

ARCHAEOLOGICAL MONITORING REPORT

CHARSFIELD PRIMARY SCHOOL

(SMR ref. CHA 018)

A REPORT ON THE ARCHAEOLOGICAL MONITORING OF GROUNDWORK ASSOCIATED WITH THE CONSTRUCTION OF AN EXTENSION TO CHARSFIELD PRIMARY SCHOOL

(Application No. C/04/1857)

Suffolk County Council Archaeological Service Report No. 2005/43

(OASIS Ref. suffolkc1-7321)

Summary: Archaeological monitoring of the groundwork associated with the construction of an extension to Charsfield Primary School, Charsfield (NGR TM 2537 5656), was undertaken during March 2005. Excavated strip foundations were observed but no archaeological features or deposits were seen. This monitoring event is recorded on the Sites and Monuments Record under the reference CHA 018. The archaeological monitoring was commissioned by WPP Architects on behalf of their clients, Suffolk County Council, who funded the work. The monitoring work was undertaken by the Suffolk County Council Archaeological Service, Field Projects Team.

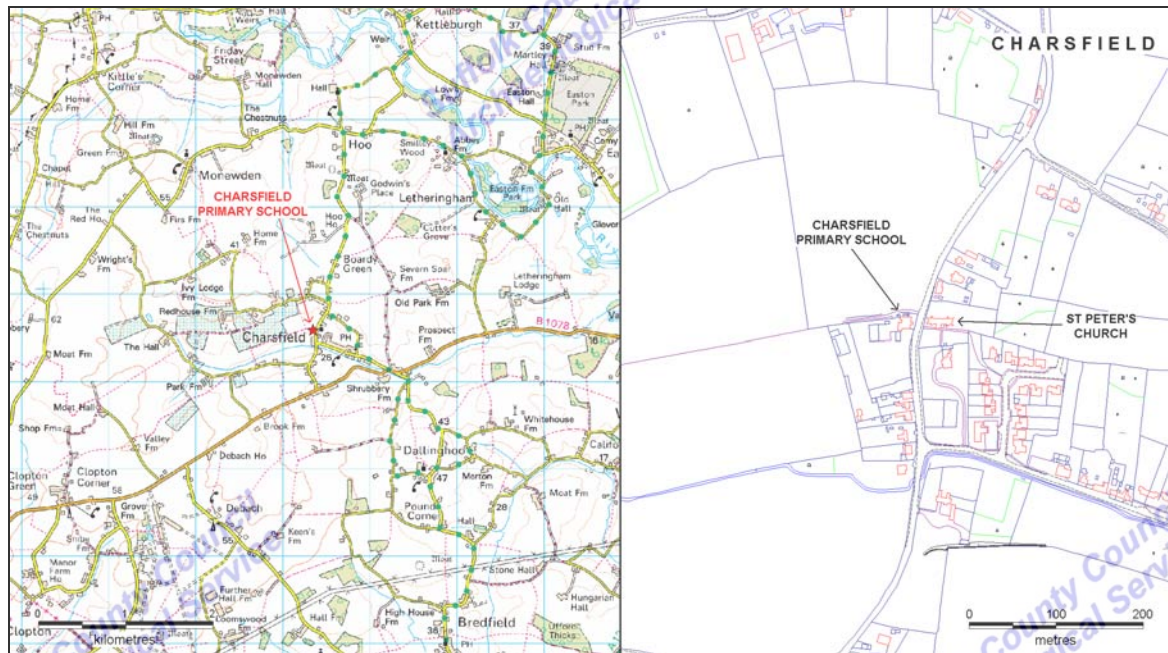


Figure 1: Location Plan

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Introduction

An application to construct an extension to Charsfield Primary School, Charsfield (application no. C/04/1857), was approved with an attached condition requiring a programme of archaeological works to be put in place prior to any construction work. The archaeological interest in the site was due to its location within the historic village core and is adjacent to the medieval church of St Peter and its churchyard. It is also within 50m of an area of Roman finds that indicate potential Roman occupation.

The extension was to be built on strip foundations and it was the excavation of these that had the potential to damage or destroy any archaeological deposits or features that may exist. As only limited ground disturbance was proposed a monitoring condition was deemed appropriate and for this a Brief and Specification was produced by the Suffolk County Council Archaeological Service, Conservation Team (Appendix 1).

The National Grid Reference for the approximate centre of the site is TM 2537 5656; for a location plan see figure 1 above. This monitoring event is recorded on the Suffolk County Sites and Monuments Record under the reference CHA 018. The archaeological monitoring was commissioned by WPP Architects on behalf of their client, Suffolk County Council, who funded the work. The archaeological monitoring was undertaken by the Suffolk County Council Archaeological Service, Field Projects Team.

Results

A single visit was made to the site on the 1st March 2005 in response to a telephone call from the developers to inspect the works then underway. A large proportion of the footings had been excavated by machine and these were examined. The footings had been excavated to a depth of c.1.1m and had exposed the soil profile. It revealed a topsoil, c.0.3m thick, overlying a subsoil of pale brown silty clay. This material did not have the appearance of undisturbed natural subsoil but looked more like a hillwash. The site is situated on the lower edge of a south-facing slope which runs down to the Potsford Brook, some 150m south of the school.

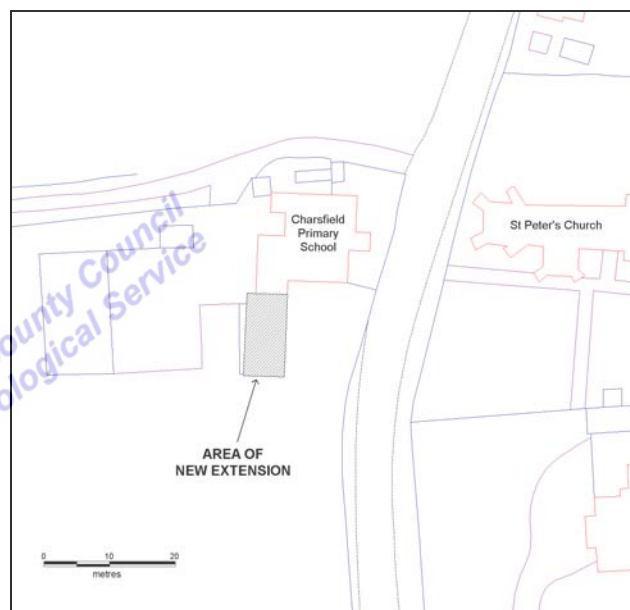


Figure 2: Extension Location

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The spoil was being retained on site but a quick examination failed to yield any artefacts.

The monitoring archive from this project will be deposited at the Suffolk County Council Archaeological Service offices in Bury St Edmunds under the reference CHA 018, it is also recorded on the OASIS, online database, reference: suffolkc1-7321.

Conclusion

No archaeological deposits or features have been destroyed or damaged by the works observed. It appears that the footings only cut into a thick deposit of hillwash which is partially filling the lower part of the valley in this area. The footings were cleanly excavated and it is felt that had any significant features or deposits been present they would have been easily recognised.

APPENDIX

SUFFOLK COUNTY COUNCIL

ARCHAEOLOGICAL SERVICE - CONSERVATION TEAM



Brief and Specification for Archaeological Monitoring of Development

CHARSFIELD PRIMARY SCHOOL

Although this document is fundamental to the work of the specialist archaeological contractor the developer should be aware that certain of its requirements are likely to impinge upon the working practices of a general building contractor and may have financial implications, for example see paragraphs 2.3 & 4.3. The commissioning body should also be aware that it may have Health & Safety responsibilities, see paragraph 1.5.

1. Background

- 1.1 Planning permission to develop on this site has been granted conditional upon an acceptable programme of archaeological work being carried out (application C/04/1857). Assessment of the available archaeological evidence indicates that the area affected by development can be adequately recorded by archaeological monitoring.
- 1.2 The development area is in the historic village core adjacent to the medieval church and churchyard; it is also within 50m of a known area of Roman finds scatter, both known finds indicate potential for early occupation.

The proposal is for a single building with strip footings, the elevations suggest that there will not be significant soil removal for floor formation levels.

- 1.3 In accordance with the standards and guidance produced by the Institute of Field Archaeologists this brief should not be considered sufficient to enable the total execution of the project. A Project Design or Written Scheme of Investigation (PD/WSI) based upon this brief and the accompanying outline specification of minimum requirements, is an essential requirement. This must be submitted by the developers, or their agent, to the Conservation Team of the Archaeological Service of Suffolk County Council (Shire Hall, Bury St Edmunds IP33 2AR; telephone/fax: 01284 352443) for approval. The work must not commence until this office has approved both the archaeological contractor as suitable to undertake the work, and the PD/WSI as satisfactory. The PD/WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the planning condition will be adequately met.
- 1.4 Detailed standards, information and advice to supplement this brief are to be found in "Standards for Field Archaeology in the East of England" Occasional Papers 14, East Anglian Archaeology, 2003.
- 1.5 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.

2. Brief for Archaeological Monitoring

- 2.1 To provide a record of archaeological deposits which are damaged or removed by any development [including services and landscaping] permitted by the current planning consent.
- 2.2 The main academic objective will centre upon the potential of this development to produce evidence for earlier occupation of the site.

2.3 The significant archaeologically damaging activities in this proposal are likely to be the site preparation works involving topsoil stripping and the excavation of building footing or ground-beam trenches.

2.4 In the case of footing trenches the excavation and the upcast soil, are to be observed **after they have been** excavated by the building contractor. Adequate time is to be allowed for the recording of archaeological deposits during excavation, and of soil sections following excavation (see 4.3).

3. **Arrangements for Monitoring**

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

3.2 The developer or his archaeologist will give the Conservation Team of SCCAS five working days notice of the commencement of ground works on the site, in order that the work of the archaeological contractor may be monitored. The method and form of development will also be monitored to ensure that it conforms to previously agreed locations and techniques upon which this brief is based.

3.3 Allowance must be made to cover archaeological costs incurred in monitoring the development works by the contract archaeologist. The size of the contingency should be estimated by the approved archaeological contractor, based upon the outline works in paragraph 2.3 of the Brief and Specification and the building contractor's programme of works and time-table.

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

4. **Specification**

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

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

4.3 In the case of footing trenches unimpeded access at the rate of **one and a half hours per 10 metres** of trench must be allowed for archaeological recording before concreting or building begin. Where it is necessary to see archaeological detail one of the soil faces is to be trowelled clean.

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

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

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

5. **Report Requirements**

5.1 An archive of all records and finds is to be prepared consistent with the principles of *Management of Archaeological Projects (MAP2)*, particularly Appendix 3. This must be deposited with the County Sites and Monuments Record within 3 months of the completion of work. It will then become publicly accessible.

5.2 Finds must be appropriately conserved and stored in accordance with *UK Institute of Conservators Guidelines*. The finds, as an indissoluble part of the site archive, should be deposited with the County SMR if the landowner can be persuaded to agree to this. If this is not possible for all or any

part of the finds archive, then provision must be made for additional recording (e.g. photography, illustration, analysis) as appropriate.

- 5.3 A report on the fieldwork and archive, consistent with the principles of MAP2, particularly Appendix 4, must be provided. The report must summarise the methodology employed, the stratigraphic sequence, and give a period by period description of the contexts recorded, and an inventory of finds. The objective account of the archaeological evidence must be clearly distinguished from its interpretation. The Report must include a discussion and an assessment of the archaeological evidence. Its conclusions must include a clear statement of the archaeological value of the results, and their significance in the context of the Regional Research Framework (*East Anglian Archaeology*, Occasional Papers 3 & 8, 1997 and 2000).
- 5.4 A summary report, in the established format, suitable for inclusion in the annual 'Archaeology in Suffolk' section of the *Proceedings of the Suffolk Institute of Archaeology*, must be prepared and included in the project report.
- 5.5 County Sites and Monuments Record sheets must be completed, as per the county SMR manual, for all sites where archaeological finds and/or features are located.
- 5.6 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.
- 5.7 All parts of the OASIS online form must be completed for submission to the SMR. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

Specification by: Robert Carr

Suffolk County Council
Archaeological Service Conservation Team
Environment and Transport Department
Shire Hall
Bury St Edmunds
Suffolk IP33 2AR

Date: 23 November 2004

Reference: /CharsfieldPrimarySchool11

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

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