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**FOREST HILLS, BROCKLEY CORNER, BRANDON ROAD,  
CULFORD, SUFFOLK IP28 6UA**

**ARCHAEOLOGICAL  
MONITORING AND RECORDING**

Authors: Antony Mustchin (Field work and report)	
NGR: TL 836 713	Report No: 5424
District: St Edmundsbury	Site Code: CUL 053
Approved: Claire Halpin CMIfA	Project No: P7220
	Date: August 2017

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#### **APPENDIX 1 SPECIFICATION**

## OASIS SUMMARY SHEET

<b>Project details</b>			
Project name	<i>Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA</i>		
<p><i>In July 2017 Archaeological Solutions (AS) carried out archaeological monitoring and recording at Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA (NGR TL 836 713; Figs. 1 - 2). The monitoring was carried out on the advice of Suffolk County Council Archaeological Service Conservation Team (James Rolfe). It was undertaken in compliance with a condition attached to planning approval for the construction of a new 4 bay detached garage (St Edmundsbury Council Ref. DC/16/2673/HH), based on advice from SCC AS-CT.</i></p> <p><i>The main objective of the monitoring surrounded the potential for the groundworks for the development to produce further evidence of prehistoric activity associated with a nearby Bronze Age bowl barrow, and for evidence of later activity.</i></p> <p><i>The monitoring revealed an undated pit, F1008, visible in Section 7. The pit cut Subsoil L1001 and may have been of relatively recent date. Throughout the foundation trenches bioturbation was visible.</i></p>			
Project dates (fieldwork)	31 July 2017, 1 August 2017		
Previous work (Y/N/?)	<i>N</i>	Future work	<i>N</i>
P. number	<i>P6525</i>	Site code	<i>CUL 053</i>
Type of project	<i>Archaeological monitoring</i>		
Site status	<i>-</i>		
Current land use	<i>Garden</i>		
Planned development	<i>Detached garage</i>		
Main features (+dates)	<i>Undated pit</i>		
Significant finds (+dates)	<i>None</i>		
<b>Project location</b>			
County/ District/ Parish	<i>Suffolk</i>	<i>St Edmundsbury</i>	<i>Culford</i>
HER/ SMR for area	<i>Suffolk Historic Environment Record (BBHER)</i>		
Post code (if known)	<i>IP28 6UA</i>		
Area of site	<i>c.150m<sup>2</sup></i>		
NGR	<i>TL 836 713</i>		
Height AOD (min/max)	<i>c.m AOD</i>		
<b>Project creators</b>			
Brief issued by	<i>Suffolk County Council</i>		
Project supervisor/s (PO)	<i>Archaeological Solutions Ltd</i>		
Funded by	<i>Mr P Beamish</i>		
Full title	<i>Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA. Archaeological Monitoring and Recording</i>		
Authors	<i>Mustchin, A.</i>		
Report no.	<i>5424</i>		
Date (of report)	<i>August 2017</i>		

# FOREST HILLS, BROCKLEY CORNER, BRANDON ROAD, CULFORD, SUFFOLK

## ARCHAEOLOGICAL MONITORING AND RECORDING

### SUMMARY

*In July 2017 Archaeological Solutions (AS) carried out archaeological monitoring and recording at Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA (NGR TL 836 713; Figs. 1 - 2). The monitoring was carried out on the advice of Suffolk County Council Archaeological Service Conservation Team (James Rolfe). It was undertaken in compliance with a condition attached to planning approval for the construction of a new 4-bay detached garage (St Edmundsbury Council Ref. DC/16/2673/HH), based on advice from SCC AS-CT.*

*The site lies within an area of archaeological potential recorded on the Suffolk Historic Environment Record, opposite the Scheduled Ancient Monument of the Hill of Health Tumulus on the other side of Bridle Lane, which is a Bronze Age bowl Barrow (HER CUL003; NHLE 1020717). A scatter of Bronze Age worked flint is also recorded nearby (HER CUL041) and the course of a Roman road also lies nearby (HER WSW069). The site thus has a potential for prehistoric activity associated with the nearby burial monument, and for evidence of later activity.*

*The main objective of the monitoring surrounded the potential for the groundworks associated with the development to produce further evidence of prehistoric activity associated with the nearby Bronze Age bowl barrow, and for evidence of later activity.*

*The monitoring revealed an undated pit, F1008, visible in Section 7. The pit cut Subsoil L1001 and may have been of relatively recent date. Throughout the foundation trenches bioturbation was visible.*

### 1 INTRODUCTION

1.1 In July 2017 Archaeological Solutions (AS) carried out archaeological monitoring and recording at Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA (NGR TL 836 713; Figs. 1 - 2). The monitoring was carried out on the advice of Suffolk County Council Archaeological Service Conservation Team (James Rolfe). It was undertaken in compliance with a condition attached to planning approval for the construction of a new 4-bay detached garage (St Edmundsbury Council Ref. DC/16/2673/HH), based on advice from SCC AS-CT.

1.2 The monitoring was undertaken in accordance with a brief issued by Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT, James Rolfe, dated 15<sup>th</sup> May 2017), and a Written Scheme of Investigation prepared by AS (dated 13<sup>th</sup> June 2017) and approved by SCC AS-CT. It followed the procedures outlined in the Chartered Institute for Archaeologists' *Code of Conduct, Standard and Guidance for Archaeological Watching Brief* (2014). It also adhered to the relevant sections of *Standards for Field Archaeology in the East of England* (Gurney 2003).

1.3 The main objective of the monitoring surrounded the potential for the groundworks for the development to produce further evidence of prehistoric activity associated with the nearby Bronze Age bowl barrow, and for evidence of later activity. The principal groundworks monitored were the ground reduction and foundation/service excavations for the new garage.

#### *Planning Policy Context*

1.4 The National Planning Policy Framework (NPPF 2012) states that those parts of the historic environment that have significance because of their historic, archaeological, architectural or artistic interest are heritage assets. The NPPF aims to deliver sustainable development by ensuring that policies and decisions that concern the historic environment recognise that heritage assets are a non-renewable resource, take account of the wider social, cultural, economic and environmental benefits of heritage conservation, and recognise that intelligently managed change may sometimes be necessary if heritage assets are to be maintained for the long term. The NPPF requires applications to describe the significance of any heritage asset, including its setting that may be affected in proportion to the asset's importance and the potential impact of the proposal.

1.5 The NPPF aims to conserve England's heritage assets in a manner appropriate to their significance, with substantial harm to designated heritage assets (i.e. listed buildings, scheduled monuments) only permitted in exceptional circumstances when the public benefit of a proposal outweighs the conservation of the asset. The effect of proposals on non-designated heritage assets must be balanced against the scale of loss and significance of the asset, but non-designated heritage assets of demonstrably equivalent significance may be considered subject to the same policies as those that are designated. The NPPF states that opportunities to capture evidence from the historic environment, to record and advance the understanding of heritage assets and to make this publicly available is a requirement of development management. This opportunity should be taken in a manner proportionate to the significance of a heritage asset and to impact of the proposal, particularly where a heritage asset is to be lost.

## **2 DESCRIPTION OF THE SITE**

2.1 Culford lies c.4.8km to the north-west of Bury St Edmunds, Suffolk. Brockley Corner is c.1.1km to the north of Culford along the main route from Culford through The King's Forest (B1106). The hamlet consists of scattered dwellings along a bend in the B1106.

2.2 Forest Hills is a single, large dwelling accessed from a small track off the main road and is within a rectangular plot of land. Large hedges surround the substantial gardens with farmland to the north and west. Smaller residential dwellings and their gardens lie to the south.

## **3 TOPOGRAPHY, GEOLOGY AND SOILS**

3.1 Culford lies on the northern bank of the River Lark valley. The land gently slopes to the north-east towards Culford heath, rising to 50m AOD, and the site lies at approximately 30m AOD.

3.2 The underlying geological formation of the area is complex as the site lies on the border of the Holywell Nodular Chalk Formation and New Pit Chalk Formation. This is surrounded by a strip of Chalk Rock Member, while the remaining area is dominated by the Lewes Nodular, Seaford Chalk Formation, Newhaven Chalk Formation and Culver Chalk Formation; all part of the White Chalk Subgroup. The overlying soil type is a freely draining, slightly acidic, sandy soil.

## **4 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND**

### *Prehistory*

4.1 Prehistoric finds recorded in close proximity to the site include a Neolithic polished flint axe found c.340m to the north-east (CUL 002) and a scatter of worked flints, potentially Late Bronze Age (CUL 041). Further afield Late Bronze Age worked flints are recorded as a thin scatter on fields to the south-east towards Culford (CUL 040). An Early Bronze Age child inhumation is recorded with a complete food vessel and a group of 17 pits, a posthole and two ditches of Late Bronze Age date at Culford School (CUL 045). The same site also recorded Iron Age pottery and features during an earlier evaluation (ESF 19658).

### *Romano-British*

4.2 The site is located west of the scheduled Ancient Monument (1020717) of a Roman bowl barrow, known as Hill of Health. It was excavated in the early 20<sup>th</sup> century and reportedly no finds were present (CUL 003). Its Roman date has been assigned due to its

proximity to the Roman road to the south (LMG 003). A scatter of Roman finds are recorded to the south of the road (ING 027).

### *Anglo-Saxon*

4.3 The Church of All Saints, c.1km to the north-west, has Late Saxon decorated long and short work present (WRW 015). A fieldwalking survey recorded a scatter of Saxon pottery including Thetford ware and St Neots type ware, in this area (WRW 004).

### *Medieval*

4.4 A deserted medieval village is recorded just to the east of All Saints Church. The site was ploughed in 1970 and pottery sherds were recorded (WRW 003). The church is recorded in Domesday and the structure includes 12<sup>th</sup> century fabric however it was much restored in the 19<sup>th</sup> century (WRW 015). Also recorded in this area are medieval pottery scatters (WRW 004), some dating to the 13<sup>th</sup> and 14<sup>th</sup> centuries (WRW 005).

## **5 METHODOLOGY**

5.1 The brief required the continuous monitoring of all groundworks in order to provide a record of any archaeological deposits which might be damaged or removed by any development permitted by the current planning consent. The ground works, and also the upcast soil, were closely monitored during and after stripping in order to ensure no damage occurs to any heritage assets.

5.2 The foundation trenches were excavated using a mini, tracked 360° mechanical excavator fitted with a 500mm toothless ditching bucket.

5.3 The archaeological investigation comprised the inspection of the subsoil and natural deposits for archaeological features, the examination of spoil heaps and the recording of soil profiles. Encountered features and deposits were cleaned by hand and recorded using *pro-forma* recording sheets, drawn to scale and photographed as appropriate. Excavated spoil was checked for finds.

## **6 DESCRIPTION OF RESULTS**

6.1 The encountered stratigraphy was recorded in sample sections presented below:



### Sample Section 1 Fig. 3

0.00 = 33.89m AOD		
0.00-0.35m	L1000	Topsoil: Loose, dark yellow brown silty sand with moderate small – medium sub angular and sub-rounded stone
0.35 – 0.60m	L1001	Subsoil: Loose, dark yellow brown sand occasional small to medium sub-rounded & sub-angular stone
0.60m+	L1002	Natural deposits: Firm to compact, pale yellow to white, slightly clayey sand and chalk with frequent small to large sub-rounded & sub-angular flint and chalk.

### Sample Section 2 Fig. 3

0.00 = 33.90m AOD		
0.00-0.35m	L1000	Topsoil: As above
0.35 – 0.63m	L1001	Subsoil: As above
0.63m+	L1002	Natural deposits: As above

### Sample Section 3 Fig. 3

0.00 = 33.94m AOD		
0.00-0.30m	L1000	Topsoil: As above
0.30 – 0.39m	L1001	Subsoil: As above
0.39m+	L1002	Natural deposits: As above

### Sample Section 4 Fig. 3

0.00 = 33.90m AOD		
0.00-0.31m	L1000	Topsoil: As above
0.31 – 0.37m	L1001	Subsoil: As above
0.37m+	L1002	Natural deposits: As above

### Sample Section 5 Fig. 3

0.00 = 33.91m AOD		
0.00-0.35m	L1000	Topsoil: As above
0.35 – 0.47m	L1001	Subsoil: As above
0.47m+	L1002	Natural deposits: As above

### Sample Section 6 Figs. 3 - 4

0.00 = 33.88m AOD		
0.00-0.32m	L1000	Topsoil: As above
0.32 – 0.51m	L1001	Subsoil: As above
0.51m+	L1002	Natural deposits: As above

### Sample Section 7 Figs. 3 - 4

0.00 = 33.89m AOD		
0.00-0.31m	L1000	Topsoil: As above
0.31 – 0.37m	L1001	Subsoil: As above
0.37m+	L1002	Natural deposits: As above

### Sample Section 8 Figs. 3 - 4

0.00 = 33.90m AOD		
0.00-0.33m	L1000	Topsoil: As above
0.33 – 0.61m	L1001	Subsoil: As above
0.61m+	L1002	Natural deposits: As above

*Description: An undated pit, F1008, was visible in Section 7. Throughout the foundation trenches bioturbation was visible.*

Pit F1008 was unseen in plan (? X 4.09 x 0.80m+). It had moderately sloping sides and its base was not revealed. L1009, the upper and principal fill, was a dark yellow brown sand and flint. Below L1009, L1010 was a mid yellow sand with occasional medium sub angular – sub rounded flint. Neither fill contained finds. The pit cut Subsoil L1001 and may have been of relatively recent date.

## 7 CONFIDENCE RATING

7.1 It is not felt that any factors restricted the identification of archaeological features or finds.

## 8 DISCUSSION

8.1 The site lies within an area of archaeological potential recorded on the Suffolk Historic Environment Record, opposite the Scheduled Ancient Monument of the Hill of Health Tumulus on the other side of Bridle Lane, which is a Bronze Age bowl Barrow (HER CUL003; NHLE 1020717). A scatter of Bronze Age worked flint is also recorded nearby (HER CUL041) and the course of a Roman road also lies nearby (HER WSW069). The site thus has a potential for prehistoric activity associated with the nearby burial monument, and for evidence of later activity.

8.2 The monitoring revealed an undated pit, F1008, visible in Section 7. The pit cut Subsoil L1001 and may have been of relatively recent date. Throughout the foundation trenches bioturbation was visible.

## **ACKNOWLEDGEMENTS**

Archaeological Solutions would like to thank Mr Paul Beamish for funding the investigation and work and Mr John Game for assistance.

AS would like to acknowledge the input and advice of Mr James Rolfe, Senior Archaeological Officer, Suffolk County Council.

## **References**

British Geological Survey 1991 *East Anglia Sheet 52°N-00° 1:250,000 Series Quaternary Geology*. Ordnance Survey, Southampton

Chartered Institute for Archaeologists 2014 *Standard and Guidance for Archaeological Monitoring*, Reading, ClfA

Gurney, D. 2003 *Standards for Field Archaeology in the East of England*. East Anglian Archaeology Occasional Paper no. 14

SSEW 1983 *Soil Survey of England and Wales: Soils of South East England (sheet 4)*. Harpenden, Rothamsted Experimental Station/Lawes Agricultural Trust

SSEW 1983 *Soil Survey of England and Wales: Legend for the 1:250,000 Soil Map of England and Wales* Harpenden, Rothamsted Experimental Station/Lawes Agricultural Trust

## **Web resources**

[www.old-maps.co.uk](http://www.old-maps.co.uk)

**APPENDIX 1      SPECIFICATION**

**FOREST HILLS, BROCKLEY CORNER, BRANDON ROAD, CULFORD, SUFFOLK**

**WRITTEN SCHEME OF INVESTIGATION FOR  
CONTINUOUS ARCHAEOLOGICAL MONITORING/RECORDING**

**13<sup>th</sup> June 2017**

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ARCHAEOLOGICAL MONITORING & RECORDING**

## **1 INTRODUCTION**

1.1 This specification (written scheme of investigation) has been prepared in response to a brief issued by Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT, James Rolfe, dated 15<sup>th</sup> May 2017). It provides for continuous archaeological monitoring/recording during groundworks associated with the construction of a new 4 bay detached garage at Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA (NGR TL 836 713). The works are required to comply with a condition of planning approval (St Edmundsbury Council Ref. DC/16/2673/HH), based on advice from SCC AS-CT, and this WSI has been prepared for their approval.

## **2 COMPLIANCE**

2.1 The brief has been read and understood. If AS carried out the programme of archaeological works, AS would comply with SCC AS-CT's requirements.

## **3 SITE & DEVELOPMENT DESCRIPTION ARCHAEOLOGICAL BACKGROUND**

3.1 The site is an existing garden area within the plot of the residential property of Forest Hills at Brockley Corner, Culford. It is proposed to build a new detached 4 bay garage.

3.2 The site lies within an area of archaeological potential recorded on the Suffolk Historic Environment Record, opposite the Scheduled Ancient Monument of the Hill of Health Tumulus on the other side of Bridle Lane, which is a Bronze Age bowl Barrow (HER CUL003; NHLE 1020717). A scatter of Bronze Age worked flint is also recorded nearby (HER CUL041) and the course of a Roman road also lies nearby (HER WSW069). The site thus has a potential for prehistoric activity associated with the nearby burial monument, and for evidence of later activity.

3.3 The detailed project background will be presented in the project report, with reference to the Suffolk Historic Environment Record which will be consulted as part of the project.

## **4 BRIEF FOR ARCHAEOLOGICAL MONITORING ARRANGEMENTS FOR ARCHAEOLOGICAL MONITORING SPECIFICATION FOR MONITORING OF GROUNDWORKS**

4.1 As set out in the brief (Sections 2 -4).

### *4.2 Research Design*

4.2.1 The regional research frameworks are set out in Glazebrook (1997 and Brown & Glazebrook (2000) and updated by Medlycott and Brown (2008) and Medlycott (2011). The key issues for the Neolithic and Bronze Age (as set out by Brown & Murphy in Brown & Glazebrook 2000, 9-13) centre on the theme of the development of farming and the attendant development and integration of monuments, fields and settlements. Medlycott & Brown (2008) and Medlycott (2011, 13) suggest that future research on the Neolithic should include synthetic and regional studies for the region; an examination of the Mesolithic/Neolithic transition through radiocarbon dates; the establishment of a chronology for Neolithic ring-ditches; improved understanding of the chronological development of pottery; the excavation and study of cropmark complexes; greater understanding of burial practices; a study of the inter-relationships of settlements; greater use of scientific methods of dating and modelling of the environmental conditions during this period; targeted programmes of sedimentological, palynological and macrofossil analyses of sediment sequences in valley bottoms, lakes or the intertidal zone; and the human impact on the natural landscape during this period. The nature of Neolithic burial in the region and the pattern of burial practice, including the relationship between settlement sites and burial, require further research. Settlement sites themselves also form part of an important research subject as there is a requirement to identify if a consensus exists on the subject of non-permanent settlement in the Neolithic (Medlycott 2011, 13). Further work on understanding the effects of plough damage on Neolithic sites is considered to be an important research subject for the region (Medlycott 2011, 13).

4.2.2 Inter-relationships between settlements and greater understanding of patterns of burial practice are important areas of research for the Bronze Age (Medlycott & Brown 2008). Medlycott (2011, 21) identifies artefact studies as of particular importance for the study of the Bronze Age in the region; the typological identification of later Bronze Age pottery linked to close radiocarbon dating, the further study of Bronze Age flintworking and the significance of hoarding and other depositional practices are all identified as being key research subjects. Artefact studies can contribute to the refinement of chronologies for the period and to an assessment of the reasons behind the marked divide in research results between the northern and southern parts of the region, which are identified by Medlycott (2011, 21) as important research areas. Like the Neolithic, sedimentological, palynological and macrofossil analyses of sediment sequences are

considered to be important areas of research as are the effects of colluviation and the possibility that colluvial deposits mask some significant sites (Medlycott 2011, 21).

4.2.3 Medlycott (2011, 47) identifies regional variation and tribal distinctions as underlying themes for research in the Roman period. Research topics for the Roman period previously set out by Going & Plouviez (in Brown & Glazebrook 2000, 19-22) include analysis of early and late Roman military developments, further analysis of large and small towns, evidence of food consumption and production, further research into agricultural production, landscape research (in particular further evidence for potential woodland succession/regression and issues of relict landscapes, as well as further research into the road network and bridging points), further research into rural settlements and coastal issues. Medlycott (2011, 47-48) states that these research areas remain valid and presents updated consideration of them. To these themes Medlycott & Brown (2008) and Medlycott (2011, 47-48) add rural settlements and landscapes, the process of Romanisation in the region, the evidence for the Imperial Fen Estate, and the Roman/Saxon transition.

4.2.4 As set out above, the principal research objectives will be to identify any prehistoric activity associated with the nearby burial monument, and for evidence of later activity, which may be revealed by the groundworks for the current proposals.

## References

Brown, N & Glazebrook, J (eds), 2000, *Research and Archaeology: A Framework for the Eastern Counties. 2. Research Agenda and Strategy*, East Anglian Archaeology Occasional Papers 8

Glazebrook, J (eds), 1997, *Research and Archaeology: A Framework for the Eastern Counties. 1. Resource Assessment*, East Anglian Archaeology Occasional Papers 3

Gurney, D, 2003, *Standards for Field Archaeology in the East of England*, East Anglian Archaeology Occasional Paper 14

Medlycott, M & Brown, N, 2008, *Revised East Anglian Archaeological Research Frameworks*, [www.eaareports/algaoee](http://www.eaareports/algaoee)

Medlycott, M. (ed.) 2011, *Research and Archaeology revisited: a revised framework for the East of England*, ALGAO East of England Region, East Anglian Archaeology Occasional Papers 24



## 5 ARCHAEOLOGICAL MONITORING

5.1 The brief requires the recovery of a record of archaeological deposits that may be damaged or removed by any development. A Method Statement is provided (Appendix 2). The main objective surrounds the potential for the groundworks for the development to produce further evidence of prehistoric activity associated with the nearby Bronze Age bowl barrow, and for evidence of later activity. The principal groundworks to be monitored will be ground reduction and foundation/service excavations for the new garage.

5.2 The brief requires the continuous monitoring of all groundworks in order to provide a record of any archaeological deposits which might be damaged or removed by any development permitted by the current planning consent. Any ground works, and also the upcast soil, are to be closely monitored during and after stripping in order to ensure no damage occurs to any heritage assets. Adequate time is to be allowed for archaeological recording of archaeological deposits during excavation, and of soil sections following excavation.

5.3 The programme of work will overall include the following stages:

- Initial clearance of soil/overburden under archaeological observation;
- Inspection of sub-soil deposits for archaeological features and environmental deposits;
- The rapid excavation and recording of any archaeological features/deposits;
- Sub-soil stripping under archaeological supervision;
- Examination of any service and foundation trenches and subsequent recording of any exposed archaeological deposits;
- Rapid examination of spoil-heaps for archaeological material;
- A programme of post-fieldwork analysis, archiving and publication, as appropriate to the results of the project.

5.4 All of the above stages and operations will be carried out in accordance with MoRPHE (2015).

### Stage Details

5.5 **Site clearance:** under archaeological observation

5.6 **Excavation and recording:** of those features which cannot be preserved and will be substantially disturbed. In accordance with the following standards:

- excavation of all discrete features

- all industrial features to be sampled for appropriate scientific analysis
- full written records of each context and all contexts to be planned
- sampling will adhere to the guidelines prepared by Historic England (*Environmental Archaeology; A guide to the theory and practice of methods, from sampling and recovery to post-excavation*, rev 2011).

#### 5.7 **Archaeological Observation and Recording** of all groundworks

- Observation of all groundworks, and subsequent recording of archaeological deposits
- Inspection of subsoil for archaeological features
- Investigation and recording of any exposed archaeological features/deposits
- Examination of spoil-heaps for archaeological material
- If significant remains are identified a meeting will be convened with the client and SCC AS-CT in order to agree an appropriate investigation
- A programme of post-excavation field work analysis, archiving and publication

5.8 Where possible effective **mitigation measures** will be devised according to the circumstances on site, in consultation with SCC AS-CT.

5.9 The resultant project report will follow the principles of MoRPHE (2015)

#### 5.10 *Staffing*

Details of Archaeological Solutions Limited staff and specialist contractors are provided (Appendix 1).

#### 5.11 *Method Statement*

The investigation will adhere to the ClfA's *Standard and Guidance for Archaeological Excavations and Watching Briefs* and (revised 2014), in addition to the ALGAO East of England *Standards for Field Archaeology in the East of England* (Gurney 2003). A Method Statement for dealing with archaeological remains, where present, is presented (Appendix 1).

## **6 HEALTH AND SAFETY**

### **6.1 Risk Assessment**

A risk assessment will be completed before the work on site commences

### **6.2 Advice**

Archaeological Solutions Limited is a member of FAME, formerly the Standing Conference of Archaeological Unit Managers (SCAUM) and operates under the 'Health & Safety in Field Archaeology Manual'.

### **6.3 Insurances**

Archaeological Solutions Limited is a member of the Council for British Archaeology and is insured under their policy for members.

## **7 REPORT REQUIREMENTS**

7.1 The report will include, as appropriate:

- a) The archaeological background
- b) A consideration of the aims and methods adopted in the course of the recording
- c) A detailed account of the nature, location, extent, date, significance and quality of any archaeological evidence recorded
- d) A section/s drawing showing the depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale
- e) Excavation methodology and detailed results including a suitable conclusion and discussion
- f) Plans and sections of any recorded features and deposits
- g) Discussion and interpretation of the evidence. An assessment of the project's significance in a regional and local context and appendices
- h) All specialist reports or assessments
- i) A concise non-technical summary of the project results
- j) A HER/OASIS summary sheet as required

7.2 Draft hard and digital PDF copies of the report will be submitted to SCC AS-CT for approval. If any revisions are required, final hard and digital PDF copies will be supplied to SCC AS-CT for deposition with the HER.

7.3 The project details will be submitted to the OASIS database, and the online summary form will be appended to the project report.

7.4 A summary report will be submitted suitable for inclusion in the annual roundups of *Proceedings of the Suffolk Institute of Archaeology and History*, dependent on the results of the project.

## **8 ARRANGEMENTS FOR ACCESS**

8.1 Access to the site is to be arranged by the client.

## **9 SERVICES & CONSTRAINTS, SECURITY**

9.1 The client is to advise AS of the position of any services which traverse the site and any constraints which are present e.g. Tree Preservation Orders, Rights of Way.

9.2 Throughout all site works care will be taken to maintain all existing security arrangements and to minimise disruption.

## **10 FINDS**

10.1 As set out in the brief (Section 5) and below (Appendix 1).

## **11 ARCHIVE**

11.1 The requirements for archive storage will be agreed with the Suffolk Archaeological Archives.

11.2 The archive will be deposited within six months of the conclusion of the fieldwork. It will be prepared in accordance with the UK Institute for Conservation's *Conservation Guideline No.2* and according to the document *Archaeological Archives in Suffolk; Guidelines for Preparation and Deposition*, (SCC AS Conservation Team, 2017). A unique event number and monument number will be obtained from the County HER Officer.

11.3 The full archive of finds and records will be made secure at all stages of the project, both on and off site. Arrangements will be made at the earliest opportunity for the archive to be accessed into the collections of Suffolk Archaeological Archives; with the landowner's permission in the case of any finds. It is acknowledged that it is the responsibility of the field investigation organisation to make these arrangements with the landowner and Suffolk Archaeological Archives. The archive will be adequately catalogued, labelled and packaged for transfer and storage in accordance with the guidelines set out in the

United Kingdom Institute for Conservation's *Conservation Guidelines No.2* and the other relevant reference documents.

11.4 Archive records, with inventory, are to be deposited, as well as any donated finds from the site, at the Suffolk Archaeological Archives and in accordance with their requirements. The archive will be quantified, ordered, indexed, cross-referenced and checked for internal consistency. In addition to the overall site summary, it will be necessary to produce a summary of the artefactual and ecofactual data. A unique event number for the report and monument number for any finds will be obtained from the HER.

## **12 MONITORING**

12.1 It is understood that SCCAS-CT will monitor the project on behalf of the local planning authority.

12.2 **Notification** Archaeological Solutions will give SCCAS-CT notification prior to the commencement of the project on site

12.3 **Monitoring** SCCAS-CT will be responsible for monitoring progress and standards throughout the project, both on site and during the post-survey/report stages, to ensure compliance with the planning requirement, the approved WSI and any subsequent Brief and approved WSI for further fieldwork, analyses and publication.

12.4 Any variations to the WSI will be agreed in advance with SCCAS-CT prior to them being carried out.

## **13 OASIS PROJECT REPORTING**

13.1 The results of the project will be reported to the OASIS Project.

## **APPENDIX 1**

### **ARCHAEOLOGICAL SOLUTIONS LIMITED: PROFILES OF STAFF & SPECIALISTS**

#### **DIRECTOR**

**Claire Halpin BA MCIfA**

*Qualifications:* Archaeology & History BA Hons (1974-77). Oxford University Dept for External Studies In-Service Course (1979-1980). Member of Institute of Archaeologists since 1985: IFA Council member (1989-1993)

*Experience:* Claire has 25 years' experience in field archaeology, working with the Oxford Archaeological Unit and English Heritage's Central Excavation Unit (now the Centre for Archaeology). She has directed several major excavations (e.g. Barrow Hills, Oxfordshire, and Irthlingborough Barrow Cemetery, Northants), and is the author of many excavation reports e.g. St Ebbe's, Oxford: *Oxoniensia* 49 (1984) and 54 (1989). Claire moved into the senior management of field archaeological projects with Hertfordshire Archaeological Trust (HAT) in 1990, and she was appointed Manager of HAT in 1996. From the mid 90s HAT has enlarged its staff complement and extended its range of skills. In July 2003 HAT was wound up and Archaeological Solutions was formed. The latter maintains the same staff complement and services as before. AS undertakes the full range of archaeological services nationwide.

#### **DIRECTOR**

**Tom McDonald MCIfA**

*Qualifications:* Member of the CfA

*Experience:* Tom has twenty years' experience in field archaeology, working for the North-Eastern Archaeological Unit (1984-1985), Buckinghamshire County Museum (1985), English Heritage (Stanwick Roman villa (1985-87) and Irthlingborough barrow excavations, Northamptonshire (1987)), and the Museum of London on the Royal Mint excavations (1986-7)., and as a Senior Archaeologist with the latter (1987-Dec 1990). Tom joined HAT at the start of 1991, directing several major multi-period excavations, including excavations in advance of the A41 Kings Langley and Berkhamsted bypasses, the A414 Cole Green bypass, and a substantial residential development at Thorley, Bishop's Stortford. He is the author of many excavation reports, exhibitions etc. Tom is AS's Health and Safety Officer and is responsible for site management, IT and CAD. He specialises in prehistoric and urban archaeology, and is a Lithics Specialist.

#### **OFFICE MANAGER (ACCOUNTS)**

**Rose Flowers**

*Experience:* Rose has a very wide range of book-keeping skills developed over many years of employment with a range of companies, principally Rosier Distribution Ltd, Harlow (now part of Securicor) where she managed eight accounts staff. She has a good working knowledge of both accounting software and Microsoft Office.

**OFFICE ADMINISTRATOR**  
**Sarah Powell**

*Experience:* Sarah is an experienced and efficient administrative assistant with more than ten years' experience of working in a variety of office environments. She is IT literate and proficient in the use of Microsoft Word, particularly Microsoft Excel. She has completed NVQ 2 & 3 in Administration and Office Skills. She recently attended and completed a course in Microsoft Excel – Advanced Level.

**OFFICE MANAGER (LOGISTICS)**  
**Jennifer O'Toole**

*Experience:* Jennifer's professional career has included a variety of roles such as Operations Director with The Logistics Network Ltd, Tutor/Trainer & Deputy Manager with Avanta TNG and Training and Assessment Consultant with PDM Training and Consultancy Ltd. Jennifer's career history emphasises her organisational and interpersonal skills, especially her ability to efficiently liaise with and manage individuals on various levels, and provide a range of supportive/ administrative services. Jennifer holds professional qualifications in a number of subjects including recruitment practice, customer service, workplace competence and health and safety. In her role with Archaeological Solutions Ltd, Jennifer has assisted in the delivery of the company's services on a variety of projects as well as co-ordinating recruitment and providing a range of complex administrative support.

**SENIOR PROJECTS MANAGER**  
**Jon Murray BA MCifA**

*Qualifications:* History with Landscape Archaeology BA Hons (1985-1988).  
*Experience:* Jon has been employed by HAT (now AS) continually since 1989, attaining the position of Senior Projects Manager. Jon has conducted numerous archaeological investigations in a variety of situations, dealing with remains from all periods, throughout London and the South East, East Anglia, the South and Midlands. He is fluent in the execution of (and now projectmanages) desk-based assessments/EIAs, historic building surveys (for instance the recording of the Royal Gunpowder Mills at Waltham Abbey prior to its rebirth as a visitor facility), earthwork and landscape surveys, all types of evaluations/excavations (urban and rural) and environmental archaeological investigation (working closely with Dr Rob Scaife), preparing many hundreds of archaeological reports dating back to 1992. Jon has also prepared numerous publications; in particular the nationally-important Saxon site at Gamlingay, Cambridgeshire (*Anglo-Saxon Studies in Archaeology & History*). Other projects published include Dean's Yard, Westminster (*Medieval Archaeology*), Brackley (*Northamptonshire Archaeology*), and a medieval cemetery in Haverhill he excavated in 1997 (*Proceedings of the Suffolk Institute of Archaeology*). Jon is a member of the senior management team, principally preparing specifications/tenders, co-ordinating and managing the field teams. He also has extensive experience in preparing and supporting applications for Scheduled Monument Consent/Listed Building Consent

## **PROJECT OFFICER**

### **Gareth Barlow MSc**

*Qualifications:* University of Sheffield, MSc Environmental Archaeology & Palaeoeconomy (2002-2003)

King Alfred's College, Winchester, Archaeology BA (Hons) (1999-2002)

*Experience:* Gareth worked on a number of excavations in Cambridgeshire before pursuing his degree studies, and worked on many archaeological projects across the UK during his university days. Gareth joined AS in 2003 and has worked on numerous archaeological projects throughout the South East and East Anglia with AS. Gareth was promoted to Supervisor in the Summer 2007. Gareth is qualified in the Construction Skills Certification Scheme (CSCS) and is a qualified in First Aid at Work (St Johns Ambulance).

## **PROJECT OFFICER**

### **Vincent Monahan BA**

*Qualifications:* University College Dublin: BA Archaeology (2007-2012)

*Experience:* Professionally, Vincent has worked for various archaeological groups and projects including the Stonehenge Riverside Project (Site Assistant/ Supervisor; 2008), University College Dublin Archaeological Society (Auditor; 2009-2010) and the Castanheiro do Vento Research Project (Site Assistant/ Supervisor; 2009-2010 (seasonal)). Vincent has gained good experience of archaeological fieldwork including excavation, various sampling techniques and on-site recording. He also gained experience of museum-grade curatorial practice during his undergraduate degree.

## **SUPERVISOR**

### **Kerrie Bull BSc**

*Qualifications:* University of Reading: BSc Archaeology (2008-2011)

*Experience:* During her undergraduate degree at the University of Reading Kerrie worked on the Lydinge Archaeological Project (2008), the Silchester 'Town Life' Project (2009) and the Ecology of Crusading Research Programme (2011). Through her academic and professional career, Kerrie has gained good experience of archaeological fieldwork and post-excavation techniques.

## **SUPERVISOR**

### **Thomas Muir BA MSc**

*Qualifications:* University of Edinburgh: BA Archaeology (2007-2011)

University of Edinburgh: MSc Mediterranean Archaeology (2011-2012)

*Experience:* Thomas is an affiliate member of the Chartered Institute for Archaeologists. Throughout his higher education, Thomas volunteered on research excavations at sites including Port Sec Sud, Bourges (France; 2008), the Hill of Barra (the Hillforts of Strathdon Project; 2010) and Prastio Mesorotsos, Cyprus (2010-2012). In 2013 Thomas returned to Prastio Mesorotsos – a research project run by the Cyprus American Archaeological Institute – in a supervisory capacity. Professionally, Thomas has worked for



CFA Archaeology (2013) and thereafter AS Ltd. Through his academic and professional career, Thomas has gained a broad working knowledge of archaeological fieldwork and post-excavation techniques including environmental sampling, on-site recording and digital archiving.

## **SUPERVISOR**

### **Katie Lee-Smith BA MA**

*Qualifications:* Durham University (2010 - 2013) BA Archaeology  
Leiden University (2014 - 2015) MA Archaeology and Museum Studies

*Experience:* Katie has a good academic record, including a sound background in British archaeology, and from 2008 has engaged in a number of work experience roles, including fieldwork with the *Ambel Project* (Spain), outreach work with Suffolk Archaeology and an internship at the British Museum. She also has a practical understanding of geographical information systems, CAD and photographic and other software. Prior to joining Archaeological Solutions Ltd, Katie held the role of Assistant Supervisor with Oxford Archaeology, a company she originally joined as a graduate trainee following her undergraduate degree. In this role she gained a broad experience of professional fieldwork, including detailed recording/interpretation, finds and environmental processing, and project supervisory roles. In 2016, Katie also spent a short period as a research assistant at Leiden University. Katie holds a CSCS accreditation.

## **SUPERVISOR**

### **Freya Townley BA (Hons) MSc**

*Qualifications:* University of Warwick (2012 - 2015) BA Ancient History and Classical Archaeology  
University of the Highlands and Islands (2015 - 2016) MSc Archaeological Practice

*Experience:* Freya has an excellent academic record, culminating in a Masters in Archaeological Practice at the University of the Highlands and Islands. This course provided a good grounding in fieldwork techniques including geophysical prospection and excavation. In addition to her academic achievements, Freya has gained practical experience as a volunteer with various projects/ organisations including Skylarks Experimental Archaeology (Nottinghamshire) and Tankerness House Museum (Orkney). In 2016, Freya worked as an intern at the Highland Council Historic Environment Record (HER) and before joining Archaeological Solutions Ltd, worked in a voluntary capacity at South Yorkshire HER. She has also completed the CfA training course *Professionalism in Archaeology* and holds a CSCS accreditation.

## **SUPERVISOR**

### **Niomi Edwards BSc (Hons) MSc**

*Qualifications:* Bridgend College (2010 - 2012) BTEC National Diploma in Applied Science (Forensics)  
Bournemouth University (2012 - 2015) BSc Archaeology, Anthropology and Forensic Science  
Bournemouth University (2015 - 2016) MSc Forensic Anthropology

*Experience:* Niomi's higher education has provided her with a solid foundation in archaeological theory and practice. With Bournemouth University she undertook 16 weeks of archaeological fieldwork training as part of the Professional Archaeological Studies and Training Project, and also

participated in the simulated excavation of a mass grave. Professionally, Niomi has worked as a trainee with Cotswold Archaeology, where she furthered her practical knowledge of fieldwork skills on a number of commercial projects. Niomi holds a CSCS accreditation.

### **PROJECT OFFICER (DESK-BASED ASSESSMENTS)**

**Kate Higgs MA (Oxon)**

*Qualifications:* University of Oxford, St Hilda's College Archaeology & Anthropology MA (Oxon) (2001-2004)

*Experience:* Kate has archaeological experience dating from 1999, having taken part in clearance, surveying and recording of stone circles in the Penwith area of Cornwall. During the same period, she also assisted in compiling a database of archaeological and anthropological artefacts from Papua New Guinea, which were held in Scottish museums. Kate has varied archaeological experience from her years at Oxford University, including participating in excavations at a Roman amphitheatre and an early church at Marcham/ Frilford in Oxfordshire, with the Bamburgh Castle Research Project in Northumberland, which also entailed the excavation of human remains at a Saxon cemetery, and also excavating, recording and drawing a Neolithic chambered tomb at Prissé, France. Kate has also worked in the environmental laboratory at the Museum of Natural History in Oxford, and as a finds processor for Oxford's Institute of Archaeology. Since joining AS in November 2004, Kate has researched and authored a variety of reports, concentrating on desk-based assessments in advance of archaeological work and historic building recording.

### **ASSISTANT PROJECTS MANAGER (POST-EXCAVATION)**

**Andrew Newton MPhil PCIFA**

*Qualifications:* University of Bradford, MPhil (2002-04)

University of Bradford, BSc (Hons) Archaeology (1998-2002)

University of Bradford, Dip Professional Archaeological Studies (2002)

*Experience:* Andrew has carried out geophysical surveys for GeoQuest Associates on sites throughout the UK and has worked as a site assistant with BUFAU. During 2001 he worked as a researcher for the Yorkshire Dales Hunter-Gatherer Research Project, a University of Bradford and Michigan State University joint research programme, and has carried out voluntary work with the curatorial staff at Beamish Museum in County Durham. Andrew is a member of the Society of Antiquaries of Newcastle-upon-Tyne and a Practitioner Member of the Institute for Archaeologists. Since joining AS in early Summer 2005, as a Project Officer writing desk-based assessments, Andrew has gained considerable experience in post-excavation work. His principal role with AS is conducting post-excavation research and authoring site reports for publication. Significant post-excavation projects Andrew has been responsible for include the Ingham Quarry Extension, Fornham St. Genevieve, Suffolk – a site with large Iron Age pit clusters arranged around a possible wetland area; the late Bronze Age to early Iron Age enclosure and early Saxon cremation cemetery at the Chalet Site, Heybridge, Essex; and, Church Street, St Neots, Cambridgeshire, an excavation which identified the continuation of the Saxon settlement previously investigated by Peter Addyman in the 1960s. Andrew also writes and co-ordinates Environmental Impact Assessments and has worked on a variety of such projects across southern and eastern England. In addition to his research

responsibilities Andrew undertakes outreach and publicity work and carries out some fieldwork.

### **PROJECT OFFICER (POST-EXCAVATION)**

**Antony Mustchin BSc MSc DipPAS**

*Qualifications:* University of Bradford BSc (Hons) Bioarchaeology (1999-2003)

University of Bradford MSc Biological Archaeology (2004-2005)

University of Bradford Diploma in Professional Archaeological Studies (2003)

*Experience:* Antony has over 14 years' experience in field archaeology, gained during his higher education and in the professional sector. Commercially in the UK, Antony has worked for Archaeology South East (2003), York Archaeological Trust (2004) and Special Archaeological Services (2003). He has also undertaken a six-month professional placement as Assistant SMR Officer/ Development Control Officer with Kent County Council (2001-2002). Antony's academic interests have led to his gaining considerable research excavation experience across the North Atlantic region. He has worked for projects and organisations including the Old Scatness & Jarlshof Environs Project, Shetland (2000-2003), the Viking Unst Project, Shetland (2006-2007), the Heart of the Atlantic Project Føroys Fornminnisavn, Faroe Islands (2006-2008) and City University New York/ National Museum of Denmark/ Greenland National Museum and Archives, Greenland (2006 & 2010). Shortly before joining Archaeological Solutions in November 2011, Antony spent three years working for the Independent Commission for the Location of Victims Remains, assisting in the search for and forensic recovery of 'the remains of victims of paramilitary violence ("The Disappeared") who were murdered and buried in secret arising from the conflict in Northern Ireland'. Antony has a broad experience of fieldwork and post-excavation practice including specialist (archaeofauna), teaching, supervisory and directing-level posts.

### **POTTERY, LITHICS AND CBM RESEARCHER**

**Andrew Peachey BA MCIfA**

*Qualifications:* University of Reading BA Hons, Archaeology and History (1998-2001)

*Experience:* Andrew joined AS (formerly HAT) in 2002 as a pottery researcher, and rapidly expanded into researching CBM and lithics. Andrew specialises in prehistoric and Roman pottery and has worked on numerous substantial assemblages, principally from across East Anglia but also from southern England. Recent projects have included a Neolithic site at Coxford, Norfolk, an early Bronze Age domestic site at Shropham, Norfolk, late Bronze Age material from Panshanger, Hertfordshire, middle Iron Age pit clusters at Ingham, Suffolk and an Iron Age and early Roman riverside site at Dernford, Cambridgeshire. Andrew has worked on important Roman kiln assemblages, including a Nar Valley ware production site at East Winch Norfolk, a face-pot producing kiln at Hadham, Hertfordshire and is currently researching early Roman Horningsea ware kilns at Waterbeach, Cambridgeshire. Andrew is an enthusiastic member of the Study Group for Roman Pottery, and also undertakes pottery and lithics analysis as an 'external' specialist for a range of archaeological units and local societies in the south of England.

## **POTTERY RESEARCHER**

**Peter Thompson MA**

*Qualifications:* University of Bristol BA (Hons), Archaeology (1995-1998)

University of Bristol MA; Landscape Archaeology (1998-1999)

*Experience:* As a student, Peter participated in a number of projects, including the excavation of a Cistercian monastery cemetery in Gascony and surveying an Iron Age promontory hillfort in Somerset. Peter has two years excavation experience with the Bath Archaeological Trust and Bristol and Region Archaeological Services which includes working on a medieval manor house and a post-medieval glass furnace site of national importance. Peter joined HAT (now AS) in 2002 to specialise in Iron Age, Saxon and medieval pottery research and has also produced desk-based assessments. Pottery reports include an early Iron pit assemblage and three complete Early Anglo-Saxon accessory vessels from a cemetery in Dartford, Kent.

## **PROJECT OFFICER (OSTEOARCHAEOLOGY)**

**Dr Julia Cussans**

*Qualifications:* University of Bradford, PhD (2002-2010)

University of Bradford, BSc (Hons) Bioarchaeology (1997-2001)

University of Bradford, Dip. Professional Archaeological Studies (2001)

*Experience:* Julia has over 14 years of archaeozoological experience. Whilst undertaking her part time PhD she also worked as a specialist on a variety of projects in northern Britain including Old Scatness (Shetland), Broxmouth Iron Age Hillfort and Binchester Roman Fort. Additionally Julia has extensive field experience and has held lead roles in excavations in Shetland and the Faroe Islands including, Old Scatness, a large multi-period settlement centred on an Iron Age Broch; the Viking Unst Project, an examination of Viking and Norse houses on Britain's most northerly isle; the Laggan Tormore Pipeline (Firths Voe), a Neolithic house site in Shetland; the Heart of the Atlantic Project, an examination of Viking settlement in the Faroes and Við Kirkjugarð, an early Viking site on Sanday, Faroe Islands. Early on in her career Julia also excavated at Sedgeford, Norfolk as part of SHARP and in Pompeii, Italy as part of the Anglo-American Project in Pompeii. Since joining AS in October 2011 Julia has worked on animal bone assemblages from Beck Row, a Roman agricultural site at Mildenhall, Suffolk and Sawtry, an Iron Age, fen edge site in Cambridgeshire. Julia is a full and active member of the International Council for Archaeozoology, the Professional Zooarchaeology Group and the Association for Environmental Archaeology.

## **ENVIRONMENTAL ARCHAEOLOGIST**

**Dr John Summers**

*Qualifications:* 2006-2010: PhD "The Architecture of Food" (University of Bradford)

2005-2006: MSc Biological Archaeology (University of Bradford)

2001-2005: BSc Hons. Bioarchaeology (University of Bradford)

*Experience:* John is an archaeobotanist with a primary specialism in the analysis of carbonised plant macrofossils and charcoal. Prior to joining Archaeological Solutions, John worked primarily in Atlantic Scotland. His

research interests involve using archaeobotanical data in combination with other archaeological and palaeoeconomic information to address cultural and economic research questions. John has made contributions to a number of large research projects in Atlantic Scotland, including the Old Scatness and Jarlshof Environs Project (University of Bradford), the Viking Unst Project (University of Bradford) and publication work for Bornais Mound 1 and Mound 2 (Cardiff University). He has also worked with plant remains from Thruxton Roman Villa, Hampshire, as part of the Danebury Roman Environs Project (Oxford University/ English Heritage). John's role at AS is to analyse and report on assemblages of plant macro-remains from environmental samples and provide support and advice regarding environmental sampling regimes and sample processing. John is a member of the Association for Environmental Archaeology.

## **SENIOR GRAPHICS OFFICER**

### **Kathren Henry**

*Experience:* Kathren has over twenty-five years' experience in archaeology, working as a planning supervisor on sites from prehistoric to late medieval date, including urban sites in London and rural sites in France/Italy, working for the Greater Manchester Archaeological Unit, Passmore Edwards Museum, DGLA and Central Excavation Unit of English Heritage (at Stanwick and Irthlingborough, Northamptonshire). She has worked with AS (formerly HAT) since 1992, becoming Senior Graphics Officer. Kathren is AS's principal photographer, specializing in historic building survey, and she manages AS's photographic equipment and dark room. She is in charge of AS's Graphics Department, managing computerised artwork and report production. Kathren is also the principal historic building surveyor/illustrator, producing on-site and off-site plans, elevations and sections.

## **GRAPHICS OFFICER**

### **Thomas Light**

*Qualifications:* University of Kent (2009-2012) BA Classical and Archaeological Studies

University of Kent (2012-2013) MA Roman History and Archaeology

*Experience:* Since completing his higher education, Thomas has gained good practical experience in the archaeological and heritage sector, working in a voluntary capacity for Guilford Institute Library and Archive, and Surrey County Archaeological Unit. Before becoming a graphics officer, Thomas held the position of Site Assistant and has excavated on a variety of commercial projects. In his current capacity Thomas has produced extensive illustrative material, including figures and plates for nationally and internationally distributed journal publications.

## **HISTORIC BUILDING RECORDING**

### **Tansy Collins BSc**

*Qualifications:* University of Sheffield, Archaeological Sciences BSc (Hons) (1999-2002)

*Experience:* Tansy's archaeological experience has been gained on diverse sites throughout England, Ireland, Scotland and Wales. Tansy joined AS in 2004 where she developed skills in graphics, backed by her grasp of archaeological interpretation and on-site experience, to produce hand drawn

illustrations of pottery, and digital illustrations using a variety of packages such as AutoCAD, Corel Draw and Adobe Illustrator. She joined the historic buildings team in 2005 in order to carry out both drawn and photographic surveys of historic buildings before combining these skills with authoring historic building reports in 2006. Since then Tansy has authored numerous such reports for a wide range of building types; from vernacular to domestic architecture, both timber-framed and brick built with date ranges varying from the medieval period to the 20th century. These projects include a number of regionally and nationally significant buildings, for example a previously unrecognised medieval aisled barn belonging to a small group of nationally important agricultural buildings, one of the earliest surviving domestic timber framed houses in Hertfordshire, and a Cambridgeshire house retaining formerly hidden 17th century decorative paint schemes. Larger projects include The King Edward VII Sanatorium in Sussex, RAF Bentley Priory in London as well as the Grade I Listed Balls Park mansion in Hertfordshire.

## **HISTORIC BUILDING RECORDING**

### **Lauren Wilson**

*Qualifications:* University of Chester (2010-2013) BA (Hons) Archaeology  
University of York (2013-2014) MA Archaeology of Buildings

*Experience:* Throughout her higher education, Lauren has gained extensive practical archaeological experience, including small finds processing and cataloguing at Norton Priory, Runcorn and assisting in the excavation of a Roman villa as part of the *Santa Marta Project*, Tuscany. Lauren also participated in a training excavation at Grovesnor Park, Chester, centred on a Roman road and 16<sup>th</sup> century chapel. As part of her Masters dissertation, Lauren worked with the Historic Property Manager of Middleham Castle, North Yorkshire, gaining a good practical knowledge of public outreach and events planning. Since joining Archaeological Solutions Ltd, Lauren has contributed to complex historic buildings recording projects at Landens Farm, Horley (Surrey) and the Ostrich Inn, Colnbrook (Berkshire). She also conducts background research and contributes to archaeological report writing.

## **ARCHIVES ADMINISTRATOR**

### **Claire Wootton**

*Experience:* Throughout her professional career, Claire has gained extensive administrative experience. Her past roles include Administrative Officer with the Court Service (Royal Courts of Justice; 1988-1997) and Discovery Centre Administrator at St Edmundsbury Cathedral (2012-2015). Claire's Advanced Level qualifications include History, English and Law. Since joining Archaeological Solutions Ltd, Claire has gained a thorough experience of archives administration through a programme of work-based training on numerous projects.

## **ARCHIVES ADMINISTRATOR**

### **Karen Cleary**

*Experience:* Karen started her administrative career as Youth Training Administrator for a training company (TSMA Ltd) in 1993, where she provided administrative support for NVQ Assessors' of trainees and apprentices on the youth training scheme and in work placements they'd helped set up. Amongst her administrative duties she was principally in charge of preparing the

Training Credits Claims and sending off for government funding. She gained NVQ's Level's 2 and 3 in Administration whilst working in this role. Karen started out with AS as Office Assistant in February 2009 and within a few months was promoted to Archives Assistant. Principally her role involves the preparation of Archaeological archives for long term deposition with museums. She has developed a good understanding of the preparation process and follows each individual museum's guidelines closely. She has a good working knowledge of Microsoft Office and is competent with *FileZilla*-Digital File Transfer software and *Fastsum*-Checksum Creation software.

## **ARCHAEOLOGICAL SOLUTIONS: PRINCIPAL SPECIALISTS**

GEOPHYSICAL SURVEYS	David Bescoby Dr John Summers Air Photo Services
AIR PHOTOGRAPHIC ASSESSMENTS	
PHOTOGRAPHIC SURVEYS	Ms K Henry
PREHISTORIC POTTERY	Mr A Peachey
ROMAN POTTERY	Mr A Peachey
SAXON & MEDIEVAL POTTERY	Mr P Thompson
POST-MEDIEVAL POTTERY	Mr P Thompson
FLINT	Mr A Peachey
GLASS	H Cool
COINS	British Museum, Dept of Coins & Medals
METALWORK & LEATHER	Ms Q Mould, Ms N Crummy
SLAG	Mr A Newton
ANIMAL BONE	Dr J Cussans
HUMAN BONE:	Ms S Anderson
ENVIRONMENTAL CO-ORDINATOR	Dr J Summers
POLLEN AND SEEDS:	Dr R Scaife
CHARCOAL/WOOD	Dr J Summers
SOIL MICROMORPHOLOGY	Dr R MacPhail, Dr C French
CARBON-14 DATING:	Historic England Ancient Monuments Laboratory (for advice).
CONSERVATION	University of Leicester

## **APPENDIX 2 METHOD STATEMENT**

Method Statement for the recording of archaeological remains

The archaeological evaluation will be conducted in accordance with the project brief, and the code of the Chartered Institute for Archaeologists.

### **1 Mechanical Excavation**

1.1 Mechanical excavation will be monitored by an experienced archaeologist.

### **2 Site Location Plan**

2.1 On conclusion of the mechanical excavation, a 'site location plan', based on the current Ordnance Survey 1:1250 map and indicating site north, will be prepared. This will be supplemented by an 'area plan' at 1:200 (or 1:100) which will show the location of the area(s) investigated in relationship to the development area, OS grid and site grid.

### **3 Manual Cleaning & Base Planning of Archaeological Features**

3.1 Exposed areas will be hand-cleaned to define archaeological features sufficient to produce a base plan.

### **4 Full Excavation**

#### *Excavation of Stratified Sequences*

The trenches will be excavated according to phase, from the most recent to the earliest, and the phasing of features will be distinguished by their stratigraphic relationships, fills and finds.

Deep features e.g. quarry holes, may incorporate stratified deposits which will be excavated by hand-dug sections and recorded.



### *Excavation of Buildings*

Building remains are likely to comprise stake holes, post holes and slots/gullies, masonry foundations and low masonry walls. Associated features may be present e.g. hearths.

The features comprising buildings will be excavated in plan/phase where revealed, as appropriate to the project

### *Full Excavation*

Industrial remains and intrinsically interesting features e.g. hearths, burials will clearly merit full excavation where revealed. Discrete features associated with the possible structure and/or settlement will be fully excavated, as will other discrete features as necessary.

### *Ditches*

The ditches will be excavated in segments up to 2m long, and the segments will be placed to provide adequate coverage of the ditches, establish their relationships and obtain samples and finds.

## **5 Written Record**

5.1 All archaeological deposits and artefacts encountered during the course of the excavation will be fully recorded on the appropriate context, finds and sample forms.

5.2 The site will be recorded using AS's excavation manual which is directly comparable to those used by other professional archaeological organisations, including English Heritage's (now Historic England's) own Central Archaeological Service.

## **6 Photographic Record**

6.1 An adequate photographic record of the investigations will be made. It will include black and white prints and colour transparencies (on 35mm) illustrating in both detail and general context the principal features and finds discovered. It will also include 'working and promotional shots' to illustrate more generally the nature of the archaeological operations. Digital images will also be taken (Nikon Coolpix L29 16.1 megapixel cameras). The black and white negatives and contacts will be filed, and the colour transparencies will be mounted using appropriate cases. All photographs will be listed and indexed.

## **7 Drawn Record**

7.1 A record of the full extent, in plan, of all archaeological deposits encountered will be drawn on A1 permatrace. The plans will be related to the site, or OS, grid and be drawn at a scale of 1:50 or 1:20, as appropriate. In addition where appropriate, e.g. recording an inhumation, additional plans at 1:10 will be produced. The sections of all archaeological contexts will be drawn at a scale of 1:10 or, where appropriate, 1:20. The OD height of all principal strata and features will be calculated and indicated on the appropriate plans and sections.

## **8 Recovery of Finds**

### **GENERAL**

The principal aim is to ensure that adequate provision is made for the recovery of finds from all archaeological deposits.

The Small Finds, e.g. complete pots or metalwork, from all excavations will be 3-dimensionally recorded.

A metal detector will be used to enhance finds recovery. The metal detector survey will be conducted before and after the topsoil stripping, and thereafter during the course of the excavation. The spoil tips will also be surveyed by the Project Officer. AS own metal detectors (C-Scope CS1220XD) and staff are trained in their use. Regular metal detector surveys of the excavation area and spoil tips will reduce the loss of finds to unscrupulous users of metal detectors (treasure hunters). All non-archaeological staff working on the site should be informed that the use of metal detectors is forbidden.

In the event of items considered as being defined as treasure being found, then the requirements of the Treasure Act 1996 (with subsequent amendments) will be followed. Any such finds encountered during the investigation will be reported immediately to the Suffolk Portable Antiquities Scheme Finds Liaison Officer who will in turn inform the Coroner within 14 days

### **WORKED FLINT**

When flint knapping debris is encountered large-scale bulk samples will be taken for sieving.

## **POTTERY**

It is important that the excavators are aware of the importance of pottery studies and therefore the recovery of good ceramic assemblages.

The pottery assemblages are likely to provide important evidence to be able to date the structural history and development of the site.

The most important assemblages will come from 'sealed' deposits which are representative of the nature of the occupation at various dates, and indicate a range of pottery types and forms available at different periods.

'Primary' deposits are those which contain sherds contemporary with the soil fill and in simple terms this often means large sherds with unabraded edges. The sherds have usually been deposited shortly after being broken and have remained undisturbed. Such sherds are more reliable in indicating a more precise date at which the feature was 'in use'. Conversely, 'secondary' deposits are those which often have small, heavily abraded sherds lacking obvious conjoins. The sherds are derived from earlier deposits.

## **HUMAN BONE**

Should human remains be discovered, which is possible on this site, and be required to be removed, the coroner will be informed and a licence from the Ministry of Justice sought immediately; both the client and the monitoring officer will also be informed. Any excavation of human remains would only be carried out following advice from SCC AS-CT. Excavators would be made aware, and comply with, provisions of Section 25 of the Burial Act of 1857 and pay due attention to the requirements of Health & Safety.

## **ANIMAL BONE**

Animal bone is one of the principal indicators of diet. As with pottery the excavators will be alert to the distinction of primary and secondary deposits. It will also be important that the bone assemblages are derived from dateable contexts. All animal bone will be collected.

## **ENVIRONMENTAL SAMPLING**

The sampling will adhere to the guidelines prepared by Historic England (rev 2011) and the specialist will make his results known to the regional science advisor who co-ordinates environmental archaeology in the region on behalf of Historic England. If important

environmental remains are present a visit to the site by an environmental specialist will be arranged

Environmental sampling will follow guidelines outlined in *Working papers of the Association for Environmental Archaeology, No. 2: Environmental archaeology and archaeological evaluation* (1995) and *Environmental Archaeology; a guide to the theory and practice of methods, from sampling and recovery to post-excavation*, Centre for Archaeology Guidelines (rev 2011).

## **FINDS PROCESSING**

The project director will have overall responsibility for the finds and will liaise with AS's own finds personnel and the relevant specialists. A person with particular responsibility for finds on site will be appointed for the excavation. The person will ensure that the finds are properly labelled and packaged on site for transportation to AS's field base. The finds processing will take place in tandem with the excavations and will be under the supervision of AS's Finds Officer.

The finds processing will entail first aid conservation, cleaning (if appropriate), marking with the HER Monument Number (if appropriate), categorising, bagging, labelling, boxing and basic cataloguing (the compilation of a Small Finds Catalogue and quantification of bulk finds) i.e. such that the finds are ready to be made available to the specialists. The Finds Officer, having been advised by the Project Officer and relevant specialists, will select material for conservation. AS's Finds Officer, in conjunction with the Project Officer, will arrange for the specialists to view the finds for the purpose of report writing.

# OASIS DATA COLLECTION FORM: England

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## Printable version

**OASIS ID: archaeol7-291510**

### Project details

Project name	Forest Hills, Brandon Road, Culford
Short description of the project	In July 2017 Archaeological Solutions (AS) carried out archaeological monitoring and recording at Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA (NGR TL 836 713; Figs. 1 - 2). The monitoring was carried out on the advice of Suffolk County Council Archaeological Service Conservation Team (James Rolfe). It was undertaken in compliance with a condition attached to planning approval for the construction of a new 4 bay detached garage (St Edmundsbury Council Ref. DC/16/2673/HH), based on advice from SCC AS-CT. The main objective of the monitoring surrounded the potential for the groundworks for the development to produce further evidence of prehistoric activity associated with a nearby Bronze Age bowl barrow, and for evidence of later activity. The monitoring revealed an undated pit, F1008, visible in Section 7. The pit cut Subsoil L1001 and may have been of relatively recent date. Throughout the foundation trenches bioturbation was visible.
Project dates	Start: 31-07-2017 End: 01-08-2017
Previous/future work	No / No
Any associated project reference codes	P7220 - Contracting Unit No.
Any associated project reference codes	CUL053 - Sitecode
Type of project	Recording project
Site status	None
Current Land use	Other 5 - Garden
Monument type	PIT Uncertain
Significant Finds	NONE None
Investigation type	"Watching Brief"
Prompt	Planning condition

### Project location

Country	England
Site location	SUFFOLK ST EDMUNDSBURY CULFORD Forest Hills, Brandon Road, Culford
Postcode	IP28 6UA
Study area	150 Square metres

Site coordinates TL 836 713 52.308616458436 0.693486555453 52 18 31 N 000 41 36 E Point

### Project creators

Name of Organisation Archaeological Solutions Ltd

Project brief originator Suffolk County Council Archaeological Service Conservation Team

Project design originator Jon Murray

Project director/manager Jon Murray

Project supervisor Archaeological Solutions Ltd

### Project archives

Physical Archive Exists? No

Digital Archive recipient Suffolk County Archaeological Store

Digital Contents "Survey"

Digital Media available "Images raster / digital photography","Survey","Text"

Paper Archive recipient Suffolk County Archaeological Store

Paper Contents "Survey"

Paper Media available "Drawing","Photograph","Plan","Report","Survey "

### Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)

Title Forest Hills, Brockley Corner, Brandon Road, Culford, Suffolk IP28 6UA

Author(s)/Editor(s) Mustchin, A

Other bibliographic details Archaeological Solutions Report No. 5424

Date 2017

Issuer or publisher Archaeological Solutions Ltd

Place of issue or publication Bury St Edmunds

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## PHOTOGRAPHIC INDEX



1  
View of excavation area looking south-east



2  
Sample Section 1 looking north-west



3  
Section 3 looking south-east



4  
Section 5 looking north-east

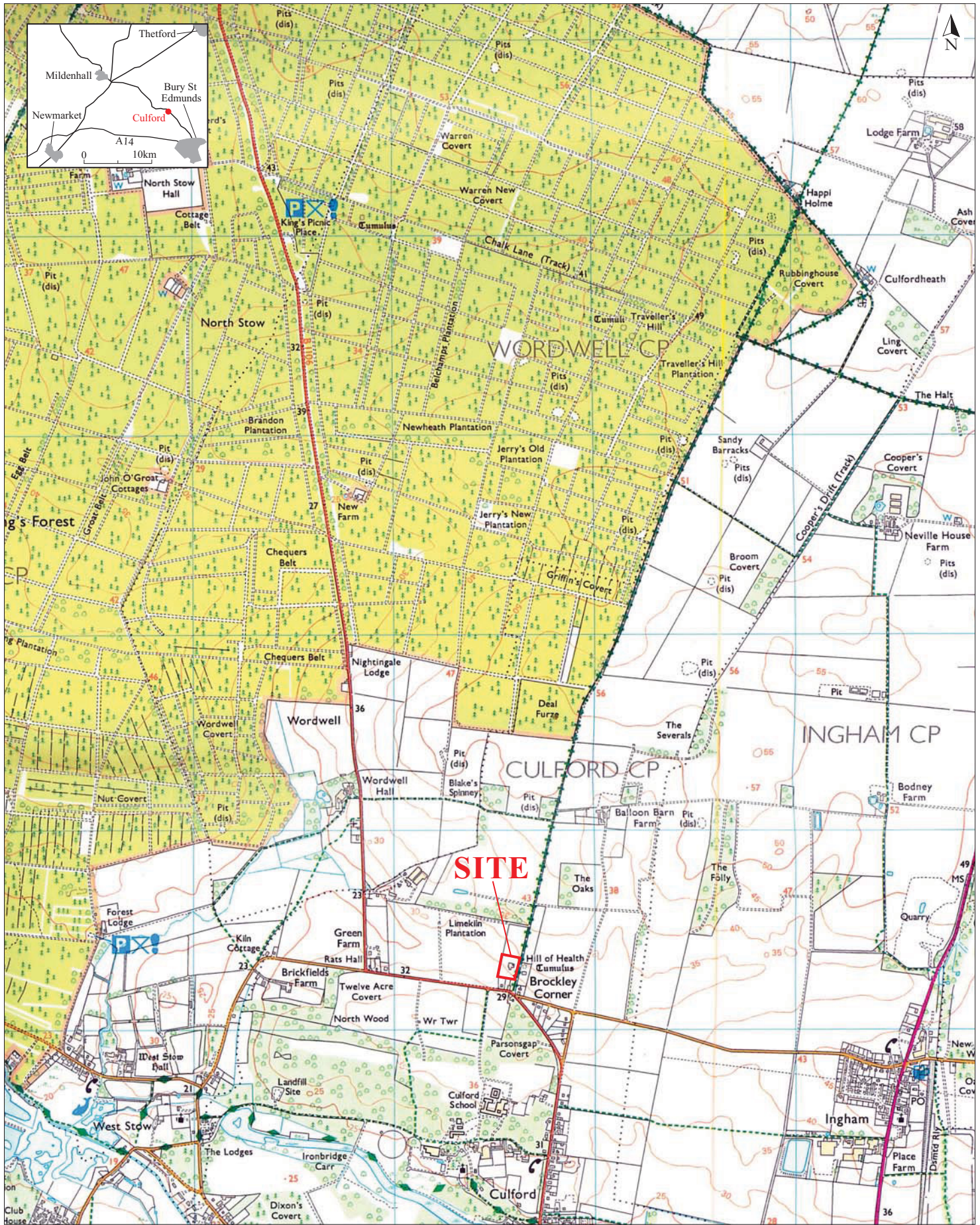


5  
Section 6 looking north-east



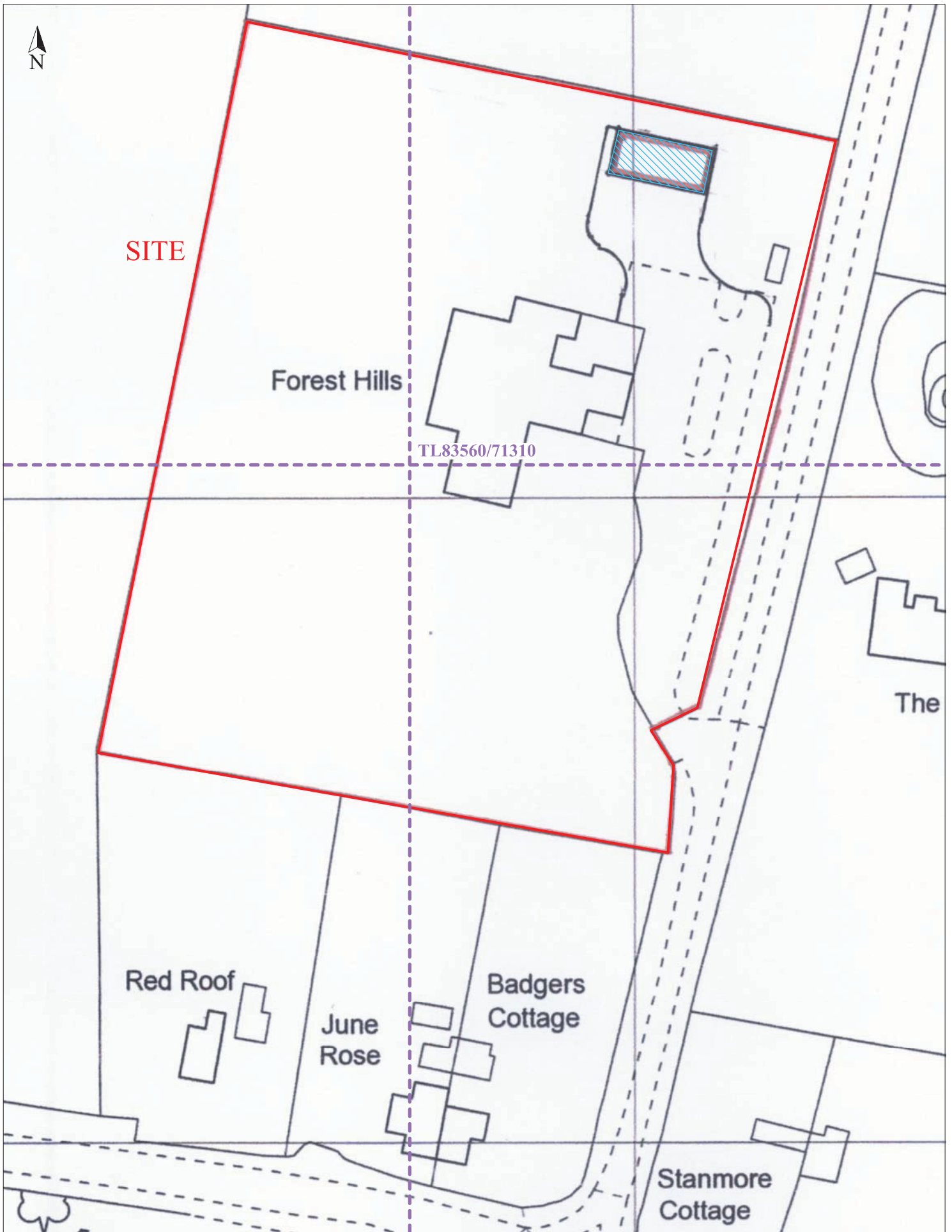
6  
Section 7 showing Pit 1008





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**Fig. 1 Site location plan**  
 Scale 1:25,000 at A4  
 Forest Hills, Culford, Suffolk (P7220)

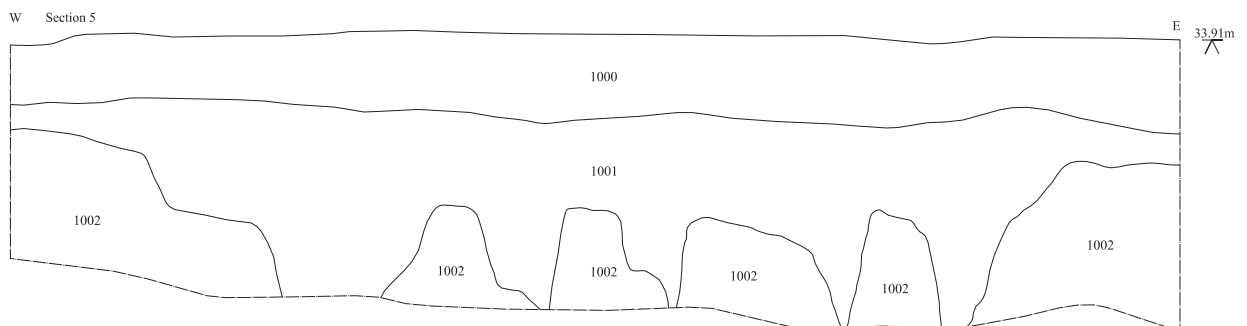
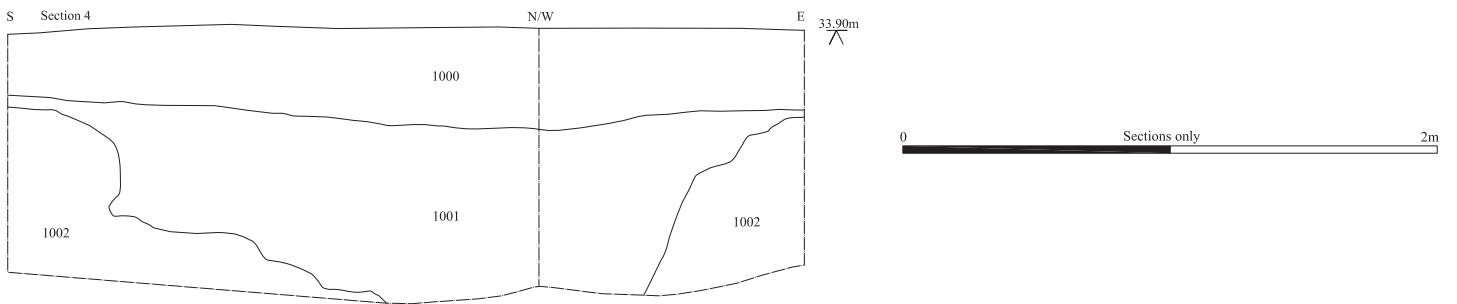
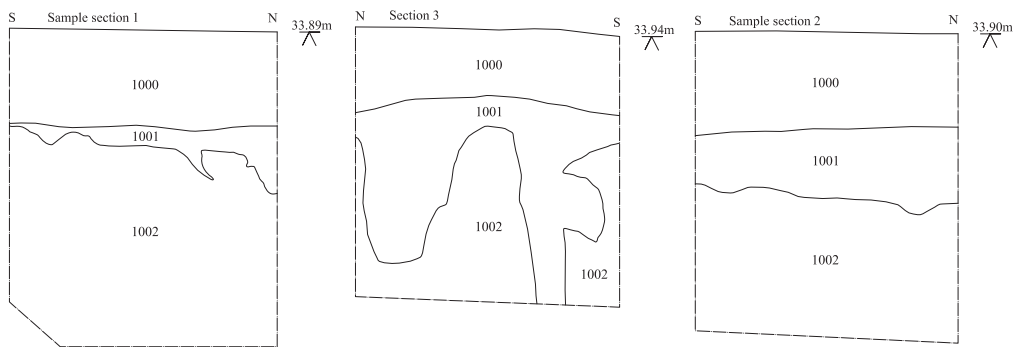
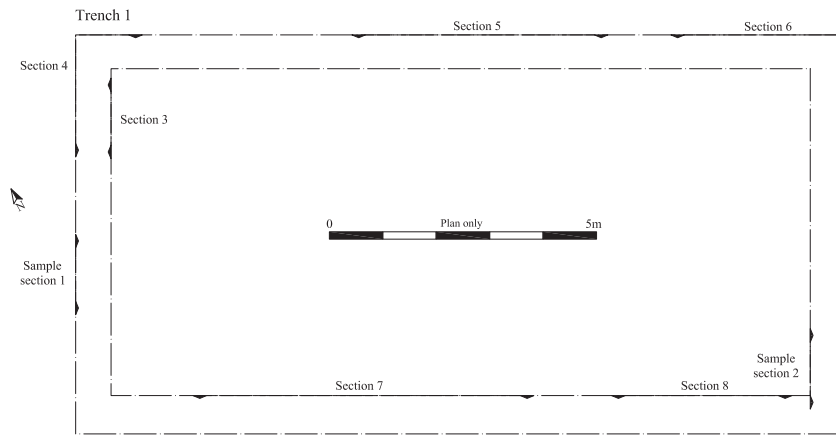


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**Fig. 2 Detailed site location plan**

Scale 1:600 at A4

Forest Hills, Culford, Suffolk (P7220)



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**Fig. 3 Site plan and sections**

Scale 1:100 and 1:20 at A3

Forest Hills, Culford, Suffolk (P7220)

