

ARCHAEOLOGICAL EVALUATION REPORT

Suffolk County Council
Archaeological Service

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**19-21 Eriswell Road, Lakenheath
LKH 309**

A REPORT ON THE ARCHAEOLOGICAL EVALUATION, 2007

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Field Team
Suffolk County Council Archaeological Service

© October 2007

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SCCAS Report Number: 2007/182

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SMR information

Planning application no:	F/2007/0310/FUL
Site code:	LKH 309
Date of fieldwork:	01-02 October 2007
Grid Reference:	TL 7190 8220
Funding body:	Baker & Nisbet Ltd
OASIS reference:	suffolkc1-31982

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Summary

LKH 309, 19-21 Eriswell Road, Lakenheath (TL 7190 8220): A trial trench evaluation was carried out at the above site in advance of a residential development. Eight trenches (total area 286.4m²) were excavated, representing approximately 6% of the site.

The evaluation revealed a sequence of natural sand, sandy subsoil and modern topsoil. No archaeological features or deposits were observed and the only artefact retained was an unstratified sherd of medieval pottery.

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1.0 Introduction

An archaeological evaluation was carried out at 19–21 Eriswell Road, Lakenheath (Fig 1) in accordance with an archaeological condition relating to planning permission for a residential development (application number: F/2007/0310/FUL). The owners of the site, Baker & Nisbet Ltd, commissioned and funded the evaluation.

2.0 Location and topography

The development site is centred at National Grid Reference TL 7190 8220 and encompasses an area of approximately 0.696 hectares. Ground level slopes from c. 10.0m OD at the east end to c. 6.0m OD at the west end of the site. The site is bounded by residential buildings and gardens to the north and east, allotments to the south and Eriswell Road to the west.

Current land use is as a building site. Prior to this most of the site was a paddock, with 21 Eriswell Road and attached outbuildings close to the street frontage.

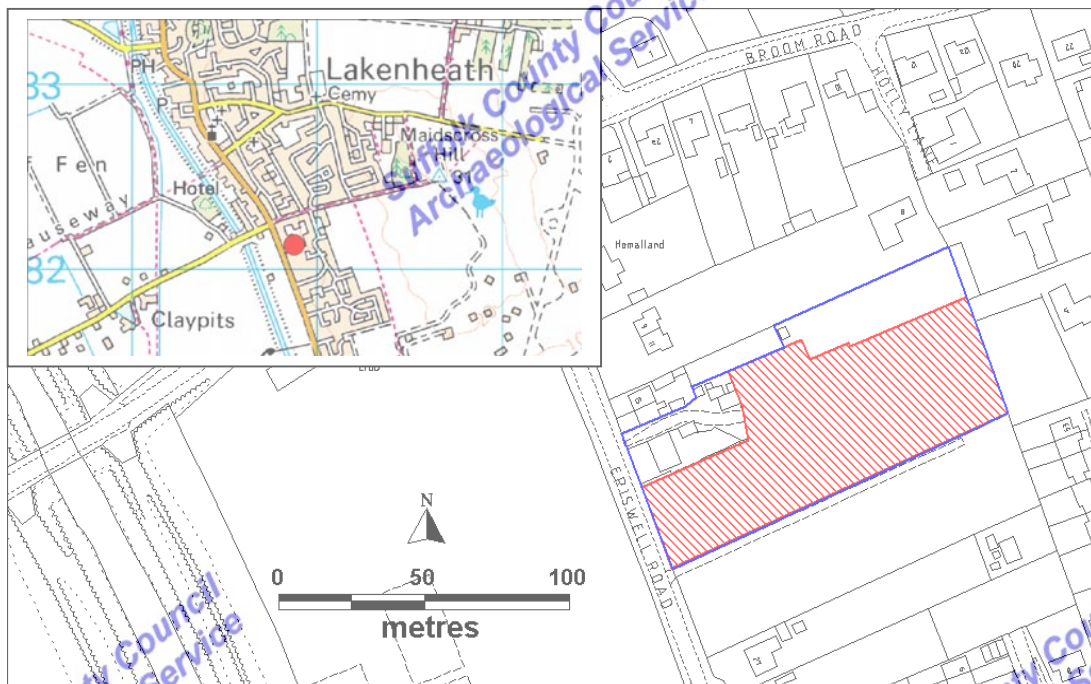


Figure 1. Site location maps, showing the development site (blue) and the archaeological evaluation area (red, hatched)

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3.0 Archaeological background

The site lies in an area of archaeological importance defined in the County Sites and Monuments Record. In particular, it is close to an area of Iron Age and Roman occupation (LKH 076) and a prehistoric pit (LKH 269). In view of this it seemed likely that the development of the site might affect archaeological deposits and for this reason a trial trench evaluation was deemed appropriate.

4.0 Methodology

The archaeological evaluation was conducted generally in accordance with a Brief and Specification written by J Tipper of SCCAS Conservation team (Tipper, 2007; Appendix 3).

The fieldwork took place 01–02 October 2007. Eight evaluation trenches (Fig 2) were excavated (under direct archaeological supervision) using a JCB mechanical excavator equipped with a 1.6m wide, toothless bucket. To some extent the trench positions were dictated by site conditions such as the presence of cabins, building materials and machinery. Despite this it was possible to locate the trenches in such a way as to allow the archaeological potential of the site to be evaluated comprehensively.

It should be noted that two areas within the development site were not available for evaluation. These were within the grounds of 19 Eriswell Road (which has not been demolished), and part of the garden of 9 Holly Lane.

The evaluation trenches were excavated to depths of between 0.50m and 1.10m, depending on ground conditions. Mechanical excavation continued to the level of the geological stratum. A number of intrusive features extending below this depth were excavated with hand tools.

Representative sections at the ends of each trench were drawn and a photographic record was made. Trench locations were recorded using a total station theodolite and levels were calculated based on an extrapolated spot height of 6.25m OD on the pavement outside the site entrance.

The trenches shown in Figure 2 covered 286.40m², representing 6% of the area available for evaluation (that is, the area where new housing is to be constructed) and 4% of the total area of the development site.

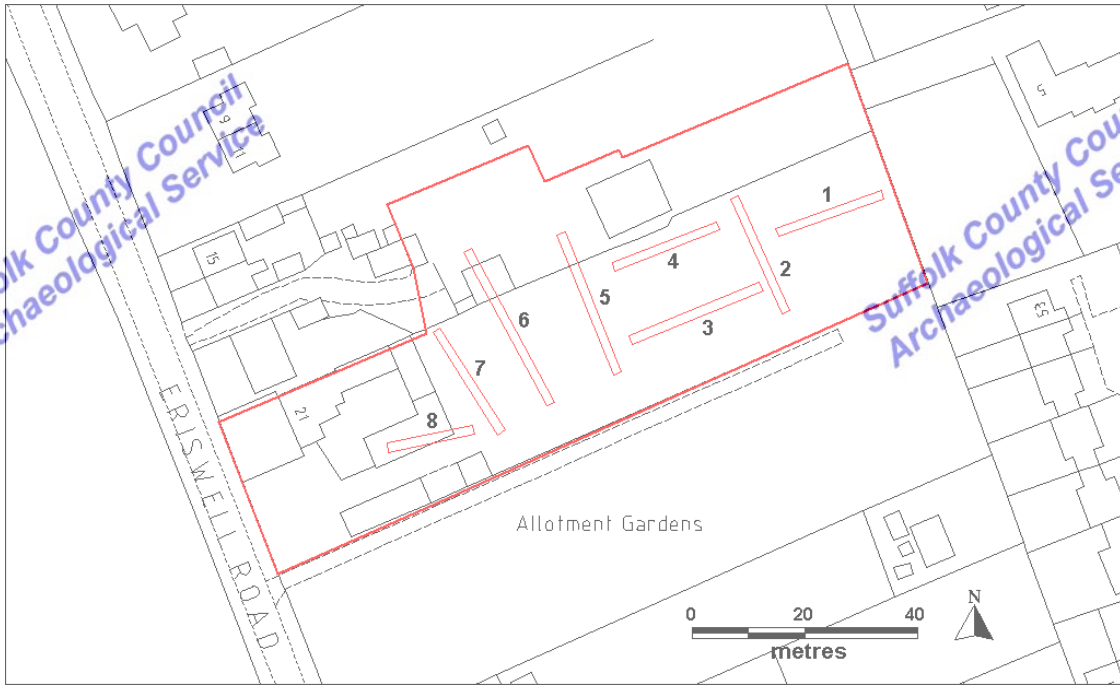


Figure 2. Trench locations

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5.0 Results

The evaluation revealed a simple, horizontal sequence of natural sand, sandy subsoil and modern topsoil. Although the composition of these deposits varies across the site they can be described generally as follows:

Topsoil 0001: Friable, mid brownish grey silty sand containing moderate fine–medium pebbles and occasional small–large fragments of modern (19/20th century) pottery, clay tobacco pipe stems, brick, tile, metalwork and coal. In places the topsoil contains lenses of ash and charcoal. Generally a turf layer seals the topsoil and forms the current land surface.

Subsoil 0002: Soft, light–mid yellowish brown sand containing occasional to frequent fine–medium sub angular and rounded pebbles but no cultural material.

Natural sand 0003: Soft, light brownish yellow sand or sand and fine gravel (up to 70:30).

The subsoil 0002 and natural sand 0003 are disturbed extensively by intrusive features interpreted as former tree root holes, tree boles and animal burrows. Approximately 50% of these features were excavated by hand but not recorded; most of them are filled with similar deposits of mid brownish grey sand, occasionally containing small fragments of modern pottery and metalwork, clay tobacco pipe stems, roofing tile and brick. One of the animal burrows in Trench 2 contained a small sherd of medieval pottery, described in section 6.0.

The results from each trench are described below:

Trench 1

Dimensions: 19.90m x 1.60m x 1.10m deep (east), 0.75m deep (west)

Ground level: 9.63m OD (east), 8.90m OD (west)

Deposits	Depth below ground level (m)
Topsoil 0001 and modern turf	0.00
Subsoil 0002	0.25 (east), 0.22 (west)
Natural sand 0003	1.10 (east), 0.75 (west)

Trench 2

Dimensions: 22.20m x 1.60m x 1.10m deep (north), 0.85m deep (south)

Ground level: 8.88m OD (north), 8.65m OD (south)

Deposits	Depth below ground level (m)
Topsoil 0001 and modern turf	0.00
Subsoil 0002	0.30 (north), 0.28 (south)
Natural sand 0003	1.10 (north), 0.40 (south)

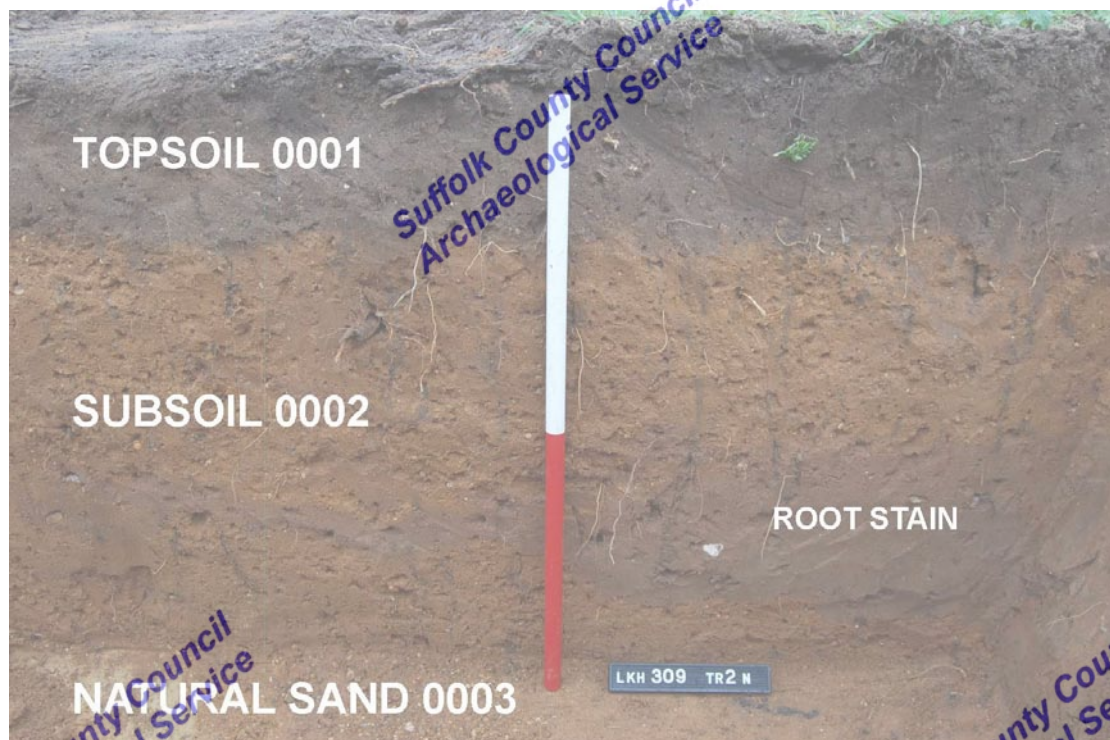


Figure 3. East facing section at the north end of Trench 2, showing a typical sequence of deposits (scale 1.0m)

Trench 3

Dimensions: 25.00m x 1.60m x 0.50m deep (east), 0.40m deep (west)

Ground level: 8.50m OD (east), 7.86m OD (west)

Deposits	Depth below ground level (m)
Subsoil 0002	0.00 (east only)
Natural sand 0003	0.04 (north), 0.08 (south)

Trench 4

Dimensions: 19.90m x 1.60m x 0.65m deep (east), 0.85m deep (west)

Ground level: 8.67m OD (east), 8.06m OD (west)

Deposits	Depth below ground level (m)
Topsoil 0001 and modern turf	0.00
Subsoil 0002	0.22 (east), 0.22 (west)
Natural sand 0003	0.50 (east), 0.85 (west)

Trench 5

Dimensions: 26.80m x 1.60m x 0.80m deep (north), 0.70m deep (south)

Ground level: 7.95m OD (north), 8.06m OD (south)

Deposits	Depth below ground level (m)
Topsoil 0001 and modern turf	0.00
Subsoil 0002	0.23 (north), 0.18 (south)
Natural sand 0003	0.64 (north), 0.70 (south)

Trench 6

Dimensions: 31.00m x 1.60m x 0.76m deep (north), 0.50m deep (south)

Ground level: 7.39m OD (north), 7.63m OD (south)

Deposits	Depth below ground level (m)
Topsoil 0001 and modern turf	0.00
Subsoil 0002	0.20 (north), 0.18 (south)
Natural sand 0003	0.50 (north), 0.50 (south)

Trench 6 contains some pits and postholes containing 20th-century material; they were not recorded.

Trench 7

Dimensions: 21.40m x 1.60m x 0.90m deep (north), 0.70m deep (south)

Ground level: 7.39m OD (north), 7.63m OD (south)

Deposits	Depth below ground level (m)
Demolition rubble	0.00 (north only)
Topsoil 0001 and modern turf	0.20 (north), 0.00 (south)
Subsoil 0002	n/a (north), 0.28 (south)
Natural sand 0003	0.42 (north), 0.46 (south)

Trench 7 contains some pits and postholes containing 20th-century material; they were not recorded.

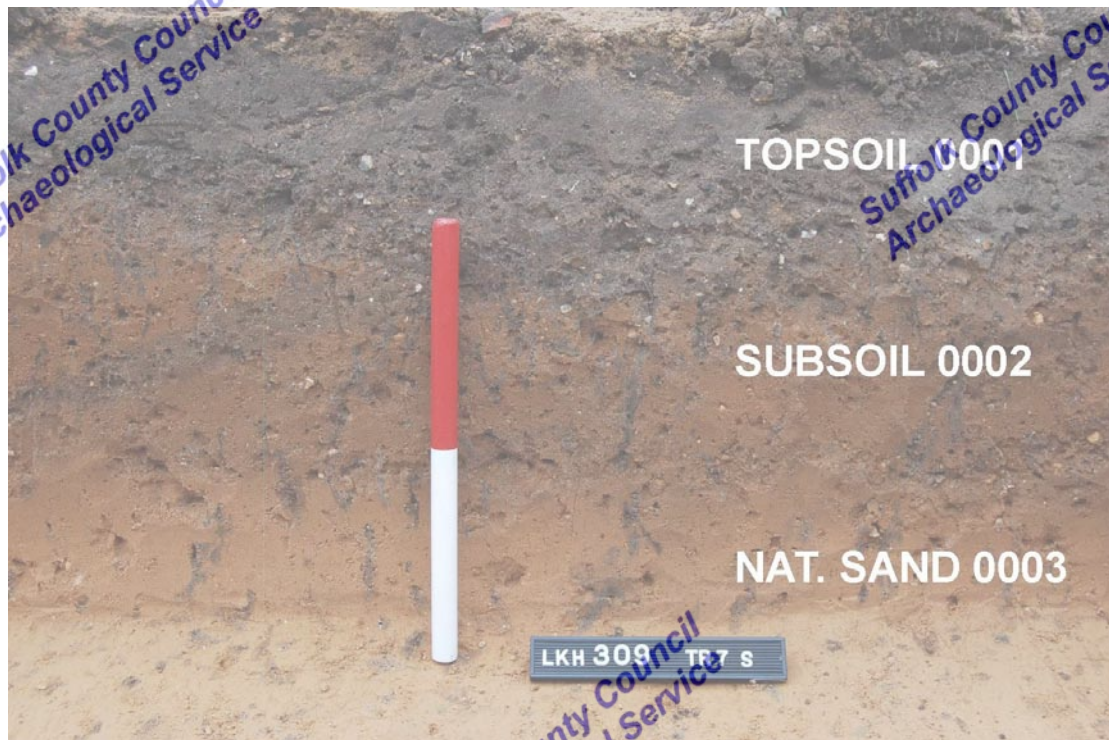


Figure 4. East facing section at the south end of Trench 7, showing a typical sequence of deposits (scale 0.50m)

Trench 8

Dimensions: 15.80m x 1.60m x 0.85m deep (east), 0.50m deep (west)
Ground level: 6.97m OD (east), 6.12m OD (west)

Deposits	Depth below ground level (m)
Tarmac	0.00 (east only)
Hardcore	0.06 (east), 0.00 (west)
Topsoil 0001 and modern turf	0.22 (east only)
Subsoil 0002	0.38 (east only)
Natural sand 0003	0.36 (east), 0.10(west)

Trench 8 contains a modern (19th/20th century) trench-built foundation of chalk rubble. It is 0.34m wide and >0.75m deep, extending from current ground level to below the base of the evaluation trench. It formed part of the recently demolished outbuildings attached to 21 Eriswell Road.

6.0 Finds evidence

Richenda Goffin

A single unstratified fragment of pottery was recovered from Trench 2 (0.008kg). It is a sherd of a medieval glazed jug made in a medium sandy fabric with occasional flint and iron oxide inclusions. It has a grey core and an oxidised outer margin, with occasional spots of lead glaze. The fragment is a Grimston-type ware, dating to the late 12th-14th century.

Grimston-type ware is a collective term used to describe pottery made in the East Anglian region which shares the same characteristics as Grimston wares, the medieval glazed wares produced near Kings Lynn (Clark and Carter 1977).

7.0 Discussion and Conclusions

No archaeological features or deposits were found as a result of the evaluation and the only artefact recovered is an unstratified sherd of medieval pottery.

The geological stratum of sand 0001 that underlies the site slopes down from east to west. Its observed heights ranged from 8.53m OD at the east end of Trench 1 to 6.02m OD at the west end of Trench 8.

Subsoil 0002 represents part of the natural soil profile. Generally it has a blurred interface with underlying sand 0003 and a sharp (truncated) horizon at its interface with overlying topsoil 0001.

It is noted that the distinctive brownish grey sand filling the root holes and animal burrows that penetrate the subsoil and natural sand does not occur as a horizontal stratum. It can be postulated that these fills are the remnant of a former soil horizon that has been lost through natural erosion or reworking in relatively recent times.

The topsoil 0001 containing 19th- and 20th-century material is thought to represent agricultural or horticultural activity in recent times, presumably immediately prior to the use of the site as a paddock.

Based on this evidence, it is considered unlikely that the groundwork associated with the proposed residential development will have any impact on archaeological remains. However, it should be noted that any decision regarding additional archaeological work on the site remains with the Archaeological Planning Officer

Disclaimer

Any opinions expressed in this report about the need for further archaeological work are those of the Field Projects Division alone. The Local Planning Authority and its archaeological advisors will determine the need for further work when a planning application is registered. Suffolk County Council's archaeological contracting service cannot accept responsibility for inconvenience caused to clients should the Planning Authority take a different view to that expressed in the report.

8.0 Acknowledgements

The archaeological evaluation was commissioned and funded by Baker & Nisbet Ltd and was monitored by Jess Tipper (SCCAS, Conservation Team).

The project was managed by John Newman and supervised by Kieron Heard. Jonathan Van Jennians assisted with the fieldwork and was responsible for site surveying (all SCCAS, Field Team).

Richenda Goffin prepared the finds report and Fiona Gamble was responsible for processing the survey data (both of SCCAS, Post-Excavation Team).

9.0 Bibliography

Clarke, H., and Carter, A., 1977, *Excavations in King's Lynn, 1963-1970*, Medieval Archaeology Monograph Series 7

Tipper, J., 2007, *Brief and specification for an archaeological trenched evaluation at 19-21 Eriswell Road, Lakenheath, Suffolk*, SCCAS (unpubl)

10.0 Appendices

Appendix 1: Context list

Context Identifier	Type	Trench	Interpretation	Image numbers	
0001	Layer	Deposit	1, 2, 4-8	Modern topsoil	01-04, 07-08, 16-23
0002	Layer	Deposit	1-8	Natural subsoil	01-08, 16-23
0003	Layer	Deposit	1-8	Natural sand	01-08, 16-23

Appendix 2: Contents of the stratigraphic archive

Type	Quantity
Digital photographs	23x JPG images
Digital photographic register (on-site version)	1x A4 paper sheet
Digital photographic register (archive version)	1x A4 paper sheet
Trench description sheets (context sheets)	8x A4 paper sheets
Survey data (levels)	1x A4 paper sheet
Evaluation report (SCCAS report no. 2007/182)	1x A4 ring-bound

Appendix 3: Brief and Specification

SUFFOLK COUNTY COUNCIL ARCHAEOLOGICAL SERVICE - CONSERVATION TEAM

Brief and Specification for a Archaeological Trenched Evaluation

19/21 ERISWELL ROAD, LAKENHEATH, SUFFOLK

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


1. The nature of the development and archaeological requirements

- 1.1 Planning consent (application F/2007/0310/FUL) has been granted by Forest Heath District Council for the erection of 23 dwellings with associated parking including the creation of new vehicular access (following the demolition of existing buildings) at 19/21 Eriswell Road, Lakenheath (TL 719 822), with a PPG 16, paragraph 30 condition requiring an acceptable programme of archaeological work being carried out.
- 1.2 The Planning Authority has been advised that any consent should be conditional upon securing the implementation of a programme of archaeological works before development begins (PPG 16, paragraph 30 condition). An archaeological evaluation of the application area is required as the first part of a programme of archaeological mitigation; decisions on the need for, and scope of, any further work should there be any archaeological finds of significance will be based upon the results of the evaluation and will be the subject of an additional brief.
- 1.3 This application lies in an area of archaeological importance recorded in the County Sites and Monuments Record. The development is situated to the south-east of Iron Age and Roman features and finds (LKH 076), indicative of further occupation deposits in the immediate vicinity. In addition, a prehistoric pit, indicative of scattered prehistoric occupation, was defined by archaeological evaluation c. 200m to the south (LKH 269). There is a strong possibility that archaeological deposits will be encountered. The proposed works would cause significant ground disturbance that has potential to damage any archaeological deposit that exists.
- 1.4 The site is located at between c. 5.00 to 10.00m AOD. The underlying geology of the site comprises calcareous sand.
- 1.5 There is high potential for further important archaeological features to be located in this area. Aspects of the proposed works will cause significant ground disturbance with the potential to damage any archaeological deposit that exists.
- 1.6 A trenched evaluation is required as the first part of the archaeological mitigation strategy for this development.
- 1.7 All arrangements for the field evaluation of the site, the timing of the work, access to the site, the definition of the precise area of landholding and area for proposed development are to be defined and negotiated with the commissioning body.
- 1.8 Detailed standards, information and advice to supplement this brief are to be found in *Standards for Field Archaeology in the East of England*, East Anglian Archaeology Occasional Papers 14, 2003.
- 1.9 In accordance with the standards and guidance produced by the Institute of Field Archaeologists this brief should not be considered sufficient to enable the total execution of the project. A Written Scheme of Investigation (WSI) based upon this brief and the accompanying outline specification of minimum requirements, is an essential requirement. This must be submitted by the developers, or their agent, to the

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

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

2. Brief for the Archaeological Evaluation

- 2.1 Establish whether any archaeological deposit exists in the area, with particular regard to any which are of sufficient importance to merit preservation *in situ* [at the discretion of the developer]. 
- 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: Field Evaluation

3.1 Trial trenches are to be excavated to cover a 5% by area, which is 348m² of the total area of disturbance (c. 0.696 ha.). These shall be positioned to sample all parts of the site. Linear trenches are thought to be the most appropriate sampling method. Trenches are to be a minimum of 1.8m wide unless special circumstances can be demonstrated; this will result in a minimum of c. 193m of trenching at 1.8m in width. If excavation is mechanised a toothless 'ditching bucket' at least 1.2m wide must be used. A scale plan showing the proposed locations of the trial trenches should be included in the Written Scheme of Investigation 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.

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 identifiable and datable archaeological deposits and provision should be made for this. The contractor shall show what provision has been made for environmental assessment of the site and must provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeoenvironmental and palaeoeconomic investigations), and samples of sediments and/or soils (for micromorphological and other pedological/sedimentological analyses. Advice on the appropriateness of the proposed strategies will be sought from J. Heathcote, English Heritage Regional Adviser for Archaeological Science (East of England). A guide to sampling archaeological deposits (Murphy, P.L. and Wiltshire, P.E.J., 1994, *A guide to sampling archaeological deposits for environmental analysis*) is available for viewing from SCCAS.

3.8 Any natural subsoil surface revealed should be hand cleaned and examined for archaeological deposits and artefacts. Sample excavation of any archaeological features revealed may be necessary in order to gauge their date and character.



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

4. General Management

- 4.1 A timetable for all stages of the project must be agreed before the first stage of work commences, including monitoring by SCCAS/CT. The archaeological contractor will give not less than five days written notice of the commencement of the work so that arrangements for monitoring the project can be made.
- 4.2 The composition of the archaeology contractor staff must be detailed and agreed by this office, including any subcontractors/specialists. For the site director and other staff likely to have a major responsibility for the post-excavation processing of this evaluation there must also be a statement of their responsibilities or a CV for post-excavation work on other archaeological sites and publication record.
- 4.3 It is the archaeological contractor's responsibility to ensure that adequate resources are available to fulfill the Brief.
- 4.4 A detailed risk assessment must be provided for this particular site.
- 4.5 No initial survey to detect public utility or other services has taken place. The responsibility for this rests with the archaeological contractor.
- 4.6 The Institute of Field Archaeologists' *Standard and Guidance for Archaeological Desk-based Assessments* and for *Field Evaluations* 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 Written Scheme of Investigation.

- 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 SMR.
- 5.8 A copy of the Specification should be included as an appendix to the report.
- 5.9 The project manager must consult the SMR Officer to obtain an event number for the work. This number will be unique for each project or site and must be clearly marked on any documentation relating to the work.
- 5.10 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 SMR 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.
- 5.11 The project manager should consult the County SMR officer regarding the requirements for the deposition of the archive (conservation, ordering, organisation, labelling, marking and storage) of excavated material and the archive. 
- 5.12 The site archive is to be deposited with the County SMR within three months of the completion of fieldwork. It will then become publicly accessible. 
- 5.13 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 the Conservation Team, by the end of the calendar year in which the evaluation work takes place, whichever is the sooner.
- 5.14 County SMR sheets must be completed, as per the county SMR manual, for all sites where archaeological finds and/or features are located.
- 5.15 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 Sites and Monuments Record. AutoCAD files should be also exported and saved into a format that can be imported into MapInfo (for example, as a Drawing Interchange File or .dxf) or already transferred to .TAB files.
- 5.16 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.

5.17 All parts of the OASIS online form must be completed for submission to the SMR. 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

Suffolk County Council
Archaeological Service Conservation Team
Environment and Transport Department
Shire Hall
Bury St Edmunds
Suffolk IP33 2AR
Email: jess.tipper@et.suffolkcc.gov.uk

Tel: 01284 352197

Date: 14 September 2007
19/21EriswellRoadLakenheath2007

Reference: /

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.