

ARCHAEOLOGICAL MONITORING REPORT

Brook Farm, Beyton BEY 006

A REPORT ON THE ARCHAEOLOGICAL RECORDING, 2008
(Planning app. nos. 0396/06/FUL and 0394/06/FUL)

Suffolk County Council
Archaeological Service

D.Gill
Field Team
Suffolk C.C. Archaeological Service

© June 2008

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Contents

List of Figures
Summary
SMR Information

Introduction

Background

Methodology

Results

Finds Evidence

Discussion

Conclusions

References

Appendices

1. Brief and Specification

List of Figures

1. Site location plan
2. First Edition Ordnance Survey 1880
3. Monitored Areas
4. Site plan, area of the extension
5. Excavated sections within area of extension
6. Plan of cart lodge footing
7. Plan and sections, cart lodge site

PSIA Summary

Beyton, Brook Farmhouse (TL 9398 6275)

Monitoring of ground works at the moated, Grade II listed, Brook Farmhouse, Beyton recorded well-preserved archaeological deposits. On the moat platform a yard surface and postholes associated with a 16th century extension to the original medieval house, overlay a medieval garden soil. A medieval ditch dividing the platform and probably originally separating the garden from the house produced 12-14th century pottery.

Off the moat, the footings of a 19th century granary, a medieval field ditch and a yard surface and postholes dating to 17-18th century were recorded.

David Gill for SCCAS and Mr and Mrs R Martin (landowners). SCCAS Report No 2008/119

SMR information

Planning application no. 0396/06/FUL and 0394/06/FUL
Date of fieldwork: October 2007 and February 2008
Grid Reference: TL 9398 6275
Funding body: Mr and Mrs R Martin (landowners)
OASIS Ref: Suffolkc1-43477

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Introduction

A series of visits were made to Brook Farmhouse, Beyton, to monitor ground works associated with the construction of an extension to the rear of the existing house, a Grade II listed building, and the construction of a cart lodge. The two phases of the development were under separate planning application (Nos 0396/06/FUL and 0394/06/FUL) and individual briefs and specifications were issued by Bob Carr and Jess Tipper of Suffolk County Council Archaeological Service Field for each phase of work (Appendices 1 and 2). The cart lodge was constructed on the footprint of a former 19th century granary, which was demolished to make way for the new building. A building survey by architectural historian Leigh Alston was completed in advance of demolition and has been reported separately.

The monitoring was undertaken during October 2007 and February 2008 by members of Suffolk County Council Archaeological Service Field Team and commissioned by architects Sheppard & Co. on behalf of the landowners Mr and Mrs R. Martin.

Background

Brook Farmhouse stands within a medieval moated enclosure (BEY001) situated at TL 9398 6275 on the 60m contour; the surface geology is gravel sand and clay.

The site is on the periphery of the current village (formerly known as Beyton Green) which is focused around the medieval green. It is located on the road to Drinkstone, which rises out of the village from the corner of the green. The Late Saxon Church also outlies the modern settlement pattern and is situated on the road that exits the green from the adjacent corner, and leads to Hessett. The church lies c.0.5km to the west of the site. The site relationship to these landmarks in the medieval landscape can be better seen on the first edition Ordnance Survey map 1880 (Fig. 2).

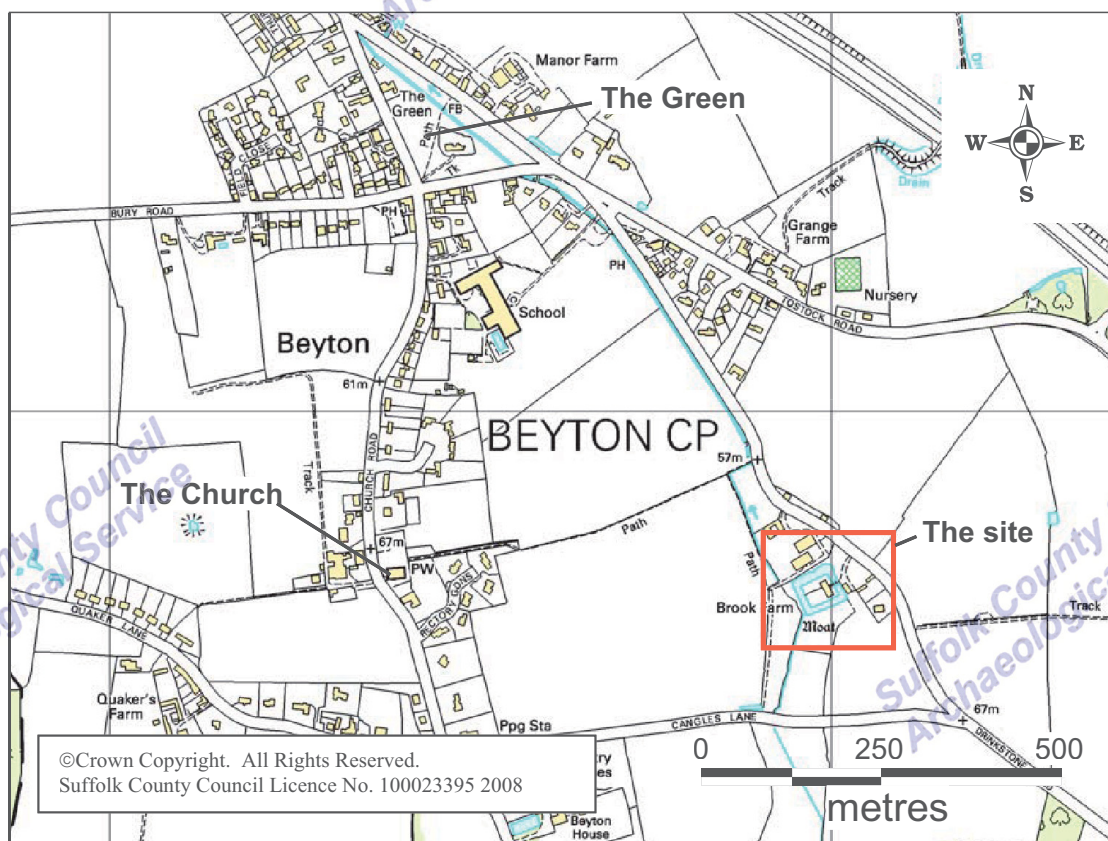
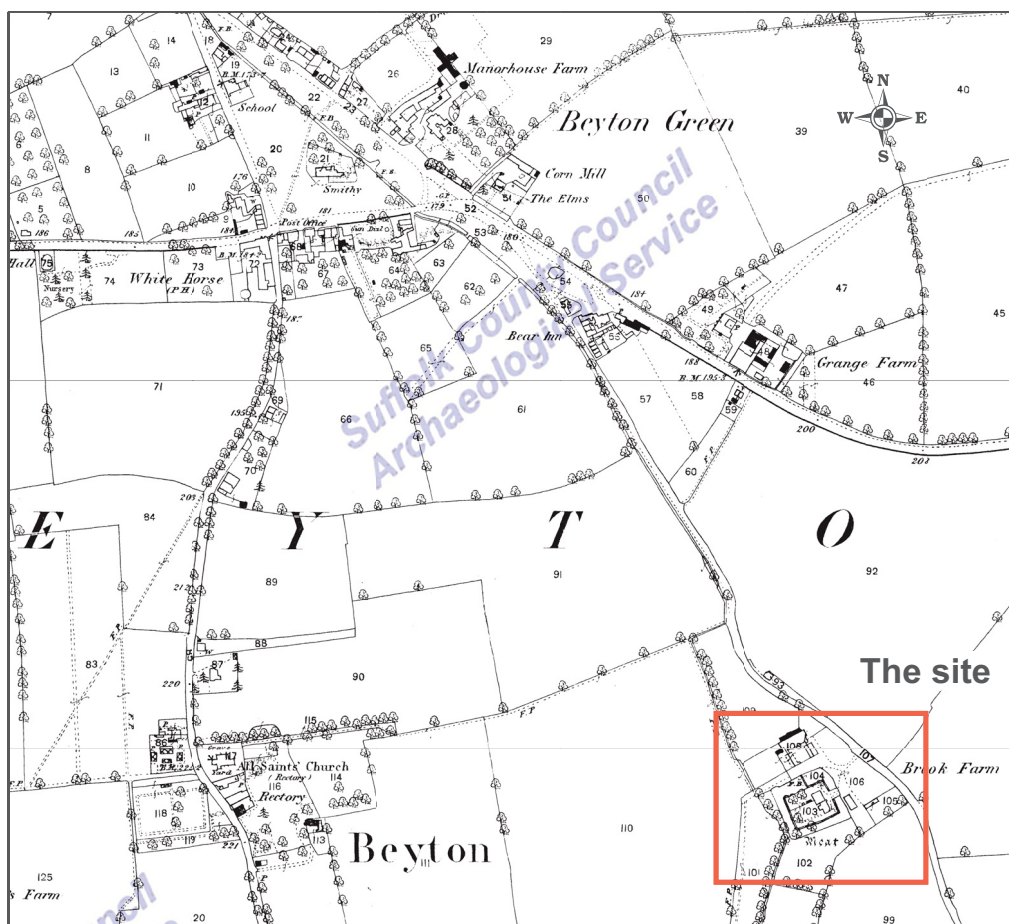


Figure 1. Site location plan

It is likely that the church was formerly the centre of the late Saxon/early medieval village with the green and the moated site being on the margins of the early settlement at their creation around the 12th century. This 'backlands' location is typical of moated enclosures which are generally sited outside of the settlement. The moat would provide a secure site, protecting stock from rustlers or predators. In the medieval mind the possession of a defended residence was closely linked with concepts of lordship or social status (Martin 1999).

The farmhouse itself is Grade II listed (LBS number 281106). The listing dates from 1988 and describes the building as a former farmhouse with a medieval core containing many components from an open hall. A two celled range constructed in close-studding was added in the mid 16th century and diamond mullioned windows (now blocked), and a four-centred arched doorway survive from this period. The building was subsequently much altered in the early 17th and early 19th centuries.

The cart lodge was adjacent to but outside the moat in an area formerly described as the horse meadow.



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Figure 2. First Edition Ordnance Survey 1880

Methodology

House Extension

The ground surface over the footprint of the extension to the house had been reduced to formation level when SCCAS were first alerted to the start of work. Once the protocol was established the contractors appraised SCCAS of all stages of excavation work. This had removed the topsoil, which had been stockpiled on the site, exposing the top of the archaeological horizon; a layer of redeposited gravel and clay into which features were cut. The surface was cleaned and planned at 1:20 and the features exposed sampled by hand excavation in an effort to

determine their date and character. Although it was apparent that earlier archaeological levels existed beneath the gravel no deep excavation was undertaken within the wall lines as these levels were not to be disturbed by the proposed development.

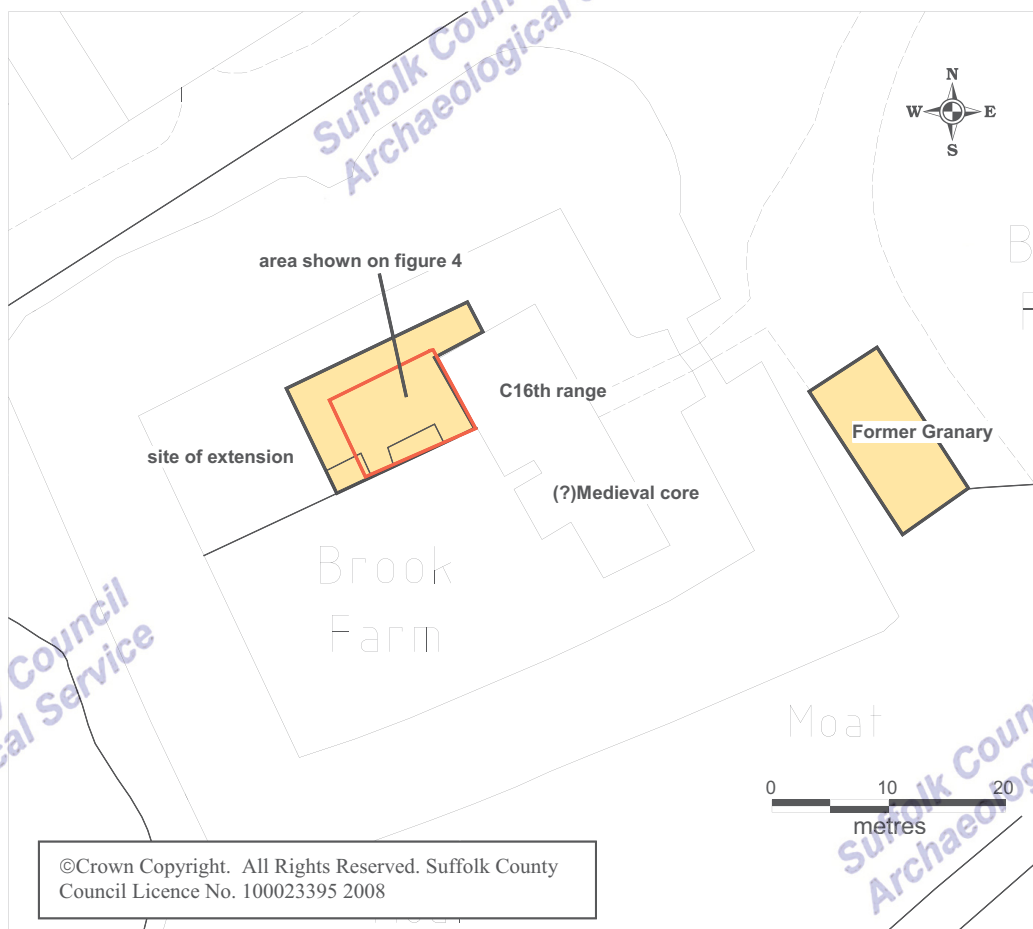
The footing trenches for the external and partition walls were excavated in the presence of the monitoring archaeologist.

Cart Lodge

The former granary that occupied the site of the cart lodge was demolished to the existing ground level after survey. The site was visited at this stage to record the footings and any potential earlier floors that would have been obscured by a concrete floor at the time of the building survey.

The footing were subsequently grubbed out and the ground level reduced to formation level. This and the excavation of the footing trenches were monitored.

The plans on site were drawn at 1:20 and 1:50 as appropriate, and all sections at 1:20. The site plans have been converted to Mapinfo tables and plotted against the OS grid to produce the drawings for the report. Digital photographs were routinely taken throughout the project. All pre-modern finds were retained for analysis and the site data has been input onto an MS Access database. The finds and site records have been archived in the small and main stores of Suffolk County Council Archaeological Service at Bury St Edmunds and with the County Sites and Monuments Record under the parish code BEY 006. A copy of the report has been lodged with the OASIS on-line database (ref suffolkc1 43477).



Results

Extension to the rear of the house

A plan of the excavation on the site of the proposed extension is shown in Figures 3 and 4. The site was to the side and rear (north and west side) of the 16th century range; in an area central to the north half of the moat platform.

The site was planned after the removal of a layer of *c.*300mm of dark loam, which exposed a spread, 0010, made up of a mix of gravel, clay silt and chalk. This was redeposited material deliberately laid down to create a yard surface and is likely to date to the early post-medieval period. This appeared to extend over the whole of the development area but at the western end of the site the surface sloped away and it was concealed by the remains of the topsoil, 0011. However, its continuing extent was evidenced in the sides of the excavated footing trenches (Fig. 5).

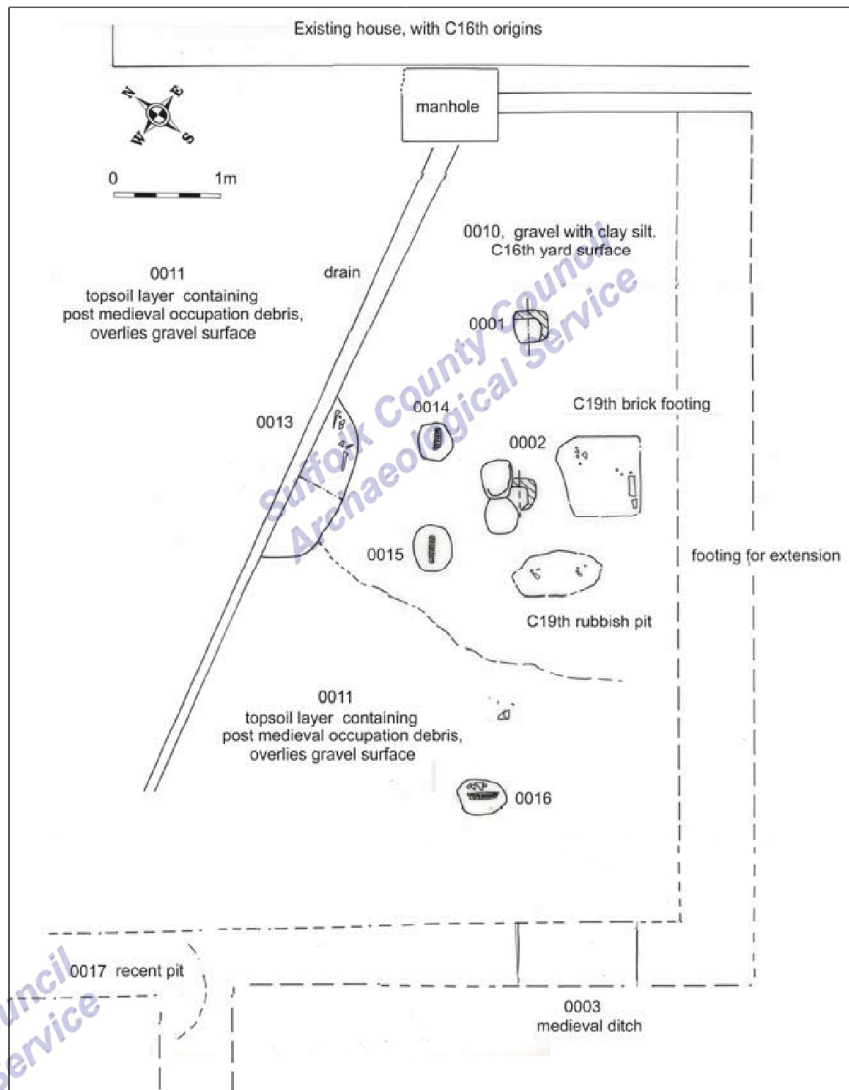


Figure 4. Site plan, area of the extension

Cutting the gravel were a number of features, these included obviously late features containing post Victorian material, a pet burial (0013) and postholes from at least two distinct structures. The postholes of one of the structures (0014-0016) were relatively recent and contained the remains of planks, and coal was recorded in the packing of 0016.

The second structure, represented by postholes 0001 and 0002 was earlier and the postholes were packed with a daub or clay lump rubble. The shape of the packing suggested that the postholes

had contained square-sectioned, flat-bottomed posts that were shallow set. Posthole 0001 produced a sherd of glazed earthenware pottery dating to 16th-18th century pottery, this and the daub-like packing suggests that the posthole may represent a structure built early in the life of the mid 16th century addition to the medieval house.

The gravel surface sealed a buried soil layer 0012; this was only seen in section but was recorded in all of the footing trenches (Fig. 5). 0012 was a well-worked garden soil which was flecked with burnt clay daub and oyster shell. No positively datable material was recovered from this layer but it contained none of the post medieval debris that was observed in the layers above the gravel. One early feature, a ditch 0003 was recorded in the footing trenches. This was sealed by the gravel layer 0010 but cut the buried soil 0012. The ditch ran E-W, was 1.1m wide with a steep-sided cut and was 0.6m deep from the base of the gravel. The ditch was filled in two stages with a dark silt the basal layer separated from the final fill by a deposit of clay and chalk. Finds from the base of the feature dated to late 12th-14th century.

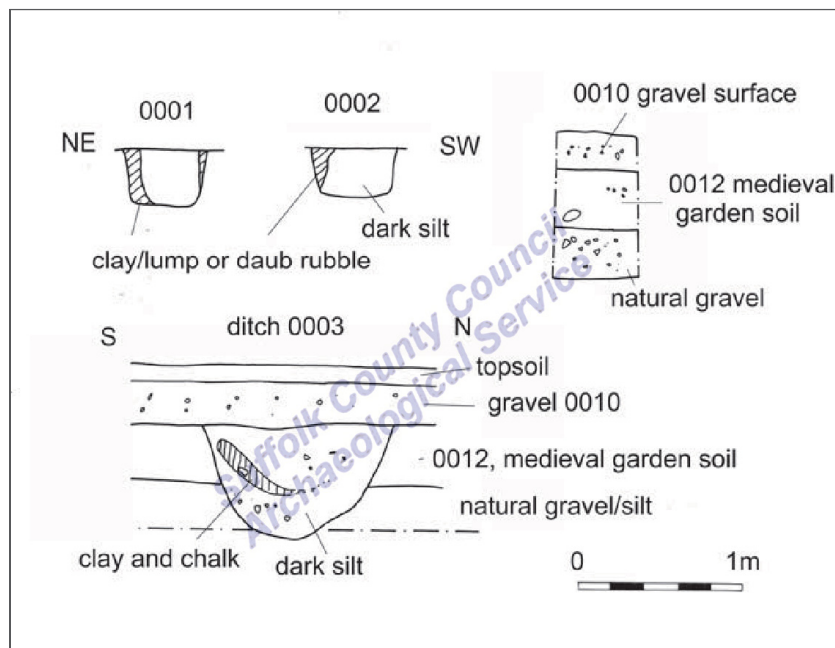


Figure 5. Excavated sections within area of extension

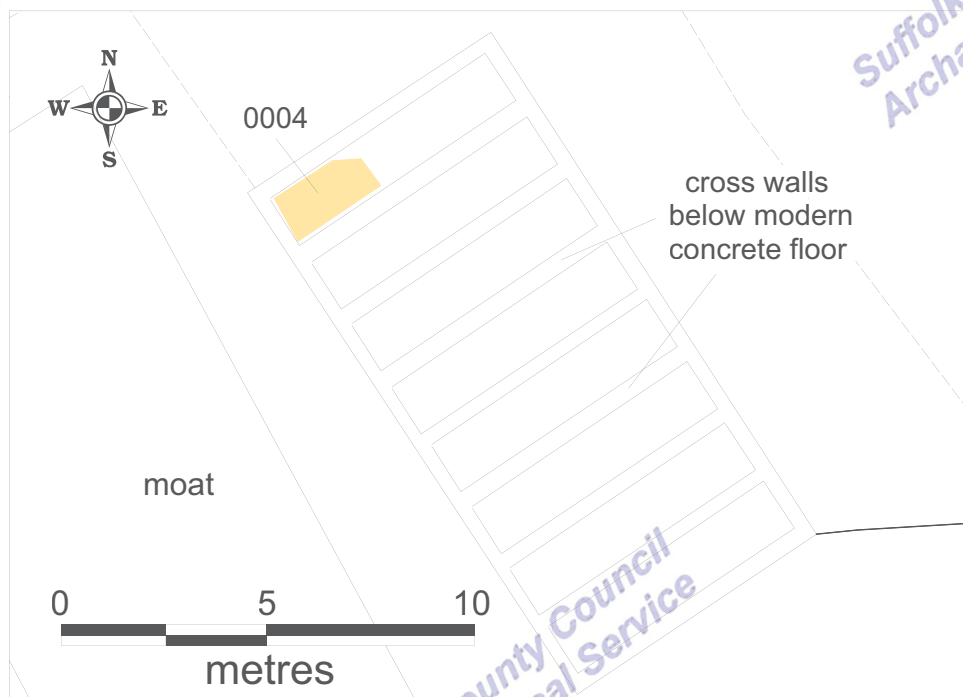
Cart lodge

Figure 6 shows a plan of the footings of the granary at ground level and was drawn after the demolition of the building and the removal of the concrete floor. The plan records the remaining stubs of the dwarf cross walls. These were constructed of mortared flint with the junction with the side walls constructed in brick. Both the external walls and the cross walls were raised off nominal footings and only one or two courses of flint (12-15cms in height) remained. Before the modern concrete floor was laid the cross walls would have originally extended to the top of the brick plinth and would have supported the elevated floor of the granary. When the building was standing, the scars where the cross wall had been removed could still be seen between the arches in the brick plinth.

The spaces between the walls were largely infilled with mortar rubble from the original demolition of the cross walls. At the north west end of the building the first and second bays between the cross walls, 0004, were packed with shoes and boots. These numbered approximately 20 items and were mainly made of up of leather work boots but also included men's and women's dress shoes which dated from the late 19th – early 20th century.

Glass bottles with a similar date range to the shoes were also found. A boot and those bottles in which the product name was moulded, were retained for analysis (see finds chapter).

The footings were grubbed out and the ground level reduced. The soil profile over the site was recorded in the section of a ditch (0005, see below and Fig. 7), which shows that the ground level around the granary had been built up. The existing topsoil was imported to bury a layer of clinker and cinder which was probably laid to create a yard surface. The original (C19th) topsoil layer was truncated and occurred 400mm and 500mm below the present surface.



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Figure 6. Plan of cart lodge footing

Archaeological features were recorded cutting the subsoil below the overburden and a plan of the feature is shown in Figure 7

A 2.9m wide and 1.2m deep ditch, 0005, was recorded running NE-SW across the south end of the site. The ditch was cut from immediately below the topsoil, it had gently sloping sides and a distinct slot at the base where it had been repeatedly cleaned out. It was infilled with a homogenous fine clay silt; there was no evidence of backfilling and the complete absence of finds suggests that the feature may have infilled through natural silting.

The ditch was cut by a substantial posthole 0006; the section shows that the hole was packed around its edges with fragments of glazed pantile and handmade bricks. The space between the packing suggests a post of *c.*300mm across and set at least 500mm into the ground. The packing material dates the 17th century but is reused in this context. Posthole 0007 was similar in character suggesting that these were paired within a structure.

A pair of postholes, 0018 and 0019, were also recorded against the NE edge of the site. These were cut from close to the surface and shallow set, they were unlike 0006 and 0007 and, though not dated by finds, thought to relatively recent.

A possible yard or track surface made up of packed flint, crushed pantile and brick was recorded at the NW corner of the site. The surface had a straight edge on the NE side suggesting that this was the full extent of the surface in this direction. Tile and brick within its make up were broadly contemporary with the packing material of the postholes and the extent of surface appeared to respect the postholes position indicating that the two may be associated.

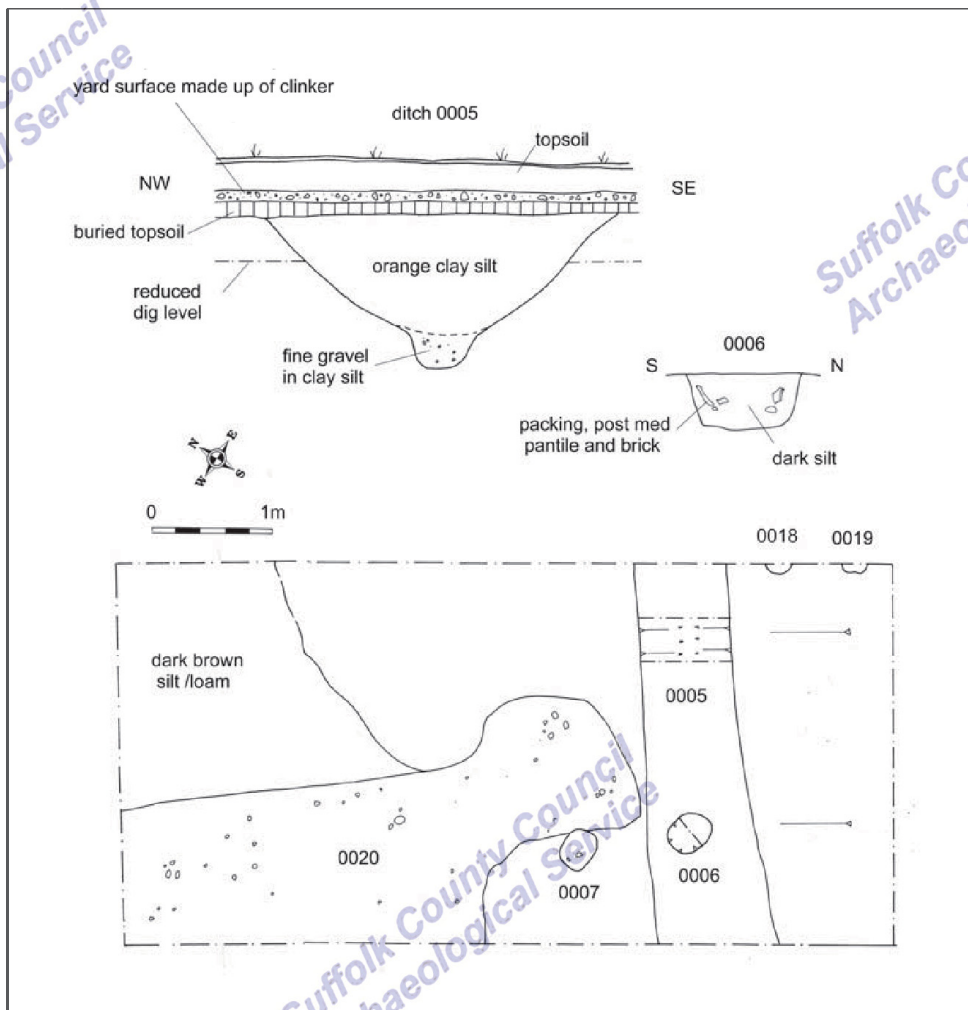


Figure 7. Plan and sections, cart lodge site

Finds Evidence by Richenda Goffin

Introduction

Finds were collected from three contexts, as shown in the table below.

OP	Pottery		CBM		Mortar		Glass		Miscellaneous	Spotdate
	No.	Wt/g	No.	Wt/g	No.	Wt/g	No.	Wt/g		
0001	1	16			12	67				16th-18th C
0003	1	33								L12th-14th C
0004							3	953	1 leather shoe	19th C +
0006			9	935						17th C +
Total	2	49	9	935	12	67	3	953		

Pottery

Two fragments of pottery were recovered from the monitoring (0.049kg). A single fragment of Glazed red earthenware dating to the 16th-18th century was recovered from a posthole. A large sooted fragment of medieval coarseware in a fine sandy light grey fabric with reddish brown internal margin was present in ditch fill 0003 (L12th-14th century).

Ceramic building material

Three pieces of glazed pantile were identified in pitfill 0006, with a small fragment of unglazed reduced pantile dating from the 17th century. A pegtile made in red-firing clay was also present, together with a fragment of re-used and heavily mortared brick with no complete dimensions. It is made from a medium sandy fabric with ferrous inclusions and is also post-medieval.

Mortar

Twelve small fragments of mortar, some of which have a flat surface facing, were collected from 0001. The mortar is off-white, soft and limey with a low proportion of sand in the matrix and occasional flint inclusions. The fragments do not have a fine plaster layer over the mortar, but some of them appear to have been whitewashed. The remains of timber impressions are still visible on the reverse of some fragments. Although the mortar cannot be dated, it is likely to be post-medieval rather than earlier.

Post-medieval bottle glass

A sample of three post-medieval bottles was taken from a deposit 0004 underneath the floor of the granary. A light green glass bottle of liniment embossed with 'Elliman's Embrocation', complete with glass and cork stopper was collected. In addition a small clear glass bottle embossed with 'The Cambridge Lemonade' on one side and 'Chivers & Sons Ltd Histon Cambridge', and a complete moulded cordial or mineral bottle embossed with the brand name of 'Idris London' was also retained. The bottles are likely to date to the second half of the 19th century, perhaps pre-1872, which is the date that the internal screw stopper was invented (Hedges 1996). However very similar bottles of Elliman's embrocation were still in use in the twentieth century.

Leather footwear

A number of items of footwear were also discovered under the floor of the granary, only one of which was retained (from 0004). It is a sturdy leather boot for the left foot, approximately sized 8/9. It has a reinforced leather toecap, with another band of reinforcing leather over the front of the foot and one running up the back of the upper. The boot has been fastened with several copper alloy eyelets through which the remains of a bootlace can still be seen. The leather sole is attached to the upper with a series of small copper nails which run all the way around the inside. In addition, two strengthening leather(?) bands forming additional treads for improving grip have been attached on the front part of the shoe sole, this time with small iron nails. Two circular discs with nails attaching them to the sole, have also been added towards the back of the sole, presumably for the same purpose. It is most likely to be a workman's boot discarded in the nineteenth century.

Discussion of the finds evidence

Only a small sherd of medieval pottery was recovered from the monitoring, with the remainder of the finds dating to the post-medieval period. It seems likely that the artefacts deposited under the floor of the granary are the discarded containers for the soothing of tired muscles and for the refreshment of labourers working on the farm in the late 19th century.

Discussion

The monitoring demonstrated that well-preserved archaeological deposits survive on the moat platform. To the rear of the present house the ground surface has been built up, and an early buried topsoil remains and the potential for surviving medieval features is high.

The design of the current development was such that only the upper part of the archaeological horizon was exposed. This, however, revealed an external (probable yard) surface and an insubstantial post built structure that were likely to have been laid down and constructed when the house was extended in the 16th century. Later postholes were also recorded and these relate to the partitioning of the garden and probably the out-buildings shown on the 1880 OS map (Fig.2).

The earliest datable archaeological feature on the site was ditch 0003. It was only seen in a footing trench but produced pottery dating to 12th-14th century and this is contemporary with the great moat building period between 1200-1325. The suggested 16th century yard surface sealed the ditch and a garden soil. The garden soil was not dated by finds but was cut by the ditch suggesting an early date for this soil layer and that at least part of the medieval garden survives. The area of the moat platform would have been partitioned into service yards and gardens and it is likely that the ditch represents one of these medieval divisions. This suggests that the gardens were laid out on the north half of the moat platform, and this corresponds with the suggested layout of the house, which places the earliest fragments of the building on the southern half.

The monitoring of the cart lodge site provided more details of the former granary. The features below the granary are associated with the farmyard and as today, the farmyard and outbuilding would have been sited off the moat. The recorded ditch was undated but infilled by the end of the 18th century, however it aligns with the south arm of the moat so is unlikely to predate the 12th/14th century. The ditch is probably a medieval field boundary and the direction of the slope of the ground indicates that this would have drained into the moat.

The collection of shoes below the floor is interesting as often footwear is deposited in the voids of buildings as one of many superstitions that are believed to protect the building from evil. These beliefs date back to the age of witchcraft in the 16th-17th century but the tradition is often observed to have been maintained into the very recent past, although alternatively in this case the arched spaces under the floor of the granary would naturally attract junk.

Conclusions

The monitoring has shown that an archaeological level contemporary with the moat survives on the site and, due to its depth, that it has been largely unaffected by the current development.

References

- Hedges, A., 1996, *Bottles and bottle collecting*, Shire Publications
- Martin, E., 1999, 'Medieval Moats' in *Suffolk Historic Atlas*. Suffolk County Council

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SUFFOLK COUNTY COUNCIL

ARCHAEOLOGICAL SERVICE - CONSERVATION TEAM

Brief and Specification for Archaeological Recording and Monitoring of Development**BROOK FARM, DRINKSTONE ROAD, BEYTON, SUFFOLK, IP30 9AQ**

Although this document is fundamental to the work of the specialist archaeological contractor the developer should be aware that certain of its requirements are likely to impinge upon the working practices of a general building contractor and may have financial implications.

1. Background

- 1.1 Planning permission for the demolition of a historic farm building and construction of a carport at Brook Farm, Drinkstone Road, Beyton, Suffolk, IP30 9AQ (TM 9401 6275), has been granted by Mid Suffolk District Council conditional upon an acceptable programme of archaeological work being carried out (application 0394/06/FUL). The local planning authority have been advised that the building is important and will need to be recorded before development. In addition, areas of ground disturbance will be recorded by archaeological monitoring.
- 1.2 This application concerns the demolition of a historic farm building that lies within the curtilage of a Grade II Listed Building of special architectural and historic interest, which has a medieval core, with alterations dating to the mid sixteenth, early seventeenth and early nineteenth centuries (Listed Building 281106). A recent policy statement on historic farm buildings by English Heritage and the Countryside Agency, endorsed by English Nature and the Rural Development Service (*Living buildings in a living landscape: finding a future for traditional farm buildings*, 2006 – available at www.helm/org.uk) advises that recording of such structures before conversion works is desirable. The building will retain important archaeological information concerning the construction, character, date, context and use. In addition, any groundworks associated with the construction of the new carport would cause significant ground disturbance that has potential to damage any archaeological deposit that exists.
- 1.3 In addition, the application lies in an area of archaeological importance recorded in the County Historic Environment Record, on the edge of a medieval moated enclosure (BEY 001). There is high potential for encountering medieval occupation deposits at this location. The proposed works would cause significant ground disturbance that has potential to damage any archaeological deposit that exists.
- 1.4 In accordance with the standards and guidance produced by the Institute of Field Archaeologists this brief should not be considered sufficient to enable the total execution of the project. Detailed standards, information and guidance to supplement this brief are to be found in *Understanding Historic Buildings; A guide to good recording practice* (English Heritage 2006) and *Standard and Guidance for the archaeological investigation and recording of standing buildings or structures* (Institute of Field Archaeologists 2001). Technical standards, applicable to detailed survey, are covered by *Metric Survey Specification for English Heritage* (English Heritage 2000). Written Scheme of Investigation (WSI) based upon this brief and the accompanying outline specification of minimum requirements, is an essential requirement. This must be submitted by the developers, or their agent, to the Conservation Team of the Archaeological Service of Suffolk County Council (Shire Hall, Bury St Edmunds IP33 2AR; telephone/fax: 01284 352443) for approval. The work must not commence until this office has approved both the archaeological contractor as suitable to undertake the work, and the WSI as satisfactory. The WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the planning condition will be adequately met.

- 1.5 Before commencing work the project manager must carry out a risk assessment and liaise with the site owner, client and the Conservation Team of SCCAS (SCCAS/CT) in ensuring that all potential risks are minimised.
- 1.6 It is the archaeological contractor's responsibility to ensure that adequate resources are available to fulfill the Brief.

2. Brief for Archaeological Recording

- 2.1 Historic building and archaeological recording, as specified in Sections 3 and 4, is to be carried out prior to and during conversion.
- 2.2 The objective will be to compile a descriptive record (English Heritage Level 2) of the building before demolition takes place.
- 2.3 The excavation of building footing trenches, service trenches and replacement of internal floors, and also any topsoil stripping and levelling associated with the construction of carport, as well as any other works that might disturb below-ground archaeological remains, are to be observed during stripping and after they have been excavated. Adequate time is to be allowed for archaeological recording of archaeological deposits during excavation, and of soil sections following excavation.
- 2.4 The academic objective will be to provide a detailed understanding of the nature and development of the building, and to provide the historical context, development and significance of the building. There is also the potential to produce evidence for medieval, and possibly earlier, occupation of the site.

3. Specification for Archaeological Recording

The survey methodology will form part of the WSI and is to be agreed in detail before the project commences; defined minimum criteria in this outline are to be met or exceeded. Any variation from these standards can only be made by agreement with SCCAS/CT, and must be confirmed in writing.

- 3.1 English Heritage Level 2 recording will cover both the interior and exterior of the building. Both the exterior and interior will be viewed, described and photographed.
- 3.2 A block plan should be produced of the site, to locate the building in relation to other buildings on the site. The main components of the complex shall be numbered for reference in the report.
- 3.3 A historical document search (documentary, cartographic and pictorial) should be undertaken to situate the history of the farm building within the immediate local context.
- 3.4 The record will present conclusions regarding the location, form, date, development and use of the building.

4. Specification for Monitoring of Groundworks

- 4.1 The developer shall afford access at all reasonable times to both SCCAS/CT and the contracted archaeologist to allow archaeological observation of building and engineering operations which disturb the ground.
- 4.2 Opportunity must be given to the contracted archaeologist to hand excavate any discrete archaeological features which appear during earth moving operations, retrieve finds and make measured records as necessary. Where it is necessary to see archaeological detail one of the soil faces is to be trowelled clean.
- 4.3 In the case of footing and main service trenches unimpeded access of trench must be allowed for archaeological recording before concreting or building begin. Where it is necessary to see archaeological detail one of the soil faces is to be trowelled clean. In the case of the topsoil

stripping and levelling unimpeded access of trench must be allowed for archaeological recording before concreting or building begin.

- 4.4 If unexpected remains are encountered SCCAS/CT must be informed immediately. Amendments to this specification may be made to ensure adequate provision for archaeological recording.
- 4.5 All archaeological features exposed must be planned at a minimum scale of 1:50 on a plan showing the proposed layout of the development.
- 4.6 All contexts must be numbered and finds recorded by context. All levels should relate to Ordnance Datum.
- 4.7 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. 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.
- 4.8 All finds will be collected and processed (unless variations in this principle are agreed with SCCAS/CT during the course of the evaluation).
- 4.9 The data recording methods and conventions used must be consistent with, and approved by, the County Historic Environment Record (HER).

5. Report Requirements

- 5.1 An archive of all records and finds is to be prepared consistent with the principles of *Management of Archaeological Projects (MAP2)*, particularly Appendix 3. This must be deposited with the County HER within six months of the completion of work. It will then become publicly accessible.
- 5.2 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*. The finds, as an indissoluble part of the site archive, should be deposited with the County HER Officer if the landowner can be persuaded to agree to this. If this is not possible for all or any part of the finds archive, then provision must be made for additional recording (e.g. photography, illustration, analysis) as appropriate. Account must be taken of any requirements the County HER may have regarding the conservation, ordering, organisation, labelling, marking and storage of excavated material and the archive.
- 5.3 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.
- 5.4 A report on the fieldwork and archive, consistent with the principles of *MAP2*, particularly Appendix 4, must be provided. The report must summarise the methodology employed, the stratigraphic sequence, and give a period by period description of the contexts recorded, and an inventory of finds. The objective account of the archaeological evidence must be clearly distinguished from its interpretation. The Report must include a discussion and an assessment of the archaeological evidence, including palaeoenvironmental remains recovered from palaeosols and cut features. Its conclusions must include a clear statement of the archaeological value of the results, and their significance in the context of the Regional Research Framework (*East Anglian Archaeology*, Occasional Papers 3 & 8, 1997 and 2000).
- 5.5 Two hard copies, as well as a digital copy, of the report must be presented to SCCAS/CT and a single copy to the Mid Suffolk Conservation Officer for approval within six months of the completion of fieldwork unless other arrangements are negotiated with the project sponsor and SCCAS/CT.
- 5.6 A summary report, in the established format, suitable for inclusion in the annual 'Archaeology in Suffolk' section of the *Proceedings of the Suffolk Institute of Archaeology*, must be prepared and included in the project report.

- 5.7 County HER sheets must be completed, as per the County HER manual, for all sites where archaeological finds and/or features are located.
- 5.8 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 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.
- 5.9 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.
- 5.10 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

Suffolk County Council
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Suffolk IP33 2AR

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Date: 30 October 2007

Reference: /BrookFarm-Beyton2007

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.

SUFFOLK COUNTY COUNCIL

ARCHAEOLOGICAL SERVICE - CONSERVATION TEAM

Brief and Specification for Archaeological Monitoring of Development

BROOK FARM, DRINKSTONE ROAD, BEYTON, SUFFOLK

Although this document is fundamental to the work of the specialist archaeological contractor the developer should be aware that certain of its requirements are likely to impinge upon the working practices of a general building contractor and may have financial implications.

1. Background

- 1.1 Planning permission to erect a new annexe with garden room and study over detached cartlodge at Brook Farm, Drinkstone Road, Beyton, Suffolk IP30 9AQ (TL 9398 6275), has been granted by Mid Suffolk District Council conditional upon an acceptable programme of archaeological work being carried out (application 0396/06). Assessment of the available archaeological evidence indicates that the area affected by development can be adequately recorded by continuous archaeological monitoring. **(Please contact the developer for an accurate plan of the development).**
- 1.2 The application lies in an area of archaeological importance, recorded in the County Historic Environment Record (HER). The proposed annex lies within a medieval moated enclosure (BEY 001) while the proposed cartlodge lies immediately to the east of the enclosure. There is high potential for encountering medieval occupation deposits at this location. The proposed works would cause significant ground disturbance that has potential to damage any archaeological deposit that exists.
- 1.3 In accordance with the standards and guidance produced by the Institute of Field Archaeologists this brief should not be considered sufficient to enable the total execution of the project. A Written Scheme of Investigation (WSI) based upon this brief and the accompanying outline specification of minimum requirements, is an essential requirement. This must be submitted by the developers, or their agent, to the Conservation Team of the Archaeological Service of Suffolk County Council (Shire Hall, Bury St Edmunds IP33 2AR; telephone/fax: 01284 352443) for approval. The work must not commence until this office has approved both the archaeological contractor as suitable to undertake the work, and the WSI as satisfactory. The WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the planning condition will be adequately met.
- 1.4 Before commencing work the project manager must carry out a risk assessment and liaise with the site owner, client and the Conservation Team of SCCAS (SCCAS/CT) in ensuring that all potential risks are minimised.
- 1.5 All arrangements for the excavation of the site, the timing of the work, access to the site, the definition of the precise area of landholding and area for proposed development are to be defined and negotiated by the archaeological contractor with the commissioning body.
- 1.6 The responsibility for identifying any constraints on field-work (e.g. Scheduled Monument status, Listed Building status, public utilities or other services, tree preservation orders, 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.

- 1.7 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.
- 1.8 The Institute of Field Archaeologists' *Standard and Guidance for an archaeological watching brief* (revised 2001) should be used for additional guidance in the execution of the project and in drawing up the report.

2. Brief for Archaeological Monitoring

- 2.1 To provide a record of archaeological deposits which are damaged or removed by any development [including services and landscaping] permitted by the current planning consent.
- 2.2 The significant archaeologically damaging activity in this proposal is the ground works associated with the erection of the new annexe (which measures c. 11.00 x 5.50m in area), and the cartlodge (which measures c. 13.50 x 7.00m in area) and associated yard and re-aligned access. These, and also the upcast soil, are to be closely monitored during and after they have been excavated by the building contractor. Adequate time is to be allowed for archaeological recording of archaeological deposits during excavation, and of soil sections following excavation.

3. Arrangements for Monitoring

- 3.1 To carry out the monitoring work the developer will appoint an archaeologist (the archaeological contractor) who must be approved by SCCAS/CT.
- 3.2 The developer or his contracted archaeologist will give SCCAS/CT five working days notice of the commencement of ground works on the site, in order that the work of the archaeological contractor may be monitored. The method and form of development will also be monitored to ensure that it conforms to previously agreed locations and techniques upon which this brief is based.
- 3.3 Allowance must be made to cover archaeological costs incurred in monitoring the development works by the contract archaeologist. The size of the contingency should be estimated by the approved archaeological contractor, based upon the outline works in this Brief and Specification and the building contractor's programme of works and time-table.
- 3.4 If unexpected remains are encountered SCCAS/CT must be informed immediately. Amendments to this specification may be made to ensure adequate provision for archaeological recording.

4. Specification

- 4.1 The developer shall afford access at all reasonable times to SCCAS/CT and the contracted archaeologist to allow archaeological monitoring of building and engineering operations which disturb the ground.
- 4.2 Opportunity must be given to the contracted archaeologist to hand excavate any discrete archaeological features which appear during earth moving operations, retrieve finds and make measured records as necessary. Where it is necessary to see archaeological detail one of the soil faces is to be trowelled clean.
- 4.3 All archaeological features exposed must be planned at a scale of 1:20 or 1:50 on a plan showing the proposed layout of the development, depending on the complexity of the data to be recorded. Sections should be drawn at 1:10 or 1:20 again depending on the complexity to be recorded.
- 4.4 A photographic record of the work is to be made of any archaeological features, consisting of both monochrome photographs and colour transparencies/high resolution digital images.
- 4.5 All contexts must be numbered and finds recorded by context. All levels should relate to Ordnance Datum.

- 4.6 Archaeological contexts should, where possible, be sampled for palaeoenvironmental remains. Best practice should allow for sampling of interpretable and datable archaeological deposits and provision should be made for this. Advice on the appropriateness of the proposed strategies will be sought from 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.
- 4.7 All finds will be collected and processed (unless variations in this principle are agreed with SCCAS/CT during the course of the monitoring).
- 4.8 The data recording methods and conventions used must be consistent with, and approved by, the County HER.

5. Report Requirements

- 5.1 An archive of all records and finds is to be prepared consistent with the principles of *Management of Archaeological Projects (MAP2)*, particularly Appendix 3. This must be deposited with the County HER within three months of the completion of work. It will then become publicly accessible.
- 5.2 The project manager must consult the County HER Officer to obtain a HER number for the work. This number will be unique for each project or site and must be clearly marked on any documentation relating to the work.
- 5.3 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*. The project manager should consult the SCC Archive Guidelines 2008 and also the County HER Officer regarding the requirements for the deposition of the archive (conservation, ordering, organisation, labelling, marking and storage) of excavated material and the archive.
- 5.4 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.
- 5.5 A report on the fieldwork and archive, consistent with the principles of *MAP2*, particularly Appendix 4, must be provided. The report must summarise the methodology employed, the stratigraphic sequence, and give a period by period description of the contexts recorded, and an inventory of finds. The objective account of the archaeological evidence must be clearly distinguished from its interpretation. The Report must include a discussion and an assessment of the archaeological evidence, including palaeoenvironmental remains recovered from palaeosols and cut features. Its conclusions must include a clear statement of the archaeological value of the results, and their significance in the context of the Regional Research Framework (*East Anglian Archaeology*, Occasional Papers 3 & 8, 1997 and 2000).
- 5.6 An unbound copy of the assessment report, clearly marked DRAFT, must be presented to SCCAS/CT for approval within six months of the completion of fieldwork unless other arrangements are negotiated with the project sponsor and SCCAS/CT.
- 5.7 Following acceptance, two copies of the assessment report should be submitted to SCCAS/CT. A single hard copy should be presented to the County Historic Environment Record as well as a digital copy of the approved report.
- 5.8 A summary report, in the established format, suitable for inclusion in the annual 'Archaeology in Suffolk' section of the *Proceedings of the Suffolk Institute of Archaeology*, must be prepared and included in the project report.
- 5.9 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.

5.10 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.

5.11 All parts of the OASIS online form must be completed for submission to County HER. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

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This brief and specification remains valid for six months from the above date. If work is not carried out in full within that time this document will lapse; the authority should be notified and a revised brief and specification may be issued.

If the work defined by this brief forms a part of a programme of archaeological work required by a Planning Condition, the results must be considered by the Conservation Team of the Archaeological Service of Suffolk County Council, who have the responsibility for advising the appropriate Planning Authority.