Suffolk County Council

ARCHAEOLOGICAL EVALUATION REPORT

SCCAS REPORT No. 2009/295

Bushy Lane, Hollesley
HLY 113

S. Cass

www.suffolkcc.gov.uk/e-and-t/archaeology

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HER Information

Planning Application No:	**C/07/0375**
Date of Fieldwork:	**16th-18th November 2009**
Grid Reference:	**TM 3475 4418**
Funding Body:	**Classmanor New Homes Ltd**
Curatorial Officer:	**Jess Tipper**
Project Officer:	**Simon Cass**
Oasis Reference:	**suffolkc1-67849**
	Digital report submitted to Archaeological Data Service: http://ads.ahds.ac.uk/catalogue/library/greylit

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Summary

An archaeological evaluation was carried out on land at Bushy Lane, Hollesley on the 16th -18th November 2009 in order to satisfy a condition placed on a proposed development of four new houses on the site. Twelve trenches were excavated across a 0.9ha area, with minimal archaeological remains being encountered. Several relatively modern possible quarry-pits were identified, and a single possible pit was located in Trench 2. Due to the large amount of truncation, it seems likely that any archaeological deposits that may have once been present have been removed. It is unlikely that any further archaeological works are required with regard to this planning application.

1. Introduction

Planning consent (C/07/0375) was granted by Suffolk Coastal District Council for the construction, on land at Bushy Lane, Hollesley, of 4 new houses and associated vehicular access. Condition 5 of this permission required the securing and implementation of an appropriate scheme of archaeological works. The brief and specification set out by Dr Jess Tipper of Suffolk County Council Archaeological Service Conservation Team required an archaeological evaluation to be undertaken as an initial stage of work. The intention of this was to quantify and determine, as far as possible, the nature of the archaeological resource and inform any possible future mitigation strategy.

2. Geology and topography

The site lies on the crest of a slight hillock on a larger slope, rising from c. 5m AOD in the east towards the west, in a field that was still under plough until very recently. The underlying geology is listed as deep sands and/or crag deposits, as observed in the trenches on site. The village of Hollesley is a short distance (c. 500m) to the northeast of the site across the Black Ditch, which leads out to Barthorp's Creek and the River Ore.

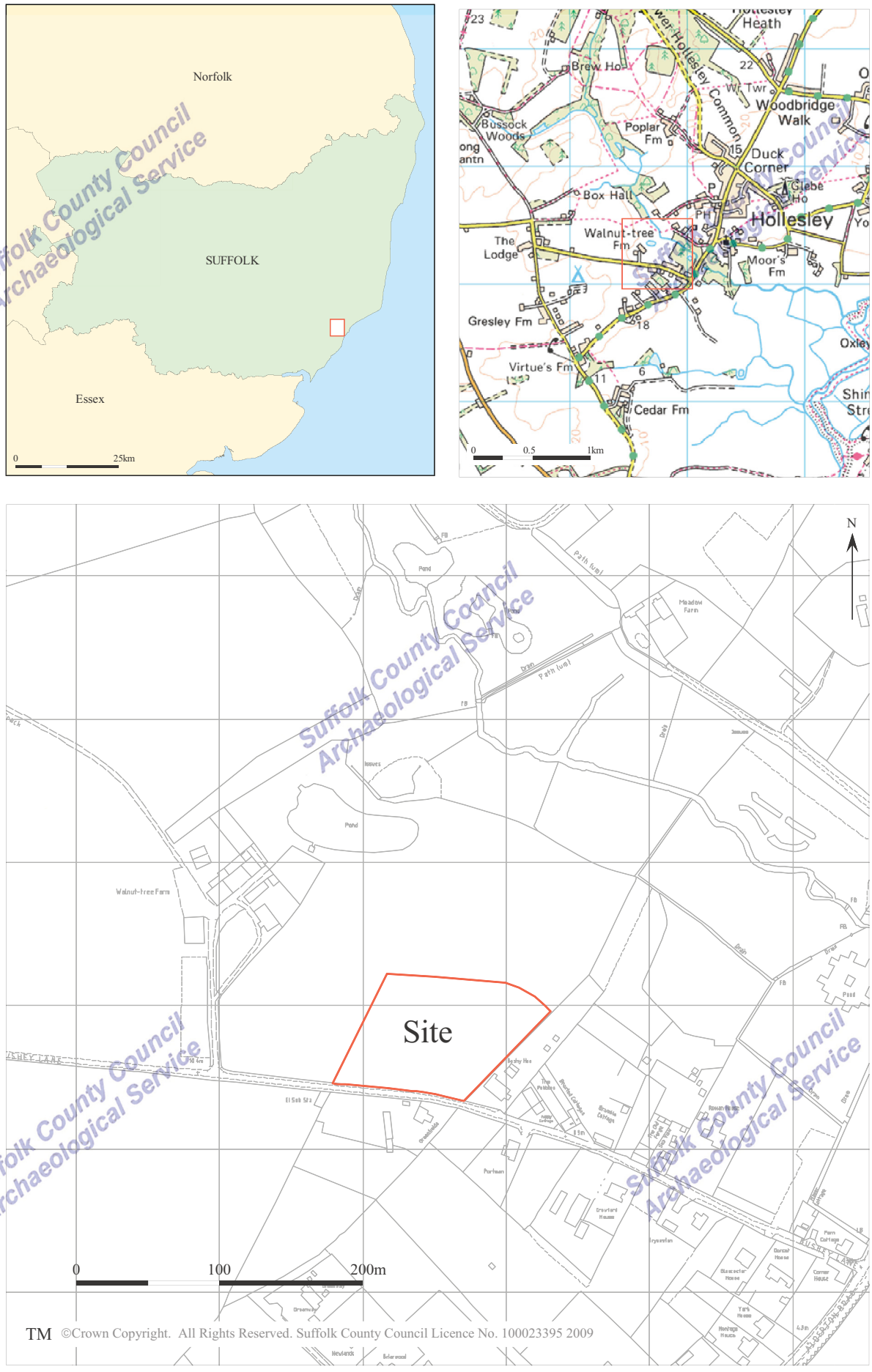

Figure 1. Site Location

3. Archaeological and historical background

The site lies in an area of high archaeological potential, as recorded in the County Historic Environment Record, to the south-east of an extensive crop mark complex defined by aerial photography (HER: HLY 006) indicative of extensive multi-phase remains. Find spots within the village of Hollesley record artefacts of Neolithic, Bronze Age and Roman date, pointing to the possibility of diffuse occupation throughout these periods. Due to the close proximity of the site to this area of archaeological remains, it was believed that the site had a high potential for occupation deposits within the area of the proposed new development.

4. Methodology

The excavation of the trenches was carried out by a 14-tonne 360^0 tracked digger fitted with a 1.8m wide toothless 'ditching' bucket under constant archaeological supervision. Overburden was removed stratigraphically until the first undisturbed archaeological horizon or natural deposit was exposed. The natural geology was confirmed by test-pitting where necessary due to its variable nature. Where deep trenches were excavated, they were backfilled immediately rather than being left open overnight.

The trenches were set out, according to the plan specified in the written scheme of investigation (WSI) produced by Stuart Boulter dated November 2009, with a RTK GPS system, apart from Trenches 2, 4 and 8 which had to be altered due to the presence of live services on the site.

Due to the low complexity of the revealed stratigraphy it was recorded as a measured section for each trench, with a digital photographic record made of any significant sections/deposits. Anomalous large-scale features of suspected modern origin were investigated by test-pitting with a 0.6m wide bladed bucket fitted to the machine.

5. Results

5.1 Introduction

Twelve trenches were excavated, over the course of two days, in the positions indicated in the WSI as mentioned earlier. The northern ends of Trenches 4 and 8 were rotated eastward to avoid overhead power cables near the western boundary of the site. Due to a mains water pipe passing along the southern field boundary, the decision was taken to shorten trench 2, cutting 1.5m from the southern end to avoid the potential for damage to the pipe. All of the trenches were checked with a metal detector and a visual walkover of spoil heaps, and unstratified finds were collected under a single context.

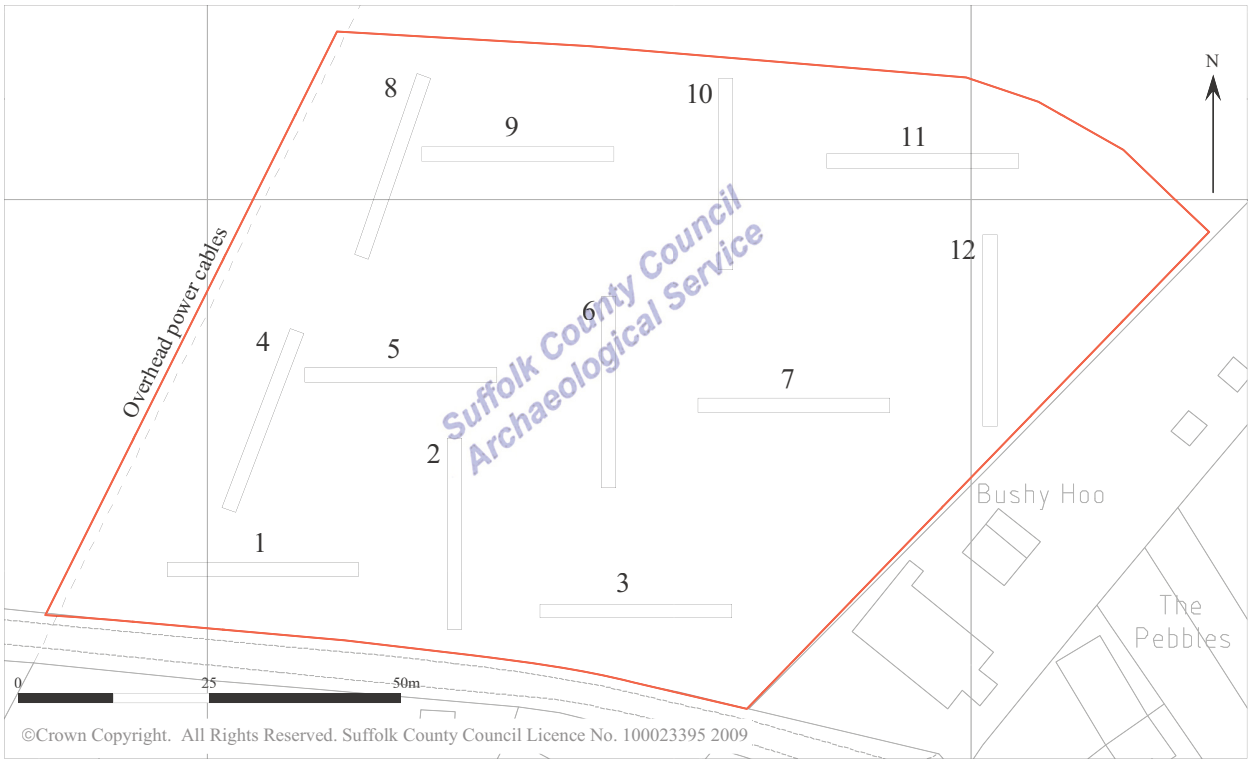

Figure 2. Location of trenches

5.2 Trench 1

Trench 1 was 25m long, 1.1m deep and 1.9m wide, orientated approximately east/west. The stratigraphy encountered consisted of 0.45m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above 0.55m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay mottled mid/pale orangey brown/ greyish white soft sands, observed in a test pit to continue to at least 1.65m below surface level. No finds or deposits of archaeological interest were observed.

Plate 1. Trench 1, facing east (2m scale).

5.3 Trench 2

This trench was 23.5m long, 1.9m wide and up to 1.2m deep (at its southern end), orientated north/south. The stratigraphy encountered consisted of up to 0.5m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.7m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay mottled mid/pale orangey brown/greyish white soft sands. The northern end of the trench was significantly shallower, with 0.35m of topsoil above 0.45m of subsoil. A single possible pit feature was identified at the northern end of this trench. Pit 0103 was an irregularly-shaped ovoid with steeply curved sides and a concave base, with poorly defined edges (likely due to the heavy mottling/bioturbation evident). It was filled with a friable mid greyish brown/reddish brown mottled silty sand with very occasional small sub angular flints up to 20mmx10mm. A sample taken from fill 0102 proved to be devoid of any environmental remains, and no dating evidence was encountered. The feature was completely excavated after recording.

Plate 2. Possible Pit 0103, facing west (1m scale).

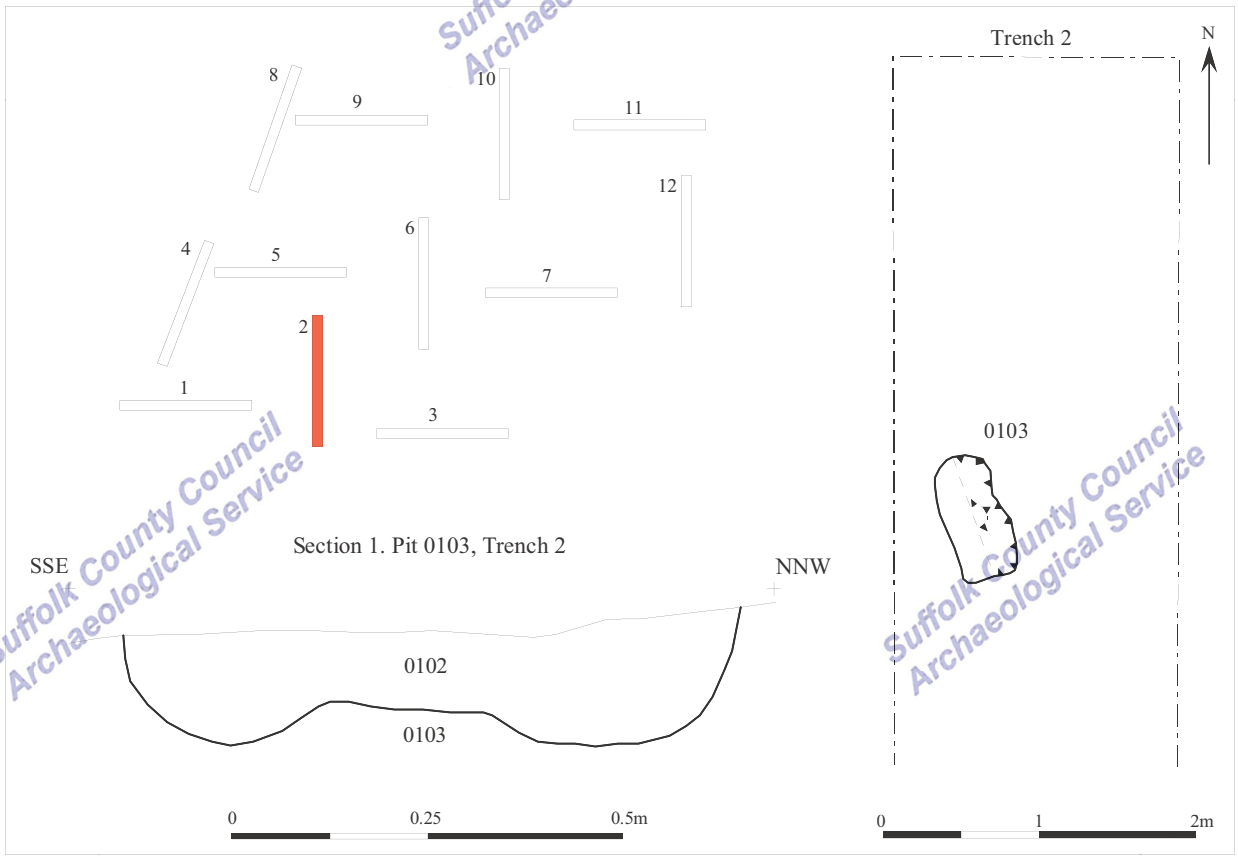

Figure 3. Pit 0103 plan and section

5.4 Trench 3

This trench was 1.9m wide, 1.2m deep and 25m long, orientated east/west. The stratigraphy encountered consisted of 0.4m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above 0.6m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. Below this was a layer up to 0.15m thick of a dark blackish brown/grey silty sand believed to be a naturally occurring deposit. This overlay mottled mid/pale orangey brown/ greyish white soft sands at a depth of 1.2m. No finds or deposits of archaeological relevance were observed in this trench.

Plate 3. Trench 3, facing east (2m scale).

5.5 Trench 4

Trench 4 was 25m long, up to 1m deep and 1.9m wide, orientated approximately north-east/south-west. The stratigraphy encountered consisted of 0.4m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.6m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay mottled mid/pale orangey/greyish white soft sands, becoming orangey brown towards the northern end of the trench. The trench became significantly shallower, with only c. 0.2m of subsoil present at the northern end. This is believed to be due to the combination of rising underlying geology and greater colluvial deposits towards the south similar to that seen in several other trenches. No finds or deposits of archaeological interest were observed.

5.6 Trench 5

This trench was 1.9m wide, 0.5m deep and 25m long, orientated east/west. The stratigraphy encountered consisted of 0.3m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above 0.2m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay mottled mid orangey brown and pale brownish yellow soft sands. No finds or deposits of archaeological relevance were observed in this trench.

5.7 Trench 6

This trench was 1.9m wide, up to 0.8m deep and 25m long, orientated north/south. The stratigraphy encountered consisted of 0.4m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.4m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay bands of mid orangey brown slightly silty sands and pale brownish yellow soft sands. A test pit at the northern end of the trench confirmed these as natural deposits. No finds or deposits of archaeological relevance were observed in this trench.

5.8 Trench 7

This trench was 1.9m wide, up to 0.35m deep and 25m long, orientated east/west. The stratigraphy encountered consisted of 0.15m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.2m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay mid orangey

brown silty sand with sand pockets. No finds or deposits of archaeological relevance were observed in this trench.

5.9 Trench 8

This trench was 1.9m wide, up to 0.5m deep and 25m long, orientated north-east/south-west. The stratigraphy encountered consisted of 0.3m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.2m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay mottled mid orangey brown and pale brownish yellow soft sands. A large pit/feature was observed in the middle of the trench, from 7.5-21.5m along the trench, filled with a mid greyish brown sandy clay. A test pit confirmed that this deposit was at least 0.5m deeper than the natural geology elsewhere in the trench, although the test-pit did not reach the bottom of the feature. It is believed to be some form of quarrying activity. No finds or deposits of archaeological relevance were observed in this trench.

5.10 Trench 9

This trench was 1.9m wide, up to 0.7m deep and 25m long, orientated east/west. The stratigraphy encountered consisted of 0.35m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.35m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. Another quarry pit feature was located in this trench, cut through the subsoil layer and located between c. 4m and 20m. A half width test pit excavated in the middle of this feature (adjacent to the edge of the trench) to a depth of 1.5m revealed multiple layers of infilling, with charcoal flecking, modern ceramic building material (CBM) fragments and occasional bone fragments from the lower two deposits. The natural geology at the base of this pit was yellowy-orange soft sand, although elsewhere in the trench (where it was not truncated by the quarry pit) the natural geology varied from a mid brown silty sand to a light brown/yellow gravelly sand. No finds or deposits of archaeological relevance were observed in this trench.

5.11 Trench 10

This trench was 1.9m wide, 0.8m deep at the southern end and 0.4m deep in the northern end and 25m long, orientated north/south. The stratigraphy encountered in the southern end consisted of 0.4m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.4m of mid brownish red silty sand subsoil with

occasional/intermittent small sub-rounded stones. In the northern end there was 0.25m of topsoil and 0.15m of subsoil. The natural geology observed in this trench was mottled mid orangey brown and pale brownish yellow soft sand with occasional pockets of mid grey chalky clay towards the northern end. Another possible quarry pit was identified at the south end of the trench, c. 2.6m long and extending out of the trench to the west. No finds or deposits of archaeological relevance were observed in this trench.

5.12 Trench 11

This trench was 1.9m wide, 0.4m deep and 25m long, orientated east/west. The stratigraphy encountered consisted of 0.3m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.1m of mid brownish red silty sand subsoil with occasional/intermittent small sub-rounded stones. This overlay mid orangey brown silty sand natural in the west end with pale greyish/black and yellow sands in the east. Another possible quarry pit was seen between 12m and 22m. No finds or deposits of archaeological relevance were observed in this trench.

5.13 Trench 12

This trench was 1.9m wide, up to 0.6m deep and 25m long, orientated east/west. The stratigraphy encountered consisted of 0.2m of mid reddish brown sandy silt topsoil with intermittent small sub-rounded stones above up to 0.25m of mid brownish red silty sand subsoil in the northern end of the trench (0.4m in the southern end) with occasional/intermittent small sub-rounded stones. The natural geology consisted of mixed yellow, grey and black sands in the north end, changing to pinkish red/deep red shelly crag/sand in the south end. Another quarry pit was found in the middle of this trench, with more CBM fragments evident in the lowest fill encountered.

Plate 4. Trench 12, facing south (2m scale).

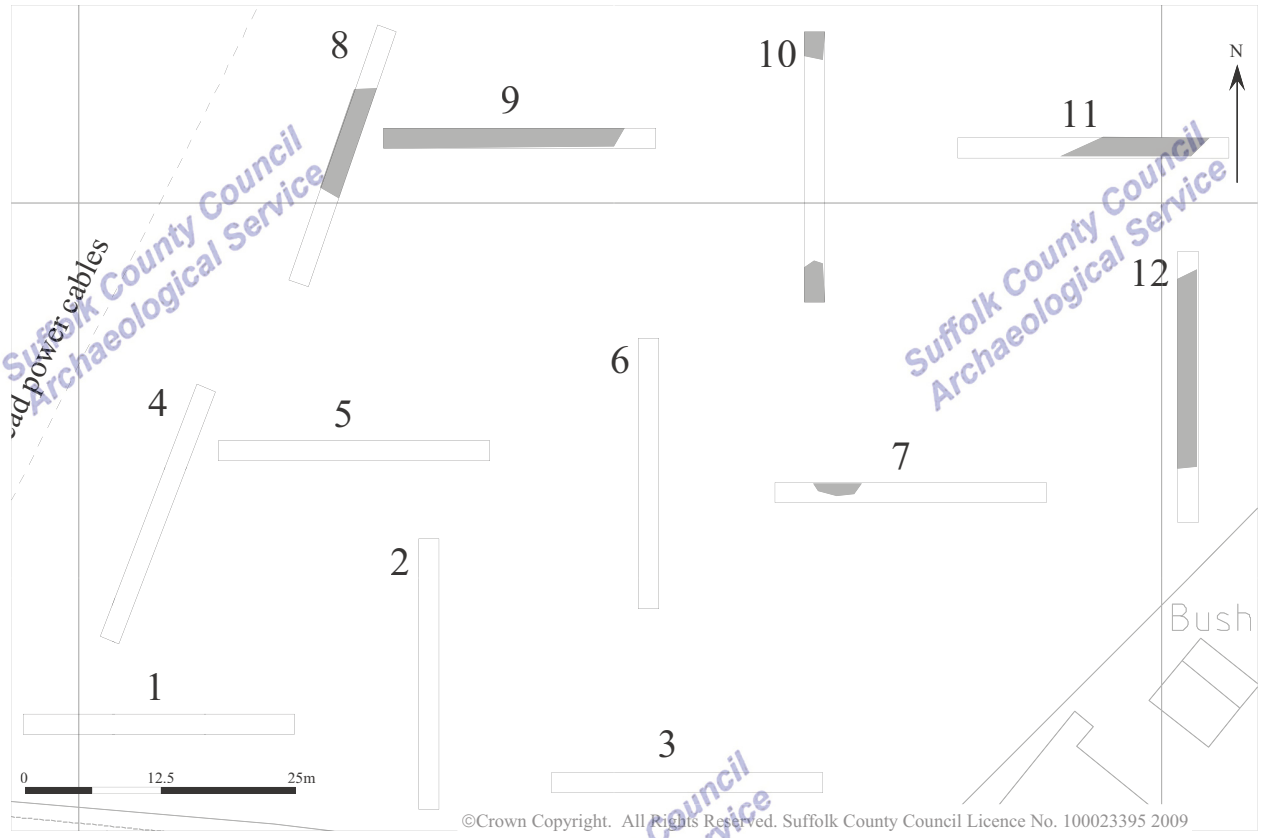

Figure 4. Trench plan showing probable quarry pits

6. Finds and environmental evidence

6.1 Introduction

The only finds located were a number of iron nail fragments and a single button, identified during metal detecting across the excavated spoil heaps. The sample taken from the possible pit 0103 proved entirely negative, with no environmental or artefactual evidence present after processing.

6.2 Metal Objects

Five iron nail fragments were recovered from the spoil heaps. These had square-sectioned shafts but cannot be closely dated. An unstratified small stamped brass button with a sunken panel and four perforations for attachment dates to c 1837-1865 (Noel-Hume 1980, fig 23, type 32).

7. Discussion

This site appears to be largely devoid of archaeologically relevant features and/or deposits. The shallow depth of overburden across much of the site could point towards the destruction by ploughing of any archaeology that may have been present, while the build-up of soils towards the southern boundary of the site seems likely to post-date the creation of Bushy Lane, as the lane itself appears to be of a similar height to the natural geology exposed in Trenches 1 and 3. While there may be the potential for surviving archaeology towards the boundaries of the site, a number of significantly sized quarrying (?) pits have been identified, extending across the entire area of trenching.

8. Conclusions and recommendations for further work

It would appear that despite this site's promising location, within a general area already known to have archaeological features and finds, the site is essentially clear of archaeology. The single possible pit encountered is not certainly of an archaeological nature and while the quarrying pits observed could well have significantly damaged or destroyed any archaeological remains, it seems likely that had there been any further archaeological activity on site some trace would have still been present in the trenches. This lack of any sign of further archaeological remains suggests that there would be little information to be gained by further archaeological investigation.

9. Archive deposition

Paper and photographic archive: SCCAS Ipswich T:\ENV\ARC\PARISH\Hollesley
Finds and environmental archive: SCCAS Bury St Edmunds. Store Location: Small Store.

10. List of contributors and acknowledgements

The evaluation was carried out by Simon Cass and Simon Picard from Suffolk County Council Archaeological Service, Field Team.

The project was directed and managed by Stuart Boulter, who also provided advice during the production of the report.

The post-excavation was managed by Richenda Goffin. The production of site plans and sections was carried out by Simon Cass, and the specialist finds report by Richenda Goffin. Specialist environmental sampling and reporting was provided by Anna West. The report was checked by Richenda Goffin.

11. Bibliography

Noel-Hume, I., 1980, A guide to artifacts of colonial America, Alfred A. Knopf, New York

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Appendix 1. Brief and Specification

Brief and Specification for Archaeological Evaluation

PART OS 7523, BUSHY LANE, HOLLESLEY (C/07/0375)

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

1. The nature of the development and archaeological requirements

1.1 Planning permission has been granted by Suffolk Coastal District Council (C/07/0375) for the erection of four dwellings and associated access at Part OS 7523, Bushy Lane, Hollesley (TM 3476 4417). **Please contact the applicant for an accurate plan of the site.**

1.2 The Planning Authority has been advised that any consent should be conditional upon an agreed programme of work taking place before development begins (PPG 16, paragraph 30 condition).

1.3 The site, which measures 0.63 ha. in size, is located on the north side of Bushy Lane, at *c.* 5 - 10.00m AOD, overlooking the Black Ditch. The underlying geology of the site comprises glaciofluvial drift over Cretaceous sand or Crag (deep sand).

1.4 The application lies within an area of high archaeological potential, recorded in the County Historic Environment Record, to the south-east of an extensive crop mark complex defined by aerial photography (HER no. HLY 006) that is indicative of extensive multi-phase remains. There is high potential for occupation deposits to be disturbed by development, given the proximity to known remains and given the valley side location which is topographically favourable for early occupation. Aspects of the proposed works would cause significant ground disturbance that has potential to damage any archaeological deposit that exists.

1.5 In order to inform the archaeological mitigation strategy, the following work will be 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. Decisions on the need for and scope of any mitigation measures, 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 specification.

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, which is *c*. 315.00m^2. 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; this will result in a minimum of 175.00m of trenching at 1.80m in width.

3.2 If excavation is mechanised a toothless 'ditching bucket' at least 1.80m wide must be used. 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 palaeoenvironmental remains. Best practice should allow for sampling of interpretable and datable archaeological deposits and provision should be made for this. The contractor shall show what provision has been made for environmental assessment of the site and must provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeoenvironmental and palaeoeconomic investigations), and samples of sediments and/or soils (for micromorphological and other pedological/sedimentological analyses. Advice on the appropriateness of the proposed strategies will be sought from 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. However, the excavator should be aware of, and comply with, the provisions of Section 25 of the Burial Act 1857.

3.12 Plans of any archaeological features on the site are to be drawn at 1:20 or 1:50, depending on the complexity of the data to be recorded. Sections should be drawn at 1:10 or 1:20 again depending on the complexity to be recorded. All levels should relate to Ordnance Datum. Any variations from this must be agreed with SCCAS/CT.

3.13 A photographic record of the work is to be made, consisting of both monochrome photographs and colour transparencies and/or high resolution digital images.

3.14 Topsoil, subsoil and archaeological deposit to be kept separate during excavation to allow sequential backfilling of excavations.

3.15 Trenches should not be backfilled without the approval of SCCAS/CT.

4. General Management

4.1 A timetable for all stages of the project must be agreed before the first stage of work commences, including monitoring by SCCAS/CT. The archaeological contractor will give not less than five days written notice of the commencement of the work so that arrangements for monitoring the project can be made.

4.2 The composition of the archaeology contractor staff must be detailed and agreed by this office, including any subcontractors/specialists. For the site director and other staff likely to have a major responsibility for the post-excavation processing of this evaluation there must also be a statement of their responsibilities or a CV for post-excavation work on other archaeological sites and publication record. 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, including an assessment of palaeoenvironmental remains recovered from palaeosols and cut features. Its conclusions must include a clear statement of the archaeological potential of the site, and the significance of that potential in the context of the Regional Research Framework (*East Anglian Archaeology*, Occasional Papers 3 & 8, 1997 and 2000).

5.7 The results of the surveys should be related to the relevant known archaeological information held in the County 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 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).

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Date: 2 October 2009 Reference: / BushyLane-Hollesley2009

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.

Appendix 2. Context Database

OPNO	FEATURE	GRID SQ	IDENTIFIER	DESCRIPTION
100		All trenches	Topsoil	Mid reddish brown sandy silt with very intermittent small/medium sub-rounded/sub-angular stones.
101		All trenches	Subsoil	Mid brownish red silty sand with very intermittent small/medium sub-rounded/sub-angular stones.
102	103	TR2		Friable mid greyish brown mottled with reddish brown silty sand with very occasional small sub angular flints up to 20mmx10mm. Animal/root disturbance present.
103	103	TR2		Possible pit, oval in plan with sharp corners and straight sides. NNW/SSE aligned. Steep concave sides and concave base, raised area in middle of feature, deeper at N and S ends. 0.8m N/S by 0.5m E/W and 0.15m deep.