Suffolk County Council

ARCHAEOLOGICAL EVALUATION REPORT

SCCAS REPORT No. 2010/044

Land North of School Road, Risby, RBY 038

J. A. Craven & M. Muldowney

www.suffolkcc.gov.uk/Environment/Archaeology

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HER Information

Planning Application No:	Pre-planning
Date of Fieldwork:	1st March and 3rd November 2010
Grid Reference:	TL 798 663
Funding Body:	Risby School
Curatorial Officer:	Dr Jess Tipper and Dr Abby Antrobus
Project Officer:	John Craven & Mo Muldowney
Oasis Reference:	Suffolkc1-72732

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Summary

An archaeological evaluation was carried out on Land to the north of School Road, Risby, Suffolk in advance of a planning application to construct a new Pre-school. Three linear features and an undated cess pit were identified.

1. Introduction

An archaeological evaluation was carried out in advance of the proposed development of a new Pre-school on land to the north of School Road, Risby, Suffolk (Fig. 1). The evaluation was required to assess the archaeological potential of the site in advance of any future planning application and was carried out in accordance with a Brief and Specification issued by Dr Jess Tipper and Dr Abby Antrobus (Suffolk County Council Archaeological Service, Conservation Team – Appendix 1 and Appendix 2). The project was funded by the developer, Suffolk County Council.

2. Geology and topography

The site geology is well drained, calcareous, clay and loamy soils overlying chalky till (Ordnance Survey 1983) and lies at a height of c.65m OD.

The development area was formerly an arable field, but was not under immediate cultivation at the time of the works. It consists of an irregularly-shaped parcel of land between two modern properties, immediately to the north of School Road. The land is mostly flat and has no boundaries, except on the east side by the adjoining property's hedge. Two low voltage overhead power cables cross the front of the site.

3. Archaeological and historical background

The development area is located in an area of high archaeological potential, as defined in the County Historic Environment Record, within the historic settlement core of Risby. The post-medieval settlement, as shown on the First Edition Ordnance Survey of 1880, consisted of two main areas, with a cluster of properties and farms lying around the parish church of St Giles (RBY 024) some 300m to the east and a second cluster of buildings around a crossroads 200m to the west. This settlement pattern is likely to have developed from the medieval layout of the village.

An archaeological evaluation 350m to the west (RBY 034) identified Iron Age and medieval material, and a Roman brooch was recorded 300m to the west (RBY 018).

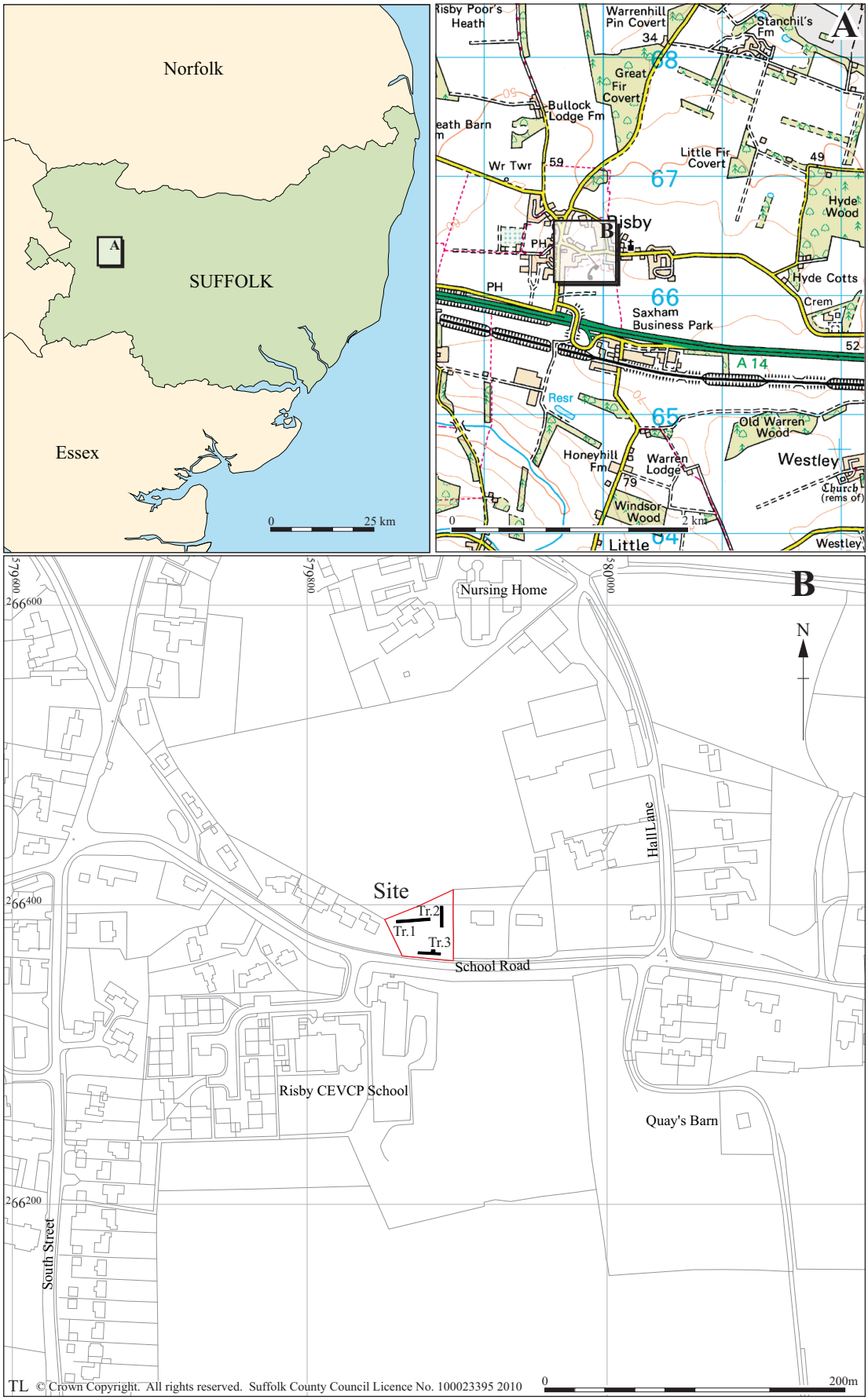

Figure 1. Site location showing development area (red) and trenches (black)

4. Methodology

The Brief and Specification (Appendix 1 and Appendix 2) required that 5% of the development area (0.14ha) should be subject to trial trenching. This equated to three trenches, each 1.8m wide with a total length of 40m. Due to the presence of overhead power cables, which restricted the working area, the trench positions were adjusted and the number reduced initially to two. These first two trenches (Trench 1 and Trench 2) were relocated to the rear of the development area and were each lengthened to fulfil the requirement of the Brief to evaluate 5% of the area. Together, these trenches measured 42m long and their positions established 'by eye'.

As a result of the findings in Trench 1 and Trench 2, a new Brief (Appendix 2) was produced in order that a third evaluation trench could enable an assessment of the front of the plot (previously not accessible). This trench was sited using a RTK Leica GPS, with reference to a safe working distance of 3m from the overhead power cables.

The trenches were excavated by a JCB 3CX mechanical excavator using a toothless ditching bucket. All machining was constantly supervised by an experienced archaeologist. Overburden was removed until the first archaeological horizon or top of the natural substrate was encountered.

All deposits were recorded using SCCAS *pro forma* sheets and plans and sections were hand-drawn at 1:50 and 1:20. A photographic record was made using a high resolution digital camera (314 dpi) and a black and white film camera.

The location of each trench and levels was established after excavation using an RTK Leica GPS. Three environmental samples were taken and metal-detecting was carried out during all stages of the evaluation.

A digital copy of the report will be submitted for inclusion on the Archaeology Data Service database (http://ads.ahds.ac.uk/catalogue/library/greylit) upon completion of the project.

The site archives are kept in the main store of Suffolk County Council Archaeological Service at Bury St Edmunds under HER No. RBY 038.

5. Results

The evaluation identified archaeological features both at the front and rear of the development area, which consisted, respectively of a series of three ditches and a pit (Fig. 2). Dating was recovered from the ditches only, but finds were recovered from all features. A summary of each trench is presented in Table 1.

The natural (0012) was light whiteish yellow clay with chalky till interspersed with patches of amorphous orange clay sand and was encountered at 0.40m to 0.50m below the ground surface (max. 65.28m OD).

5.1 Trench 1

Trench 1 was aligned east to west and measured 28m long and contained two ditches, both aligned approximately north to south.

Ditch 0002 (Fig. 2, Section 1) was located at the west end of the trench. It was 2.80m wide and 0.90m deep with moderate sloping sides and a slightly concave base. The lowest fill (0003) was dark grey/brown gritty clay from which a single sherd of medieval pottery was recovered. Overlying this was mid grey/brown silty/clay 0004. The upper fill (0005) was mid brown silty/clay, from which two sherds of medieval pottery and animal bone were collected.

Ditch 0006 (Fig. 2, Section 2) was located approximately 6m from the east end of the trench. It was 0.70m wide by 0.35m deep with steep sides and a flat base and was filled by dark grey/brown clay/silt (0007). Two sherds of medieval pottery and animal bone were recovered.

A single unstratified worked flint, 0001, was recovered from the ploughsoil north of Trench 1.

5.2 Trench 2

Trench 2 was aligned north to south and measured 14m long and contained one ditch.

Ditch 0008 (Fig. 2, Section 3) was located at the north end of the trench at a point where the natural dropped slightly in height. It was aligned east to west and was 2.70m

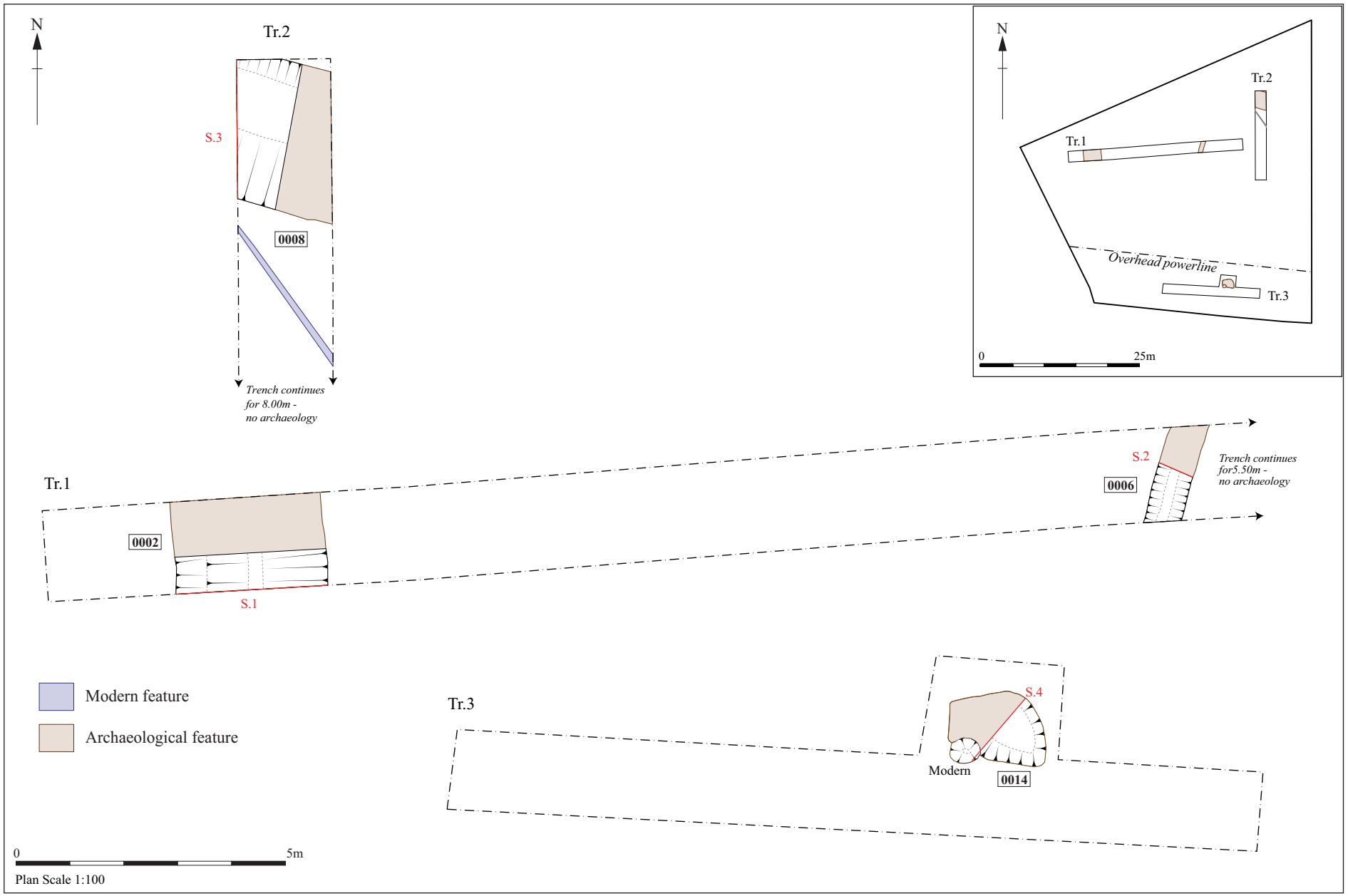

Figure 2. Trench plans

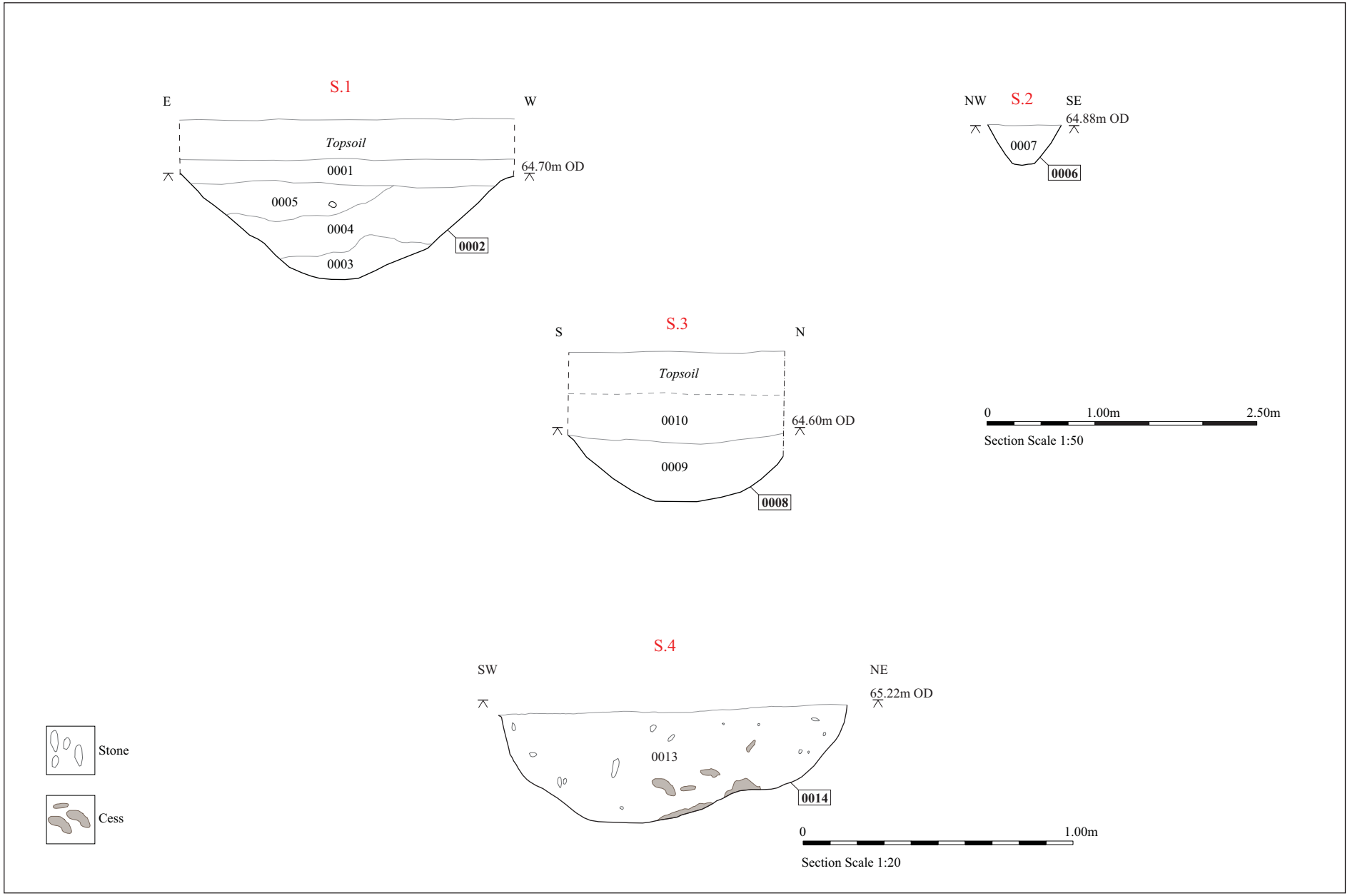

Figure 3. Sections

wide by 0.70m deep with moderate/steep sloping sides and a slightly concave base. Single fill 0009 was dark grey/brown silty clay with green clay mottling from which four sherds of medieval pottery, fired clay, animal bone and oyster shell were recovered. A 0.40m thick layer of buried topsoil (0010) was identified overlying this ditch, but under the topsoil (0011).

5.3 Trench 3

Trench 3 was aligned east to west and located at the front of the development area. It was 15m long, with an approximately 2m x 2m extension on the north side, 6m from the east end. One pit was identified.

Pit 0014 was located in the extension to the trench and was sub-oval in plan. It was 2.10m long by 1.28m wide and 0.50m deep with a slightly uneven u-shaped profile. Animal bone, worked flint and oyster shell were recovered from the fill (0013), which was a distinctive mid brownish green silty clay, indicating the presence of cess.

Trench number	Alignment	Length	Total depth	Height top (m OD)	Height base (m OD)
1	E-W	28.00m	0.50m	65.35	64.80
2	N-S	14.00m	0.75m	65.30	64.80
3	E-W	15.00m	0.38m	65.66	65.28

Table 1. Trench data

6. The finds

Andy Fawcett

6.1 Introduction

This report includes the results from both phases of archaeological investigation at Risby, the land north of School Road as well as Risby Pre-School. In total forty-two finds with a weight of 693g were collected from seven contexts, as shown in Table 2. A full contextual breakdown forms part of the site archive.

6.2 Pottery

A total of nine pottery sherds with a weight of 159g was recovered from the archaeological evaluation at School Road, Risby. The sherds were recorded in four contexts as demonstrated in Table 2, and all are dated to the medieval period.

Context	Pottery		Worked flint		Animal bone		Miscellaneous	Spotdate
	No.	Wt/g	No.	Wt/g	No.	Wt/g		
0001			1	15				Bronze Age
0003 <1>	1	1						10th to mid 12th C
0005	2	38			2	42		10th to 14th C
0007	2	22			5	189		12th C
0009	4	98	1	4	9	68	Fired clay 2 @ 12g Shell 5 @ 51g	
0011			2	3			CBM 1 @ 96g	Later prehistoric & post-medieval
0013			2	12	1	21	Shell 2 @ 21g	Later prehistoric
Total	9	159	6	34	17	320		

Table 2. Finds quantities

Ditch feature 0002 had two fills which contained pottery. The first, context 0003 had a single sherd of Thetford-type ware (THET) dated from the 10th to 11th century. Fill 0005 held two sherds (38g), one of which is classed as a general medieval coarseware (MCW) and the second is likely to be another Thetford-type ware. Although this latter sherd displays slightly more abrasion, the remnants of applied thumb strip decoration are clearly visible. Ditch fill 0007 contained two sherds (22g) of MCW as well as an earlier medieval coarseware (EMW); both of these sherds exhibit only slight abrasion. Finally four sherds (98g) were noted in ditch fill 0009 and with the exception of one, all have been placed in the MCW category. Amongst these is a B2 cooking pot rim fragment (Cotter 2000, 50), that has a thickened and everted rim. The remaining piece in this assemblage is another probable body sherd in a Thetford-type ware.

Overall the assemblage has a combination of earlier (THET) and slightly later medieval wares (MCW) which may indicate a date somewhere around the 12th century. The condition of the pottery as a whole suggests that it may be in its original place of deposition.

6.3 CBM

Only one very abraded late brick fragment, dated to the post-medieval period (96g), has been noted in the topsoil 0011. It is oxidised throughout and is in a medium sanded fabric with ferrous inclusions, and parts of it are almost vitrified. Due to its worn and fragmentary nature, no dimensional measurements were possible.

6.4 Fired clay

Two fragments of fired clay are present (12g) and both occur in ditch fill 0009. They occur in a medium sandy fabric containing chalk (msch). Pottery dated to the 12th century was noted alongside this material.

6.4 Worked flint

(identified by Colin Pendleton)

Six examples of worked flint were recorded (34g) in four contexts. The first of these was noted in the unstratified context 0001 (15g). It is an unpatinated flake with a relatively fine edge that has been retouched. The piece displays flake scars on the dorsal face and has prominent ripples, and it is possibly dated to the Bronze Age. The second piece was recorded in ditch fill 0009 (4g) and is an unpatinated flake with limited retouch. The fragment also has a natural striking platform with parallel flake scars on the dorsal face. Although this flint is dated to the late prehistoric period, it occurs alongside medieval pottery.

Two flints were noted in the topsoil fill 0011, both of which are unpatinated small flakes which display some cortex. One of these flakes is thin with parallel flake scars on the dorsal face. Pit fill 0013 also contained two flint fragments (12g). The first is a lightly patinated long flake with limited edge retouch which has subsequently been reworked with an unpatinated retouch. The earlier phase of work on the flint is likely to be dated from the Mesolithic or Neolithic periods, whereas the further retouch is probably dated to the later prehistoric period. The second piece in this fill is also a lightly patinated long flake with hinge fractures. It also displays an unpatinated snapped area that has limited edge retouch at the distal face. It is of a similar date to the previous fragment.

6.5 Animal bone

Animal bone is present in four contexts (17 fragments @ 320g).

Ditch fill 0005 contained two joining pieces of a large mammal long bone (42g). Ditch fill 0007 (5 fragments @ 189g) has two identifiable bone fragments, a metacarpal and scapula, both of which belong to cattle. A further ditch fill (0009) holds nine pieces (68g) all of which are quite fragmentary, with the only identifiable part being a possible pig mandible. Finally pit fill 0013 contained a single worn and broken cow first phalange.

6.6 Shell

Oyster shell pieces have been noted in ditch fill 0009 (5 fragments @ 51g) and pit fill 0013 (2 fragments @ 21g). As a whole they represent complete shell halves and only display slight wear.

6.7 Discussion

Although this is only a small collection of finds, the ceramics present a fairly consistent picture in terms of date. However in recent times, no comparable stratified material dated to this period has been recovered from the village. Nonetheless, the presence of a Norman tower as part of the church of St Giles clearly demonstrates activity in the village from the 11th century onwards.

7. Environmental evidence

Val Fryer

7.1 Introduction and method statement

Samples for the evaluation of the content and preservation of the plant macrofossil assemblages were taken from the fills of three ditches and submitted for analysis. The samples were bulk floated by SCCAS and the flots were collected in a 300 micron mesh sieve. The dried flots were scanned under a binocular microscope at magnifications up to x 16 and the plant macrofossils and other remains noted are listed in Table 3. Nomenclature within the table follows Stace (1997). All plant remains were charred.

Modern contaminants, including fibrous roots, straw, chaff and seeds, were present within all three assemblages.

7.2 Results

Cereal grains and seeds of common weeds were present at a low to moderate density in all three assemblages. Preservation was generally quite poor, with a high density of the grains being puffed and distorted, probably as a result of combustion at very high temperatures.

Sample No.	**1**	**2**	**3**
Context No.	**0003**	**0007**	**0009**
Feature No.	**0002**	**0006**	**0008**
Cereals			
Avena sp. (grains)		x	x
Hordeum sp. (grains)	xcf	x	xcf
Secale cereale L. (grians)		xcf	xcf
Triticum sp. (grains)	xcf	xx	xx
Cereal indet. (grains)	x	xx	xxx
Herbs			
Anthemis cotula L.			x
Apiaceae indet.			x
Bromus sp.		x	
Chenopodiaceae indet.			x
Fabaceae indet.		x	x
Lithospermum arvense L.		x	
Rumex sp.			x
Tree/shrub macrofossils			
Corylus avellana L.			x
Other plant macrofossils			
Charcoal <2mm	xxx	xxxx	xxxx
Charcoal >2mm	x	xx	xx
Charcoal >5mm		x	x
Charcoal >10mm		x	
Charred root/stem	x	x	xx
Ericaceae indet. (stem)		xcf	x
(floret)			x
Pteridium aquilinum (L.)Kuhn (pinnule frag.)		x	
Indet.inflorescence frag.			x
Molluscs			
Woodland/shade loving species			
Aegopinella sp.	xcf		
Clausilia sp.	x		x
Open country species			
Pupilla muscorum	x	x	
Vallonia sp.	xx		
V.costata	x	x	x
Vertigo sp.		x	
Catholic species			
Cepaea sp.		x	
Cochlicopa sp.	x		
*Trichia hispid*a group	x		x
Other remains			
Black porous 'cokey' material	x	xx	x
Bone		x xb	
Charred organic concretion			x
Small mammal/amphibian bone		x	
Vitreous material			x
Sample volume (litres)	**20**	**20**	**20**
Volume of flot (litres)	**<0.1**	**0.1**	**<0.1**
% flot sorted	**100%**	**100%**	**100%**

Table 3. Plant macrofossils

Key: x = 1 – 10 specimens, xx = 11 – 50 specimens, xxx = 51 – 100 specimens, xxxx = 100+ specimens
cf = compare b = burnt

Oat (*Avena* sp.), barley (*Hordeum* sp.) rye (*Secale cereale*) and wheat (*Triticum* sp.) grains were recorded, with wheat being predominant. Cereal chaff was entirely absent. Seeds of common segetal weeds including stinking mayweed (*Anthemis cotula*), brome (*Bromus* sp.), small legumes (Fabaceae), corn gromwell (*Lithospermum arvense*) and dock (*Rumex* sp.) were recorded, although mostly as single specimens within an assemblage. One large fragment of hazel (*Corylus avellana*) nutshell was recovered from the assemblage from sample 3 (ditch 0008). Charcoal/charred wood fragments were common or abundant throughout and other plant macrofossils included pieces of heather (Ericaceae) stem and florets and a single bracken (*Pteridium aquilinum*) pinnule fragment.

A low density of shells of terrestrial molluscs, most notably those from open country, grassland habitats, were also recorded along with pieces of black, porous material, most of which were probably derived from the combustion of organic remains (including cereal grains) at very high temperatures.

7.3 Conclusions and recommendations for further work

In summary, it would appear most likely that all three assemblages are derived from small deposits of charred refuse, which were placed within the ditch fills. That the assemblages are relatively cereal rich may indicate that all are derived from charred prime grain, possibly in the form of domestic detritus or burnt cereal storage waste, although it should be noted that the high temperatures at which this material appears to have been burnt would have destroyed many of the more delicate macrofossils including chaff elements and seeds. Regardless of the taphonomy of the deposits, these assemblages clearly show that reasonably well preserved macrofossils are present within the archaeological horizon in this area of Risby and it is, therefore, recommended that if any further interventions are planned, additional plant macrofossil samples of approximately 20 – 40 litres in volume are taken from all well-dated contexts recorded during excavation.

8. Discussion

The first stage of evaluation identified three ditches (0002, 0006 and 0008) all located in the north half of the development area. Ditches 0002 and 0008 were similar in size and their individual alignments suggests firstly that they intersected at a point just beyond

the northern limit of the development area, and secondly, that if contemporary, they formed the north-west corner of a enclosed area or field. Pottery recovered from all three ditches suggests a 12th century date, but with an assemblage of only nine sherds this should be regarded as 'tentative'. Ditch 0006 was significantly smaller than both 0008 and 0002, but may not have differed in function from them.

Only one pit (0014) was identified during the second stage of the evaluation, which was located at the front of the development site, in an area which was expected to produce further and denser medieval remains. The pit contained a high cess content of probable human origin, which immediately places it in a domestic setting, so that it is wholly different in character from all the ditches. The absence of pottery in the small assemblage from this pit does not preclude a 12th century date, although the presence of two worked flint tools could indicate a much earlier date for the feature.

Environmental samples taken from each ditch produced evidence for the storage and use of cereal in the form of charred grains, and also contained a high proportion of other charred remains. The cereal grains were also present in relatively high quantities suggesting storage nearby. With only a small number of weed seeds present and a moderate quantity of molluscs whose preferences are for open areas, it is possible to conclude that this immediate area was uncultivated at the time the ditches were in-filled, with a scattering of trees, or situated away from any areas of intensive cultivation. Indeed, it appears most likely that the end processes of cereal cultivation, i.e. storage and use in a domestic or perhaps light industrial setting, e.g. milling, malting/brewing or baking.

Having said this, no evidence for structures was identified, but it does not mean that they are not located nearby. It is also worth considering that there has probably been a considerable amount of truncation to the ground level on the north side of School Road, which is no longer comparable in height to the surviving cutting of the hollow way on the south side (0.50m against *c.* 1.8m). Certainly, the depth of topsoil in Trench 3 was considerably less than that in Trench 2 (see Table 1) and there was much plough damage to the upper surface of the natural clay, which incidentally, also masked pit 0014. Truncation may have occurred in the 19th century during the 'industrialisation of the countryside', with the increasing use of heavy machinery on farmland.

9. Conclusion

The evaluation has identified evidence for widespread but sparse 12th century activity in the development area, despite heavy truncation to the frontage aspect and abundant plough damage throughout. The finds and environmental assemblages indicate low-level domestic activity was taking place here with the possibility of milling or baking occurring nearby.

The validity of the interpretation of the site is hampered however by the small size of the finds assemblage, and perhaps more significantly, the severe truncation to the front of the development area, the most likely location for structures, which appears to have destroyed all traces of archaeological remains, bar the deepest features, such as a cess pit.

There is clearly still high potential for the identification of further (possibly industrial) 12th century remains on, or near to this site, but the caveat is that truncation may have eradicated traces of all but the deepest features.

10. Archive deposition

Paper and photographic archive: SCCAS Bury St Edmunds

Digital archive: SCCAS Bury St Edmunds T:Arc\archive field proj/Risby/RBY 038, and T:\Arc\ARCHIVE FIELD PROJ \Risby\RBY 038 Pre-school eval Part 2

Finds and environmental archive: SCCAS Bury St Edmunds H / 81 / 2.

11. List of contributors and acknowledgements

The project was directed and managed by John Craven. The evaluation was carried out by a number of archaeological staff (Andrew Beverton, John Craven, Mo Muldowney, John Sims and Duncan Stirk) all from Suffolk County Council Archaeological Service, Field Team.

The post-excavation was managed by Richenda Goffin. Graphics were produced by Crane Begg and Ellie Hillen. Soil samples were processed by Anna West and the residues analysed by Val Fryer (freelance). The specialist finds report was produced by Andy Fawcett with specialist identification and advice being provided by Colin Pendleton (worked flint). The report was edited by Richenda Goffin.

12. Bibliography

Cotter, J. P., 2000 *Post-Roman pottery from excavations in Colchester 1975-85.* Colchester Archaeological Report No 7

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Appendix 1. Brief and Specification

Brief and Specification for Archaeological Evaluation

LAND NORTH OF SCHOOL ROAD, RISBY, SUFFOLK

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 construction of a new pre-school on land to the north of School Road, Risby, Suffolk (TL 798 663) is to be sought. Please contact the applicant for an accurate plan of the development.

1.2 The Planning Authority will be 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 should be 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 area of the proposed development measures c. 0.14 ha. in size, on the north side of School Road at c. 65.00m AOD. The underlying geology of the site comprises chalky till (deep loam to clay).

1.4 This proposal lies in an area of high archaeological potential recorded in the County Historic Environment Record, within the historic settlement core. Anglo-Saxon metalwork find spots are recorded within the immediate vicinity. The location has good potential for the discovery of important hitherto unknown archaeological sites and features in view of its proximity to known remains. Any works causing significant ground disturbance have the 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 suitably of the area for development, and also 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*. 70.00m2. These shall be positioned to sample all parts of the site, prior to demolition of existing buildings. 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 40.00m 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 Helen Chappell, 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).

Specification by: Dr Jess Tipper

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Date: 20 January 2010 Reference: / SchoolRoadRisby2009

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 1. Brief and Specification

Brief and Specification for Archaeological Evaluation

LAND NORTH OF SCHOOL ROAD, RISBY, SUFFOLK

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 construction of a new pre-school on land to the north of School Road, Risby, Suffolk (TL 798 663) has been sought. **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 in accordance with PPS5 *Planning for the Historic Environment* (Policy HE12.3) to record and advance understanding of the significance of the heritage asset before it is damaged or destroyed.

1.3 The area of the proposed development measures *c*. 0.14 ha. in size, on the north side of School Road at *c*. 65.00m AOD. The underlying geology of the site comprises chalky till (deep loam to clay.

1.4 This proposal lies in an area of high archaeological potential recorded in the County Historic Environment Record, within the historic settlement core. Anglo-Saxon metalwork find spots are recorded within the immediate vicinity. Most of the site was evaluated in March 2010 (HER number RBY 083, SCCAS report 2010/044). It was not possible to evaluate the part closest to the road due to the presence of overhead electricity cables. The evaluation revealed three 12th-14th century linear features, and the possibility that they represent activity to the rear of occupation along the road can not be dismissed. The overhead cables will shortly be removed, and it will be possible to evaluate the front of the site. This, which will be disturbed primarily by the creation of access, is where the most complex archaeological remains might be expected, and any groundworks associated with the project have the potential to damage any archaeological remains that exist.

1.5 In order to inform the archaeological mitigation strategy a single linear evaluation trench through the street front part of development area is required.

1.6 The results of the 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 recommended condition on the planning consent, and following the standards and guidance produced by the Institute for Archaeologists (IfA), a Written Scheme of Investigation (WSI) based upon this brief and specification must be produced by the developers, their agents or archaeological contractors. This must be submitted for scrutiny by the Conservation Team of the Archaeological Service of Suffolk County Council (SCCAS/CT) at 9-10 The Churchyard, Shire Hall, Bury St Edmunds IP33 2AR; telephone/fax: 01284 352443. The WSI will provide the basis for measurable standards and will be used to establish whether the

requirements of the planning condition will be adequately met. The WSI should be compiled with a knowledge the Regional Research Framework (East Anglian Archaeology Occasional Paper 3, 1997, 'Research and Archaeology: A Framework for the Eastern Counties, 1. resource assessment'; Occasional Paper 8, 2000, 'Research and Archaeology: A Framework for the Eastern Counties, 2. research agenda and strategy'; and Revised Research Framework for the Eastern Region, 2008, available online at http://www.eaareports.org.uk/).

1.10 Following receipt of the WSI, SCCAS/CT will advise the Local Planning Authority (LPA) if it is an acceptable scheme of work. Work must not commence until the LPA has approved the WSI. Neither this specification nor the WSI is, however, a sufficient basis for the discharge of the planning condition relating to the archaeological works. Only the full implementation of the approved scheme – that is the completion of the fieldwork, a post-excavation assessment and final reporting – will enable SCCAS/CT to advise the LPA that the condition has been adequately fulfilled and can be discharged.

1.11 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.

1.12 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.

1.13 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 The following trenched evaluation is required:

A single linear trial trench 15m long x 1.8m wide is to be excavated parallel to the road, sampling the area of the proposed access.

3.2 If excavation is mechanised a toothless 'ditching bucket' 1.50m 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 Dr Helen Chappell, 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.

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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).

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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 Provision should be included in the WSI for outreach activities, for example, in the form of an open day and/or local public lecture and/or presentation to local schools.

4.4 It is the archaeological contractor's responsibility to ensure that adequate resources are available to fulfill the Brief.

4.5 A detailed risk assessment must be provided for this particular site.

4.6 No initial survey to detect public utility or other services has taken place. The responsibility for this rests with the archaeological contractor.

4.7 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.

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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 Every effort must be made to get the agreement of the landowner/developer to the deposition of the full site archive, and transfer of title, with the intended archive depository before the fieldwork commences. 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, scientific analysis) as appropriate.

5.12 The project manager should consult the intended archive depository before the archive is prepared regarding the specific requirements for the archive deposition and curation, and regarding any specific cost implications of deposition.

5.13 If the County Store is the intended location of the archive, the project manager should consult the SCCAS Archive Guidelines 2010 and also the County Historic Environment Record Officer regarding the requirements for the deposition of the archive (conservation, ordering, organisation, labelling, marking and storage) of excavated material and the archive. A clear statement of the form, intended content, and standards of the archive is to be submitted for approval as an essential requirement of the WSI.

5.14 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) with ADS or another appropriate archive depository.

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.

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

5.18 An unbound hardcopy 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.

5.19 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.

5.20 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.

5.21 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: 03 Sept 2010 Reference: Risby/SCC Risby 2010

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.

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