

ARCHAEOLOGICAL EVALUATION REPORT

SCCAS REPORT No. 2009/105

**Woodlands, Dunwich Road, Westleton
WLN 048**

HER Information

Planning Application No: C/08/1694

Date of Fieldwork: 3rd April and 15th May 2009

Grid Reference: TM 2435 5234

Funding Body: Badger Building (East Anglia Ltd.)

Curatorial Officer: Jess Tipper

Project Officer: Linzi Everett

OASIS Ref: suffolkc1-70139

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Summary

Evaluation on land at Woodlands, Dunwich Road, Westleton, was required to investigate the archaeological potential of the site. The site had been subject to considerable modern disturbance relating to a recently demolished bungalow.

Three features were recorded in Trench 2, which runs closest to, and parallel with Dunwich Road. These consisted of a NW-SE aligned re-cut ditch, cut by an irregular pit, containing post-medieval building material and pottery. A small number of medieval and late medieval finds were recovered from the site, including a 15th-16th century copper alloy hooked clasp, but these were either intrusive or from unstratified contexts.

1. Introduction and methodology

Planning permission for development of land at Woodlands, Dunwich Road, Westleton, required a programme of archaeological works as a condition of the consent. The site lies at TM 4431 6922 (Fig. 1), at a height of approximately 25m OD. Archaeological interest in this site was due to its location within the historic settlement core and on the edge of the medieval green. There was considered to be high potential for medieval settlement deposits to exist within the development area.

Evaluation of the site was carried out by the Suffolk County Council Archaeological Service Field Team based on a 'Brief and Specification' by Jess Tipper (Appendix I). The fieldwork was carried on 3rd April and 15th May 2009 and was funded by Badger Building (East Anglia Ltd.)

The development area comprised approximately 3800 square metres, of which a significant area was not accessible for trenching due to the presence of trees, stored topsoil etc. In the remaining 2200 square metres, 6 trial-trenches were opened in locations agreed by the Conservation Team at Suffolk County Council Archaeological Service (Fig. 2). This was carried out by a mechanical excavator equipped with a 1.5m wide toothless ditching bucket, under the supervision of an archaeologist. Overburden was removed from the trenches to the depth of the naturally occurring subsoil. In all, approximately 205 square metres of trench were opened, representing a sample of 9% of the available area and 5% of the total area. Both the excavated topsoil and the exposed surfaces of trenches were examined visually for artefactual evidence and subject to a metal detector search. Where features were revealed, they were cleaned manually for definition and each allocated 'observed phenomena' (OP) numbers within a unique continuous numbering system under the HER (Historic Environment Record) code WLN 048 (Appendix II). Features were then partially excavated in order to recover dating evidence as well as to observe their form and possibly determine any function. Trenches were planned and features digitally photographed on site to form a part of the site archive.

The evaluation archive will be deposited in the County HER at Shire Hall, Bury St. Edmunds.

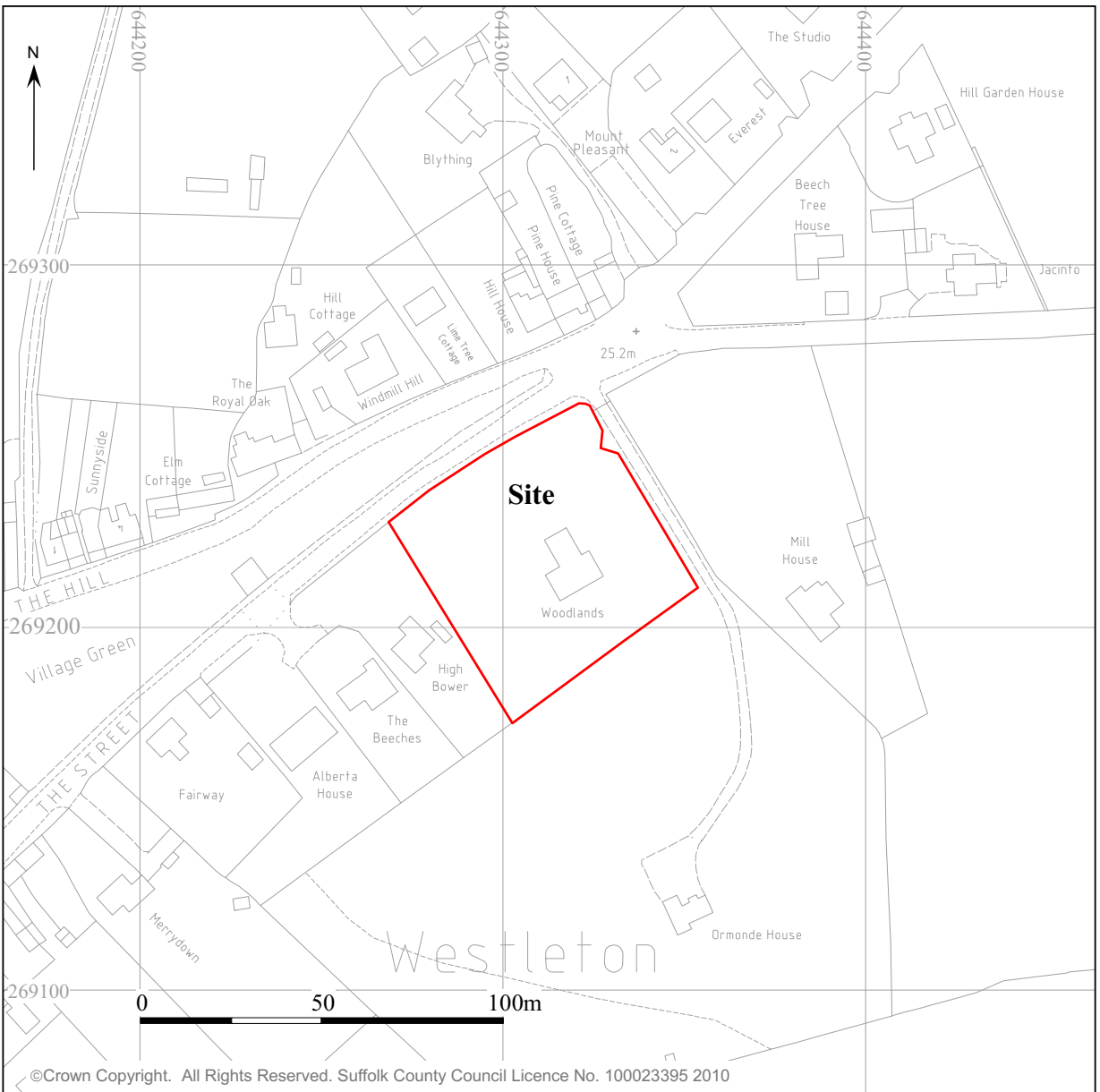
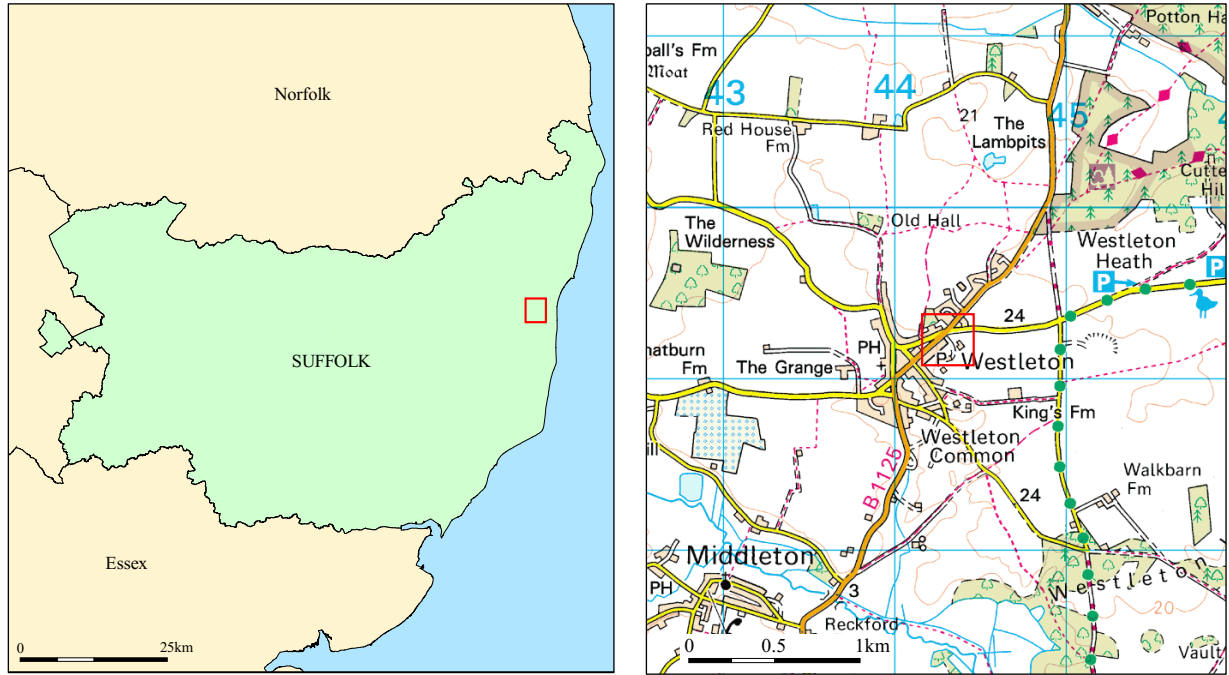


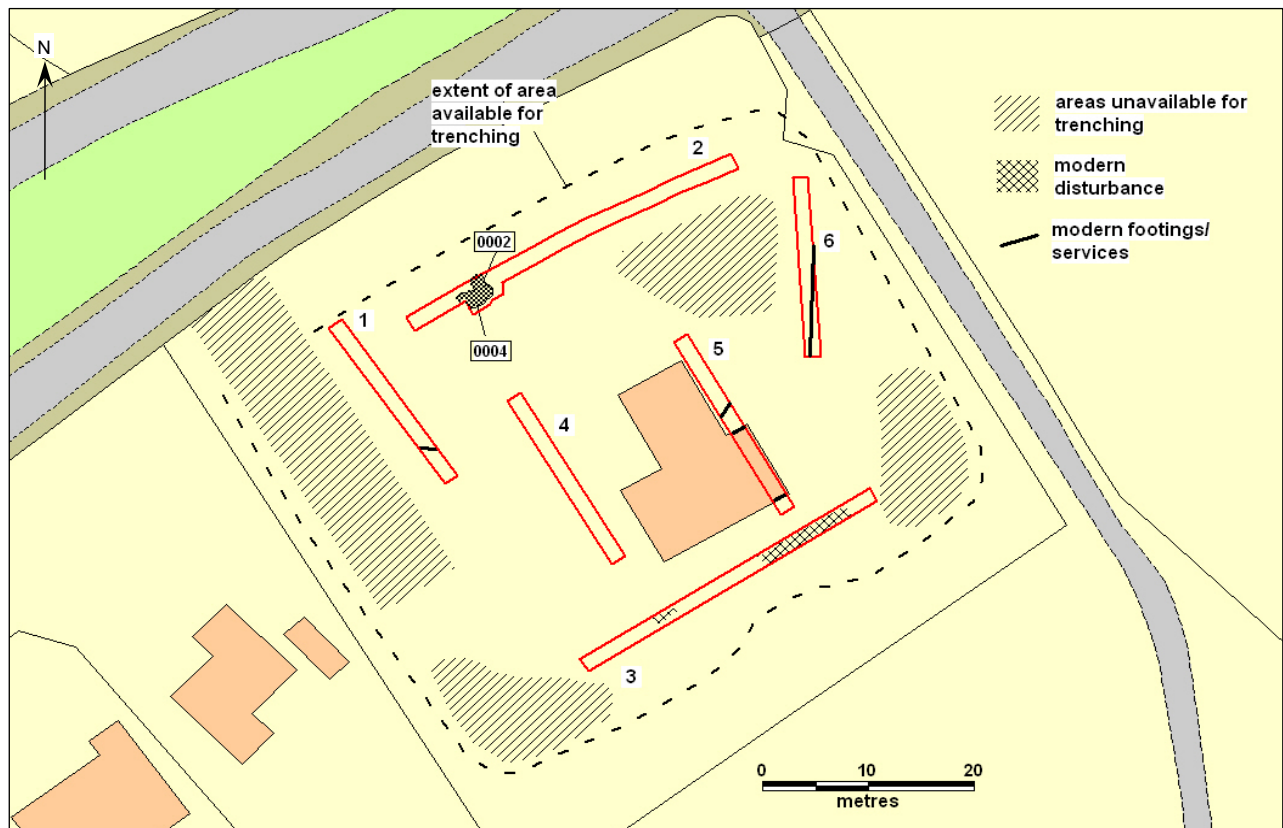
Figure 1. Site location

2. Results

The trench dimensions and average depths are recorded in the table below.

Trench	Description	Depth of trench
1	19m NW-SE. Dark brown loamy sand topsoil to the full trench depth Natural subsoil comprises yellow sand with gravel and compact mineralised patches.	N end- 600mm S end- 500mm
2	33m SW-NE. Dark brown loamy sand topsoil to the full trench depth Natural subsoil comprises yellow sand with gravel and compact mineralised patches. Features 0002 and 0004.	W end- 600mm E end- 550mm
3	27m SW-NE. Dark brown loamy sand topsoil to the full trench depth Natural subsoil comprises yellow sand with gravel and compact mineralised patches. Modern disturbance present.	W end- 500mm E end- 550mm
4	19.5m NW-SE. Dark brown loamy sand topsoil to the full trench depth Natural subsoil comprises yellow sand with gravel and compact mineralised patches.	N end- 450mm S end- 500mm
5	20m NW-SE. Dark brown loamy sand topsoil to the full trench depth Natural subsoil comprises yellow sand with gravel and compact mineralised patches. Modern disturbance (footings, service trench) present.	N end- 500mm S end- 550mm
6	17m N-S. Dark brown loamy sand topsoil to the full trench depth Natural subsoil comprises yellow sand with gravel and compact mineralised patches. Service trench runs through most of the southern part of the trench.	N end- 550mm S end- 750mm

Table 1. Trench details



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Figure 2. Trench locations

Trench 1

0009 was a narrow linear feature aligned approximately E-W, visible cutting the natural subsoil in the southern end of the trench. An excavated section revealed a very mixed fill, 0010, which included medieval and later pottery, and showed vertical sides. A plastic pipe at the features base confirmed that this was a modern service trench.

Trench 2

Three features were recorded in Trench 2:

0013 (Fig. 3) was a NW-SE aligned ditch with steeply angled sides. As it appeared to have been re-cut by ditch 0002, its full dimensions were not revealed, nor was it bottomed in the northern section as it was not considered safe to excavate any deeper. Two fills were identified within this ditch:

- 0012 Mid grey brown silty sand mottled with coarse orange sand. Loose and root disturbed. No finds recovered. Lies over:
- 0008 Pale greyish brownish yellow sharp sand mixed with soft yellow sand. Some gravel inclusions, poorly sorted. No distinct horizons, though some silty areas present appear to be the result of root disturbance.

0002 (Figs. 3 & 4) was a ditch running over, and aligned with, ditch 0013, likely to be a re-cut. It measured 0.5m deep and 0.92m wide, with concave sides breaking gradually to a rounded base. Two fills were identified within this ditch:

- 0003 Loose, mid grey brown silty sand with occasional charcoal flecks and regular sub angular and round stones. Root disturbed. No finds were recovered from this fill. Lies over:
- 0011 Mid-dark grey brown silty sand. Homogenous, loose with occasional charcoal flecks and sub angular and rounded stones. Root disturbed. Animal bones and one fragment of post-medieval moulded brick were recovered.

0004 (Figs. 3 & 4) was a large pit, roughly oval in plan and irregular in profile. It measured 1.05m deep with steep sides and cut ditches 0002 and 0013. Three distinct fills were identified within this pit:

- 0005 Mid grey brown silty sand mixed with yellow sand. Loose with occasional charcoal flecks and regular sub angular and round stones. Lies over:
- 0006 Mid greyish brown silty sand. Homogenous, loose with regular-occasional charcoal flecks and regular sub angular and round stones containing post-medieval ceramic building material (CBM), animal bone, and a single later prehistoric flint.

Lies over:

- 0007 Mid greyish brown silty sand. Homogenous, loose with regular-occasional charcoal flecks and regular sub angular and round stones. Post medieval CBM was recovered from this fill.

A copper alloy hooked clasp of late medieval/early post-medieval date was recovered as an unstratified find from the spoil of Trench 2 during the metal detector survey.

Trenches 3, 4, 5 and 6 were devoid of any pre-modern incised features or artefactual evidence.

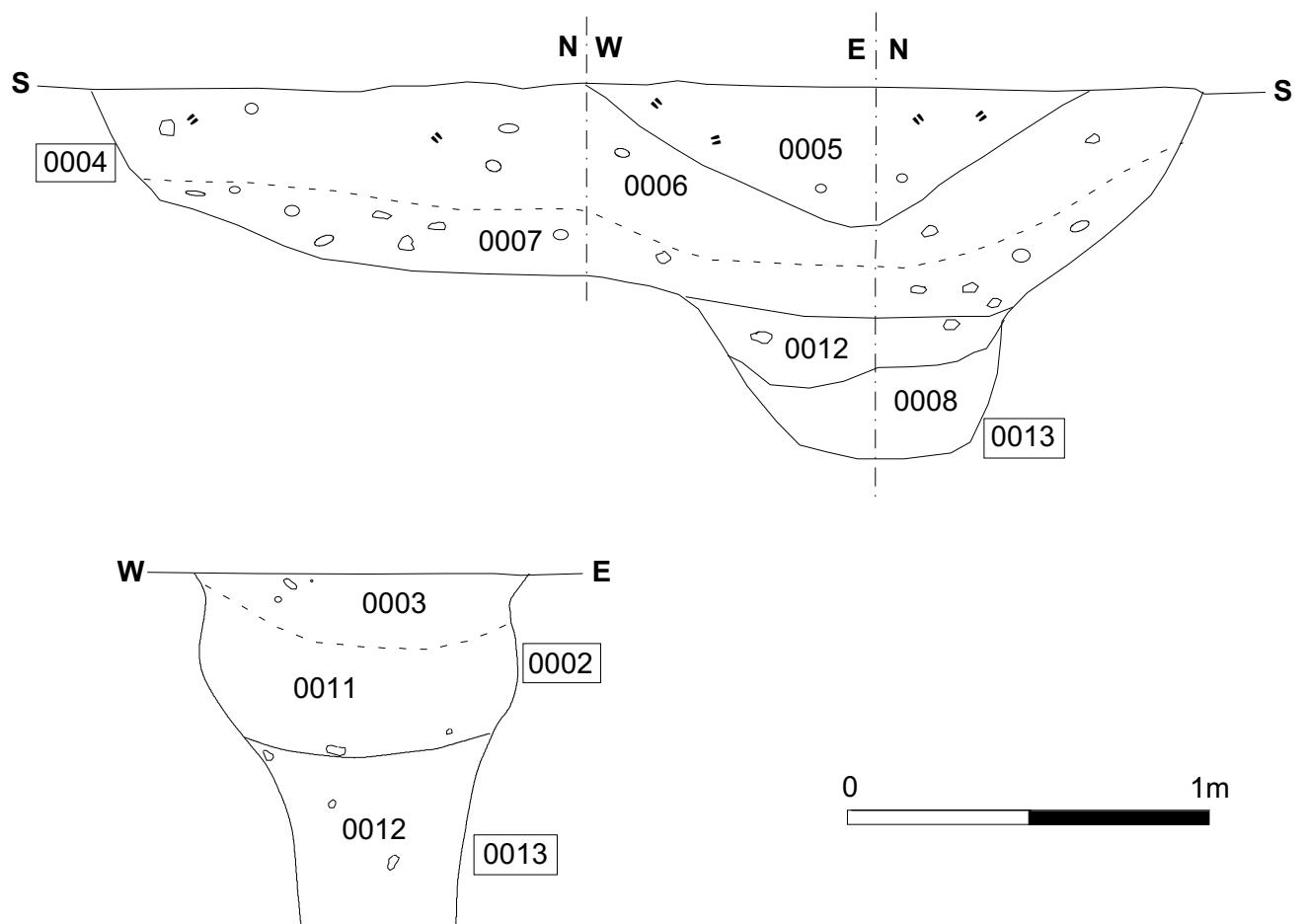


Figure 3. Sections

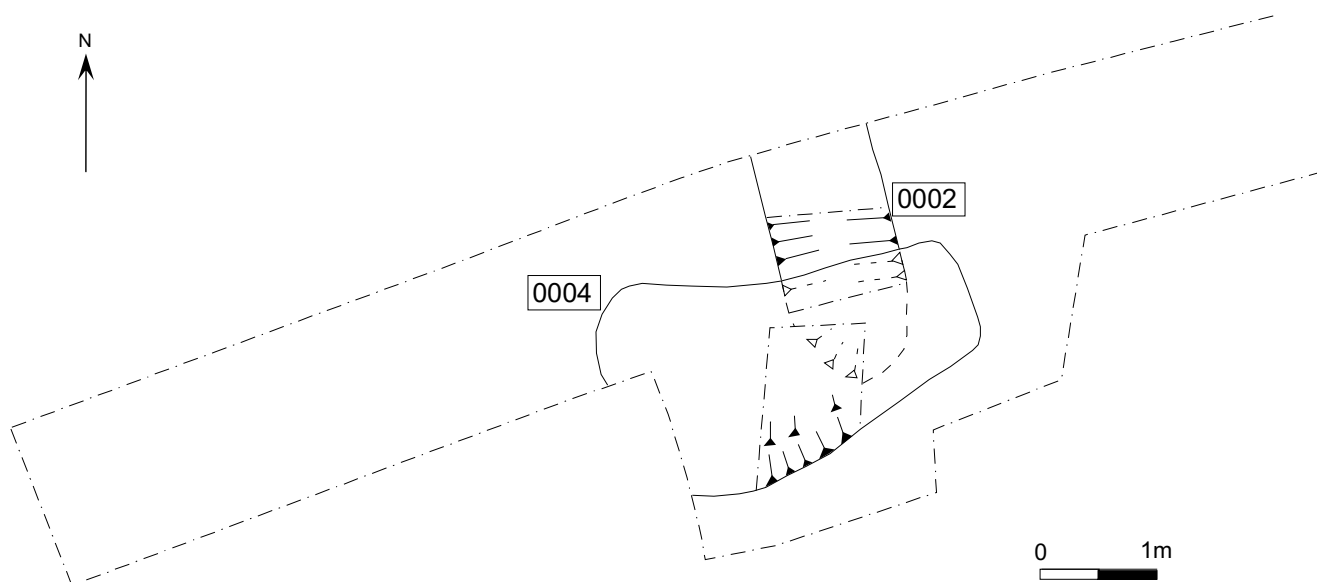


Figure 4. Plan of features in Trench 2

3. The finds

Introduction

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

Context	Pottery		CBM		Animal bone		Flint		Spotdate
	No.	Wt/g	No.	Wt/g	No.	Wt/g	No.	Wt/g	
0006			2	913	10	53	1	18	P-med, 18th-19th C
0007			5	2463					Post-medieval C15-16th
0010	3	10	1	16	2	4			18th-19th C
0011	1	15	2	562	3	155			15th-17th C
Total	4	25	10	3954	15	212	1	18	

Table 2. Finds quantities

Pottery

A total of four fragments of pottery was recovered from the evaluation (25g). The earliest is a sherd of medieval coarseware (L12th-14th century) present in trench fill 0010, which was found with a fragment of Late Slipped Redware (18th-19th century), and an abraded sherd of a Post-medieval Redware (16th-18th century). A slightly abraded sherd of a wheelthrown unglazed redware sherd made from a fine sandy fabric with red clay pellet inclusions which is likely to be a variant of a Late Essex-type ware dating to the 15th-16th century, or slightly later, was present in ditch fill 0011.

Ceramic building material

Ten fragments of ceramic building material were collected weighing 3954g. The remains of a white-firing brick, possibly a floor brick was present in pit fill 0006, dating to the 18th-19th century, together with fragment of late brick made in a fine fabric with clay pellet inclusions dating to the late medieval to post-medieval periods. A larger quantity of building material was recovered from another fill 0007 of the same pit. The remains of a large vitrified and distorted post-medieval brick was present, together with fragments of other late bricks and a large rounded fragment which may have been a late-medieval to post-medieval floor tile. The corner of purple brick which was also very hard fired may be another type of post-medieval floor brick or paving brick (H. 48mm).

The most significant piece of ceramic building material was identified in ditch fill 0011. It consists of a fragment of moulded brick made in a soft fine bright orange fabric with moderate red clay pellet inclusions (fscp). The surviving moulding is a concavity with a diameter of c.28mm, (L. 71mm). One real edge has two shallow finger impressions clearly visible. The moulded brick is accompanied by a small fragment of late brick made in a medium sandy fabric with flint (msf) which is late/post-medieval in date. A further small piece of post-medieval roof tile was present in trench fill 0010.

The fragment of moulded brick probably came from a high status structure dating to the early post-medieval period. Within the county terracotta mouldings have been found at Old Shrubland Hall, Coddendam, West Stow Hall, and Westhorpe Hall, as well as church buildings and monuments in the region (Anderson 2003).

Flint (identification by Colin Pendleton)

An unpatinated flake with snapped hinge fracture, with limited retouch of two small notches on one edge was recovered from pit fill 0006, dating to the later prehistoric period.

Animal bone

Fifteen fragments of animal bone were collected from 3 contexts (212g). Many small splinters of unidentifiable limb shafts were present in pit fill 0006, with fragments of two pig's molars. Three large and very dessicated animal bones in 0011 include the distal end of a bovine humerus, and the distal end of a femur, probably also bovine, but very worn.

The small finds

A single copper alloy hooked clasp broken into four fragments was recovered as an unstratified find (SF 1001). It has composite sleeves with internal 'springs' although these have since become detached. The main part of the clasp is made up of a rectangular folded sheet, one end of which is folded and pierced to accommodate the hook shaft. The plate is decorated with an incised diagonal decoration. The clasp has a roughly cut rectangular flap (now missing), which is thought to have been used folded back to act as a rudimentary spring to hold the end of the strap in place. The remains of two thin strips the same length as the sheets may have provided additional strengthening. The faint remains of organic material, possibly textile can be seen on the inner face.

A more complete example of such a clasp dating to c.late 15th/early 16th century was found in the Fastolf Place moat fill in London (Egan, fig 159, 45). Other examples are also from London and they do not appear to have been found on the Continent (Egan 44).

4. Discussion

Although small quantities of earlier finds are present, the majority of the finds assemblage dates to the post-medieval period. The most significant find is the moulded brick, which may have come from a building of some status. As this was an isolated find of its type, it would be rash to assume its source was nearby, and there are no obvious buildings of this type known in the vicinity. Its presence does, however, date the fill of ditch 0002 to 15th - 16th century or later.

Despite the sites potential for evidence of green-side activity, only two archaeological features were encountered, both of which were post-medieval in date. It is possible that isolated features exist within the development area but outside of the trenches. Whilst the detected finds may be the result of casual loss, the absence of pre-modern pottery recovered from upcast spoil suggests the site has not been subject to significant activity in antiquity. Based on these results, and the significant modern disturbance over the site, it is recommended that no further archaeological work is undertaken in relation to the proposed development.

References

Anderson, S., 2003, Architectural terracotta from Westthorpe Hall, Suffolk, *Archaeological Journal* 160, 125-159

Egan, G., 2005, Material culture in London in an age of transition Tudor and Stuart period finds c1450-c1700 from excavations at riverside sites in Southwark, *Molas Monograph* 19

Any opinions expressed in this report about the need for further archaeological work are those of the Field Projects Division alone. 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 service cannot accept responsibility for inconvenience caused to clients should the Planning Authority take a different view to that expressed in the report.

Environment and Transport Service Delivery
Shire Hall
Bury St Edmunds
Suffolk
IP33 2AR

Brief and Specification for Archaeological Evaluation

WOODLANDS, DUNWICH ROAD, WESTLETON, SAXMUNDHAM, IP17 3AX, SUFFOLK (C/08/1694)

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 for the erection of eight dwellings and construction of access road (existing dwelling to be demolished) at Woodlands, Dunwich Road, Westleton, Saxmundham, Suffolk (TM 443 692) has been granted by Suffolk Coastal District Council conditional upon an acceptable programme of archaeological work being carried out (see accompanying plan).

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 area of the proposed residential development measures c. 0.42 ha. In size, on the north eastern side of Westleton (see accompanying plan). It is situated on glaciofluvial drift (deep sandy soil) at c. 25.00m AOD.

1.4 The proposed development lies in an area of high archaeological importance recorded in the County Historic Environment Record, within the historic settlement core and on the edge of the medieval green. There is high potential for medieval settlement deposits at this location, which will be disturbed by this development.

1.5 In order to inform the archaeological 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, which is c. 210.00m², before the demolition of the existing dwelling. 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 117.00m 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 J. Heathcote, English Heritage Regional Adviser for Archaeological Science (East of England). A guide to sampling archaeological deposits (Murphy, P.L. and Wiltshire, P.E.J., 1994, A guide to sampling archaeological deposits for environmental analysis) is available for viewing from SCCAS.

3.8 Any natural subsoil surface revealed should be hand cleaned and examined for archaeological deposits and artefacts. Sample excavation of any archaeological features revealed may be necessary in order to gauge their date and character.

3.9 Metal detector searches must take place at all stages of the excavation by an experienced metal detector user.

3.10 All finds will be collected and processed (unless variations in this principle are agreed SCCAS/CT during the course of the evaluation).

3.11 Human remains must be left in situ except in those cases where damage or desecration are to be expected, or in the event that analysis of the remains is shown to be a requirement of satisfactory evaluation of the site. However, the excavator should be aware of, and comply with, the provisions of Section 25 of the Burial Act 1857.

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

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

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

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

4. General Management

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

4.2 The composition of the archaeology contractor staff must be detailed and agreed by this office, including any subcontractors/specialists. For the site director and other staff likely to have a major responsibility for the post-excavation processing of this evaluation there must also be a statement of their responsibilities or a CV for post-excavation work on other archaeological sites and publication record. 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 fulfil 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 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.
- 5.18 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.

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

Specification by: Dr Jess Tipper

Suffolk County Council
Archaeological Service Conservation Team
Environment and Transport Department
Shire Hall
Bury St Edmunds
Suffolk IP33 2AR Tel: 01284 352197 Email: jess.tipper@et.suffolkcc.gov.uk

Date: 17 March 2009 Reference: / Woodlands-Westleton2009

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 II: Context list

OPNO	CONTEXT	TRENCH	IDENTIFIER	DESCRIPTION	CUTS	OVER	CUTBY	UNDER	FINDSYN
0001	0001		Unstratified	Unstratified finds/topsoil. Topsoil comprises dark brown sandy loam with frequent roots, thick layer over entire site measuring 400-550mm thick					Y
0002	0002	2	Ditch cut	NW-SE aligned ditch. Concave sides breaking gradually to a gently rounded base. Re-cut of 0013?	0013		0004	0001	-
0003	0002	2	Ditch fill	Mid grey brown silty sand. Loose with occ charcoal flecks and mod sub angular and round stones. Root disturbed		0011			N
0004	0004	2	Pit cut	E-W aligned large oval pit. Uneven profile.	0002; 0013				-
0005	0004	2	Pit fill	Mid grey brown silty sand mixed with yellow sand. Loose with occ charcoal flecks and mod sub angular and round stones		0006		0003	N
0006	0004	2	Pit fill	Mid greyish brown silty sand. Homogenous, loose with mod-occ charcoal flecks and mod sub angular and round stones		0007		0005	Y
0007	0004	2	Pit fill	Mid greyish brown silty sand. Homogenous, loose with mod-occ charcoal flecks and reg sub angular and round stones		0008		0006	Y
0008	0013	2	Ditch fill	Pale greyish brownish yellow sharp sand mixed with soft yellow sand. Some gravel inclusions, poorly sorted. No distinct horizons- some silty areas through root disturbance				0012	N
0009	0009	1	Trench cut	Narrow, square cut of modern service trench, NW-SE					-
0010	0009	1	Trench fill	Mixed fill of modern service trench					Y
0011	0002	2	Ditch fill	Mid-dark grey brown silty sand. Homogenous, loose with occ charcoal flecks and sub angular and rounded stones. Root disturbed				0003	Y
0012	0013	2	Ditch fill	Mid grey brown silty sand mottled with coarse orange sand		0008		0011	N
0013	0013	2	Ditch cut	Steep sided cut, looks to have been re-cut by 0002. Butt end visible in section through pit 0004, not bottomed in northern section.			0002; 0004		-

