

ARCHAEOLOGICAL EVALUATION REPORT

Street Farm Barn, School Road, Tunstall

TUN 027

A REPORT ON THE ARCHAEOLOGICAL EVALUATION, 2008

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© March 2008

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HER information

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| Planning application no: | Suffolk Coastal C/07/1928 |
| Site code: | TUN 027 |
| Date of fieldwork: | 19 March 2008 |
| Grid Reference: | TM 3588 5511 |
| Funding body: | Deben Woods Ltd |
| OASIS reference: | suffolkc1-39510 |

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Summary

TUN 027, Street Farm Barn, School Road, Tunstall: A trial trench evaluation was carried out at the above site in advance of a small housing development. Two trenches (total area 78m²) were excavated, representing approximately 4.5% of the site.

The geological stratum comprises a sandy clay/silt at a depth of approximately 0.50m below ground level. This is sealed by layers of subsoil (a possible 'worked soil' horizon) and modern topsoil.

Archaeological features were recorded in one of the two evaluation trenches, cutting the geological stratum. Seven small pits or postholes, apparently arranged in two parallel rows oriented east-west, are possible evidence for buildings/structures although other interpretations (such as planting holes) are possible. Three of the pits produced medieval pottery dated to the late 12th–14th centuries, although the presence of earlier pottery suggests previous occupation or use of the site. An east-west ditch, presumed to be a former field boundary or enclosure ditch, produced post-medieval pottery dated to the 16th–18th centuries.

1.0 Introduction

An archaeological evaluation (site code: TUN 027) was carried out at Street Farm Barn, School Road, Tunstall (Fig 1) in accordance with an archaeological condition relating to planning permission for a housing development (application number C/07/1928). Mullins Dowse and Partners commissioned the archaeological project on behalf of their client Deben Woods Ltd, who funded the work.

2.0 Location and topography

The site of the proposed housing development is in the centre of Tunstall village at National Grid Reference TM 3588 5511 and encompasses an area of approximately 1740m². It is bounded by Street Farm to the north, School Road to the east, houses and gardens to the south and open fields to the west.

The site is on relatively level ground at an average height of 24.40m OD.

Former land use was as part of Street Farm. There is a derelict barn in the northwest part of the site. Another building, to the west of the barn, has been demolished recently. The remainder of the site is open ground.



Figure 1. Site location map (inset) and plan showing the site outline (blue), the evaluation trenches (red) and the footprints of the proposed houses (green)

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3.0 Archaeological background

The site is located in an area of archaeological interest recorded in the County Historic Environment Record, and is near the presumed medieval core of Tunstall village. This suggests potential for medieval occupation on the site. In addition there have been isolated finds of prehistoric material in the area, notably a Bronze Age socketed axe.

4.0 Methodology

The archaeological evaluation took place 19 March 2008 and was conducted generally in accordance with a Brief and Specification written by Jess Tipper of SCCAS Conservation team (Tipper, 2008; Appendix 3).

Two evaluation trenches (Fig 1) were excavated under direct archaeological supervision using a wheeled JCB mechanical excavator equipped with a 1.5m wide, toothless bucket. Trench 1 measured 15m in length and was oriented north-south along the School Road frontage of the site. Trench 2 (which articulated with Trench 1) measured 37m in length and was oriented east-west. Generally the trenches were excavated to depths of 0.50–0.60m below ground level. They were positioned so that they were largely within the footprints of the proposed houses, as shown on Figure 1.

Generally, mechanical excavation continued to the level of the geological stratum. At the north end of Trench 1 mechanical excavation continued to a greater depth of 1.00m in order to test the thickness of the geological stratum. A number of intrusive archaeological features extending below 0.50–0.60m were excavated with hand tools.

The archaeological features and deposits were recorded using a unique sequence of context numbers in the range 0001–0021. They were drawn in plan (at a scale of 1:50) and section (at a scale of 1:20) on 290 x 320mm sheets of gridded drawing film. All written records (soil descriptions, etc) were made on the same sheets and were transferred subsequently to *pro-forma* context sheets. A digital photographic record was made, consisting of 3008 x 2000 pixel .jpg images. Five deposits were sampled for environmental analysis.

Trench locations were recorded by reference to a 1:200 survey of the site supplied by Mullins Dowse and Partners (drawing number: 5338 – SY1Rev. F) and were confirmed subsequently by reference to Ordnance Survey data.

The evaluation trenches covered 78m², representing 4.5% of the total area of the proposed housing development.

5.0 Results of the evaluation

Horizontal deposits

The same horizontal sequence of geological stratum 0021, subsoil 0018 and topsoil 0001 was observed throughout both evaluation trenches. The boundaries between these deposits were blurred as a result of frequent root action and recent reworking of the topsoil. Although the composition of these deposits varies across the site they can be described generally as follows:

Geological stratum 0021

The geological stratum consists of firm, mid yellowish brown sandy clay/silt speckled with iron staining and containing occasional pebbles. Generally the deposit occurs at 0.40 – 0.60m below ground level, and this was the level at which mechanical excavation ceased. At the north end of Trench 1 the deposit was machine-excavated to a depth of 1.00m below ground level, demonstrating that it is at least 0.50m thick.

Subsoil 0018

This is a soft, mid greyish brown sandy clayey silt containing occasional pebbles. Generally it is 0.20–0.30m thick and extends site-wide except where removed by recent activity. It was excavated by machine in order to expose the surface of the underlying geological stratum 0021. No dating evidence was recovered from this deposit.

Topsoil 001

The topsoil is soft, mid brownish grey sandy silt containing moderate fine–medium pebbles and occasional small–medium fragments of modern (19/20th century) pottery, glass, brick, tile, metalwork and coal. The topsoil is generally 0.30m thick and extends site-wide, overlying subsoil 0018.

Archaeological features

No archaeological features were observed in Trench 1. Trench 2 contained eight archaeological features and some modern intrusions. The obviously modern features were identified immediately below topsoil 0001 and were seen to cut subsoil layer 0018. The archaeological features were *noted* only at the level at which they cut natural stratum 0021 although in retrospect they might have been cutting from a higher level.

Seven small pits or postholes (0005, 0007, 0009, 0011, 0013, 0015 and 0017) were recorded at the east end of Trench 2 (Figs 2 & 3). They are sub-circular or oval in plan with bowl-shaped profiles, and vary between 0.40–0.75m in width and 0.12–0.30m in depth. They appear to be arranged in two parallel rows oriented east-west, with the larger features confined to the northern row.

The pits/postholes are filled with similar deposits of soft, reddish brown sandy silt with greyish brown mottling. These fills are similar to subsoil layer 0018. Small fragments of medieval pottery were recovered from the fills of cuts 0005, 0009 and 0015 and a fragment of fired clay, possibly a loom weight, came from the fill of pit 0007.

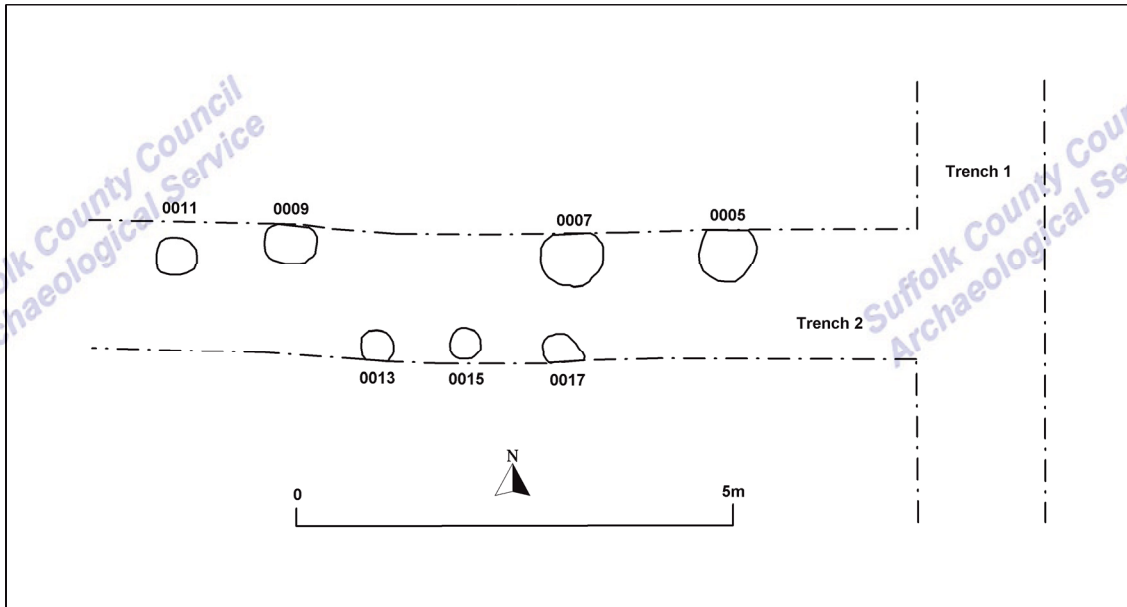


Figure 2. Plan of the pits/postholes at the east end of Trench 2



Figure 3. View of the pits/postholes at the east end of Trench 2, looking west (1m scale)

A ditch (0003) was recorded in the west half of Trench 2 (Fig 4). It is oriented approximately east-west and was observed over a length of 12.0m. It could be seen only at the level at which it cut the geological stratum 0021 and its relationship with subsoil layer 0018 is unknown. To the west it has been destroyed by modern activity and to the east it appears to turn to the south,

passing beyond the limits of the evaluation trench. At this point it has been removed partially by later pit 0020. The ditch is up to 1.30m wide and 0.60m deep, with steep sides and a rounded base. It is filled with a deposit of soft, mid greyish brown sandy silt (0002). This contains moderate pebbles, occasional small fragments of post-medieval pottery, small-medium fragments of animal bone and medium-large fragments of brick and ceramic roof tile (pantile).

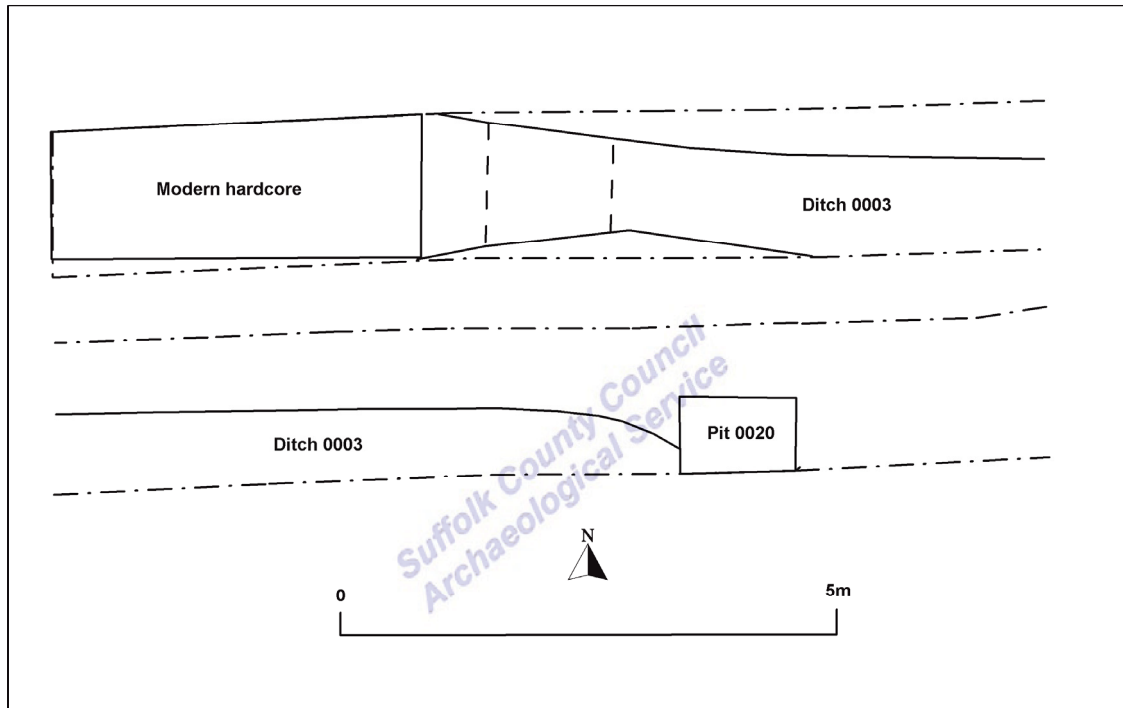


Figure 4. Plan of ditch 0003 and modern features at the west end of Trench 2

Modern features

A square or rectangular pit 0020 cuts the east end of ditch 0003 (Fig 4). The pit measures 1.15m east-west x at least 0.85m north-south. It is filled by dark brown sandy silt 0019 containing frequent animal bone (some articulated) and occasional large fragments of brick. The pit was seen to cut subsoil layer 0018 and is therefore of relatively modern date. For this reason it was not excavated.

At the west end of Trench 2 a deposit of modern hardcore (brick and concrete rubble) was encountered below the topsoil (Fig 4) It is filling a trench that extends to a depth of at least 0.50m below ground level (into the geological stratum 0021) and that has removed the west end of ditch 0003. The south side of this modern trench was just within the southern edge of Trench 2 but it extends beyond the limits of excavation to the west and north.

7.0 Finds evidence

Richenda Goffin

Introduction

Finds were collected from 5 contexts, as shown in the table below:

| OP | Pottery | | Fired clay | | Burnt flint | | Spotdate |
|-------|---------|------|------------|------|-------------|------|--------------|
| | No. | Wt/g | No. | Wt/g | No. | Wt/g | |
| 0002 | 2 | 10 | | | | | 16th-18th C |
| 0004 | 1 | 9 | | | | | L12th-14th C |
| 0006 | | | 1 | 41 | | | LS - Med? |
| 0008 | 5 | 17 | | | 1 | 9 | L12th-14th C |
| 0014 | 6 | 53 | | | | | L12th-14th C |
| Total | 14 | 89 | 1 | 41 | 1 | 9 | |

Pottery

A total of 14 fragments of pottery was recovered (0.089kg). The majority is medieval but two sherds of post-medieval date were also collected. Sherds of medieval coarsewares were found in three postholes, dating to the late 12th-14th century. In addition four sherds from postholes 0008 and 0014 are slightly earlier, with a date range of 11th–12th century. A rim with applied thumbing made from a sandy reduced fabric may be medieval, but it is also possible that it is a Thetford-type ware dating to the 10th–11th C. Two sherds of plain tin-glazed earthenware were present in ditch fill 0002, dating to the 16th–18th century.

Fired clay

A fragment of chalk-tempered fired clay present in posthole 0006 is convex in shape and may be part of a bun-shaped loom weight.

Burnt flint

A single fragment of burnt flint was present in posthole 0008.

Discussion

Small quantities of body sherds of early medieval wares such as Yarmouth-type ware and Early medieval Sparse Shelly wares were present in the postholes, together with sherds of medieval coarseware dating to the late 12th–14th century. The overall dating of the postholes is probably the twelfth century, but there is also the possibility that some of the finds may date to the 11th century.

8.0 Discussion and Conclusions

Although there has been some ground disturbance in recent times the potential for survival of archaeological remains on the site is good, with features of medieval and post-medieval date having been identified within one of the evaluation trenches.

The construction of barns in the north-western part of the site will have disturbed or destroyed any archaeological evidence that might have existed there. However, open areas to the east and south of the barns clearly have higher potential for archaeological survival.

Subsoil layer 0018 is probably a former 'worked soil' horizon. No dating evidence was recovered from this deposit but it *appeared* to overlie features of medieval date.

Post-medieval ditch 0003 is assumed to be a former field boundary or enclosure ditch. It has not been dated precisely; two sherds of pottery from its fill are of 16th–18th century date. The ditch does not appear on the First Edition Ordnance Survey map of c.1880 and must have gone out of use by then. At its east end the ditch turns to the south and extends beyond the edge of excavation; it will presumably survive, at least in part, in the area to the south of Trench 2.

The medieval pits/postholes, arranged in parallel rows, probably had structural functions and indicate the location of one or more buildings/structures. Other interpretations are possible, though less likely; for example, the pits might have been planting holes. No associated floors were seen and the level of the contemporary ground surface is unknown; these might have been obliterated during the formation/reworking of subsoil layer 0018.

It is likely that similar features will exist to north and south of Trench 2, particularly at its east end.

In terms of their date, two of the larger pits/postholes on the north side of the evaluation trench (pits 0005 and 0009) produced pottery of the late 12th–14th centuries, as did smaller pit 0015 on the south side of the trench. However, pits 0009 and 0015 both also contained pottery fragments dated to the 11–12th centuries. On balance, a late-12th century date seems most likely, although the presence of earlier pottery might indicate occupation or use of the site over an extended period.

The environmental samples that were taken from some of the pit/posthole fills have not yet been processed. For this reason should further archaeological work take place on the site environmental sampling will need to be more extensive, since there has been no assessment of potential at the evaluation stage.

The principal threat to any archaeological remains that exist on the remainder of the site will be the construction of six houses, the combined footprints of which are shown on Figure 1. The excavation of associated service trenches and the construction of a car port in the north-eastern corner of the site will have a reduced impact. The houses on the west side of the site are in an area that has been affected by the construction of farm buildings and the chance of archaeological survival there is limited. However, the three houses to be constructed in the south and east of the site are in an area where archaeological remains can be expected.

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.

9.0 Acknowledgements

Mullins Dowse Ltd commissioned the evaluation on behalf of Deben Woods Ltd., who funded the work.

Jess Tipper (Suffolk County Council Archaeological Service, Conservation team) monitored the archaeological project.

The project was managed by John Newman and supervised by Kieron Heard. Anna West assisted with the fieldwork (all SCCAS, Field Projects Team).

The finds report is by Richenda Goffin (SCCAS, Finds Manager).

10.0 Bibliography

Tipper, J., 2008, *Brief and specification for an archaeological trenched evaluation: Street Farm Barn, School Road, Tunstall, Suffolk*, SCCAS (unpubl)

11.0 Appendices

Appendix 1: Context list

| Context | Type | Description | Trench | Plan | Section | Finds | Sample | Images |
|---------|---------|--------------------|--------|------|---------|-------|--------|---------------|
| 0001 | Deposit | Topsoil | ALL | N | Y | N | N | 002 - 007 |
| 0002 | Fill | Fill of ditch 0003 | 2 | N | Y | Y | N | 001 |
| 0003 | Cut | EW ditch | 2 | Y | Y | N | N | 001 |
| 0004 | Fill | Fill of cut 0005 | 2 | N | N | Y | Y | 007 |
| 0005 | Cut | Pit/posthole | 2 | Y | Y | N | N | 002, 003, 007 |
| 0006 | Fill | Fill of cut 0007 | 2 | N | N | Y | Y | |
| 0007 | Cut | Pit/posthole | 2 | Y | Y | N | N | 002, 003 |
| 0008 | Fill | Fill of cut 0009 | 2 | N | N | Y | Y | |
| 0009 | Cut | Pit/posthole | 2 | Y | Y | N | N | 002, 003 |
| 0010 | Fill | Fill of cut 0011 | 2 | N | N | N | N | |
| 0011 | Cut | Pit/posthole | 2 | Y | Y | N | N | 002, 003 |
| 0012 | Fill | Fill of cut 0013 | 2 | N | N | N | Y | |
| 0013 | Cut | Pit/posthole | 2 | Y | Y | N | N | 002, 003 |
| 0014 | Fill | Fill of cut 0015 | 2 | N | N | Y | Y | |
| 0015 | Cut | Pit/posthole | 2 | Y | Y | N | N | 002, 003 |
| 0016 | Fill | Fill of cut 0017 | 2 | N | N | N | N | |
| 0017 | Cut | Pit/posthole | 2 | Y | Y | N | N | 002, 003 |
| 0018 | Deposit | Subsoil | 2 | N | Y | N | N | 007 |
| 0019 | Fill | Fill of pit 0020 | 2 | N | N | N | N | |
| 0020 | Cut | Pit | 2 | Y | N | N | N | |
| 0021 | Deposit | Geological stratum | 2 | N | Y | N | N | 001 - 007 |

Appendix 2: Contents of the stratigraphic archive

| Type | Quantity | Format |
|---------------------------------------|----------|------------------------|
| Context register sheets | 1 | A4 paper |
| Context recording sheets | 21 | A4 paper |
| Environmental sample register sheets | 1 | A4 paper |
| Environmental sample recording sheets | 5 | A4 paper |
| Plan drawing sheets (1:50) | 2 | 290 x 320mm film |
| Section drawing sheets (1:20) | 1 | 290 x 320mm film |
| Digital images | 9 | 3008 x 2000 pixel .jpg |
| Digital image register sheets | 1 | A4 paper |
| Report (SCCAS report no. 2007/228) | 1 | A4 ring-bound |

Appendix 3: Brief and Specification

SUFFOLK COUNTY COUNCIL ARCHAEOLOGICAL SERVICE - CONSERVATION TEAM

Brief and Specification for a Archaeological Trenched Evaluation

STREET FARM BARN, SCHOOL ROAD, TUNSTALL, 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 A planning has been made (application C07/1928) to Suffolk Coastal District Council for the erection of 6 dwellings and cart lodge building with the construction of associated access (following the demolition of existing barn) at Street Farm Barn, School Road, Tunstall, Suffolk (TM 3588 5511) (see accompanying map).
- 1.2 The Planning Authority will be 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).
- 1.3 The proposed development area measures *c.* 0.18 ha., on the western side of School Road, and in the centre of Tunstall. The site is located at *c.* 24.00m AOD. The underlying geology comprises chalky till and glaciofluvial drift geology.
- 1.4 This application lies in an area of archaeological interest recorded in the County Historic Environment Record, near the early settlement core. There is high potential for encountering medieval, and possibly earlier, occupation deposits at this location.
- 1.5 There is high potential for important archaeological features to be located in this area. The proposed works would cause significant change ground disturbance that has 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. 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.
- 1.7 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 90m² of the total application area. 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. 50m of trenching at 1.8m in width.
- 3.2 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 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 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 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.

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 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 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 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 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 HER 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 HER Officer regarding the requirements for the deposition of the archive (conservation, ordering, organisation, labelling, marking and storage) of excavated material and the archive.
- 5.12 The site archive is to be deposited with the County HER 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 SCCAS/CT, by the end of the calendar year in which the evaluation work takes place, whichever is the sooner.
- 5.14 County HER sheets must be completed, as per the County HER 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 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.
- 5.16 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 County HER. 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: 14 January 2008
StreetFarmBarn_Tunstall2008

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.