

ARCHAEOLOGICAL MONITORING REPORT

**Greene & Greene, 80 Guildhall Street, Bury St.
Edmunds
BSE 224**

A REPORT ON THE ARCHAEOLOGICAL MONITORING, 2004/2005
(Planning app. no. SE/03/3637/P)

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Field Team
Suffolk C.C. Archaeological Service

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Acknowledgements

This project was funded by Greene & Greene and the archaeological work specified and inspected by Robert Carr (Suffolk County Council Archaeological Service, Conservation Team). The fieldwork was carried out by John Duffy, Dave Gill, James Rolfe and Jonathan Van Jennians from Suffolk County Council Archaeological Service, Field Team. The project was managed by Andrew Tester, who also provided advice during the production of the report.

Finds processing was carried out by Richenda Goffin, Anna West and Gemma Adams and the specialist finds report produced by Richenda Goffin. Figures 3 and 5 were produced by Gemma Adams and Figures 6 and 7 were produced by Sue Holden.

Summary

An archaeological monitoring was undertaken, following evaluation of the site (SCCAS Report 2004/42), on the footing trenches of a new building and a building extension to the rear of 80 Guildhall Street. Well preserved archaeological deposits were identified across the site with most dating to the post-medieval period. These included pits, ditches, walls, yard surfaces and wells. A single earlier pit was also identified which contained several sherds of Thetford-type ware dating to the 10th – 11th century. The monitoring work showed that archaeological deposits are well preserved in this area of Bury St Edmunds with both medieval and post-medieval survival.

SMR information

Planning application no. SE/03/3637/P
Date of fieldwork: December 2004, January, July and September 2005
Grid Reference: TL 8523 6404
Funding body: Greene & Greene
Oasis reference. suffolkc1 - 5945

Introduction

A programme of archaeological works was undertaken to fulfil the planning consent (Planning Application No SE/03/3637/P) for a new building and a building extension on land to the rear of 80 Guildhall Street, Bury St. Edmunds on behalf of Greene and Greene. The archaeological works followed the brief and specification by R. Carr (Suffolk County Council Archaeological Service, Conservation Team) (Appendix 1).

The development site is located within the medieval walled town of Bury St Edmunds in an Area of Archaeological Interest as defined in the Local Plan. It is at the rear of the property fronting onto the medieval street to the east, Guildhall Street, which forms part of the Norman street grid. Along the western edge of the property is the known line of the medieval town defences along the eastern side of St Andrew's Street South. The property to the south is the known site of a medieval chantry. Directly opposite on Guildhall Street is the Guildhall itself (BSE 039) which dates from the 13th century.

Evaluation summary

The evaluation was undertaken on the site in March 2004 with the excavation of two hand dug trenches measuring 2m by 1m. Trench 1 was excavated on the site of the proposed new building and Trench 2 on the site of the proposed extension.

Trench 1 provided evidence of a post-medieval property boundary with a wall running east to west as well as garden landscaping disturbing an earlier medieval layer. Trench 2 identified possible yard surfaces dating from the medieval period but they appeared to have been heavily disturbed by a later ditch.

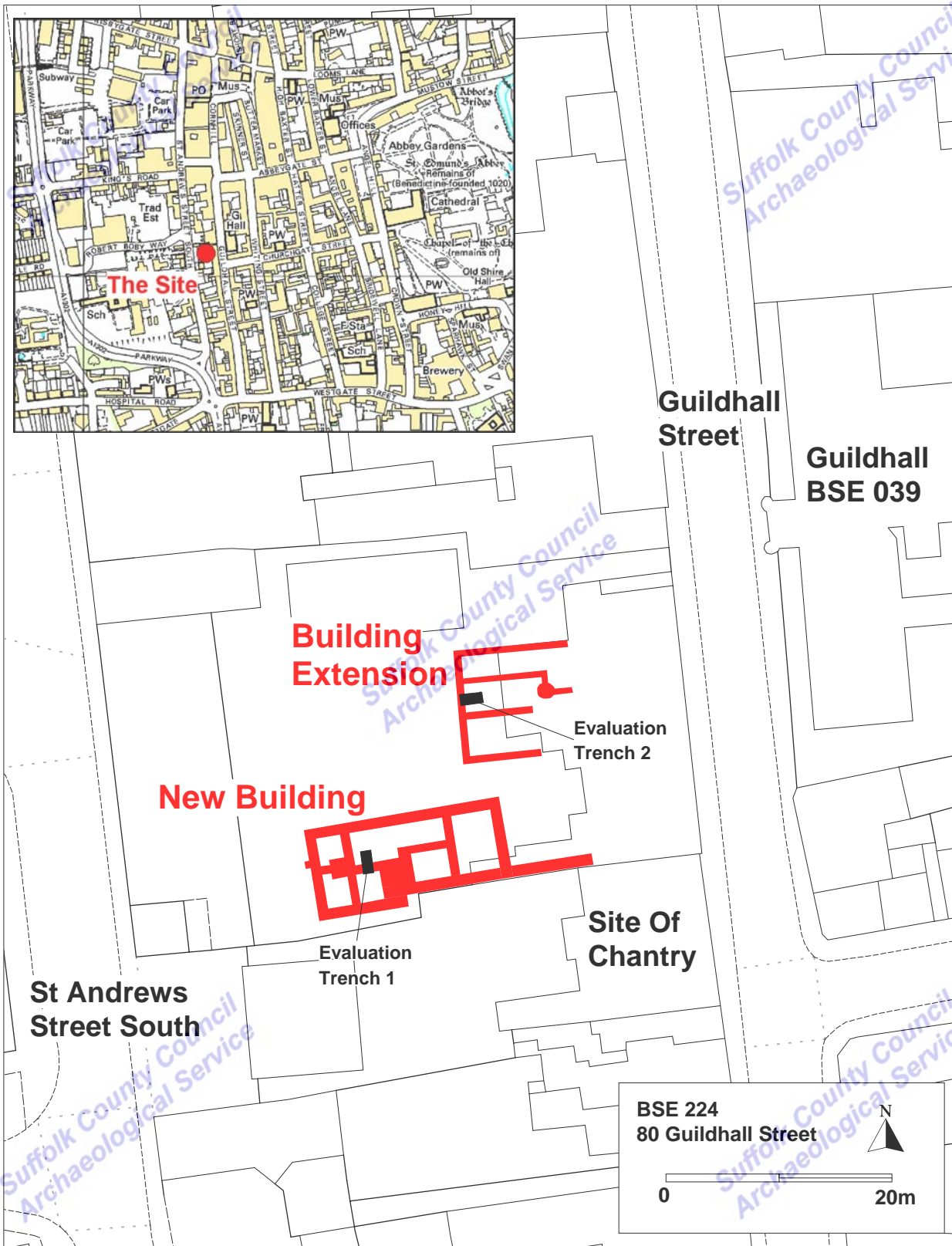
Methodology

The footing trenches were excavated using a 360 degree machine fitted with a toothed bucket. The majority of the trenches were 0.5m wide with some variation based on construction needs. The excavation of the footings were monitored by an experienced archaeologist who then conducted a full programme of recording of any archaeological deposits exposed.

The monitoring work continued on from an archaeological evaluation of the site and was recorded under the same site code (BSE 224). All archaeological features were recorded using a unique number based context recording system. The context numbers also continued on from the evaluation using context numbers 0050 to 0075 for the building extension and context numbers 0100 to 0122 for the new building.

As well as a full written record a drawn record was also produced. Plans and sections of the archaeological contexts were drawn at 1:20 and 1:50 where appropriate. Digital photographs were also taken of all archaeological deposits. Due to the loose and unstable nature of the soil build-up on the site it was sometimes too dangerous to get close enough to draw the archaeological features, and in these cases only a written and photographic record was produced.

The site archive is kept at the County Council Archaeological Store, Shire Hall, Bury St. Edmunds under the Sites and Monuments Record code BSE 224.



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Figure 1. Location plan

Results

The development project called for the excavation of deep footing trenches excavated down onto solid chalk natural for both the new building and the building extension along with a topsoil strip across the area of the new building. The Brief and Specification (Appendix 1) required the footing trenches and the topsoil strip to be constantly monitored by an experienced archaeologist with subsequent excavation of all threatened archaeological deposits. However, after initial stripping to the level required by the development no archaeological deposits were identified and modern overburden remained across the site. It was agreed, in consultation with the planning archaeologist, R. Carr, that no further archaeological work was necessary on this open area.

During the archaeological monitoring several features were identified within the footing trenches for both the new building and the building extension. The features were ten pits, two possible ditches, four walls, four wells and a yard surface.

Monitor of New Building (monitored in December 2004 and January 2005)

A total of eight features and a series of build-up layers to the east were identified within the footing trenches for the construction of a new building (Figure 2). Two sections of the footing trenches were not monitored (Figure 2). Although some surface stripping within the footing plan occurred only the continuation of wall 0105 was visible.

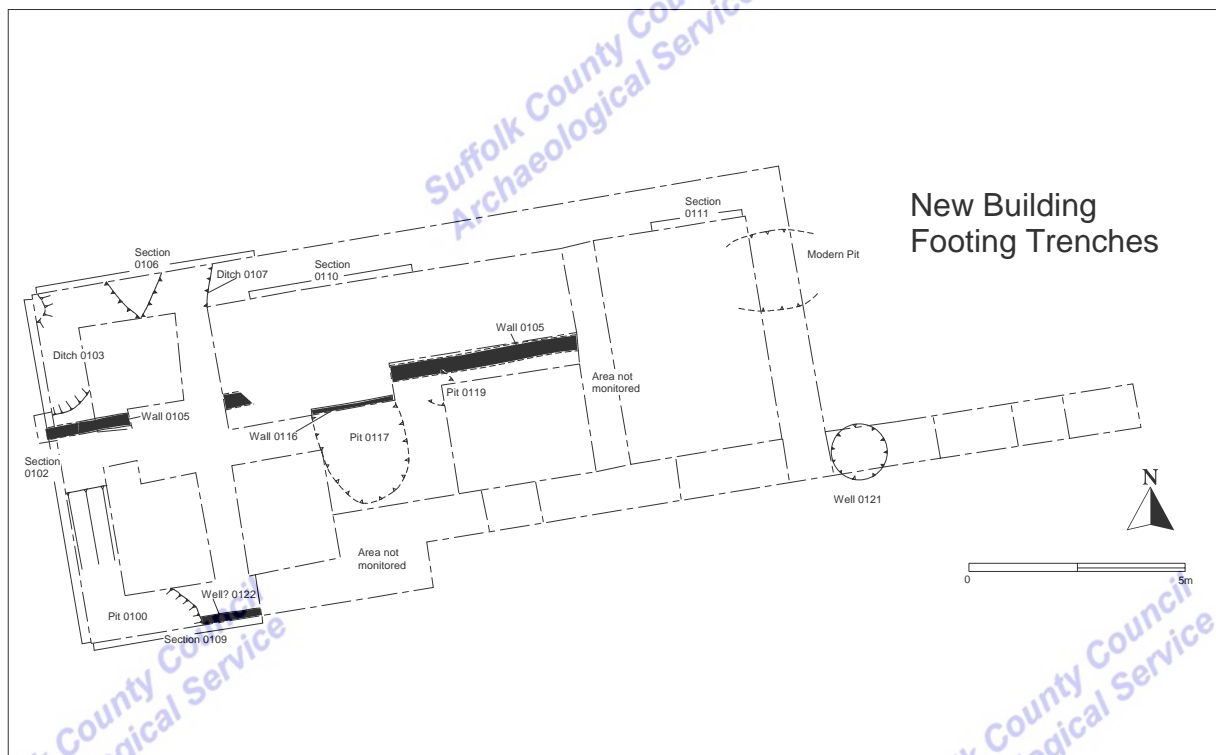


Figure 2. Plan of footing trenches for the new building

Pit 0100 was identified in the south-west corner of the footing trenches. The edges of the pit were near vertical where visible on the eastern side with a gentler slope visible to the north. The pit appeared to have a flat base. The pit was filled by a mid brown silty sand and chalk, 0101. Immediately to the east of this pit were the possible remains of rectangular brick lined pit or well, 0122, which was heavily disturbed within the footing trench. Unfortunately, detailed recording was not possible due to the unstable nature of this section of trench.

Ditch 0103 was curvilinear and was visible in the north-west corner of the footing trench. The ditch was steep-sided with a concave base and was filled by a dark grey/mid brown mixed silty sand (0104) with chalk and tile. It was recorded in sections 0102 and 0106.

Wall 0105 was constructed of flint nodules bound by a yellow mortar and was visible in Section 0102. The wall extends across most of the Phase one trenching area with a visible length of 12.4m, a width of 0.3m and a surviving depth of 0.35m. This appeared to be the same wall remains that were identified in the evaluation and recorded under the number 0006 (BSE 224 – Tester 2004).

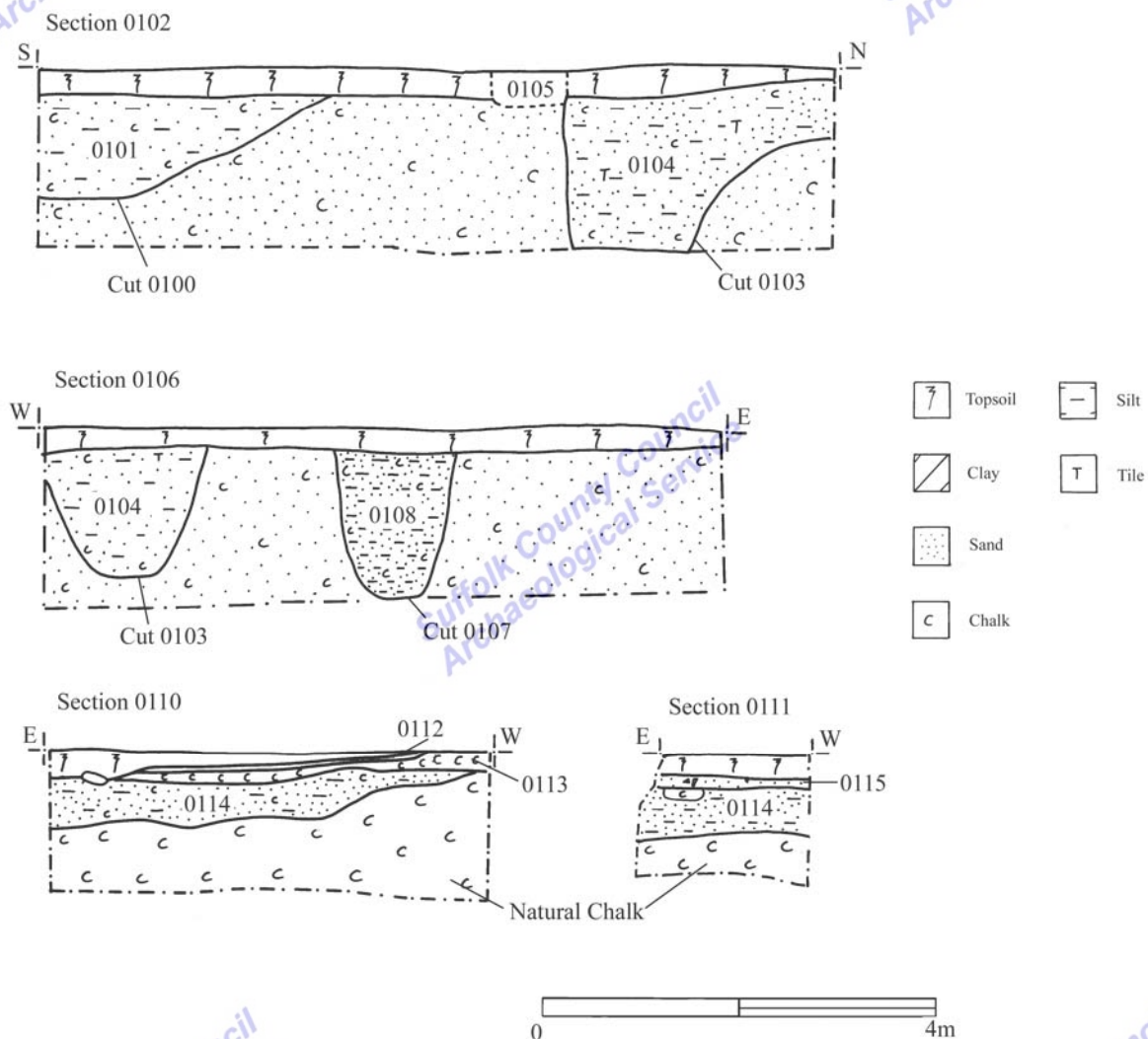


Figure 3. Sections from footing trenches for the new building

Ditch 0107 runs approximately north to south across the trench and was steep-sided with a concave base. The ditch was filled by a very dark grey silty sand, 0108, with moderate chalk. The ditch appeared to be sealed by chalk layer 0113 in the north facing section of the trench.

Layer 0112, an orange sandy gravel visible in section 0110 and layer 0115, an orange sand and gravel visible in section 0111, appear to be the same layer. Chalk layer 0113 was visible in section 0110 and layer 0114, a mid to dark grey brown silty sand with occasional chalk, was visible in sections 0110 and 0111. Layer 0114 appeared to be a build-up for gravel surface 0112 and 0115 which is bedded on chalk 0113. Similar gravel surfaces bedded on chalk have been identified elsewhere in Bury at the Angel Hotel (BSE 231 – Duffy 2006) and Eastgate Barns

(BSE 229 – Duffy forthcoming). At both sites the surface appeared to be external whether as a courtyard (BSE 231) or road (BSE 229).

Wall 0116 ran east west across the top of pit 0117. The wall consisted entirely of loosely bonded bricks measuring 113x57x48mm. The wall was 1.95m long and extended the full width of the pit below. The depth of the wall was 0.48m with 8 courses of bricks and the width was one brick. The wall appeared to be a structure directly related to the underlying pit 0117.

Pit 0117 lay directly below wall 0116. The pit was steep-sided but the base was unclear. The pit was excavated to a depth of 2.7m below the modern ground surface and measured 1.9m wide. It was filled by a loose chalk and a dark brown silty sand (0118). The fill was very unstable making it impossible to safely draw the feature though a photographic record was made. The feature appeared to be a cess pit.

Feature 0119 appeared to be the cut of a pit though the feature was only partially visible. The pit was steep-sided and measured 0.5m wide and 0.5m deep. It was filled by a dark brown clay silt (0120).

Well 0121 was uncovered during underpinning work on the south boundary wall. The well was circular in plan and excavated down through the chalk natural with the upper part of the shaft brick lined, with the bricks measuring 200mm x 100mm x 70mm (with some small variations). The well was 1.3m wide and the depth was 2.8m though it was unclear if this was the full depth or whether unexcavated fill remained in the base.

Monitor of Building Extension (monitored in July and August 2005)

A total of twelve features were identified during the archaeological monitoring of the footing trenches for the building extension (Figure 4). Unlike the footing trenches for the new building there was a large amount of modern disturbance in the trenches making them unstable and difficult to record. Sections were drawn of all archaeological features where it was safe to do so otherwise a full written and photographic record was made.

The remains of an east to west running wall, 0050, were identified extending across the top of a large pit 0051. The wall measured 0.4m wide and 0.53m deep and was of brick construction bonded with a pale grey sandy mortar with chalk and flint flecks. The remnants of wall 0050 appeared to have collapsed into pit 0051. The wall was only visible in the east facing section of the trench.

Pit 0051, measuring approximately 2m in diameter and 2m deep, appeared fairly modern in date and was steep-sided with a flat base. It was filled by loose bands of chalk, silt, clay and demolition debris and was very unstable. Pottery was recovered from the lowest fill, a dark brown silt.

Pit 0052 was excavated near the southern limit of the footing trenches. It was probably circular in plan though it is only partly visible in plan as it extends beyond the edge of the footing trench to the north. The sides were steep and regular but the base was not identified. It was 1.4m in diameter and was excavated to a depth of 0.6m.

The lowest identified fill of the pit was a pale red brown loose sand, 0057, excavated to a depth of 0.2m though its full extent was not excavated. Above fill 0057 was a charcoal and black sand layer, 0056, measuring 0.08m in depth. This was immediately below a 0.25m deep grey sand,

0055, with occasional chalk and flint inclusions. The upper fill of pit 0052 was a 0.1m deep red brown loose sand, 0054. The pit was sealed by a 0.5m deep overburden layer of mid grey clay with frequent chalk and occasional charcoal, which formed the existing ground surface in this area of the site.

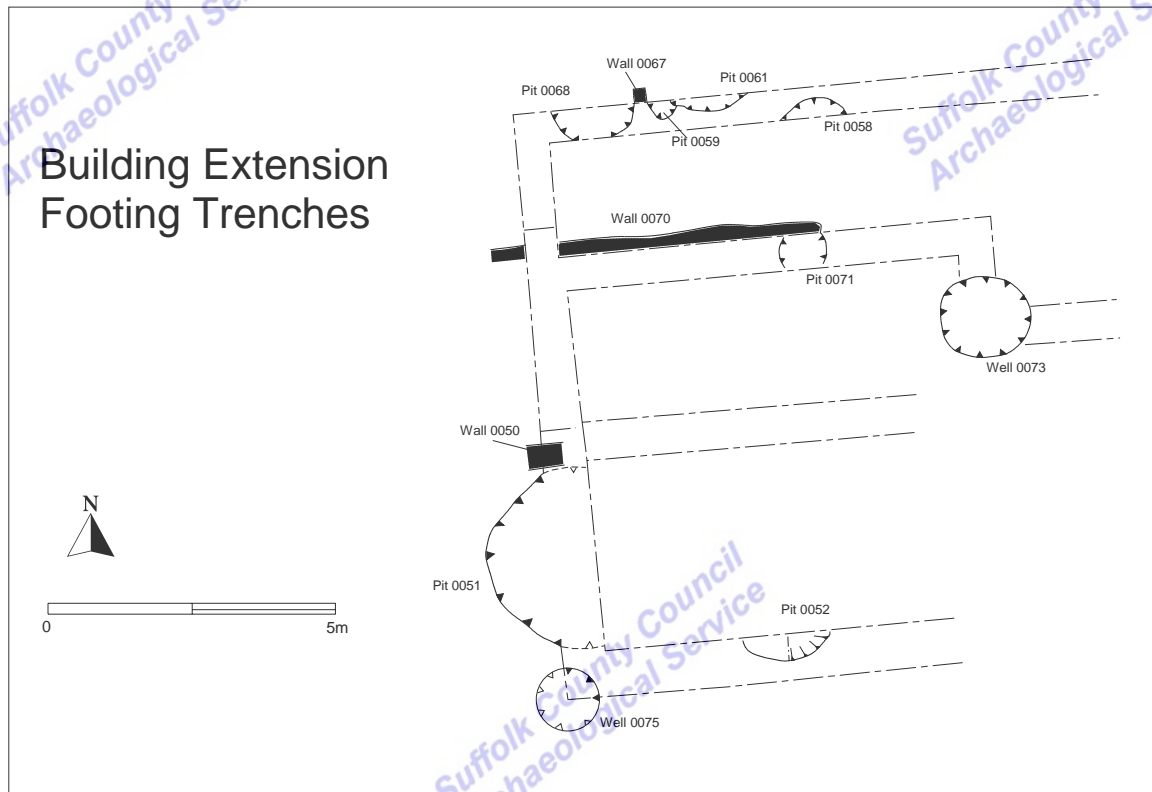


Figure 4. Plan of footing trenches for the building extension

Pit 0058 was roughly circular in plan and measured 1.5m in diameter and 2m deep with near vertical straight sides and an uneven base. It was filled by a mid red brown sand, 0074, with moderate chalk inclusions.

Pit 0059 was probably circular in plan though was only partially visible as it extended beyond the section to the north and was cut by pit 0061 to the east. The lowest fill was a mid brown sandy clay with occasional chalk flecks and very occasional charcoal flecks (0060). The middle fill was a chalk fill with a pale yellow brown clay (0065). The upper fill of pit 0059 was a mid dark brown clay sand with occasional chalk (0069).

Pit 0061 appeared to be circular in plan though its full extent was not visible as the feature extended beyond the trench to the north. The sides slope at approximately 70 degrees straight and regular. The pit was 1.6m in length and the visible width was 0.3m though the feature was not bottomed. The upper fill was a mid brown grey clay with very occasional chalk flecks (0062) and was 0.3m deep. Immediately below fill 0062 was a pale yellow brown clay with occasional chalk flecks (0063) the depth of this fill was 0.1m. Fill 0064, a 0.6m deep chalk layer with pale yellow brown clay was below fill 0063. The lowest excavated fill was a red brown silty sand (0066) with an excavated depth of 0.8m though the base of this fill was not reached. This lower fill was thought to be cess like in nature suggesting its original use as a cess pit sealed by a layer of chalk fill (0064).

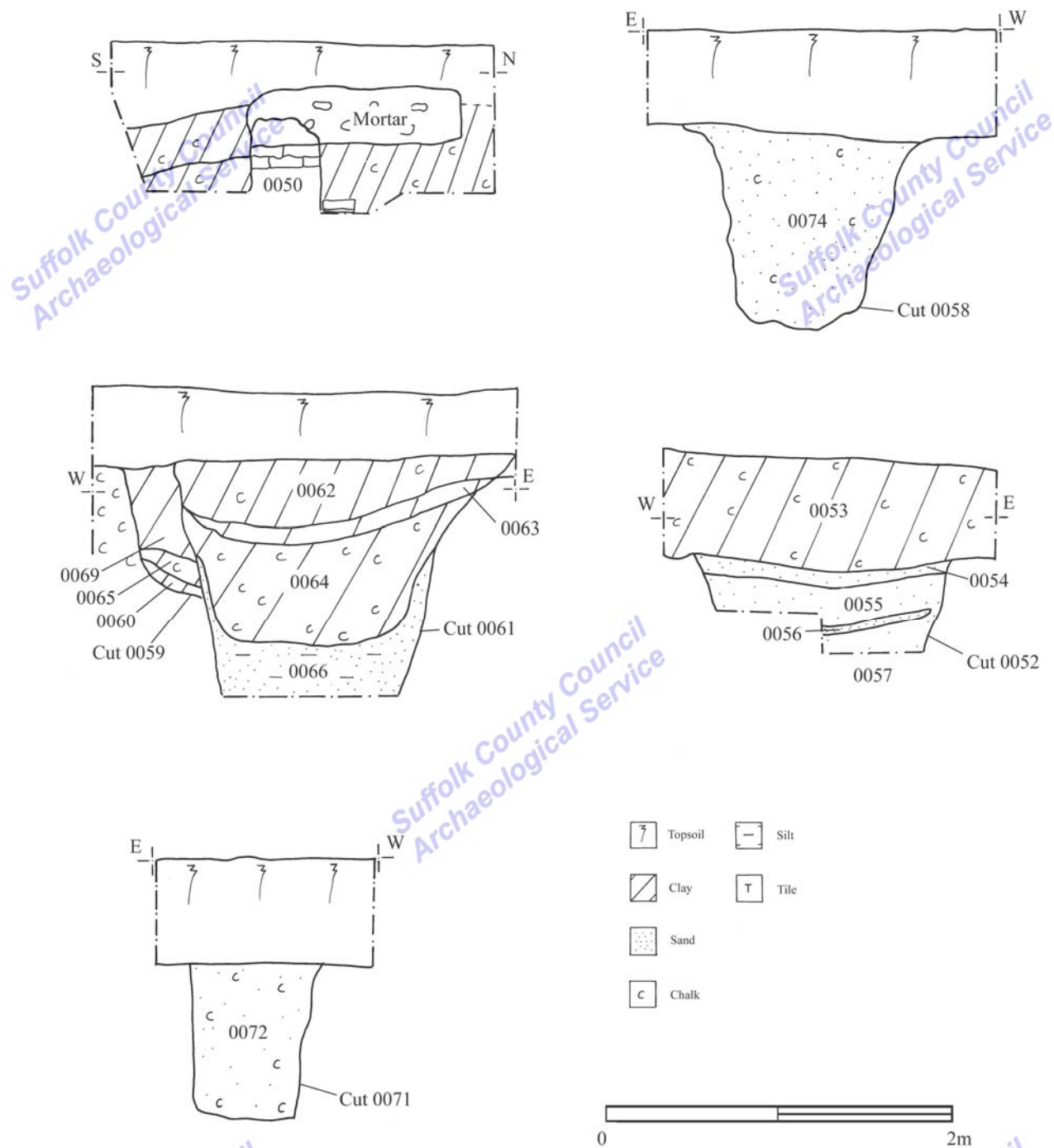


Figure 5. Sections from footing trenches for the building extension

Wall 0067 was heavily disturbed but appeared to be constructed of brick and flint bonded with a pale yellow sandy lime mortar. No detailed records were made as the trench was too unstable. Digital photographs were taken.

Pit 0068 was a large pit that was too dangerous to fully record. It was filled by a dark brown clay sand with frequent chalk flecks. Digital photographs of the feature were taken.

Wall 0070 ran approximately east west across the Phase two footing trenches. The wall is constructed using mainly flint nodules with occasional brick fragments bonded with a yellow

sandy lime mortar. The total visible length of the wall was 4.7m with a width of 0.45m and a surviving depth of 0.7m.

Pit 0071 was circular in plan with straight and regular vertical sides with a flat base. The pit was filled by a pale to mid brown sand with frequent chalk flecks, 0072.

Well 0073 was a circular unfilled vertical shaft cut directly into natural chalk and measured 1.6m in diameter and 7m deep. The upper part of the shaft was brick-lined, approximately nine courses deep, with a domed brick capping.

Well 0075 was identified in the south-west corner of the footing trenches. The vertical shaft was circular, unfilled and cut into the natural chalk. It measured 1.1m in diameter and approximately 10m deep and had no lining or obvious capping.

Finds and environmental evidence by Richenda Goffin

Introduction

Finds were collected from 9 contexts, as shown in the table below.

Context	Pottery		CBM		Glass		Animal Bone		Spotdate
	No.	Wt/g	No.	Wt/g	No.	Wt/g	No.	Wt/g	
0050			2	3940					P-med
0051	14	2800	1	234			1	148	17th-18th C
0055	5	102					1	23	Late Saxon
0065	3	107	1	39			9	320	15th-16th C
0066	2	118	1	132			1	15	15th-16th C
0104			1	83			14	1385	
0114	1	44	6	252			1	1	15th-16th C
0116			2	3260					
0118	15	714	2	667	2	607			18th C
Total	40	3885	16	8607	2	607	27	1892	

Table 1. Finds quantities

Pottery

A total of 40 fragments of pottery was recovered from the excavation, weighing 3.885kg. Most of the ceramics are post-medieval, but a small number of medieval sherds were identified. The pottery has been catalogued and quantified by context in Appendix 3.

The earliest pottery found in one of three fills, 0055, of pit 0052 consists of five fragments of an abraded storage vessel. It is made of a medium coarse sandy fabric, which has possibly been burnt. It has a reduced inner core with a reddish brown external margin and has been identified as a coarse Thetford-type ware, probably Grimston Thetford ware, dating to the 10th-11th century.

A single fragment of a medieval coarseware was present as a residual element in pitfill 0065, dating to the late 12th to 14th century.

The remainder of the pottery is post-medieval in date. Fragments of Late medieval transitional ware and Late Essex type wares were identified in pitfills 0065 and 0066. A sherd from a Colchester type deep bowl with flange from layer 0114 dates to the 15th to 16th century.

Although only sampled, more substantial quantities of pottery were recovered from the fills of two cesspits. A minimum number of eleven different vessels were found in 0051. The group is made up of glazed earthenwares to be used for food storage and preparation, and more decorative vessels which would have been used on the table. Three deep bowls or panchions made in a fine pale orange fabric with clear glaze were present (Figure 6). They are all very large with diameters c400mm. Although similar to Red Border wares produced on the Surrey Hampshire Border (Pearce 1992), the bowls are made of a different fabric, which may be more local. The remains of four tin-glazed earthenwares include two dishes decorated with blue and white decoration, both of which have the same flat base and overall shape, which span the date range c1690-1780 (Garner 1950, 38) and the rim of a plain white bowl. The best-preserved example has a central medallion within which is a stylised motif of angular leaves, with a repeating decoration around the edge (Figure 7a). A second dish is slightly deeper and also shows the remains of a possible foliate design around the edge of the base, although the central part of the decoration is missing (Figure 7b). Two other pale speckle-glazed redwares are probably chamberpots rather than jars. In addition a fragment of a Staffordshire combed slipware dish with a pie-crust thumbbed rim was present. No clay pipe fragments or other dateable finds were collected from these features, to support a deposition date of the late seventeenth - first half of the eighteenth century, based on the ceramics.

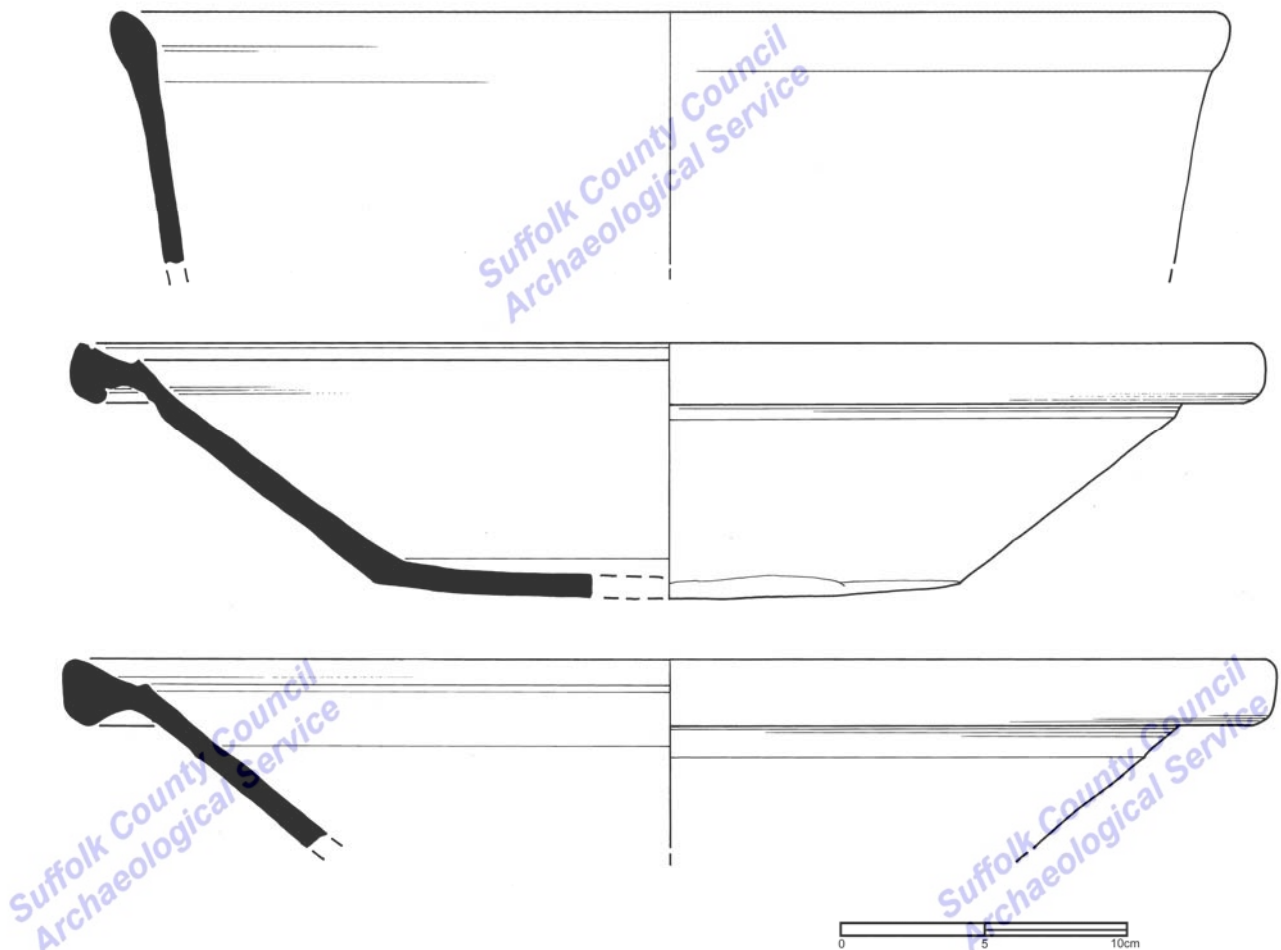


Figure 6. Pottery from pit 0051

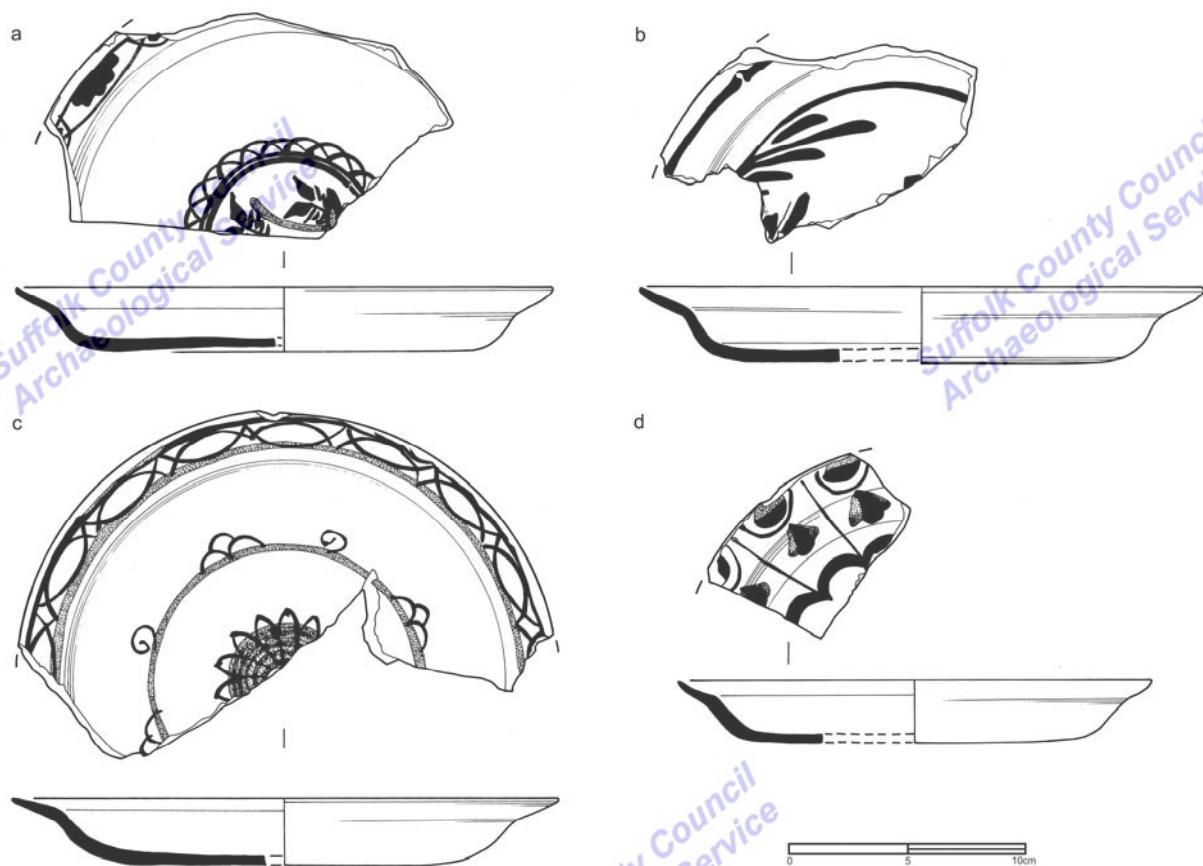


Figure 7. Tin-glazed earthenwares from pit fills 0055 (a and b) and 0118 (c and d)

Pottery of a similar, although perhaps a slightly later date was found in fill 0118. Large sherds of a blue and white tin-glazed earthenware dish were present, decorated with a simple design of a central medallion with curvilinear decoration around the rim (Figure 7c). A second smaller but deeper dish has a manganese purple abstract decoration in small zones around the rim (Figure 7d). Such relatively uncomplicated compositions with straight and curved lines were popular throughout the 18th century (Garner, 1950, 16, Plate 38 C, c1720). In addition a bowl with a small flared rim was also decorated with two blue lines running internally around the rim. Two Staffordshire slipware vessels were present, one of which is a press-moulded hollow-ware, possibly part of the same dish found in cesspitfill 0051. The small quantity of English stoneware vessels include a Nottinghamshire stoneware bowl with lathe-turned decoration, a Nottinghamshire-type stoneware mug, and the base of another English stoneware mug. Overall the pottery from this fill dates to the 18th century.

Ceramic building material

Sixteen fragments of ceramic building material were recovered from the site, weighing 8.607kg. The material has been catalogued in Appendix 4. A number of brick samples were taken. Two almost complete post-medieval bricks were recovered from 0050, from the remains of a possible wall, which had fallen into a pit. Both bricks are covered with a buff chalky mortar. On one of them mortar has spread over its broken edge indicating that it had been re-used. Both bricks can be classified as type LB1, dating to the post-medieval period (Drury 1993). Two bricks recovered from 0116, a section of wall overlying a possible cesspit, also show evidence of re-use. One of these has a chamfered corner. This brick is particularly narrow with a height of c43mm and is early post-medieval in date. A second brick with an uneven thickness, varying between 45 and 48mm is similar.

The remainder of the assemblage is made up of roof tile fragments, some of which are moderately complete with pegholes still surviving. Most were recovered from the fills of pits. All are made of red sandy fabrics which are post-medieval in date. The tile from 0066 has a finer light orange fabric which has no ferrous inclusions and is probably earlier. A small fragment of a micaceous pale orange fabric may be a laminated piece of floortile.

Post-medieval bottle glass

Two post-medieval bottles were recovered from the cesspit fill 0118. One of these is a fragment of a thick-walled green bottle which has a pronounced conical basal kick. A second, better preserved bottle made of finer green glass has an applied string rim, which is roughly overlapped. It has a slight shoulder and dates to the middle of the 18th century (Noel Hume 1980).

Animal bone

Twenty-seven fragments of animal bone were excavated, weighing 1.892kg in total. Single pieces of fragmentary bone were found in four contexts. A larger quantity present in pitfill 0065 included an incisor and canine tooth from a pig, and a metatarsus, probably bovine, and two radius bones. The assemblage from 0104 consists of nine complete cattle limb bones, two fragmentary ones, and three other small pieces, one of which is a rib. Three complete metacarpals and one metatarsus were present, and three immature metacarpals with two immature metatarsal bones.

Discussion

The earliest dateable finds recovered from the monitoring were found in one of several fills of the pit 0052. The abraded sherds are all from a single vessel of Late Saxon/Early medieval date (10th-11th C). There is scant evidence from the finds of archaeological activity dating to the medieval period, apart from a single sherd found with some early post-medieval ceramics. The largest and best preserved groups of ceramics date to the late seventeenth to eighteenth centuries. The more decorative wares reflect the growing affluence of the middle classes living in central Bury St Edmunds in the early 18th century.

Conclusions

During the evaluation the area to the rear of 80 Guildhall Street was identified as being heavily truncated due to garden landscaping with clearly identifiable post-medieval terracing of the site. There was also evidence of surviving yard surfaces immediately to the rear of the existing buildings (Tester 2004).

The results of the monitoring work undertaken on the site allowed a more detailed interpretation of the preserved archaeological deposits than the evaluation. Although landscaping and surfaces were identified, as with the evaluation, a series of pits, wells and walls were also uncovered. The monitoring also identified less severe truncation than suggested by the evaluation.

Two post-medieval wall footings, 0105 and 0070, were identified running at right angles to Guildhall Street and were probably property boundaries. Evidence of a gravel over chalk yard surface was seen, though due to disturbance no relationship to other features were identified. Other features included a series of post-medieval wells and pits including a probable cess pit and the remains of an associated structure.

The majority of the features were disturbed and truncated by post-medieval and modern landscaping within the rear garden of the existing building. This was especially apparent in the monitoring of the building extension and at the eastern end of the new building footings.

Only one feature, pit 0052, could be interpreted as medieval or earlier as it contained several sherds of Thetford Ware dating from the late Saxon/early medieval period.

Overall the archaeological monitoring provided evidence of post-medieval, with some medieval, activity on the site which was in places well preserved though some modern features and landscaping affected the preservation immediately to the rear of the existing building. Properties to the north and south may also provide further evidence for medieval and post-medieval activity in this area of Bury St. Edmunds.

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Appendix 1 Brief and specification

SUFFOLK COUNTY COUNCIL ARCHAEOLOGICAL SERVICE - CONSERVATION TEAM

Brief and Specification for an Archaeological Excavation

80 GUILDHALL STREET, BURY ST EDMUNDS

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, for example see paragraphs 2.1 & 4.11. The commissioning body may also have Health & Safety responsibilities, see paragraph 1.7.

1. Background

- 1.1 Consent has been granted for development (SE/03/3637/P). The planning authority have applied a PPG 16, paragraph 30 condition to the consent.
- 1.2 The development area has been evaluated (Suffolk County Council Archaeological Service, Report No 2004/42), the report adequately describes the archaeology of the site.
- 1.3 In order to comply with the planning condition the prospective developer has requested a brief and specification for the archaeological recording of archaeological deposits which will be affected by development.
- 1.4 There is a presumption that all archaeological work specified for the whole area will be undertaken by the same body, whether the fieldwork takes place in phases or not. There is similarly a presumption that further analysis and post-excavation work to final report stage will be carried through by the excavating body. Any variation from this principle would require a justification which would show benefit to the archaeological process.
- 1.5 Detailed standards, information and advice to supplement this brief are to be found in "Standards for Field Archaeology in the East of England" Occasional Papers 14, East Anglian Archaeology, 2003.
- 1.6 All arrangements for field excavation of the site, the timing of the work, and access to the site, are to be negotiated with the commissioning body.
- 1.7 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 this office before execution.

Appendix 1

1.8 The responsibility for identifying any restraints on field-work (e.g. public utilities or other services, tree preservation orders, SSSIs, wildlife sites &c.) rests with the commissioning body and its archaeological contractor. The existence and content of the archaeological brief does not over-ride such restraints or imply that the target area is freely available.

2. **Brief for Archaeological Project**

2.1 In the areas defined on Figure 1, archaeological excavation, as specified in Section 3, is to be carried out prior to development. The precise location of the area is relative to the recorded positions of the evaluation trenches. Figure 1 is purely indicative.

2.2 The excavation objective will be to provide a record of all archaeological deposits which would otherwise be damaged or removed by development, including services and landscaping permitted by any future detailed consent.

2.3 The academic objective will centre upon the high potential for this site to produce evidence for medieval occupation.

2.4 In addition to the formal archaeological excavation there will be a programme of systematic archaeological monitoring of selected development works where the evaluation has shown the presence of archaeological features. This work is specified in Section 4.

2.5 This project will be carried through in a manner broadly consistent with English Heritage's *Management of Archaeological Projects*, 1991 (MAP2). Excavation is to be followed by the preparation of a full archive, and an assessment of potential for analysis. Analysis and final report preparation will follow assessment and will be the subject of a further brief and updated project design.

2.6 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 Project Design or Written Scheme of Investigation (PD/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 PD/WSI as satisfactory. The PD/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. An important aspect of the PD/WSI will be an assessment of the project in relation to the Regional Research Framework (*East Anglian Archaeology Occasional Papers 3*, 1997, 'Research and Archaeology: A Framework for the Eastern Counties, 1. resource assessment'. Occasional Pap. 8, 2000, 'Research and Archaeology: A Framework for the Eastern Counties, 2. research agenda and strategy').

Appendix 1

- 2.7 The developer or his archaeologist will give the Conservation Team of Suffolk County Council's Archaeological Service (SCCAS) 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. Specification for the Archaeological Excavation

The excavation methodology will form part of the Project Design and is to be agreed in detail before the project commences; defined minimum criteria in this outline are to be met or exceeded:

- 3.1 Topsoil deposits may be removed by machine with a toothless bucket to the top of the first archaeological level.
- 3.2 Establish whether there is an archaeological deposit which will be significantly affected by the construction proposals, e.g. will the formation level exceed the archaeological level. If this is probable fully excavate all features that are, or could be interpreted as, structural. Post-holes, and pits that may be interpreted as post-holes, must be examined in section and then fully excavated. Fabricated surfaces within the excavation area (e.g. paths, yards, hearths & floors) must be fully exposed and cleaned. Any variation from this process can only be made by agreement with a member of the Conservation Team of SCCAS, and must be confirmed in writing.

4. Brief for Archaeological Monitoring

- 4.1 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.
- 4.2 The main academic objective will centre upon the potential of this development to produce evidence for earlier occupation of the site.
- 4.3 In the case of footing trenches the excavation and the upcast soil, are to be observed whilst they are excavated by the building contractor. Adequate time is to be allowed for the recording of archaeological deposits during excavation, and of soil sections following excavation.

5. Arrangements for Monitoring

- 5.1 To carry out the monitoring work the developer will appoint an archaeologist (the archaeological contractor) who must be approved by the Conservation Team of Suffolk County Council's Archaeological Service (SCCAS) - see 1.3 above.

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5.2 The developer or his archaeologist will give the Conservation Team of SCCAS 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.

5.3 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 paragraph 4.3 of the Brief and Specification and the building contractor's programme of works and time-table.

5.4 If unexpected remains are encountered the Conservation Team of SCCAS must be informed immediately. Amendments to this specification may be made to ensure adequate provision for archaeological recording.

6. Specification

6.1 The developer shall afford access at all reasonable times to both the County Council Conservation Team archaeologist and the contracted 'observing archaeologist' to allow archaeological observation of building and engineering operations which disturb the ground.

6.2 Opportunity must be given to the 'observing archaeologist' to hand excavate any discrete archaeological features which appear during earth moving operations, retrieve finds and make measured records as necessary.

6.3 In the case of footing trenches unimpeded access at the rate of **one and a half hours per 10 metres** 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.

6.4 All archaeological features exposed must be planned at a minimum scale of 1:50 on a plan showing the proposed layout of the development.

6.5 All contexts must be numbered and finds recorded by context.

6.6 The data recording methods and conventions used must be consistent with, and approved by, the County Sites and Monuments Record.

6.7 Collect and prepare environmental samples (by sieving or flotation as appropriate). The Project Design 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 P Murphy, English Heritage Regional Adviser for Archaeological Science (East of England). A guide to sampling archaeological deposits (Murphy and Wiltshire 1994) is available from the Conservation Team of SCCAS.

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- 6.8 A finds recovery policy is to be agreed before the project commences. It should be addressed by the Project Design. Use of a metal detector will form an essential part of finds recovery. Sieving of occupation levels and building fills will be expected.
- 6.9 All finds will be collected and processed. No discard policy will be considered until the whole body of finds has been evaluated.
- 6.10 All ceramic, bone and stone artefacts to be cleaned and processed concurrently with the excavation to allow immediate evaluation and input into decision making.
- 6.11 Metal artefacts must be stored and managed on site in accordance with *UK Institute of Conservators Guidelines* and evaluated for significant dating and cultural implications before despatch to a conservation laboratory within 4 weeks of excavation.
- 6.12 Human remains are to be treated at all stages with care and respect, and are to be dealt with in accordance with the law. They must be recorded *in situ* and subsequently lifted, packed and marked to standards compatible with those described in the Institute of Field Archaeologists' *Technical Paper 13: Excavation and post-excavation treatment of Cremated and Inhumed Human Remains*, by McKinley & Roberts. Proposals for the final disposition of remains following study and analysis will be required in the Project Design.
- 6.13 Plans of the archaeological features on the site should normally 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. Any variations from this must be agreed with the Conservation Team.
- 6.14 A photographic record of the work is to be made, consisting of both monochrome photographs and colour transparencies.
- 6.15 Excavation record keeping is to be consistent with the requirements Suffolk County Council's Sites and Monuments Record and compatible with its archive. Methods must be agreed with the Conservation Team of SCCAS.

7. General Management

- 7.1 A timetable for all stages of the project must be agreed before the first stage of work commences.
- 7.2 Monitoring of the archaeological work will be undertaken by the Conservation Team of SCCAS. Where projects require more than a total of two man-days on site monitoring and two man-days post-excavation monitoring, an 'at-cost' charge will be made for monitoring (currently at a daily rate of £150, but to be fixed at the time that the project takes place), provision should be made for this in all costings. [\[A decision on the monitoring required will be made by the Conservation Team on submission of the accepted Project Design.\]](#)

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- 7.3 The composition of the project staff must be detailed and agreed (this is to include any subcontractors). For the site director and other staff likely to have a major responsibility for the post-excavation processing of this site there must be a statement of their responsibilities for post-excavation work on other archaeological sites.
- 7.4 A general Health and Safety Policy must be provided, with detailed risk assessment and management strategy for this particular site.
- 7.5 The Project Design must include proposed security measures to protect the site and both excavated and unexcavated finds from vandalism and theft.
- 7.6 Provision for the reinstatement of the ground and filling of dangerous holes must be detailed in the Project Design.
- 7.7 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.

8. Archive Requirements

- 8.1 Within four weeks of the end of field-work a timetable for post-excavation work must be produced. Following this a written statement of progress on post -excavation work whether archive, assessment, analysis or final report writing will be required at three monthly intervals.
- 8.2 An archive of all records and finds is to be prepared consistent with the principle of English Heritage's *Management of Archaeological Projects*, 1991 (*MAP2*), particularly Appendix 3. However, the detail of the archive is to be fuller than that implied in *MAP2* Appendix 3.2.1. The archive is to be sufficiently detailed to allow comprehension and further interpretation of the site should the project not proceed to detailed analysis and final report preparation. It must be adequate to perform the function of a final archive for lodgement in the County SMR or museum.
- 8.3 A clear statement of the form, intended content, and standards of the archive is to be submitted for approval as an essential requirement of the Project Design (see 2.5).
- 8.4 The site archive quoted at *MAP2* Appendix 3, must satisfy the standard set by the "Guideline for the preparation of site archives and assessments of all finds other than fired clay vessels" of the Roman Finds Group and the Finds Research Group AD700-1700 (1993).
- 8.5 Pottery should be recorded and archived to a standard comparable with 6.3 above, i.e. *The Study of Later Prehistoric Pottery: General Policies and Guidelines for Analysis and Publication*, Prehistoric Ceramics Research Group Occasional Paper 1 (1991, rev 1997), the *Guidelines for the archiving of Roman Pottery*, Study Group for Roman Pottery (ed. M G Darling 1994) and the *Minimum Standards for the Processing, Recording, Analysis and Publication of Post-Roman Ceramics*, Medieval Pottery Research Group Occasional Paper 2 (2001).

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- 8.6 All coins must be identified and listed as a minimum archive requirement.
- 8.7 The data recording methods and conventions used must be consistent with, and approved by, the County Sites and Monuments Record. All record drawings of excavated evidence are to be presented in drawn up form, with overall site plans. All records must be on an archivally stable and suitable base.
- 8.8 A complete copy of the site record archive must be deposited with the County Sites and Monuments Record within 12 months of the completion of fieldwork. It will then become publicly accessible.
- 8.9 Finds must be appropriately conserved and stored in accordance with UK Institute Conservators Guidelines.
- 8.10 Every effort must be made to get the agreement of the landowner/developer to the deposition of the finds with the County SMR or a museum in Suffolk which satisfies Museum and Galleries Commission requirements, as an indissoluble part of the full site archive. If this is not achievable for all or parts of the finds archive then provision must be made for additional recording (e.g. photography, illustration, analysis) as appropriate. If the County SMR is the repository for finds there will be a charge made for storage, and it is presumed that this will also be true for storage of the archive in a museum.
- 8.11 Where positive conclusions are drawn from a project, 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 journal, must be prepared and 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.

9. Report Requirements

- 9.1 A report on the fieldwork and archive must be provided consistent with the principle of MAP2, particularly Appendix 4. The report must be integrated with the archive.
- 9.2 The objective account of the archaeological evidence must be clearly distinguished from its archaeological interpretation.
- 9.3 An important element of the report will be a description of the methodology.
- 9.4 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.

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- 9.5 The report will give an opinion as to the potential and necessity for further analysis of the excavation data beyond the archive stage, and the suggested requirement for publication; it will refer to the Regional Research Framework (see above, 2.5). Further analysis will not be embarked upon until the primary fieldwork results are assessed and the need for further work is established. Analysis and publication can be neither developed in detail or costed in detail until this brief and specification is satisfied.
- 9.6 The assessment report must be presented within six months of the completion of fieldwork unless other arrangements are negotiated with the project sponsor and the Conservation Team of SCCAS
- 9.7 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.
- 9.8 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: R D Carr

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Tel: 01284 352441

Date: 20 December 2004

Reference: /BSE-80GuildhallSt12

This brief and specification remains valid for 12 months from the above date. If work is not carried out in full within that time this document will lapse; the authority should be notified and a revised brief and specification may be issued.

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

Appendix 2 Context list

Context	Feature	Identifier	Finds	Description	Over	Under
0050		Wall		Possible E-W wall or remains of wall within or on edge of large pit [0051]. Brick wall bonded with pale grey sandy mortar and chalk and flint flecks. Possible collapse in large pit. Not visible in west facing section only east facing. 0.4m wide and 0.53m deep.		
0051		Pit	Y	Large pit with various bands of fill (Chalk/silt/clay/demolition material). Very loose fill and unstable. Steep sides and flat base. Bricks from near surface. Pot from lowest fill a dark brown silty deposit. Width 2m and depth 2m. Appeared modern.		
0052	0052	Pit Cut		Semi-circular visible in plan extends under trench edge to north. Not bottomed. Sides slope 80 degrees straight and regular. Length 1.4m (E-W), width 0.35m as excavated (N-S) and depth 0.6m as excavated.		0057
0053		Layer		Mid grey clay (plastic-friable), 20% chalk flecks (0.05m in diameter) and less than 1% charcoal. Depth 0.5m. Topsoil/overburden.	0054	
0054	0052	Pit Fill		Red brown loose sand. Length 1.4m (E-W), width 0.35m as excavated (N-S) and depth 0.1m.	0055	0053
0055	0052	Pit Fill	Y	Mid grey sand (friable-loose) with 2% chalk (0.01m to 0.05m in diameter) and 1% flint (0.01m to 0.05m in diameter). Length 1.25m (E-W), width 0.35m (N-S) and depth 0.25m.	0056	0054
0056	0052	Pit Fill		Black loose sand with 80% charcoal. Length 1.1m, width 0.1m and depth 0.08m.	0057	0055
0057	0052	Pit Fill		Pale red brown loose sand. Length 1.2m (E-W), width 0.35m (N-S) and depth 0.2m as excavated.		0056
0058	0058	Pit Cut		Possibly circular pit located in the northeast corner of the footing trench. Sides 80 degrees straight and uneven base. Width 1.5m and depth 2m.		
0059	0059	Pit Cut		Probably circular in plan. Only partially visible. Cut by pit 0061. Steep-sided though base not clear due to disturbance. 0.3m wide and 0.72m deep.		
0060	0059	Pit Fill		Mid brown sandy clay with 2% chalk (0.01 to 0.05m in diameter) and less than 1% charcoal. Lowest fill of 0059. 0.1m deep.		
0061	0061	Pit Cut		Probably circular in plan. Sides slope 70 degrees straight and regular. Not bottomed. Extends 0.3m from section. 1.8m wide and 1.35m excavated depth.		

Context	Feature	Identifier	Finds	Description	Over	Under
0062	0061	Pit Fill		Mid brown grey clay with 1% chalk (0.01m to 0.05m in diameter) and 2% flint (0.01m to 0.05m in diameter). Length 1.6m, width 0.3m and depth 0.3m.	0063	
0063	0061	Pit Fill		Pale yellow brown clay with 2% chalk (0.01m to 0.05m in diameter). Length 1.6m, width 0.3m and depth 0.1m.	0064	0062
0064	0061	Pit Fill		Pale yellow brown clay with 80% chalk (0.01m to 0.08m in diameter). Length 1.4m, width 0.25m and depth 0.6m.	0066	0063
0065	0059	Pit Fill		Pale yellow brown clay with 80% chalk (0.01m to 0.05m in diameter). Length 0.3m, width 0.2m and depth 0.1m.	0060	0069
0066	0061	Pit Fill		Red brown silty sand (friable-loose). Loose cussy material. Depth as excavated 0.29m.		
0067		Wall		Only seen in section. Brick and flint with pale yellow sandy lime mortar. No drawing (too dangerous) only photo. Heavily disturbed		
0068	0068	Pit Cut		Large pit too dangerous to draw but photographed. Under wall 0067. Deep and very unstable. Filled by a dark brown clay sand with frequent chalk flecks.		
0069	0059	Pit Fill		Mid dark brown clay sand friable with 2% chalk (0.01m to 0.05m in diameter). Upper fill of 0059. 0.48m deep.	0065	
0070		Wall		Flint and brick wall running E-W running along the trench edge. Yellow sandy lime mortar. 95% flint and 5% brick fragments. Visible length 4.7m, width 0.45m and depth 0.7m.		
0071	0071	Pit Cut		Circular in plan. Sides slope 90 degrees straight and regular. Base flat.		
0072	0071	Pit Fill		Pale/mid brown sand. 30% chalk flecks (0.02m in diameter).		
0073		Well		Deep unfilled vertical shaft cut into natural chalk. Upper part brick lined, c. 9 courses deep, with brick domed capping. 1.6m in diameter and 7m deep.		
0074	0058	Pit Fill		Mid red brown sand with 5% chalk flecks (0.05m in diameter). Friable. 1.15m wide and 1.1m deep.		
0075		Well		Located in southwest corner of footing trenches. Unlined well shaft cut into natural chalk. No lining or capping. 1.1m in diameter and c. 10m deep.		
0100	0100	Pit Cut		Cut of possible pit in SW corner of footing trench. Near vertical sides on east of feature becoming shallower on the north edge. Flat base.		
0101	0100	Pit Fill		Fill of pit 0100. Mid brown silty sand and chalk.		

Context	Feature	Identifier	Finds	Description	Over	Under
0102		Section		East facing section of pit 0100, ditch 0103 and wall 0105.		
0103	0103	Ditch Cut		Cut a curving ditch in NW corner of footing trench. Steep sided with curving base. Visible in sections 0102 and 0106.		
0104	0103	Ditch Fill		Fill of ditch 0103. Dark grey / mid brown mixed silty sand with chalk and tile.		
0105		Wall		Remains of flint and mortar wall in section 0102. Probably same as wall 0006 from evaluation.		
0106		Section		South facing section along N limit of footing trench. Section of ditches 0103 and 0107.		
0107	0107	Ditch Cut		Cut of ditch visible in section 0106. Steep sided with curved base.		
0108	0107	Ditch Fill		Very dark grey silty sand and moderate chalk. Overlain in north facing section by chalk 0113.		0113
0109		Section		N facing section along south limit of footings. Photographed but not drawn. Unsafe as collapsing.		
0110		Section		N facing section along N limit of footings. Shows layers 0112, 0113 and 0114.		
0111		Section		N facing section along N limit of footings. Shows layers 0114 and 0115.		
0112		Layer		Orange sandy gravel layer visible in section 0110.	0113	
0113		Layer		Chalk layer visible in section 0110.	0108 0114	0112
0114		Layer		Mid to dark grey brown silty sand layer with occasional chalk. Visible in sections 0110 and 0111.		0113 0115
0115		Layer		Orange sand and gravel layer visible in section 0111. Probably same as layer 0112.	0114	
0116		Wall		Section of wall overlying possible cess pit 0117. Narrow bricks - sample taken. Photographs taken though impossible to draw as section unsafe.	0117	
0117		Pit Cut		Cut of possible cess pit under wall 0116. Steep sided but base not clear as machine excavated. 1.9m wide and 2.7m deep from ground surface.		0116
0118		Pit Fill	Y	Fill of possible cess pit 0117. Loose chalk and dark brown silty sand. Finds included pottery; tile; glass. Sample recovered.		
0119		Pit Cut		Cut of possible pit partially visible in footing trench. Difficult to see in plan. Under wall 0105. Steep sided. 0.5m wide and 0.5m deep.		0105

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Context	Feature	Identifier	Finds	Description	Over	Under
0120		Pit Fill	N	Fill of pit 0119. Dark brown clay silt. No finds.		
0121		Well		Brick lined well identified during underpinning work on south wall of site. 1.3m wide and 2.8m deep. Brick lined top over cut chalk edges. Bricks measure 20cm x 10cm x 7cm with some variation.		
0122		Well/Pit		Rectangular brick lined feature. Possibly a pit or well. Built using fairly modern bricks and appears to cut pit 0100. Visible in Section 0109.		

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Appendix 3 Pottery quantities

Context	Ceramic Period	Fabric	Form	Dec	No of sherds	ENV	Condition	Illustration	Weight	Fabric dat	Context date	Comments
0051	PM	TGE	DISH		1	1		YES	114		L17th-E18th C?	Shallow dish,
0051	PM	TGE	DISH		2	2		YES	92			Slightly deeper decorated dish
0051	PM	TGE C	BOWL		1	1			21			Plain white bowl
0051	PM	ENGS	BODY		1	1			68			Jar or chamberpot
0051	PM	STSL	DISH		1	1			122			Combed slip dish with pie-frilling
0051	PM	GRE	PANCH		1	1			652			Red Border ware type deep bowl
0051	PM	GRE	PANCH		1	1			255			Similar to Red Border ware but more local?
0051	PM	GRE	PANCH		1	1			240			Similar to Red Border ware but more local?
0051	PM	GRE	BOWL		2	1			208			Similar to Red Border ware but more local?
0051	PM	GRE	CPT		2	1			874			Pale fabric, speckled glaze
0051	PM	GRE	CPT		1	1			173			Similar but different form
0055	LS?	THETG?	BODY		5	1	BAA		102		10th-11th C	Prob burnt, reduced interior, laminated
0065	M	BSFW?	BODY		1	1			7			
0065	PM	LMT	BASE		2	2	S		101		15th-16th C	
0066	PM	LMT	BODY		1	1			48			

Context	Ceramic Period	Fabric	Form	Dec	No of sherds	ENV	Condition	Illustration	Weight	Fabric dat	Context date	Comments
0066	PM	LMTE	BODY		1	1			68		15th-16th C	Late Essex type ware
0114	PM	COLC	BOWL		1	1	S		43		15th-16th C	Bowl with flange, near hammerhead rim, L15th-16th C
0118	PM	TGE	DISH		1	1	A	YES	37			Manganese decoration
0118	PM	TGE	DISH		3	1		YES	368			
0118	PM	TGE	BODY		1	1			13			Base of dish, foliate dec, poss same vess as 0051
0118	PM	TGE	BOWL		1	1			14			Small hooked rim
0118	PM	STSL	BODY		1	1			86			Combed dec
0118	PM	STSL	JAR?		1	1			54			Could be chamberpot
0118	PM	NOTS	BOWL		1	1			38			Lathe-turned dec
0118	PM	NOTS	MUG		4				62			Underfired fabric
0118	PM	ENGS	MUG?		1	1			28			Complete base
0118	PM	NOTS	MUG		1	1			5		18th C	Mug or tankard rim

Appendix 4 CBM quantities

Context	Fabric	Form	No	Wt	Length	Width	Height	Abr	Peg shap	Mortar	Notes	Date	Kept
0050	msf	LB1	1	150	170	114	46			Re-used	Heavily encrusted buff chalky mortar	P-med	<input checked="" type="checkbox"/>
0050	msf	LB1	1	206	223	115	44			Buff chalky mortar	Almost complete	P-med	<input checked="" type="checkbox"/>
0051	msfl	RT	1	232			13		RX2			P-med	<input checked="" type="checkbox"/>
0065	fsm	?FT	1	40							Laminated frag, poss from floortile	P-med	<input checked="" type="checkbox"/>
0066	fsfl	RT	1	131			11			Mortar		P-med	<input checked="" type="checkbox"/>
0104	msf	RT	1	79			11			Mortar	Corner	P-med	<input checked="" type="checkbox"/>
0114	ms	RT	6	248			14			Mortar		P-med	<input checked="" type="checkbox"/>
0118	msf	RT	1	468		164	10		RX2	Mortar	Complete width, keep	P-med	<input checked="" type="checkbox"/>
0118	msflf	RT	1	225			14		RX1			P-med	<input checked="" type="checkbox"/>
0116	fsf	LB2?	1	1548			43			Mortar	Variant, poss Tudor, Re-used, buff chalky mortar, chamfered corner at one end	P-med	<input checked="" type="checkbox"/>
0116	msf	LB2?	1	1763		113	48			Mortar	Buff chalky mortar, LB variant as above	P-Med	<input checked="" type="checkbox"/>