

Archaeological Watching Brief

**Spencer Fell House,
Church Lane,
Great Wenham,
Suffolk**

**ASE Project No: 170956
Parish / Site Code: WMM012**

ASE Report No: 2018305



September 2018

Archaeological Watching Brief

Spencer Fell House,
Church Lane,
Great Wenham,
Suffolk

NGR: TM 0710 3810

Planning Ref: B/16/0143/FHA/JAC

ASE Project No: 170956
Site Code: WMM 012

ASE Report No: 2018305
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Abstract

This report presents the results of an archaeological watching brief carried out by Archaeology South-East at Spencer Fell House, Great Wenham, Suffolk, on 12 September 2018. The fieldwork was carried out during groundwork for a small extension to the existing residential property.

The watching brief revealed a straightforward sequence of glacial till sealed by recent deposits of 'made-ground' and turf. The only archaeological feature identified was a truncated timber post, probably associated with the late medieval/post-medieval cottage that formerly occupied the site of the current building.

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1.0 INTRODUCTION

1.1 Site Background

- 1.1.1 Archaeology South-East (ASE) was commissioned by Andrew Doddington to undertake an archaeological watching brief during groundworks at Spencer Fell House, Great Wenham (NGR: TM 071381; Fig. 1).
- 1.1.2 The development involves the erection of single-storey side extension to the existing residential building.

1.2 Location, Geology and Topography

- 1.2.1 Great Wenham, also known as Wenham Magna, is a village and a civil parish located in the Babergh district, of Suffolk. The site is located immediately north of the medieval church (SHER WMM 004) and Spencer Fell House replaced a late medieval cottage in 1997 (WMM 006, Tudor Cottage).
- 1.2.2 The British Geological Survey (BGS 2017) identified the underlying geology as Thames Group (clay, silt and sand) overlain by superficial deposits of Lowestoft Formation (diamicton).

1.3 Planning Background

- 1.3.1 The work was carried out to satisfy the *Brief for Continuous Archaeological Recording* (SCC 2017) written in response to the following conditions placed on planning consent by the Suffolk County Council Archaeology Service, Conservation Team (SCCAS/CT) (Planning Ref. B/16/0143/FHA/JAC):

No development shall take place within the area indicated on the approved site location plan received 04th February 2016 until the applicant/developer has secured the implementation of a programme of archaeological work, in accordance with a Written Scheme of Investigation which has been submitted by the developer and approved in writing by the Local Planning Authority. The scheme of investigation shall include an assessment of significance and research questions:

REASON:

To safeguard archaeological assets within the approved development boundary from impacts relating to any groundworks associated with the development scheme and to ensure the proper and timely investigation, recording, reporting and presentation of archaeological assets affected by this development, in accordance with Policy CS10 of Babergh District Council Core Strategy (2011- 2031) Submission Draft and the National Planning Policy Framework (2012).

- 1.3.2 A Written Scheme of Investigation (WSI) was prepared by ASE, detailing the methodology for the archaeological monitoring work required at the site (ASE 2017). This was approved by the SCCAS Archaeological Advisor prior to commencement of the work

1.4 Aims and Objectives

1.4.1 The general objective of the archaeological watching brief, as stated in the WSI (ASE 2017), was to record and interpret any archaeological deposits exposed by the development groundworks.

1.4.2 The watching brief aimed to assess the past impacts on the site, paying particular attention to the character, height/depth below ground level, condition, date and significance of any deposits.

1.4.3 Site-specific research objectives, with reference to the South-East Research Framework (Medlycott 2011) were as follows:

- In light of the nearby Roman burial found, it may be possible to study Roman Funerary practice: reconstructing the entire funerary sequence: what happens before, during and after
- Dealing with the possible ditch system present on site, consideration of the interaction may be possible between town and country. Towns should not be split off from their hinterlands. Rural settlements need the treatment afforded to towns by Extensive Urban Surveys and therefore:
- Comparisons between urban and rural, coastal and in-land communities can be made.

1.4.4 A final aim was to make public the results of the archaeological watching brief subject to any confidentiality restrictions.

1.5 Scope of Report

1.5.1 This report describes the results of the archaeological watching brief carried out at Spencer Fell House, Great Wenham, on 12 September 2018. The fieldwork was carried out by Kieron Heard and was managed by Gemma Stevenson.

2.0 ARCHAEOLOGICAL BACKGROUND

2.1 Overview

2.1.1 The following archaeological and historical background information is summarised from the WSI (ASE 2018), based on evidence held in the Suffolk Historic Environment Record (SHER) and other readily available archaeological and documentary sources. The locations of the most pertinent sites and findspots are shown on Figure 1.

2.2 Site-specific background

2.2.1 The site is located immediately north of the medieval church of St John (SHER WMM 004). Spencer Fell House replaced a late medieval timber-framed house, Tudor Cottage, in 1997 (SHER WMM 006). Monitoring of groundworks at the site in 1997 revealed pits and ditches of 11th-/12th-century date, which also contained residual finds, notably pottery and tile, of Late Iron Age and Roman date (SCCAS 1997). The ditches most likely represent the remains of tenement or field boundaries and the pits are suggestive of nearby occupation land use (SCCAS 1997). These boundaries would have become redundant prior to the construction of Tudor Cottage, as they underlie the demolished building. The Late Iron Age and Roman material is indicative of earlier land use, with the tile fragments possibly indicating a high-status building within the vicinity (SCCAS 1997). Further monitoring of groundworks at the site in 2014 did not identify archaeological features and no pre-modern artefacts (SCCAS 2014).

2.2.2 At Priory Farm, c.50m to the north-east of the site, a Roman lead coffin burial (and possibly further burials) has been recorded (SHER WMM 002).

2.2.3 It was judged likely that footings for the new extension would expose more of the ditch system and possibly deposits of earlier date. As a result, there was high potential for encountering heritage assets at this location.

3.0 ARCHAEOLOGICAL METHODOLOGY

3.1 Fieldwork Methodology

- 3.1.1 The methodology for the watching brief was set out in the WSI (ASE 2017) and is summarised here. A risk assessment and method statement (RAMS) was also prepared prior to the commencement of work.
- 3.1.2 All work was undertaken in accordance with the Chartered Institute for Archaeologists (CIfA) *Code of Conduct* (CIfA 2014a) and the *Standard and Guidance for an Archaeological Watching Brief* (CIfA 2014b).
- 3.1.3 The mechanical excavation of foundation trenches for the proposed extension was monitored. The trenches were 0.60m wide by up to 1.25m deep and had a combined length of 12.20m, measuring c.7sq m in area.
- 3.1.4 The trench on the north side of the proposed extension was observed to its full depth of 1.25m. The western and southern trenches were observed to depths of 0.60m and 0.80m respectively, at which level natural strata were exposed.
- 3.1.5 A representative section of part of the northern trench was drawn at a scale of 1:10 on plastic draughting film. A plan of the foundation trenches, in relation to the existing building, was drawn on the same sheet at a scale of 1:20.
- 3.1.6 Representative photographs were taken of exposed sections, together with general views of the excavated area, using a compact digital camera.
- 3.1.7 The results of the watching brief were described on a *pro forma* Watching Brief Record sheet, and on the accompanying section drawing.
- 3.1.8 No finds were collected and no environmental samples were taken.

3.2 Site Archive

- 3.2.1 Guidelines set out in *Archaeological Archives in Suffolk: Guidelines for Preparation and Deposition* (SCCAS 2017) will be followed for the preparation of the archive for deposition.
- 3.2.2 The site archive is currently held at the Witham office of ASE and will be deposited with the Suffolk County Council Archive Store in due course, subject to permission being obtained from the legal landowner. The contents of the archive are tabulated below (Tables 1 and 2).

Context sheets	0
Section sheets	1
Plans sheets	1
Colour photographs	0
B&W photos	0
Digital photos	4
Context register	0
Drawing register	0
Watching brief forms	1
Trench Record forms	0

Table 1: Quantification of site archive

Bulk finds (quantity e.g. 1 bag, 1 box, 0.5 box 0.5 of a box)	0
Registered finds (number of)	0
Flots and environmental remains from bulk samples	0
Palaeoenvironmental specialists sample samples (e.g. columns, prepared slides)	0
Waterlogged wood	0
Wet sieved environmental remains from bulk samples	0

Table 2: Quantification of artefact and environmental samples

4.0 RESULTS

4.1 Summary of results

- 4.1.1 The archaeological investigations monitored the excavation of foundation trenches for a single-storey side extension (Fig. 2). A single archaeological feature was encountered during the archaeological monitoring.

Natural strata

- 4.1.2 Natural strata were exposed at a minimum depth of 0.50m below ground level in the northern foundation trench. The natural surface sloped downward to the south, to a depth of 0.80m in the southern trench.

- 4.1.3 Natural strata consisted of stiff, mid yellowish brown sandy clay, with moderate, small to medium fragments of flint [008] (up to 0.65m thick), over compact, mid yellowish brown coarse sand [009] (>0.10m thick).

Structural timber

- 4.1.4 The decayed remains of an *in situ* timber post [005] was recorded in section (Fig. 3) at the east end of the northern foundation trench. Only the lower part of the decayed post survived, measuring 0.25m long x 0.20m wide. The upper part of the post pipe was filled with loose soil and pebbles [004]. Posthole [007] was 0.30m wide x 0.55m deep (truncated), with vertical sides and a flat base, and was dug into the natural clay. The space between the post and the north side of the posthole was filled with packing material [006], consisting of compact, redeposited natural clay (90%) and small fragments of red brick, with moderate charcoal fragments. Other than the brick fragments, no archaeological finds were observed within fills [004] and [006].

Made-ground

- 4.1.5 The truncated and infilled posthole was sealed by recent 'made-ground' deposits, consisting mainly of soil with varying amounts of red and yellow brick rubble, mortar and small to large fragments of pantiles and roofing slates. These deposits were up to 0.40m thick in the northern trench, increasing to 0.60m thick in the southern trench. No finds were retained from these deposits.

Topsoil and turf

- 4.1.6 The 'made-ground' deposits were sealed by topsoil and turf, up to 0.20m thick, of the lawn that forms the current ground surface.
- 4.1.7 The recorded deposits are summarised in Table 3.

Context	Type	Interpretation	Depth below GL
001	Layer	Turf and topsoil	0.00m
002	Drain	Modern surface water drain pipe & cut	0.15m
003	Layer	Recent made ground, soil and building rubble	0.15m
004	Fill	Upper fill of post pipe	0.50–0.90m
005	Fill	Decayed timber post	0.80–1.05m
006	Fill	Post packing	0.50–1.05m
007	Cut	Posthole	0.50–1.05m
008	Deposit	Natural clay	0.50m minimum
009	Deposit	Natural sand	1.15m

Table 3: List of recorded contexts

5.0 FINDS AND ENVIRONMENTAL SAMPLES

5.1 Finds

5.1.1 No archaeological finds were recovered during the archaeological monitoring.

5.2 Environmental remains

5.2.1 No bulk soil samples were collected from extracted deposits for environmental analysis or small artefact recovery, as the only archaeological feature recorded on site, a posthole with timber post, was observed in section.

6.0 DISCUSSION AND CONCLUSIONS

6.1 Discussion

- 6.1.1 The natural strata of sandy clay over sand are consisted with the deposits of glacial till (Lowestoft Formation – Diamicton) recorded at this location by the British Geological Survey.
- 6.1.2 The watching brief revealed a simple sequence of topsoil and turf over recent 'made-ground'. The only archaeological feature was the remains of a truncated *in situ* structural timber post, below the 'made-ground' deposits.
- 6.1.3 Brick packing in the posthole indicates a probable post-medieval date for the post-built structure. The post was in line with the northern wall of Spencer Fell House, which is understood to occupy the same footprint as the preceding brick-built cottage, Tudor Cottage, (Mr Doddington, *pers comm*). It is likely that this post was part of a timber structure (a lean-to extension, perhaps) erected against the west wall of the earlier building.
- 6.1.4 The 'made-ground' deposits contained much brick rubble and roofing material. This presumably derived from the demolished remains of Tudor Cottage, following the fire that destroyed the building in the 1990s. This material was probably deposited when the current house was built in 1997, to raise and level the ground prior to the laying of a new lawn.

6.2 Conclusions

- 6.2.1 The archaeological monitoring of groundworks undertaken at Spencer Fell House encountered a single, possibly post-medieval, posthole with *in situ* remains of a timber post. No other features or finds were identified.
- 6.2.2 It is considered that the construction of the extension will have negligible impact on heritage assets within this site.

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ACKNOWLEDGEMENTS

ASE would like to thank Mr Andrew Doddington for commissioning the work and for his assistance throughout the project, and Grace Campbell of SCCAS/CT for her guidance and monitoring. The fieldwork was carried out by Kieron Heard. Project management was by Gemma Stevenson and the post-excavation work was managed by Mark Atkinson.

Appendix 1: HER Summary

Site name/Address: Spencer Fell House, Church Lane, Great Wenham, Suffolk	
Parish: Great Wenham	District: Babergh
NGR: TM 0710 3810	Site Code: WMM 012
Type of Work: Watching brief	Site Director/Group: Kieron Heard, Archaeology South-East
Date of Work: 12/09/18	Size of Area Investigated: c.7sq m
Location of Finds/Curating Museum: Suffolk County Council Archive Store	Funding source: Client
Further Seasons Anticipated?: Unknown	Related HER No's: None
Final Report: ADS grey lit report	OASIS No: 299128
Periods Represented: ?Post-medieval	
SUMMARY OF FIELDWORK RESULTS:	
<p>An archaeological watching brief was carried out during groundwork for a small extension at Spencer Fell House, Great Wenham. It revealed a straightforward sequence of glacial till sealed by recent deposits of 'made-ground' and turf. The only archaeological feature was a truncated timber post, probably associated with the late medieval/post-medieval cottage that formerly occupied the site of the current building.</p>	
Previous Summaries/Reports:	
<p>SCCAS 1997, <i>Tudor Cottage, Great Wenham, Record of Archaeological Monitoring Report</i>, unpubl. SCCAS Rep. 97/77</p> <p>SCCAS 2014, <i>Archaeological Monitoring Report: Spencer Fell House, Wenham Magna</i>, unpubl. SCCAS Rep. 2014/039</p>	
Author of Summary: K. Heard	Date of Summary: 12/09/18

Appendix 2: OASIS Form
OASIS ID: 299128
Project details

Project name	Spencer Fell House
Short description of the project	An archaeological watching brief was carried out during groundwork for a small extension at Spencer Fell House, Great Wenham. It revealed a straightforward sequence of glacial till sealed by recent deposits of 'made-ground' and turf. The only archaeological feature was a truncated timber post, probably associated with the late medieval/post-medieval cottage that formerly occupied the site of the current building.
Project dates	Start: 12-09-2018 End: 12-09-2018
Previous/future work	Not known / Not known
Any associated project reference codes	170956 - Contracting Unit No.
Any associated project reference codes	WMM 012 - Sitecode
Type of project	Recording project
Site status	None
Current Land use	Residential 1 - General Residential
Monument type	POSTHOLE Post Medieval
Significant Finds	NONE None
Investigation type	"Watching Brief"
Prompt	Planning condition

Project location

Country	England
Site location	SUFFOLK BABERGH EAST BERGHOLT Spencer Fell House
Postcode	CO7 6PL
Study area	25 Square metres
Site coordinates	TM 0710 3810 52.002120649542 1.017505935462 52 00 07 N 001 01 03 E Point

Project creators

Name of Organisation	Archaeology South-East
Project brief originator	Suffolk County Council Archaeological Service
Project director/manager	Gemma Stevenson
Project supervisor	Kieron Heard
Type of sponsor/funding body	Client

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Suffolk County Council Archive Store

Digital Contents	"Stratigraphic"
Digital Media available	"Database","Images raster / digital photography","Text"
Paper Archive recipient	Suffolk County Council Archive Store
Paper Contents	"Stratigraphic"
Paper Media available	"Context sheet","Miscellaneous Material","Photograph","Plan","Report","Section"
Project bibliography	
Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological Watching Brief: Spencer Fell House, Church Lane, Great Wenham, Suffolk
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URL	archaeologydataservice.ac.uk

**Written Scheme of Investigation for an
Archaeological Watching Brief at
Spencer Fell House, Church Lane, Great Wenham**

(TM 071 381)

Planning Ref: B/16/0143/FHA/JAC

ASE Project no: 170956

October 2017

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1.0 INTRODUCTION

- 1.1 Archaeology South-East (ASE) has been commissioned by Andrew Doddington, to undertake an archaeological watching brief during groundworks at Spencer Fell House, Great Wenham (NGR TM071381). The location is shown on Figures 1 and 2.
- 1.2 The site is located immediately north of the medieval church (Suffolk Historic Environment Record ref WMM 004) and Spencer Fell House replaced a late medieval cottage in 1997 (WMM 006, Tudor Cottage).
- 1.3 The proposed development involves the erection of single storey side extension.
- 1.4 The work is to be carried out to satisfy the Brief for Continuous Archaeological Recording (2017) written in response to the following conditions placed on planning consent by the Suffolk County Council Archaeology Service (SCCAS) (B/16/0143/FHA/JAC):

No development shall take place within the area indicated on the approved site location plan received 04th February 2016 until the applicant/developer has secured the implementation of a programme of archaeological work, in accordance with a Written Scheme of Investigation which has been submitted by the developer and approved in writing by the Local Planning Authority. The scheme of investigation shall include an assessment of significance and research questions:

REASON:

To safeguard archaeological assets within the approved development boundary from impacts relating to any groundworks associated with the development scheme and to ensure the proper and timely investigation, recording, reporting and presentation of archaeological assets affected by this development, in accordance with Policy CS10 of Babergh District Council Core Strategy (2011- 2031) Submission Draft and the National Planning Policy Framework (2012).

- 1.5 This document represents a comprehensive Written Scheme of Investigation (WSI) for an archaeological watching brief to be maintained during the works. It has been prepared in accordance with relevant Standards and Guidance of the Chartered Institute for Archaeologists (CIfA 2014a-c) and Babergh District Council Core Strategy (2011- 2031). All work will be reported upon in line with guidelines set out in Management of Research Projects in the Historic Environment (MoRPHE; Historic England 2015). It will be submitted to all parties for approval prior to the commencement of work at the site.
- 1.6 All work will be carried out in accordance with this WSI, which outlines the methodology to be used in the field, and in reporting and archiving of the results.

2.0 ARCHAEOLOGICAL BACKGROUND

2.1 The site is located immediately north of the medieval church (Suffolk Historic Environment Record ref WMM 004) and Spencer Fell House replaced a late medieval cottage in 1997 (WMM 006, Tudor Cottage). Monitoring of groundworks at the site in 1997 and 2011 revealed ditches of 11th - 12th century date but these also contained residual finds of Roman date; a Roman lead coffin burial (and possibly further burials) are also known from nearby to the north-east (WMM 002). It is extremely likely that footings for the new extension will expose more of the ditch system and possibly deposits of earlier date. As a result, there is high potential for encountering heritage assets at this location. The proposed works will cause significant ground disturbance that has potential to damage any archaeological deposit that exists.

3.0 RESEARCH AIMS AND OBJECTIVES

3.1 The general objective of the archaeological watching brief is to record archaeological deposits exposed by the development. Exposed deposits or recovered artefacts should be interpreted within the context of the site as a whole.

3.2 The watching brief will also assess the past impacts on the site and pay particular attention to the character, height/depth below ground level, condition, date and significance of any deposits.

3.3 Consideration will also be given to publication of the results in a local journal and/or presentation/s to local historical/archaeological societies should the results be of sufficient interest

3.4 The watching brief has the potential to address the following research objectives set out in the South-East Research Framework:

- In light of the nearby Roman burial found it may be possible to study Roman Funerary practice: reconstructing the entire funerary sequence: what happens before, during and after
- Dealing with the possible ditch system present on site consideration of the interaction may be possible between town and country. Towns should not be split off from their hinterlands. Rural settlements need the treatment afforded to towns by Extensive Urban Surveys and therefore:
- Comparisons between urban and rural, coastal and in-land communities can be made.

3.5 A final aim is to make public the results of the archaeological watching brief subject to any confidentiality restrictions.

4.0 METHODOLOGY

4.1 The excavations will be subject to archaeological watching brief. The contractor will allow sufficient time within their programme so that any archaeological features, artefacts or ecofacts can be recorded in line with the requirements of this document. A final decision on site as to how to proceed

in the event that *significant* remains are revealed during fieldwork will be determined by consultation with the Archaeologist.

- 4.2 Where excavation reveals significant archaeological features, machine or hand excavation by contractor's staff will cease. The features will then be hand excavated and recorded to archaeological standards by the archaeologist(s) in attendance. Exposures will be hand cleaned by archaeologists as necessary to clarify the presence/absence and nature of any features. Adequate time will be made available for appropriate archaeological excavation by hand to identify and record the remains as far as possible within the limits of the works in order to extract archaeological and environmental information, should this prove necessary.
- 4.3 The spoil from the excavations will also be inspected by archaeologists to recover any artefacts or ecofacts of archaeological interest.
- 4.4 All archaeological features will be recorded according to standard Archaeology South-East practice and in line with Chartered Institute for Archaeology (CIfA) Standards and Guidance.
- 4.5 Archaeological features and deposits will be planned at an appropriate scale (usually 1:20 or 1:50). Sections will be drawn by hand at a scale of 1:10 on plastic draughting film. Features and deposits will be described on standard pro-forma recording sheets used by Archaeology South-East. All remains will be levelled with respect to Ordnance Survey datum wherever practicable. A photographic record will be made in both monochrome and colour transparency, as well as digitally.
- 4.6 The strategy for sampling archaeological and environmental deposits and structures (which can include soils, timbers, animal bone and human burials) will be developed with reference to Historic England guidelines for environmental archaeology (Historic England 2011) and waterlogged wood (Historic England 2010) and in consultation with the Historic England regional advisor or relevant specialists. Samples will be collected from suitable excavated contexts, including dated/datable buried soils, well-sealed slowly silting features, sealed hearths, sealed features containing evident carbonised remains, peats, water-logged or cess deposits.
- 4.7 Bulk soil samples (of 40 litres where possible or 100% of the context if smaller) will be taken to target the recovery of plant remains (including wood charcoal and macrobotanicals), fish, bird, small mammal and amphibian bone, and small artefacts. Specialist samples may also be taken to target recovery of pollen (using monolith tins), fish and small bone, molluscs, foraminifera, parasites and insects (in small <20 litre samples) or large mammal bones and marine molluscs (in large samples of ~80-100 litres). When taken, large samples will be extracted wholesale from deposits to maximise the range of bone recovered. As a general rule waterlogged wood specimens will be photographed and recorded in detail in their original location prior to being lifted or sampled for more detailed assessment. Other scientific dating techniques will be considered and employed where appropriate. In all instances deposits with clear intrusive material shall be avoided.

5.0 TREATMENT OF HUMAN REMAINS AND TREASURE TROVE

- 5.1 If human remains are found, work will cease and all necessary statutory provisions followed. The SCCAS Archaeologist will be informed immediately.
- 5.2 Any finds believed to fall potentially within the statutory definition of Treasure, as defined by the Treasure Act 1996, shall be reported to the local Finds Liaison Officer. Should the find's status as treasure be confirmed the Coroner, the landowner the SCCAS Archaeologist will also be informed. A record shall be provided to the Coroner and to the SCCAS Archaeologist of the date and circumstances of discovery, the identity of the finder, and the exact location of the find(s) (OS map reference to within 1 metre, and find spot(s) marked onto the site plan).

6.0 TREATMENT OF OTHER ARTEFACTS AND ECOFACTS

- 6.1 Pottery, worked flint, metal and other finds of archaeological significance will be retained and treated according to standard Archaeology South-East procedures. Identification of retained finds will be undertaken by staff of, and specialists contracted by, Archaeology South-East as necessary.
- 6.2 Bulk samples will be processed using tank flotation unless considered detrimental to the samples or recovery rate (such as for waterlogged samples). Waterlogged samples will be wet sieved through nested sieves and stored in wet, cool conditions or dried if considered an appropriate form of conservation for the remains. Flots and wet samples may be subsampled for assessment purposes. If waterlogged wood specimens are removed from site they will be cleaned, recorded, photographed and a thin section sample will be taken for identification (unless considered detrimental to the artefact preservation or status). These specimens will be stored submerged in water in cool conditions and assessment will establish whether appropriate for conservation. Specialist samples as well as sub-samples of bulk soil samples (taken to recover pollen, parasites, fish and small bone, foraminifera and insects for example) will be sent to appropriate specialists for assessment and analysis.

7.0 REPORTING AND ARCHIVE

- 7.1 In general, the report will present the results of the watching brief and will as a minimum standard contain sufficient detail to serve both future research and inform future planning decisions.
- 7.2 The reporting is to include as a minimum:
- 7.2.1 An **Abstract** summarising the scope and results of the archaeological fieldwork.
- 7.2.2 An **Introduction** including:
- the location of the site including National Grid Reference;
 - an account of the background and circumstances of the work;
 - a description of the development proposals, planning history and planning reference together with the planning condition (where appropriate);
 - the scope and date of the fieldwork, the personnel involved and who

- commissioned it;
 - the nature of potential impacts arising from the proposals;
- 7.2.3 An account of the **Archaeological Background** of the development site including:
- geology, soils and topography;
 - any known existing disturbances on the site;
 - archaeological and historical background of the site.
 - summary of any previous phases of archaeological investigation at the development site;
 - any constraints on the archaeological monitoring.
- 7.2.4 The **Methodology** employed during the fieldwork will be detailed in the report. Any **aims** and **objectives** will be included as will any further objectives identified during the course of the fieldwork. The frequency of monitoring visits, ground works observed and any constraints experienced while carrying out the monitoring will be detailed.
- 7.2.5 The report will include a quantification of the archive contents, their state and future location.
- 7.2.6 A description of the **Results** of the archaeological fieldwork. This description will include for each area observed:
- the dimensions of the area observed;
 - the nature and depth of overburden soils encountered;
 - description of all archaeological features and finds encountered in each area observed, their dimensions, states of preservation and interpretation;
 - a description of the geological subsoil encountered across the site;
 - heights related to Ordnance Datum (where practicable) will be provided for each feature and deposit.
 - for complex remains a Harris Matrix diagram will be provided.
- 7.2.7 The **Finds** recovered during the course of the fieldwork will be described, quantified and assessed by artefact type within the report. The report will also provide an indication of the potential of each category of artefact for further analysis and research. For each category of artefact the report will describe the method of processing, any sub-sampling, conservation and assessment undertaken. Where appropriate, local reference collections will be referred to for descriptive and analytical consistency. Any implications for future archive, conservation or discard of the artefacts will also be detailed.
- 7.2.8 The report will include a table showing the contexts, classes and quantity of artefacts recovered, together with their date and interpretation.
- 7.2.9 The report will include an assessment of the **Environmental** potential of the site. Details will be provided of any environmental sampling undertaken in connection with the fieldwork and the results of any processing and assessment of the samples. The report will describe the method of processing, any sub-sampling and assessment. Any potential for future analysis of the samples or environmental remains recovered from the fieldwork will be described. Implications for future archive, conservation or discard of environmental samples or remains will be detailed.

- 7.2.10 The report will include, as appropriate, tables summarising environmental samples taken, together with the results of processing and assessment.
- 7.2.11 Any results from the fieldwork involving the application of archaeological scientific techniques e.g. specialist dating will be included in the report.
- 7.2.12 An **Interpretation** and **Discussion** of the archaeology of the site, including its location, extent, date, condition, significance and importance. This will include, even if no archaeology is identified as present on the site, description of areas of disturbance, non-archaeological deposits and changes in geological subsoil where appropriate.
- 7.2.13 A **Conclusion** with a summary of the archaeological results and how any archaeology observed relates to the development site. The effects of the development works on the archaeological remains will also be described. The report will highlight any areas of significant archaeological deposits that remain preserved within the development site. Particular note shall be made of any variations in the depth of overburden covering any archaeological deposits revealed.
- 7.2.14 The report will include comments on the effectiveness of the methodology employed and the confidence of the results and interpretation.
- 7.3 Figures / illustrations – The report shall include sufficient illustrations to support descriptions and interpretations within the report text. Figures will be fully cross-referenced within the document text. As a minimum the report shall include the following figures:
- a site location plan tied into the Ordnance Survey at 1:1250 or in the case of larger sites at 1:2500. The plan will also include at least two National Grid points and show the site boundary;
 - a plan at 1:100 or 1:200 showing the layout of the development groundworks clearly indicating the areas observed. The plan will show significant archaeological features, coloured by phases or period as related to the development site. Where possible, projection of archaeological features outside of the areas observed shall be included on the plan. This plan will also include two National grid points;
 - plans of the features revealed in each of the excavation areas at a larger scale e.g. 1:20 or 1:50; such plans will also illustrate areas of disturbance, change in subsoil and location of sections; The location of significant finds and samples taken will also be indicated;
 - relevant section drawings and soil trench profiles as appropriate;
 - illustrations and/or photographs of significant finds shall be included where appropriate.
- 7.4 All report illustrations will be fully captioned and scale drawings will include a bar scale. Standard archaeological drawing conventions shall be used. Plan and section illustrations will include the numbers of all contexts illustrated. North will be included on all plans and shall be consistent. Sections will indicate the orientation of the section and the Ordnance Datum height of the section datum.

- 7.5 Black & White or Colour photographs shall be included where appropriate to illustrate the archaeology of the site, the development operations or the range of soil profiles encountered. All photographs shall be appropriately captioned.
- 7.6 Following internal review a draft report will be submitted to the client for approval. Once any necessary changes have been made, the approved final report will be submitted to the client for onward submission to Historic England. A short summary of the work may be prepared for the relevant local archaeological journal.
- 7.7 A further digital copy of the report (including plans, illustrations and photographs) will be supplied to the SCC Historic Environment Record on CD-ROM/by email in PDF/A format.
- 7.8 Permission will be sought to deposit the written and drawn archive with an appropriate local museum or other suitable repository for long term curation upon completion of the fieldwork. The archive will be prepared with reference to the standards of UKIC (1990) and the Museums and Galleries Commission (1994).
- 7.9 Upon completion of the fieldwork an OASIS (Online Access to the Index of Archaeological Investigations) form will be completed for the project. A print-out of the form will be included as an appendix to the final report.

8.0 HEALTH AND SAFETY

- 8.1 A risk assessment will be prepared before the commencement of fieldwork. All relevant legislation will be followed.

9.0 INSURANCE

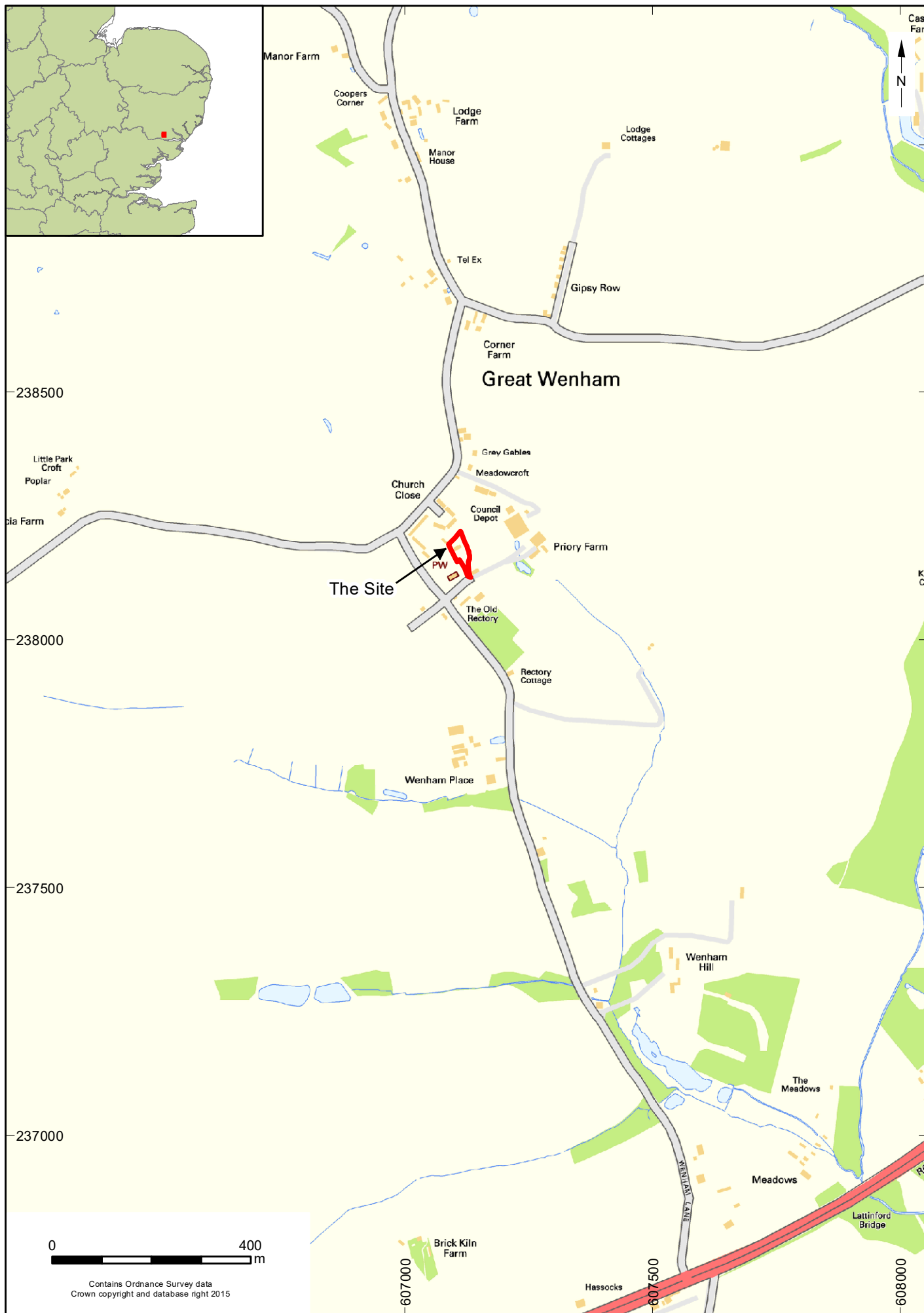
- 9.1 Archaeology South-East is insured against claims for: employer's liability to the value of £50,000,000 each and every loss, any one occurrence; primary public/products liability to the value of £50,000,000 any one occurrence and in the aggregate for products liability, with an extension for no-fault compensation up to £15,000,000 in the aggregate; professional indemnity to the value of £15,000,000 any one occurrence and in the aggregate.

10.0 PROJECT MANAGEMENT

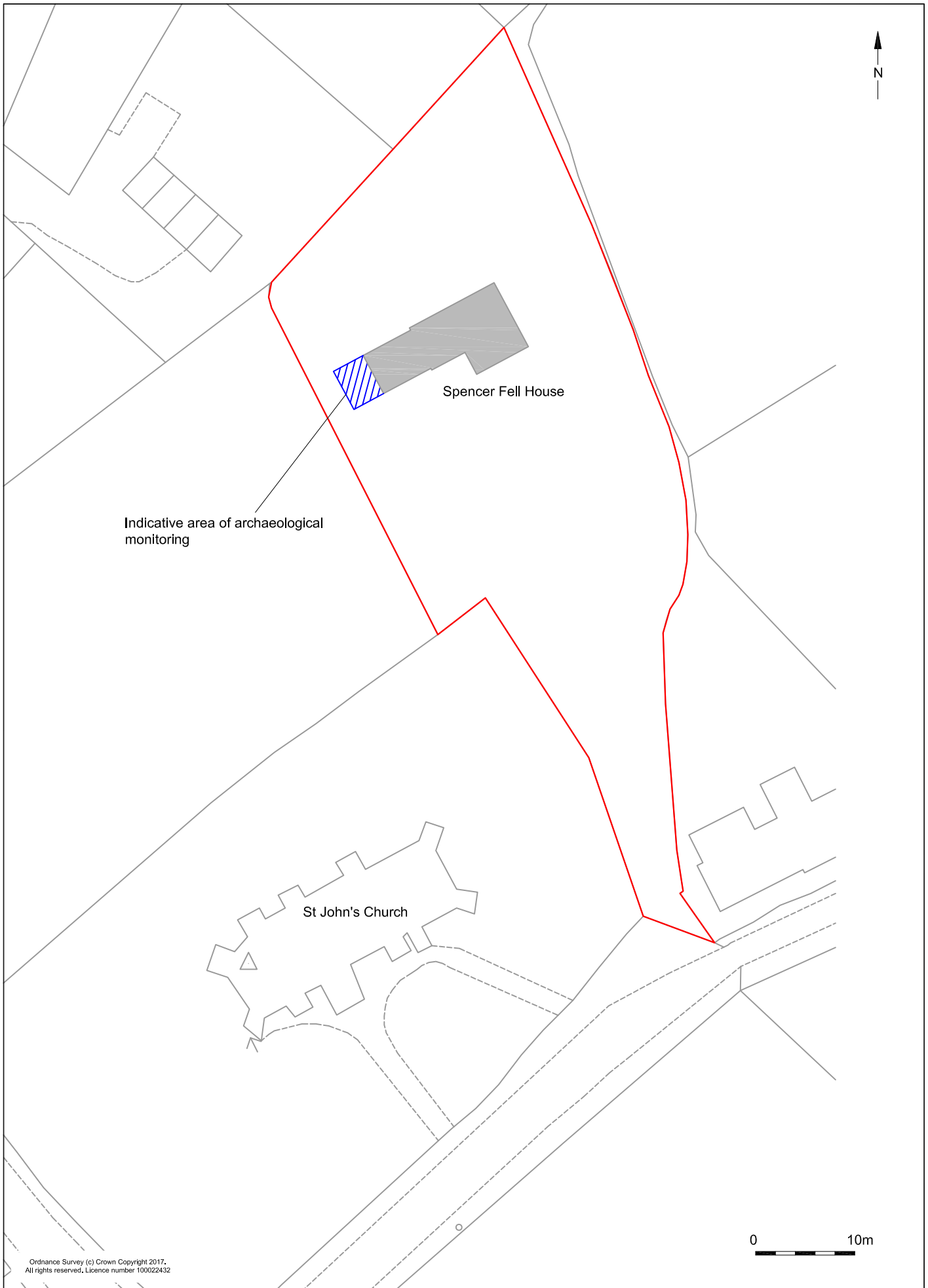
- 10.1 This project will be managed by Gemma Stevenson (fieldwork) and by Mark Atkinson (post-excavation).

REFERENCES

- Bird et al. 2007 SERF Research Agenda conference discussion points for the Roman period*
- ClfA, 2014a *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials*. Chartered Institute for Archaeologists
- ClfA, 2014b *Standard and Guidance for archaeological watching brief*. Chartered Institute for Archaeologists
- ClfA, 2014c *Code of Conduct (revised)*. Chartered Institute for Archaeologists
- Flatman et al. 2007 SERF Research Agenda conference discussion points for the Medieval period*
- Historic England 2011 (2nd Ed.) *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation*
- Historic England 2015 *Management of Research Projects in the Historic Environment (MoRPHE)*
- Cutler, Hannah 2017 *Brief for Continuous Archaeological Recording at Spencer Fell House, Church Lane, Great Wenham*
- Museums and Galleries Commission 1994, *Standards in the Museum Care of Archaeological Collections*
- UKIC 1990. *Guidelines for the Preparation of Excavation Archives for Long-term Storage*



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Project Ref: 170956	Oct 2017	Site location	
Report No: WSI	Drawn by: APL		



© Archaeology South-East		Spencer Fell House, Great Wenham	Fig.2
Project Ref: 170956	Oct 2017	Location of area of archaeological monitoring	
Report Ref: WSI	Drawn by: APL		

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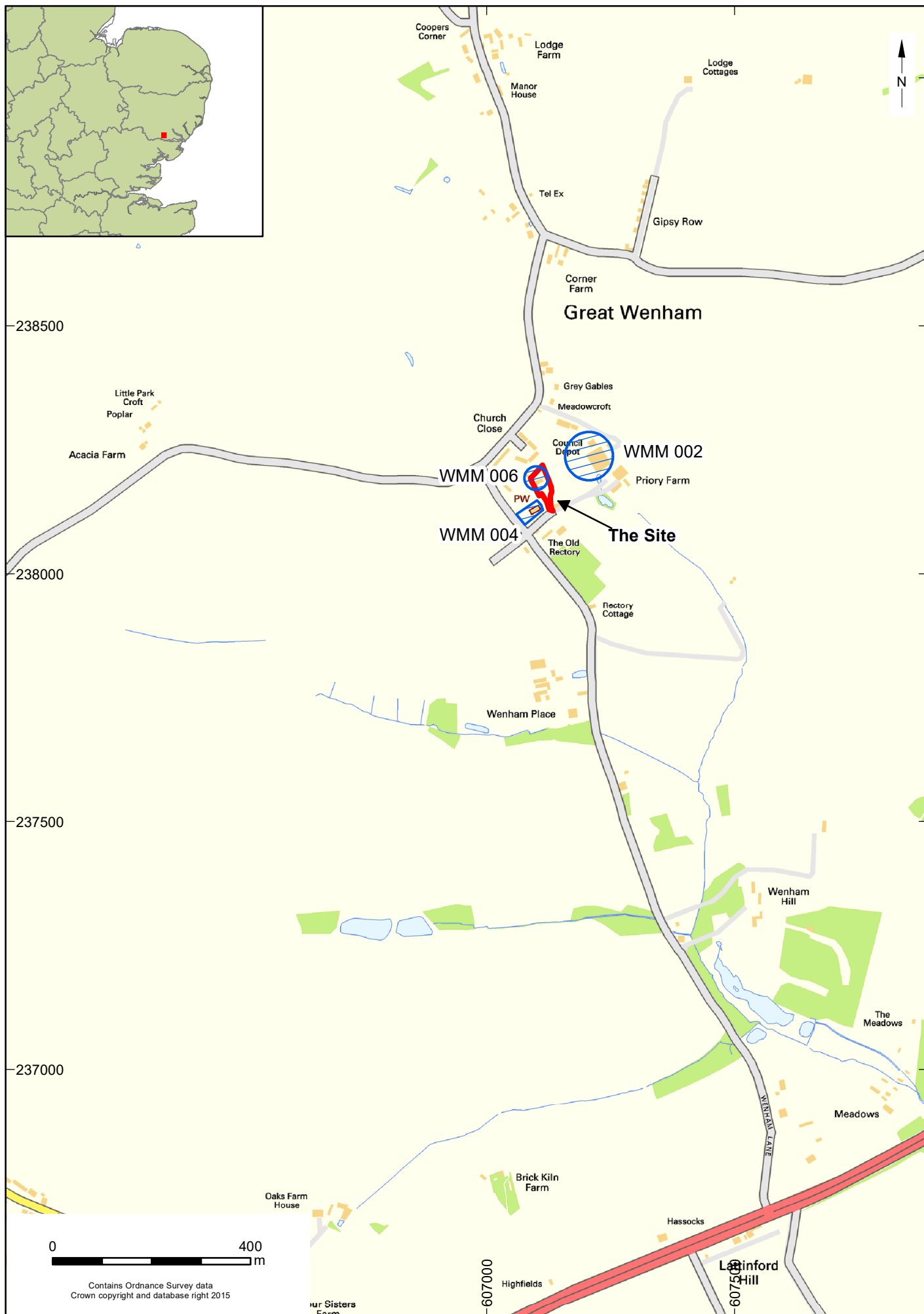
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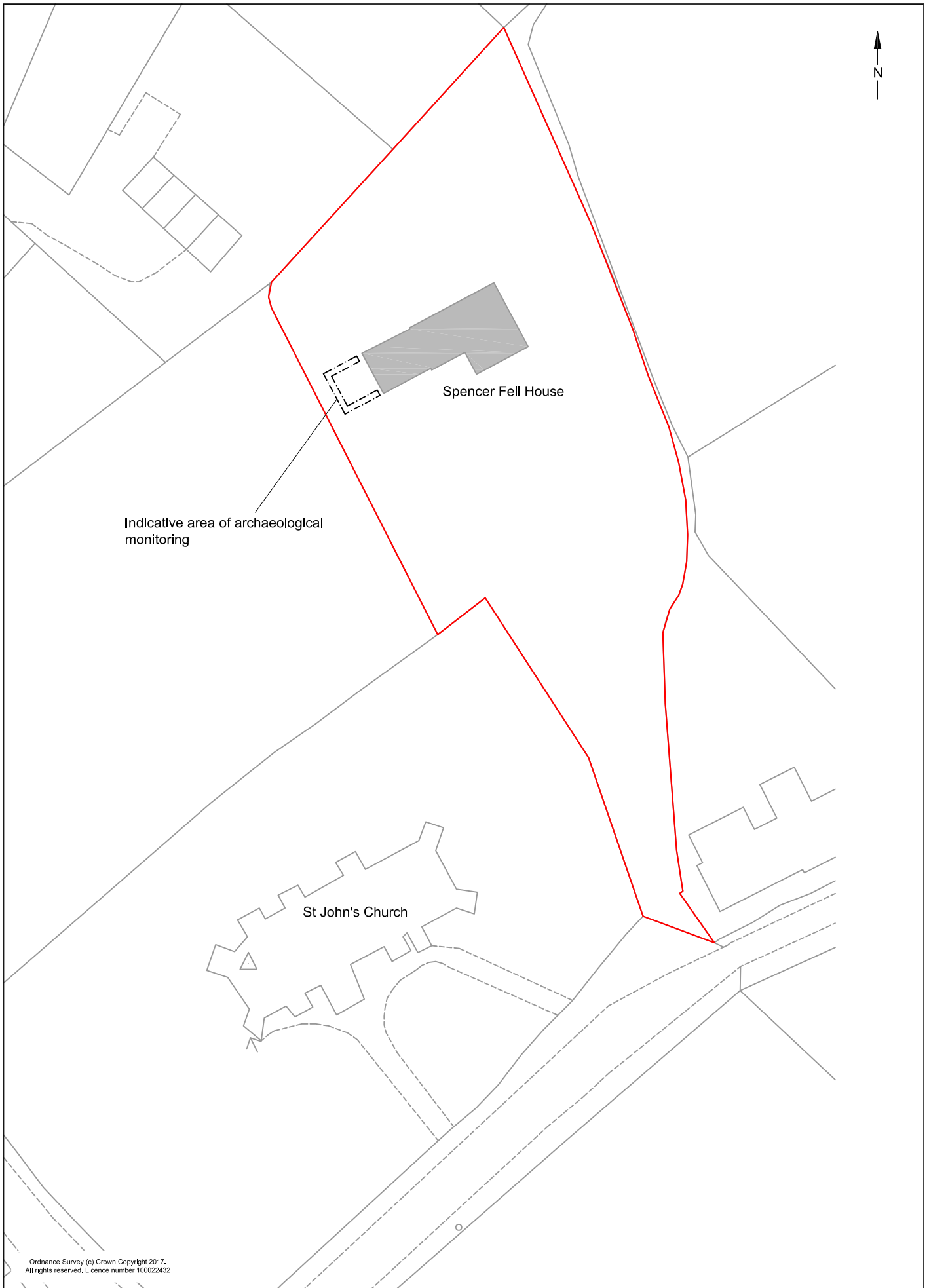
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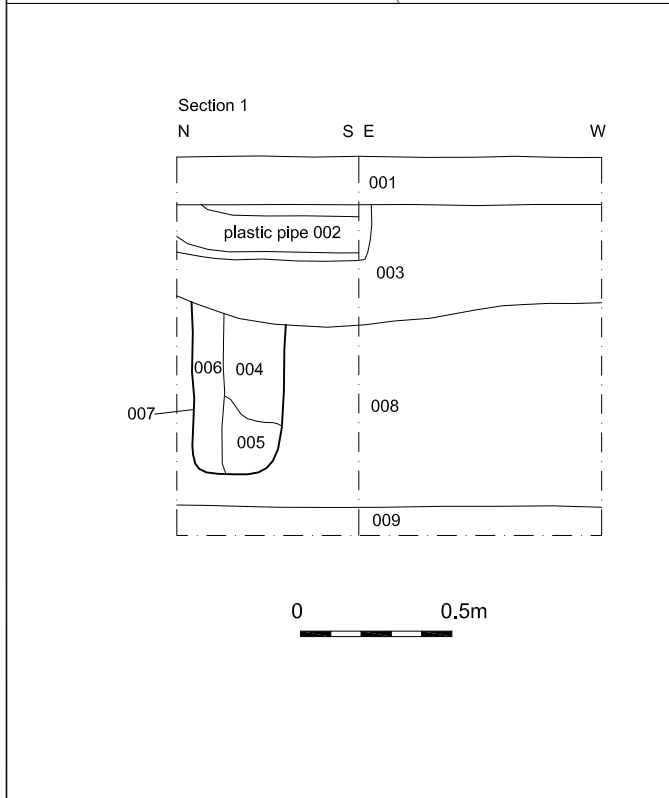
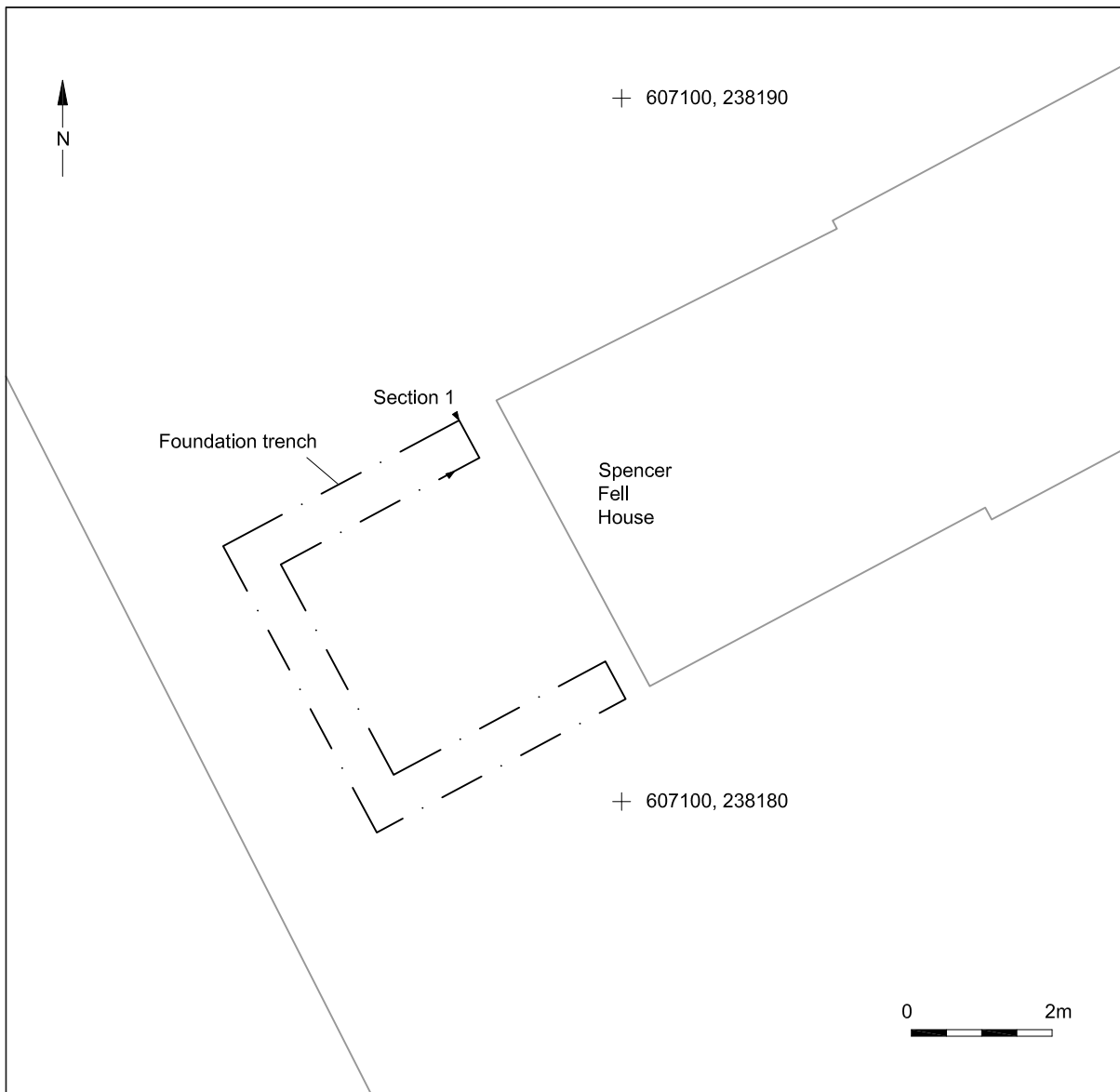
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© Archaeology South-East		Spencer Fell House, Great Wenham	Fig. 1
Project Ref: 170956	Sept 2018	Site location with selected HER references	
Report No: 2018305	Drawn by: APL		



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Project Ref: 170956	Sept 2018	Location of area of archaeological monitoring	
Report Ref: 2018305	Drawn by: APL		



North-east end of foundation trench



The foundation trench during excavation

© Archaeology South-East		Spencer Fell House, Great Wenham	Fig.3
Project Ref: 170956	Sept 2018	Plan, section and photographs of monitored trench	
Report Ref: 2018305	Drawn by: APL		

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