

**ARCHAEOLOGICAL EVALUATION REPORT**

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**SCCAS REPORT No. 2009/227**

**Land adjacent 8 The Highlands, Exning  
EXG 090**

**J. A. Craven**  
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## HER Information

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**Planning Application No:** F/2009/0131/OUT

**Date of Fieldwork:** 29<sup>th</sup> September 2009

**Grid Reference:** TL 626 659

**Funding Body:** Mr T Lake

**Curatorial Officer:** Dr Jess Tipper

**Project Officer:** J. A. Craven

**Oasis Reference:** Suffolkc1-64363

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

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## Summary

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An archaeological trial trench evaluation was carried out on land at 8, The Highlands, Exning. Isolated finds of Iron Age, Roman and medieval date were recovered from a buried soil horizon but there was no indication of any activity relating to either the nearby site of an Iron Age enclosure or of an Anglo-Saxon cemetery believed to lie partially under the property.

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# 1. Introduction

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An archaeological evaluation was carried out in advance of potential housing development in the garden of 8, The Highlands, Exning. The work was carried out to a Brief and Specification issued by Dr Jess Tipper (Suffolk County Council Archaeological Service, Conservation Team – Appendix 1) to establish the archaeological implications of planning application F/2009/0131/OUT. The work was commissioned by Noble Consulting on behalf of the developer, Mr T Lake, who funded the project.

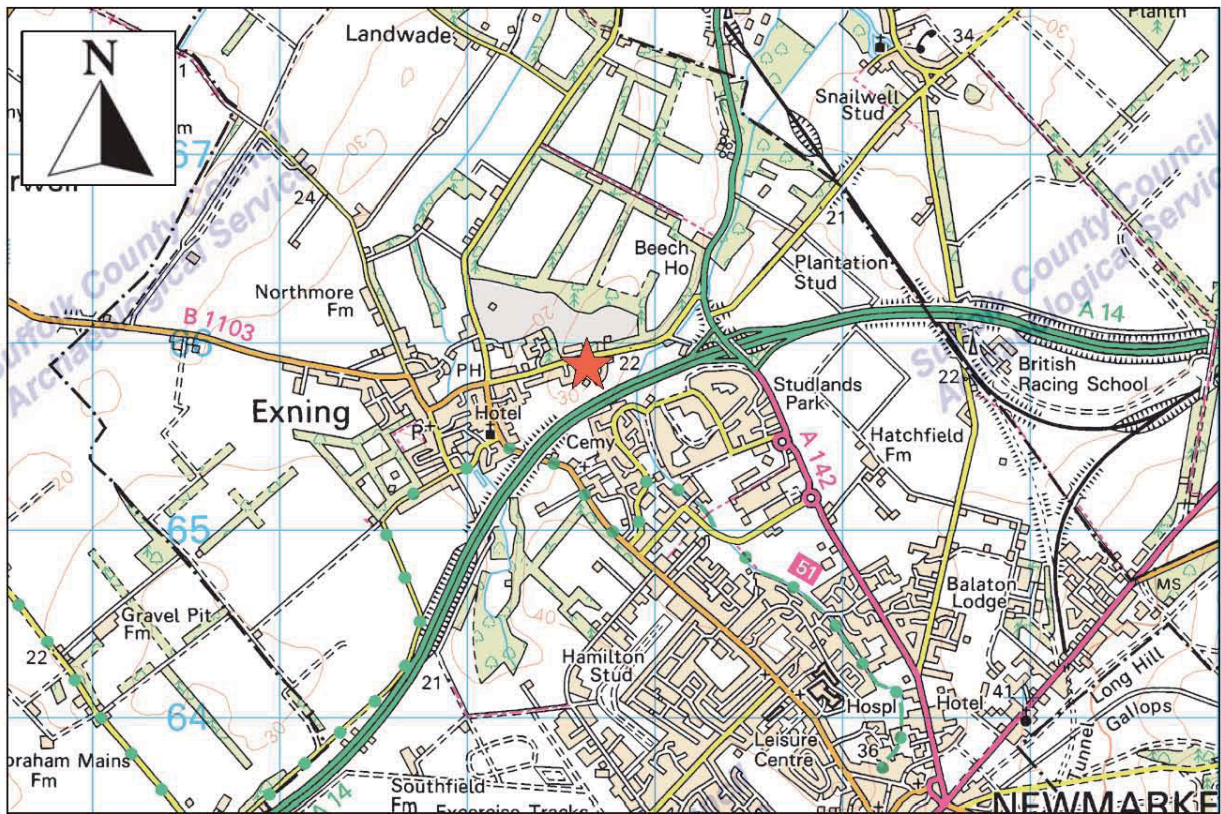
The site, an area of approximately 0.13ha, formed part of the current garden of 8, The Highlands and is centred at TL 6264 6590, in the former parish of Exning, now a part of Newmarket (Fig. 1). It lies c.0.5km to the east of the historic settlement core, in an area of low density housing along Windmill Hill. The modern A14 lies c.150m to the south.

The development of a new residential property would involve groundworks that could have a significant negative impact on any archaeological deposits, for which the site had high potential (see section 3 below). Dr Jess Tipper had therefore advised the planning authority and applicant that a program of trial trench evaluation was required to confirm the archaeological potential of the site and to establish any archaeological implications for its development.

## 2. Geology and topography

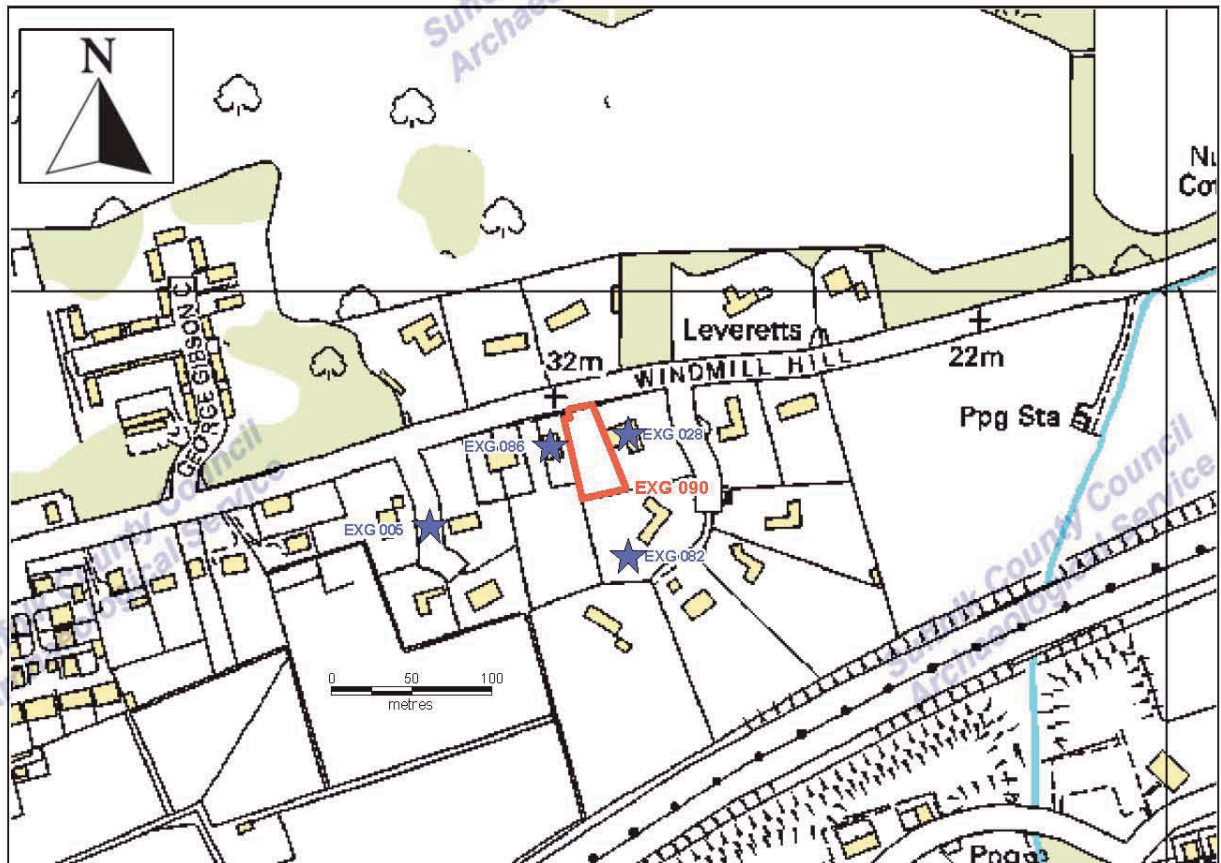
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The site lies atop Windmill Hill, a ridge of high ground aligned south-west to north-east that overlooks tributaries of the River Snail to the east and the New River to the west, at a height of c.34m AOD. The garden, while broadly level, appear to have been subject to an element of modern landscaping as ground levels drop rapidly at the north edge of the site down to the road. The site lies on well drained, coarse and fine loamy soils overlying chalk (Ordnance Survey 1983).



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Figure 1. Site location plan



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Figure 2. Nearby sites recorded on the Suffolk HER



### 3. Archaeological and historical background

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The site was of potential interest due to its location (Fig. 2) in an area of high archaeological importance recorded in the county Historic Environment Record (HER). Previous excavations 60m to the south of the site have identified a large ditch (EXG 082), which is believed to be part of a substantial Iron Age enclosure that surrounds a relatively high status settlement on Windmill Hill. The site is likely to lie within the enclosed area.

A possible early Anglo-Saxon cemetery of potential national importance is also believed to lie in the immediate vicinity. Two graves are recorded as having been found during the excavation of footings for 8, The Highlands in 1981 (EXG 028), one of which had iron grave goods suggesting a male burial of early Anglo-Saxon date. Reported burials found at a gravel pit 100m to the west in the early 20th century (EXG 005) may actually have been found in gravel pits to the north of The Highlands and be part of the same cemetery. Small scale archaeological investigations however, at EXG 005, EXG 086 and EXG 028, the latter during construction of extensions to 8, The Highlands (Caruth 1998) have not found any further evidence of burials.

### 4. Methodology

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The brief for the evaluation required 35m of 1.8m wide trenching to be placed across the site. These were placed in the northern part of the development area to target the positions of the proposed new building and access road. The north-west part of the site was unavailable for trenching due to the location of a shed and electricity sub-station. Trench 03 was shifted north from its proposed course to avoid an existing tree.

The trenches were excavated by a machine equipped with a toothless ditching bucket, under the supervision of an archaeologist, to the top of the natural subsoil surface. This generally involved the removal of topsoil and an underlying layer of sand/gravels (0002) which overlaid the natural subsoil. Excavated soil was examined for unstratified finds and both spoilheaps and trench were searched by an experienced metal-detectorist.

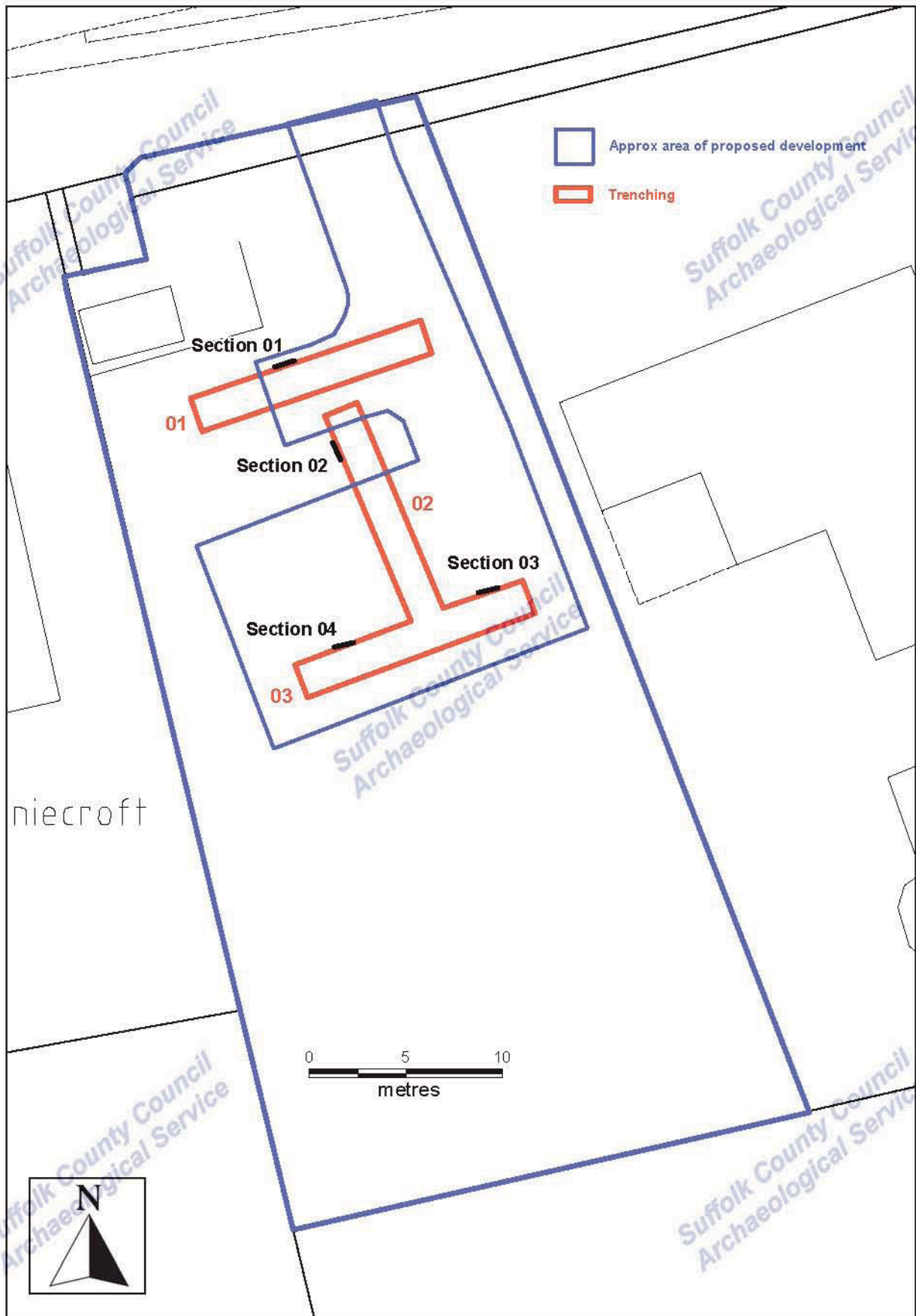
The site was recorded using a single context continuous numbering system. Trench locations were recorded by hand and four 1m wide profiles of the trenches were recorded at a scale of 1:20. Site levels AOD were recorded with a dumpy level and relate to an Ordnance Survey spotheight of 32.3m recorded on Windmill Hill road. Digital colour and black and white film photographs were taken of all stages of the fieldwork, and are included in the site archive.

An OASIS form has been completed for the project (reference no. suffolkc1-64363) and a digital copy of the report submitted for inclusion on the Archaeology Data Service database (<http://ads.ahds.ac.uk/catalogue/library/greylit>).

The site archive is kept in the main store of Suffolk County Council Archaeological Service at Bury St Edmunds under HER No. EXG 090.

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Figure 3. Trench plan

## 5. Results

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(Figs 3 and 4)

### Trench 01

This trench measured 12.5m by 1.8m and was aligned south-east to north-west. It showed a uniform soil profile, recorded in Section 01 (Fig. 4), of 0.45m of topsoil overlying a 0.4m thick deposit, 0001, of mid orange/brown silt/sands and gravel. This in turn overlaid the natural subsoil of mid yellow/orange silt/sand and gravels which lay at a height AOD of 32.9m-33m. No archaeological features were identified in the trench but a sherd of Iron Age pottery and a medieval buckle were recovered from 0001.

### Trench 02

This trench measured 11.5m by 1.8m and was aligned north-east to south-west. It showed a similar sequence of deposits to Trench 01, recorded in Section 02 (Fig 4), with 0.5m of topsoil overlying a deposit, here numbered as 0002, of mid orange/brown silt/sands and gravel. This in turn overlaid the natural subsoil of mid yellow/orange silt/sand and gravels. Layer 0002 gradually thinned as the subsoil rose slightly to the south from 33m-33.2m AOD. No archaeological features or deposits were identified in the trench.

### Trench 03

This trench measured 12.5m by 1.8m and was aligned south-east to north-west. It showed a uniform soil profile, recorded in Sections 03 and 04 (Fig. 4), of 0.5m of topsoil overlying a 0.2m thick deposit, here numbered as 0003, of mid orange/brown silt/sands and gravel. This in turn overlaid the natural subsoil of mid yellow/orange silt/sand and gravels which lay at a height AOD of 33.2m. No archaeological features were identified in the trench but a sherd of Roman pottery was recovered from 0003. Small areas of modern disturbance were seen at either end of the trench.

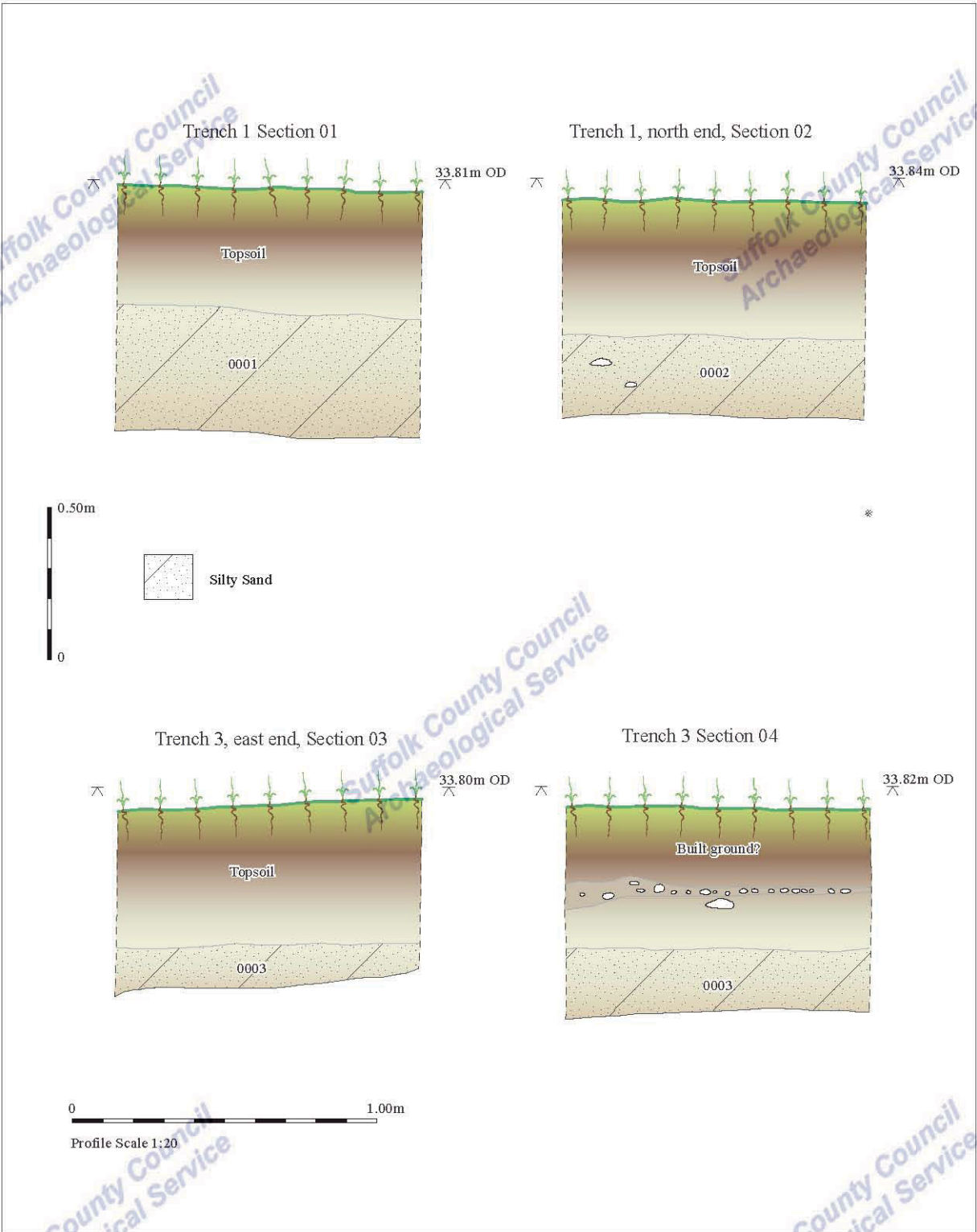


Figure 4. Trench profiles



## 6. The finds

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Richenda Goffin and Cathy Tester

Prehistoric, Roman and medieval finds were collected from two evaluation trenches.

Trench 01 produced a single sherd (11g) of handmade flint-tempered Iron Age pottery which was unstratified (0001).

Also unstratified from Trench 01 was SF 1001, a copper alloy buckle ( length 41mm, width of buckle 31mm, width of plate max. 25mm) of late 12th to late 14th century date (Egan and Pritchard, 76 and fig. 46 No 317). The buckle has an oval shaped frame with an off-set bar and sheet roller with missing pin. The trapezoidal plate is still attached to the buckle with remnants of organic material, probably leather, preserved between the two sides of the plate. The outer side of the plate has recesses for the frame, and the remains of all five rivets, three of which are complete.

A single undiagnostic rimsherd (3g) of Roman sandy greyware pottery was unstratified in Trench 03 (0003).



## 7. Discussion

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The evaluation trenches identified a uniform soil profile across the site with the natural subsoil descending a slight north facing slope. Underneath the modern garden topsoil was a buried soil of mid orange/brown silt/sands and gravel containing isolated, residual finds, of Iron Age, Roman and medieval date. This profile was very similar to that seen in previous monitoring of groundworks at 8, The Highlands (Caruth 1998).

The presence of this layer, which has probably derived from natural processes, above the natural subsoil indicates that there has been little or no disturbance to the subsoil or potential archaeological deposits. This implies that the absence of archaeological deposits is a genuine indication of an absence of former activity in the area. There was no evidence relating to the known areas of Iron Age occupation or Anglo-Saxon funerary activity that lie within the immediate vicinity.

## 8. Conclusions and recommendations for further work

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The absence of any archaeological deposits within the trenches demonstrates that the site is of negligible potential and that the development will not have an impact upon any such deposits. Accordingly no further work is thought necessary to meet the requirements of the condition on the planning application.

## 9. Archive deposition

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Paper and photographic archive: SCCAS Bury St Edmunds

Digital archive: SCCAS Bury St Edmunds T:arc\archive field  
proj\Exning\ EXG 090 Land adj 8 The Highlands

Finds and environmental archive: SCCAS Bury St Edmunds. Store Location: Parish Box  
H/80/2 and SS/11/4

## 10. List of contributors and acknowledgements

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The evaluation was carried out by a number of archaeological staff, (John Craven, John Sims and Alan Smith) all from Suffolk County Council Archaeological Service, Field Team.

The project was directed by John Craven, and managed by Jo Caruth, who also provided advice during the production of the report.

The post-excavation was managed by Richenda Goffin. The production of site illustrations was carried out by Gemma Adams and Crane Begg, and the specialist finds report by Richenda Goffin and Cathy Tester.

## 11. Bibliography

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Caruth, J., 1998, *The Highlands, Windmill Hill, Exning. EXG 028*. SCCAS Report No. 98/95

Egan, G., and Pritchard, F., 1991, *Medieval finds from Excavations in London: 3 Dress Accessories c.1150-1450*, Museum of London, The Stationery Office.

Ordnance Survey, 1983, 'Soils of England and Wales' *Soil survey of England and Wales, sheet 4 Eastern England 1:250,000*. Harpenden.

### Disclaimer

Any opinions expressed in this report about the need for further archaeological work are those of the Field Projects Team alone. Ultimately the need for further work will be determined by the Local Planning Authority and its Archaeological Advisors when a planning application is registered. Suffolk County Council's archaeological contracting services cannot accept responsibility for inconvenience caused to the clients should the Planning Authority take a different view to that expressed in the report.

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## Appendix 1

### Brief and specification

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Environment and Transport Service Delivery  
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## **Brief and Specification for Archaeological Evaluation**

### **Land at 8 The Highlands, Exning (F/2009/0131/OUT)**

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

#### **1. The nature of the development and archaeological requirements**

- 1.1 A planning application (F/2009/0131/OUT) has been made for construction of a single house and access drive on Land at Hillcrest, 8 The Highlands, Exning, Suffolk.
- 1.2 The Planning Authority has been advised by Suffolk County Council Archaeology Service that this proposal lies in an area of high archaeological importance. In order to establish the archaeological implications of this application, the applicant has been required, prior to consideration of the application, to provide an archaeological impact assessment of the proposed site as suggested in DoE Planning Policy Guidance 16 (November 1990), para 21.
- 1.3 The development area, which measures 0.126ha. in size, is at TL 626 658 and currently used as garden (lawn). It lies on a 30.00m OD spur, defined by stream valleys to east and west, close to former areas of gravel extraction.
- 1.4 The proposed development lies in an area of high archaeological importance recorded in the County Historic Environment Record. In an area immediately to the south the ditch of a substantial early Iron Age enclosure has been identified, with a large assemblage of contemporary pottery from a limited area, suggesting a relatively high status site (EXG 082). The area enclosed is very likely to include the present development area. The foundation trenches for the construction of 8 The Highlands contained two graves, with preserved bone, one of which had iron grave goods of a typical male burial of early Anglo-Saxon date; both graves were in the north-west part of the original house, and no further graves were identified during construction of an extension to the south. Further early Anglo-Saxon graves are recorded as having been found c. 1900 in an extraction pit to the west of The Highlands (EXG 005), though the absence of any recent material from the immediate vicinity (and from a very small investigation just west of the development area) raises the possibility that the find spot was one of the other extraction pits in the area (two are shown on the 1900's OS map immediately north of 8 The Highlands).

There is high potential for important archaeological deposits to be disturbed by this development; an Anglo-Saxon cemetery with relatively good preservation of both bone and artefacts is of national significance and the Iron Age enclosure is also of high significance.

- 1.5 In order to inform the planning decision and any subsequent mitigation strategy, the following work is required:
  - A linear trenched evaluation is required of the development area.
- 1.6 The results of this evaluation will enable the archaeological resource, both in quality and extent, to be accurately quantified, informing both development methodologies and mitigation measures. Decisions on the need for, and scope of, any further work should there be any archaeological finds of significance will be based upon the results of the evaluation and will be the subject of an additional brief.

- 1.7 All arrangements for the field evaluation of the site, the timing of the work, access to the site, the definition of the precise area of landholding and area for proposed development are to be defined and negotiated with the commissioning body.
- 1.8 Detailed standards, information and advice to supplement this brief are to be found in *Standards for Field Archaeology in the East of England*, East Anglian Archaeology Occasional Papers 14, 2003.
- 1.9 In accordance with the standards and guidance produced by the Institute of Field Archaeologists this brief should not be considered sufficient to enable the total execution of the project. A Written Scheme of Investigation (WSI) based upon this brief and the accompanying outline specification of minimum requirements, is an essential requirement. This must be submitted by the developers, or their agent, to the Conservation Team of the Archaeological Service of Suffolk County Council (Shire Hall, Bury St Edmunds IP33 2AR; telephone/fax: 01284 352443) for approval. The work must not commence until this office has approved both the archaeological contractor as suitable to undertake the work, and the WSI as satisfactory. The WSI will provide the basis for measurable standards and will be used to satisfy the requirements of the planning condition.
- 1.10 Before any archaeological site work can commence it is the responsibility of the developer to provide the archaeological contractor with either the contaminated land report for the site or a written statement that there is no contamination. The developer should be aware that investigative sampling to test for contamination is likely to have an impact on any archaeological deposit which exists; proposals for sampling should be discussed with the Conservation Team of the Archaeological Service of SCC (SCCAS/CT) before execution.
- 1.11 The responsibility for identifying any constraints on field-work, e.g. Scheduled Monument status, Listed Building status, public utilities or other services, tree preservation orders, SSSIs, wildlife sites &c., ecological considerations rests with the commissioning body and its archaeological contractor. The existence and content of the archaeological brief does not over-ride such constraints or imply that the target area is freely available.
- 1.12 Any changes to the specifications that the project archaeologist may wish to make after approval by this office should be communicated directly to SCCAS/CT and the client for approval.

## **2. Brief for the Archaeological Evaluation**

- 2.1 Establish whether any archaeological deposit exists in the area, with particular regard to any which are of sufficient importance to merit preservation *in situ*.
- 2.2 Identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.
- 2.3 Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.
- 2.4 Establish the potential for the survival of environmental evidence.
- 2.5 Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.
- 2.6 This project will be carried through in a manner broadly consistent with English Heritage's *Management of Archaeological Projects*, 1991 (MAP2), all stages will follow a process of assessment and justification before proceeding to the next phase of the project. Field



evaluation is to be followed by the preparation of a full archive, and an assessment of potential. Any further excavation required as mitigation is to be followed by the preparation of a full archive, and an assessment of potential, analysis and final report preparation may follow. Each stage will be the subject of a further brief and updated project design; this document covers only the evaluation stage.

- 2.7 The developer or his archaeologist will give SCCAS/CT (address as above) five working days notice of the commencement of ground works on the site, in order that the work of the archaeological contractor may be monitored.
- 2.8 If the approved evaluation design is not carried through in its entirety (particularly in the instance of trenching being incomplete) the evaluation report may be rejected. Alternatively the presence of an archaeological deposit may be presumed, and untested areas included on this basis when defining the final mitigation strategy.
- 2.9 An outline specification, which defines certain minimum criteria, is set out below.

### 3. Specification: Trenched Evaluation

- 3.1 Trial trenches are to be excavated to cover 5% by area of the development site, which is 63.00m<sup>2</sup>. These shall be positioned to sample all parts of the site. Linear trenches are thought to be the most appropriate sampling method. Trenches are to be a minimum of 1.80m wide unless special circumstances can be demonstrated, which will result in 35.00m of trenching.
- 3.2 If excavation is mechanised a toothless 'ditching bucket' must be used (minimum of 1.20m wide). A scale plan showing the proposed locations of the trial trenches should be included in the WSI and the detailed trench design must be approved by SCCAS/CT before field work begins.
- 3.3 The topsoil may be mechanically removed using an appropriate machine with a back-acting arm and fitted with a toothless bucket, down to the interface layer between topsoil and subsoil or other visible archaeological surface. All machine excavation is to be under the direct control and supervision of an archaeologist. The topsoil should be examined for archaeological material.
- 3.4 The top of the first archaeological deposit may be cleared by machine, but must then be cleaned off by hand. There is a presumption that excavation of all archaeological deposits will be done by hand unless it can be shown there will not be a loss of evidence by using a machine. The decision as to the proper method of excavation will be made by the senior project archaeologist with regard to the nature of the deposit.
- 3.5 In all evaluation excavation there is a presumption of the need to cause the minimum disturbance to the site consistent with adequate evaluation; that significant archaeological features, e.g. solid or bonded structural remains, building slots or post-holes, should be preserved intact even if fills are sampled. For guidance:
  - For linear features, 1.00m wide slots (min.) should be excavated across their width;
  - For discrete features, such as pits, 50% of their fills should be sampled (in some instances 100% may be requested).
- 3.6 There must be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. The depth and nature of colluvial or other masking deposits must be established across the site.
- 3.7 Archaeological contexts should, where possible, be sampled for palaeo-environmental remains. Best practice should allow for sampling of interpretable and datable archaeological

deposits and provision should be made for this. The contractor shall show what provision has been made for environmental assessment of the site and must provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeo-environmental and palaeo-economic 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 Rachel Ballantyne, English Heritage Regional Adviser for Archaeological Science (East of England). A guide to sampling archaeological deposits (Murphy, P.L. and Wiltshire, P.E.J., 1994, *A guide to sampling archaeological deposits for environmental analysis*) is available for viewing from SCCAS.

- 3.8 Any natural subsoil surface revealed should be hand cleaned and examined for archaeological deposits and artefacts. Sample excavation of any archaeological features revealed may be necessary in order to gauge their date and character.
- 3.9 Metal detector searches must take place at all stages of the excavation by an experienced metal detector user.
- 3.10 All finds will be collected and processed (unless variations in this principle are agreed SCCAS/CT during the course of the evaluation).
- 3.11 Human remains must be left *in situ* except in those cases where damage or desecration are to be expected, or in the event that analysis of the remains is shown to be a requirement of satisfactory evaluation of the site. If any possible graves are identified there must be consultation with SCCAS/CT. However, the excavator should be aware of, and comply with, the provisions of Section 25 of the Burial Act 1857.
- 3.12 Plans of any archaeological features on the site are to be drawn at 1:20 or 1:50, depending on the complexity of the data to be recorded. Sections should be drawn at 1:10 or 1:20 again depending on the complexity to be recorded. All levels should relate to Ordnance Datum. Any variations from this must be agreed with SCCAS/CT.
- 3.13 A photographic record of the work is to be made, consisting of both monochrome photographs and colour transparencies and/or high resolution digital images (using a minimum 5megapixel camera).
- 3.14 Topsoil, subsoil and archaeological deposit to be kept separate during excavation to allow sequential backfilling of excavations.
- 3.15 Trenches should not be backfilled without the approval of SCCAS/CT.

#### **4. General Management**

- 4.1 A timetable for all stages of the project must be agreed before the first stage of work commences, including monitoring by SCCAS/CT. The archaeological contractor will give not less than five days written notice of the commencement of the work so that arrangements for monitoring the project can be made.
- 4.2 The composition of the archaeology contractor staff must be detailed and agreed by this office, including any subcontractors/specialists. For the site director and other staff likely to have a major responsibility for the post-excavation processing of this evaluation there must also be a statement of their responsibilities or a CV for post-excavation work on other archaeological sites and publication record. Ceramic specialists, in particular, must have relevant experience from this region, including knowledge of local ceramic sequences.
- 4.3 It is the archaeological contractor's responsibility to ensure that adequate resources are available to fulfill the Brief.

- 4.4 A detailed risk assessment must be provided for this particular site.
- 4.5 No initial survey to detect public utility or other services has taken place. The responsibility for this rests with the archaeological contractor.
- 4.6 The Institute of Field Archaeologists' *Standard and Guidance for archaeological field evaluation* (revised 2001) should be used for additional guidance in the execution of the project and in drawing up the report.

## 5. Report Requirements

- 5.1 An archive of all records and finds must be prepared consistent with the principles of English Heritage's *Management of Archaeological Projects*, 1991 (particularly Appendix 3.1 and Appendix 4.1).
- 5.2 The report should reflect the aims of the WSI.
- 5.3 The objective account of the archaeological evidence must be clearly distinguished from its archaeological interpretation.
- 5.4 An opinion as to the necessity for further evaluation and its scope may be given. No further site work should be embarked upon until the primary fieldwork results are assessed and the need for further work is established.
- 5.5 Reports on specific areas of specialist study must include sufficient detail to permit assessment of potential for analysis, including tabulation of data by context, and must include non-technical summaries.
- 5.6 The Report must include a discussion and an assessment of the archaeological evidence. Its conclusions must include a clear statement of the archaeological potential of the site, and the significance of that potential in the context of the Regional Research Framework (*East Anglian Archaeology*, Occasional Papers 3 & 8, 1997 and 2000).
- 5.7 The results of the surveys should be related to the relevant known archaeological information held in the County Historic Environment Record (HER).
- 5.8 A copy of the Specification should be included as an appendix to the report.
- 5.9 The project manager must consult the County HER Officer (Dr Colin Pendleton) to obtain an 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.
- 5.10 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*.
- 5.11 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.
- 5.12 The WSI should state proposals for the deposition of the digital archive relating to this project with the Archaeology Data Service (ADS), and allowance should be made for costs incurred to ensure the proper deposition (<http://ads.ahds.ac.uk/project/policy.html>).
- 5.13 Every effort must be made to get the agreement of the landowner/developer to the deposition of the finds with the County HER 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 HER 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.

- 5.14 The site archive is to be deposited with the County HER within three months of the completion of fieldwork. It will then become publicly accessible.
- 5.15 Where positive conclusions are drawn from a project (whether it be evaluation or excavation) a summary report, in the established format, suitable for inclusion in the annual 'Archaeology in Suffolk' section of the *Proceedings of the Suffolk Institute for Archaeology*, must be prepared. It should be included in the project report, or submitted to SCCAS/CT, by the end of the calendar year in which the evaluation work takes place, whichever is the sooner.
- 5.16 County HER sheets must be completed, as per the County HER manual, for all sites where archaeological finds and/or features are located.
- 5.17 An unbound copy of the evaluation 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.

Following acceptance, two copies of the report should be submitted to SCCAS/CT together with a digital .pdf version.

- 5.18 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.
- 5.19 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.
- 5.20 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: Jess Tipper

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Reference: / SpecEval\_8 The HighlandsExning2009.doc

**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.**