeological Service Field Team

Author: Rob Brooks

Issued to: Jude Plouviez (SCCAS Conservation Team)
Seamans Building (Client)

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1. Background

1.1 The Field Team of the Suffolk County Council Archaeological Service (SCCAS) has been asked by the developer Seamans Building to prepare documentation for a programme of archaeological evaluation by trial trench at the above site (Fig. 1). This Written Scheme of Investigation (WSI) covers the evaluation only. Any further stages of archaeological work that might be required in relation to the proposed development would be subject to new documentation.

1.2 The site covers c.0.9ha, located at NGR TM 0564 5859.

1.3 The work is to be undertaken as a condition of the planning permission. This is at the request of the local planning authority, following guidance set out in the National Planning Policy Framework as part of Mid Suffolk planning application number 2871/13.

1.4 The archaeological investigation will be conducted in accordance with the associated Brief produced by Jude Plouviez of the SCCAS Conservation Team.

1.5 The site 'lies in an area of archaeological interest recorded in the County Historic Environment Record, in the valley of the River Gipping, adjacent to medieval features recorded by excavation (SKT 038) and to the west of a substantial Iron Age and Roman complex (SKT 018). The track forming the western boundary of the area is on the 19th century maps and has potential for medieval roadside occupation, possibly also forming a green boundary' (taken from Plouviez, J., 2014 – Brief for a Trenched Archaeological Evaluation, Land at Tomo Road, Stowmarket).

1.1 The proposed development involves the construction of fifteen business units and associated groundworks.

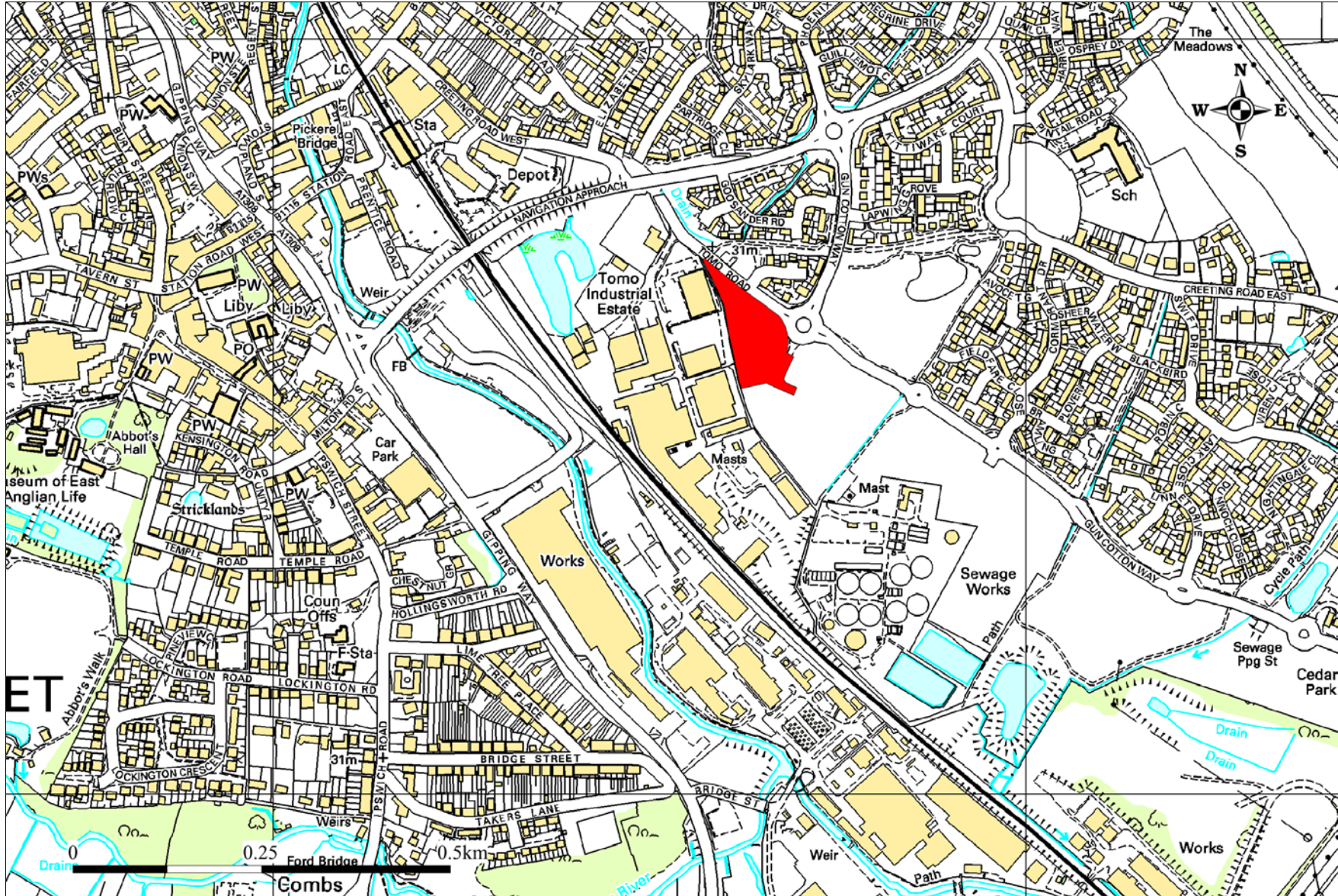
1.2 The site outline and trench pattern are shown on Figure 2. Deposits in this area will be directly affected by the foundations and other groundworks associated with the development.

1.3 This WSI complies with the requirements of SCC's standard Requirements for a Trenched Archaeological Evaluation (2012 Ver 1.1), as well as the following national and regional guidance 'Standards and Guidance for Archaeological Excavation' (IFA, 1995, revised 2001) and 'Standards for Field Archaeology in the East of England (EAA Occasional Papers 14, 2003).

1.1 Research aims

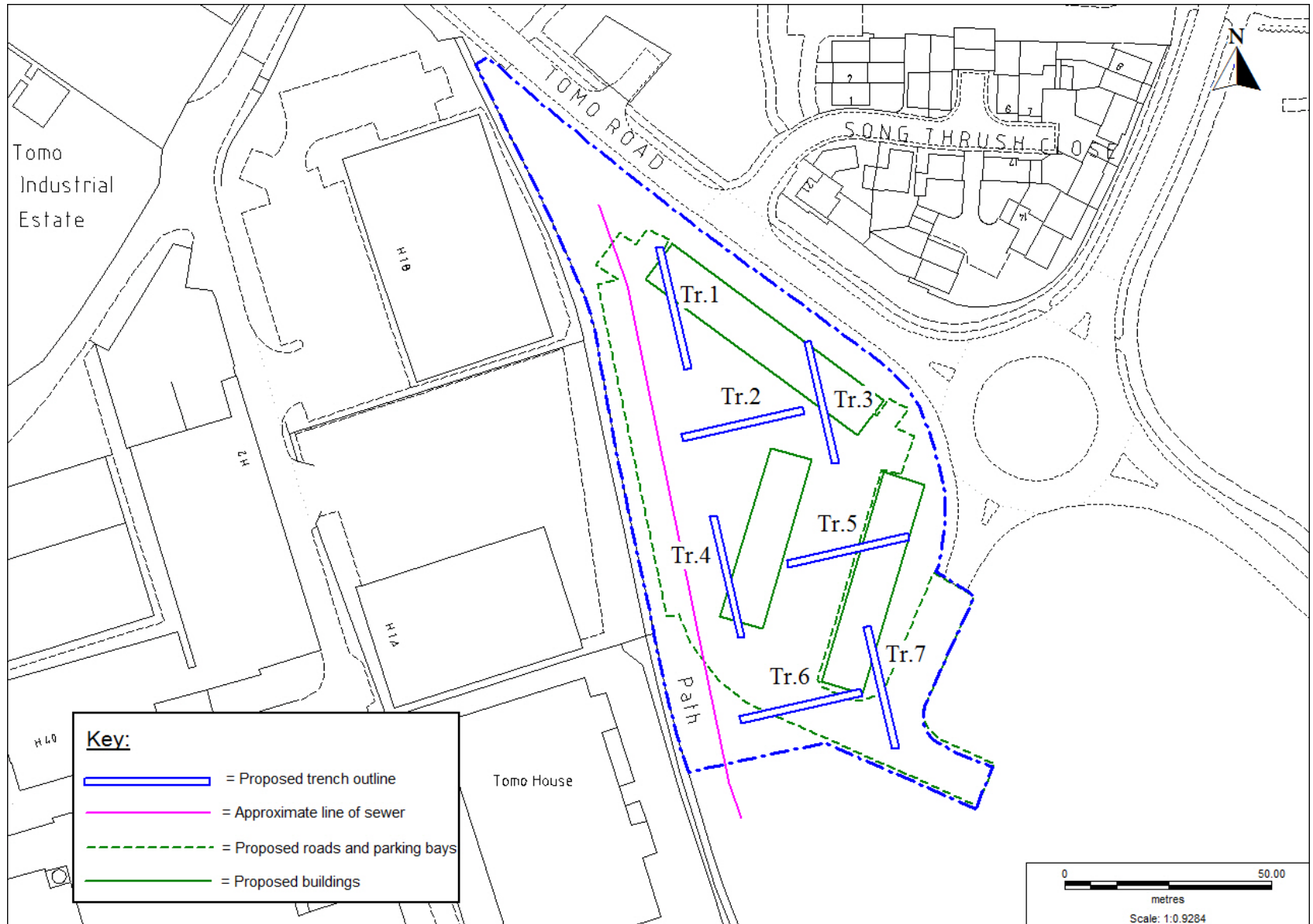
The research aims of this trial trench evaluations are as follows, as typically described by an LPA brief:

- RA1: Establish whether any archaeological deposit exists within the application area, with particular regard to any which are of sufficient importance to merit preservation in situ.*
- RA2: 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.*
- RA3: Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.*
- RA4: Establish the potential for the survival of environmental evidence.*
- RA5: Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.*



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Figure 1. Site Location (red)



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Figure 2. Trench layout

2 Project details

Site Name	Land at Tomo Road Evaluation, Stowmarket
Site Location/Parish	Stowmarket
Grid Reference	TM 0563 5861
Access	Tomo Road
Planning Application No	Mid Suffolk 2871/13
HER code	SKT 070
OASIS Ref	suffolkc1-185556
SCCAS Job Code	N/A
Type:	Trial trench evaluation
Area	0.9ha
Project start date	TBC
Fieldwork duration	2-3 days (estimated)
Number of personnel on site	1-3

Personnel and contact numbers

Contracts Manager	Rhodri Gardner	01473 581743
Project Officer (first point of on-site contact)	TBC	-
Finds Dept	Richenda Goffin	01284 352447
Sub-contractors	N/A	
Curatorial Officer	Jude Plouviez	01284 741235
Consultant	N/A	
Developer	Seamans Building	
Site landowner	TBC	

Emergency contacts

Local Police	Violet Hill Road, Stowmarket, IP14 1NJ	101
Location of nearest A&E	Heath Road, Ipswich, IP4 5PD	01473 712233
Qualified First Aiders	SCC Project Officer attending	

Hire details

Plant:	Holmes Plant & Construction	01473 890766
Toilet/Accommodation Hire:	Capel Plant Holdings	01206 844004
Tool hire:	N/A	

Other Contacts

Suffolk Fleet Maintenance		01359 270777
Suffolk Press Office		01473 264395
SCC EMS (Jezz Meredith)		01473 583288
SCC H&S (Stuart Boulter)		01473 583290

3 Archaeological method statement

3.1 Evaluation by trial trench

- 3.1.1 The archaeological fieldwork will be carried out by members of the SCCAS field team led in the field by an experienced member of staff of Project Officer Grade. The excavation team will comprise up to 3 experienced excavators and surveyors (including the Project Officer) from a pool of suitable staff at SCCAS.
- 3.1.2 Evaluation of the development area will employ eight trial trenches to sample the proposed development area (PDA).
- 3.1.3 The PDA covers an area of approximately 0.9ha (Figs. 1 and 2).
- 3.1.4 Seven (7) trenches, measuring 30m long x 1.8m wide will be excavated to sample the area of the site (Fig. 2).
- 3.1.5 The architect has informed SCCAS Field Team of the approximate position of a sewer line and the trench plan has been laid out to avoid this (Fig. 2). It is not known if any other services are present and a CAT scan of the trench will be carried out prior to excavation.
- 3.1.6 *General trial trench methodology*
- 3.1.7 The trench will be cut using a tracked mechanical excavator equipped with a toothless ditching bucket, under the constant supervision of an archaeologist. All overburden (topsoil and subsoil) will be removed stratigraphically until either the first archaeological horizon or natural deposits are encountered. Spoil will be stored adjacent to each trench and topsoil, subsoil and concrete/overburden will be kept separate for sequential backfilling if requested by the client prior to excavation.
- 3.1.8 Archaeological deposits and features will be sampled by hand excavation and the trench bases and sections cleaned as necessary in order to satisfy the project aims and in compliance with the SCCAS Requirements for Archaeological Evaluation, 2012.
- 3.1.9 Trenches requiring access by staff for hand excavation and recording will not exceed a depth of 1.2m. Any trench in which this depth is not sufficient to meet the archaeological requirements of the Brief will be brought to the attention of the client or their agent and the Archaeological Advisor to the LPA so that further requirements can be discussed (and costed).
- 3.1.10 Deeper excavation can be undertaken provided suitable trench support is used or, where practicable, the trench sides are stepped or battered.
- 3.1.11 A site plan, which will show all trench locations, feature positions and levels AOD will be recorded using an RTK GPS or TST or hand planned from known OS points, depending on the specific requirements of the project. A minimum of one section per trench will be recorded. Feature sections and plans will be recorded at 1:10 or 1:20 and trench and feature plans at 1:10, 1:20 or 1:50 as appropriate.

Normal Field Team conventions, compatible with the County HER, will be used during the site recording.

- 3.1.12 The site will be recorded under HER site code SKT 070, acquired from the Suffolk HER Office and archaeological contexts will be recorded using standard SCCAS Context Recording sheets and inputted onto an associated database.
- 3.1.13 A digital photographic record will be made throughout the evaluation.
- 3.1.14 All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed.
- 3.1.15 All finds will be brought back to the SCCAS Bury St Edmunds office for processing, preliminary conservation and packing. Much of the archive and assessment preparation work will be done in house, but in some circumstances it may be necessary to send some categories of finds to specialists working in other parts of the country.
- 3.1.16 Bulk environmental soil samples (40 litres each) will be taken from suitable archaeological features and retained until an appropriate specialist has assessed their potential for palaeo-environmental remains. Decisions will be made on the need for further analysis following this assessment. If necessary advice will be sought from English Heritage's Regional Advisor in Archaeological Science on the need for specialist environmental sampling.
- 3.1.17 In the event of human remains being encountered on the site, guidelines from the Ministry of Justice will be followed. The evaluation will attempt to establish the extent, depth and date of burials whilst leaving remains *in situ*. During the evaluation any exposed human remains will be securely covered and hidden from the public view at all times when they are not attended by staff. At the conclusion of the work backfilling will be carried out in a manner sensitive to the preservation of such remains.
- 3.1.18 If circumstances dictate that the lifting of human remains is unavoidable then a Ministry of Justice Licence for their removal will be obtained prior to their removal from site.

3.3 Reporting, archive and OASIS record

- 3.3.1 A unique HER number has been acquired from the Suffolk HER – SKT 070. This will be clearly marked on all documentation relating to the project.
- 3.3.2 All artefactual material recovered will be held by the SCCAS Contracting Team until their analysis of the material is complete. Ownership of all such archaeological finds will then be given over to the relevant authority. There is a presumption that this will be SCCAS/CT, who will hold the material in suitable storage to facilitate future study and ensure its proper preservation.
- 3.3.3 In the event that artefacts of significant monetary value are discovered separate ownership arrangements may be negotiated, provided they are not subject to Treasure Act legislation.
- 3.3.4 The project archive shall be compiled in accordance with the guidelines issued by the SCCAS/CT (2010). The client is aware of the costs of archiving and provision has been made to cover these costs in our agreement with them. The archive will be deposited with the County Archaeology Store unless another suitable repository is agreed with SCCAS/CT.
- 3.3.5 Specialist finds staff will be used, who are experienced in local and regional types and periods for their field.
- 3.3.6 All site data will be entered on a computerised database compatible with the County HER. All site plans and sections will be copied to form a permanent archive on archivally stable material. Ordnance Datum levels will be on the section sheets. The photographic archive will be fully catalogued within the County HER photographic index.
- 3.3.7 All finds will be processed, marked and bagged/boxed to County HER requirements. Where appropriate finds will be marked with a site code and a context number.
- 3.3.8 Bulk finds will be fully quantified on a computerised database compatible with the County HER. Quantification will fully cover weights and numbers of finds by context with a clear statement for specialists on the degree of apparent residuality observed.
- 3.3.9 Metal finds on site will be stored in accordance with ICON guidelines, initially recorded assessed for significance before dispatch to a conservation laboratory within 4 weeks of the end of the excavation. All pre-modern silver, copper alloy and ferrous metal artefacts will be x-rayed and coins will be x-rayed if necessary for identification. Sensitive finds will be conserved if necessary and deposited in bags/boxes suitable for long term storage to ICON standards. All coins will be identified to a standard acceptable to normal numismatic research.
- 3.3.10 The site archive will meet the standards of SCCAS/CT.
- 3.3.11 The pottery will be recorded and archived to a standard consistent with the Draft Guidelines of the Medieval Pottery Research Group and Guidelines for the archiving of Roman Pottery, SGRP (ed. M.G. Darling, 1994) and to The Study of

Later Prehistoric Pottery: General Policies and Guidelines for analysis and Publications, Occasional Papers No.1 and No. 2, 3rd Edition (Revised 2010, Prehistoric Ceramic Research Group).

- 3.3.12 Environmental samples will be processed and assessed to standards set by the Regional Environmental Archaeologist with a clear statement of potential for further analysis.
- 3.3.13 Animal and human bone will be quantified and assessed to a standard acceptable to national and regional English Heritage specialists.
- 3.3.14 An industrial waste assessment will cover all relevant material (i.e. fired clay finds as well as slag).
- 3.3.15 A report on the results of the evaluation will be completed c. 6 weeks after the completion of the fieldwork. A draft of the report will be submitted to SCCAS/CT for approval.
- 3.3.16 On receipt of approval of the report from SCCAS/CT hard and digital copies will be sent to the Suffolk HER.
- 3.3.17 The Suffolk HER is registered with the Online Access to Index of Archaeological Investigations (OASIS) project. The SCCAS Contracting Team will provide appropriate details relating to this project by completing the OASIS form at <http://ads.ahds.ac.uk/project/oasis>. The completed form (reference suffolkc1-185556) will be included as an appendix to the final report.

4 Risk assessment

4.1 General

4.1.1 The project will be carried out in accordance with the Suffolk County Council statement on Health and Safety at all times. Particular hazards to SCCAS staff and subcontractors identified with this project are as follows:

Outdoor working – hazards to staff from weather conditions and uneven ground.

Manual excavation – the main hazards are to staff from the use of tools, shallow holes and the resultant trip hazards, live services and ground contamination.

Mechanised excavation, site stripping etc. – the most significant hazard from this activity is working in close proximity with plant machinery.

4.1.2 Specific risk assessments for each are provided in Appendix 2.

4.1.3 All SCCAS staff are experienced in working under similar conditions and on similar sites to the present site and are aware of all SCCAS H&S policies. All staff will be issued with a copy of the project's risk assessment and will receive a safety induction from the Project Officer. All permanent SCCAS excavation staff are holders of CSCS cards.

4.1.4 It may be necessary for site visits by external specialists, SCCAS Conservation Team members and other SCC staff. All such staff and visitors will be issued with the appropriate PPE and will undergo the required inductions. PPE is not restricted to the list below – additional items will be provided if circumstances require it.

4.1.5 PPE required in this case includes:

- Hard Hat (to EN397)
- High Visibility Clothing (EN471 Class 2 or greater)
- Safety Footwear (EN345/EN ISO 20346 or greater – to include additional penetration-resistant midsole)

4.1.6 Other PPE that may be deployed as necessary includes:

- Gloves (to EN388)
- Eye Protection (safety glasses to at least EN 166 1F)

4.1.7 Site staff, official visitors and volunteers are all covered by Suffolk County Council insurance policies (available upon request).

4.1.8 A van will be available with fresh water and a first aid kit.

4.2 Environmental controls

- 4.2.1 Suffolk County Council is firmly dedicated to following an EMS policy. All our preferred providers and subcontractors have been issued with environmental guidelines.
- 4.2.2 On site the SCCAS Project Officer will police environmental concerns. In the event of spillage or contamination EMS reporting and procedures will be carried out in consultation with Jezz Meredith (SCCAS EMS Officer). All rubbish will be bagged and removed either to areas designated by the client or returned to SCC property for disposal.

4.3 Plant and equipment details

- 4.3.1 A 360° tracked mechanical excavator equipped with a full suite of buckets will be required for the trial trenching. The sub-contracted plant machinery will be accompanied by a fully qualified operator who will hold an up-to-date Construction Plant Competence Scheme (CPCS) card (approved by the Construction Industry Training Board).
- 4.3.2 The plant machinery will be well serviced and be as quiet a model as is practicable. It will come equipped with appropriate spill kit and drip trays. It will only refuel in a single designated area, as defined by the SCCAS. If required all refuelling, will be carried out using electrically operated pumps and will only be done when drip trays are deployed.
- 4.3.3 Other plant details and appropriate certification can be supplied by the machine provider.

4.4 Hazardous substances

- 4.4.1 No hazardous substances are specifically required in order to undertake the archaeological works.

4.5 Services

- 4.5.1 At the time of writing this WSI the architect had informed SCCAS Field Team of the approximate position of a sewer line, but not of any further services. Appropriate measures will be taken to avoid previously unidentified services.

4.6 Lighting

- 4.6.1 No trenches are to be excavated indoors and no special requirements are necessary.

4.7 Access/Egress

- 4.7.1 All movements to and from site will respect any existing perimeter fencing/hoarding with all points of entry returned to their locked condition (if applicable), with the site kept secure via any existing means at all times.

Land at Tomo Road Evaluation, Stowmarket – Site induction sign off sheet

Name	Signature	Company/organisation	Date

WSI Appendix 1. Suffolk County Council Health and Safety Policy

Health & Safety Policy – HS04



Health & Safety Policy General Statement of Health and Safety Policy

Aim

Suffolk County Council aims to ensure that standards of health, safety and well-being for all our staff, service users and others who may be affected by what we do, are comparable with those of the best and most responsible organisations in the country.

We recognise that good health and safety management benefits our organisation and the community we serve.

- The County Council exists to provide quality services to the community of Suffolk. The delivery of these services relies on people throughout the organisation. The protection of our human resource is therefore essential to maintaining service delivery and contributing effectively to partnerships.

Objectives

To meet this aim, we will:

- Conduct all our activities safely and in compliance with legal requirements and good practice.
- Provide a safe and healthy working environment.
- Promote a positive culture towards health, safety and welfare issues. By the implementation of a Health and safety management system HSG65.
- Continuous Improvement will be measured and monitored across the organisation.

Working together

People, not regulations, are the key to safe and healthy workplaces. Everyone has a responsibility for health and safety.

- Achieving our aim and objectives requires everyone to play their part
- This depends on everyone having a common understanding of the identification, assessment and control of risks based on competence (i.e. knowledge, skill and behaviour). We will therefore ensure that all staff is appropriately trained to enable them to work safely
- We will have identified roles and responsibilities across the organisation on the implementation of the management system
- Managers and supervisors at all levels are directly responsible for ensuring that the council's health and safety policy is known and acted upon. This responsibility cannot be discharged by delegation
- Employees must take care of their own health and safety and that of others who may be affected by what they do, or fail to do, at work

Implementation

The Corporate Health and Safety Management Board will:

- Set the county council's strategy for effectively managing health and safety risks
- Promote high standards of health and safety throughout the organisation
- Monitor the implementation, operation and effectiveness of corporate health and safety management system and arrangements
- Receive from directorate's feedback on the progress against agreed plans for health and safety improvement.

All services will allocate sufficient time and resources to enable health and safety to be managed effectively, within operational parameters.

I am personally committed to making Suffolk County Council one of the safest and healthiest places to work, and I expect a similar level of commitment from all employees to help me achieve this goal.

Andrea Hill, Chief Executive, June 2010.

Specific Risk Assessments for Archaeological Evaluation: SKT 070, Land at Tomo Road, Stowmarket

- 1 Working with plant machinery
- 2 Physical work in an outdoor setting
- 3 Deep excavations
- 4 Use of hand tools
- 5 Damage to services

1-5 = Low risk

6-12 = Medium risk

20-25 = High risk

Appendix 2. OASIS summary

OASIS ID: suffolkc1-185556

Project details

Project name	SKT 070 Land off Tomo Road, Stowmarket
Short description of the project	An area of 0.9 hectares was subject to trenched evaluation as a condition of planning consent to develop the site.
Project dates	Start: 12-08-2014 End: 22-09-2014
Previous/future work	No / Not known
Any associated project reference codes	Mid Suffolk 2871/13 - Planning Application No.
Type of project	Field evaluation
Site status	None
Current Land use	Other 13 - Waste ground
Monument type	DITCH Uncertain
Monument type	DITCH Post Medieval
Monument type	PIT Uncertain
Significant Finds	CERAMIC Medieval
Methods & techniques	"Sample Trenches"
Development type	Urban commercial (e.g. offices, shops, banks, etc.)
Prompt	National Planning Policy Framework - NPPF

Project location

Country	England
Site location	SUFFOLK MID SUFFOLK STOWMARKET SKT 070 Land off Tomo Road
Postcode	IP14 5BD
Study area	0.90 Hectares
Site coordinates	TM 0563 5861 52.1868321425 1.00849337471 52 11 12 N 001 00 30 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	Jude Plouviez
Project director/manager	Rhod Gardner
Project supervisor	Linzi Everett

Type of sponsor/funding body	Developer
Name of sponsor/funding body	Seamans Building

Project archives

Physical Archive recipient	Suffolk County Council Archaeological Service
Physical Archive ID	SKT 070
Physical Contents	"Ceramics"
Digital Archive recipient	AHDS
Digital Archive ID	SKT 070
Digital Contents	"Ceramics"
Digital Media available	"Images raster / digital photography", "Text"
Paper Archive recipient	Suffolk County Council Archaeological Service
Paper Archive ID	SKT 070
Paper Contents	"Ceramics"
Paper Media available	"Correspondence", "Photograph", "Unpublished Text"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	SKT 070 Land off Tomo Road, Stowmarket
Author(s)/Editor(s)	Everett, L.
Other bibliographic details	2014/103
Date	2014
Issuer or publisher	SCCAS
Place of issue or publication	SCCAS

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