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CLAYDON PRIMARY SCHOOL, LANCASTER WAY, CLAYDON, SUFFOLK

AN ARCHAEOLOGICAL EVALUATION

Authors: Joseph Locke (Fieldwork and report)	
NGR: TM 133 500	Report No: 5638
District: Mid Suffolk	Site Code: CLY 076
Approved: Claire Halpin MCIfA	Project No: P7641
	Date: 24 August 2018

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CONTENTS

PROJECT SUMMARY SHEET

Project details			
Project name	*Claydon Primary School, Lancaster Way, Claydon, Suffolk*		
In August 2018 Archaeological Solutions (AS) carried out an archaeological evaluation on land at Claydon Primary School, Lancaster Way, Claydon, Suffolk (NGR TM 500; Figs. 1 - 2). The evaluation was undertaken in compliance with the initial requirements of a planning condition attached to planning approval for the proposed construction of a new teaching block and parking area (SCC Planning Ref. SCC/0155/170). It was required based on the advice of Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT) *The evaluation revealed two shallow modern pits in Trench 1. No residual finds were present.*			
Project dates (fieldwork)	*August 2018*		
Previous work (Y/N/?)	*N*	*Future work*	*TBC*
P. number	*P7641*	*Site code*	*CLY 076*
Type of project	*Archaeological evaluation*		
Site status	-		
Current land use	*School grounds*		
Planned development	*Classroom and parking area*		
Main features (+dates)	*Two shallow modern pits*		
Significant finds (+dates)	*None*		
Project location			
County/ District/ Parish	*Suffolk*	*Mid Suffolk*	*Claydon*
HER/ SMR for area	*Suffolk County Council Historic Environment Record (SHER)*		
Post code (if known)	-		
Area of site	*approx. 1.55ha*		
NGR	TM 133 500		
Height AOD (min/max)	*approx.20m AOD*		
Project creators			
Brief issued by	*Suffolk County Council Archaeological Service Conservation Team*		
Project supervisor/s (PO)	*Archaeological Solutions Ltd*		
Funded by	*Suffolk County Council*		
Full title	*Claydon Primary School, Lancaster Way, Claydon, Suffolk. An Archaeological Evaluation*		
Authors	*Locke, J.*		
Report no.	*5638*		
Date (of report)	*August 2018*		

CLAYDON PRIMARY SCHOOL, LANCASTER WAY, CLAYDON, SUFFOLK

AN ARCHAEOLOGICAL EVALUATION

SUMMARY

In August 2018 Archaeological Solutions (AS) carried out an archaeological evaluation on land at Claydon Primary School, Lancaster Way, Claydon, Suffolk (NGR TM 500; Figs. 1 - 2). The evaluation was undertaken in compliance with the initial requirements of a planning condition attached to planning approval for the proposed construction of a new teaching block and parking area (SCC Planning Ref. SCC/0155/170). It was required based on the advice of Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT)

Stray finds of a Mesolithic axe head (CLY 006), a Neolithic discoidal flint knife (BRH 004), a Late Iron Age coin (CLY 010), and Roman pottery (CLY 048, CLY 001) have been found within 500m or so of the site. A large Late Neolithic pit was recorded centred on 410m to the south-east (CLY 021). An archaeological investigation north of Church Lane identified multi-period finds and field systems, and most notably a probable Late Iron Age to Roman double ditched enclosure and evidence of Anglo-Saxon settlement, including a sunken featured building and Early Saxon inhumation (BRH 066).

The site thus had a potential for evidence of prehistoric, Roman and Saxon activity to be present.

The evaluation revealed two shallow modern pits in Trench 1. No residual finds were present.

1 INTRODUCTION

1.1 In August 2018 Archaeological Solutions (AS) carried out an archaeological evaluation on land at Claydon Primary School, Lancaster Way, Claydon, Suffolk (NGR TM 500; Figs. 1 - 2). The evaluation was undertaken in compliance with the initial requirements of a planning condition attached to planning approval for the proposed construction of a new teaching block and parking area (SCC Planning Ref. SCC/0155/170). It was required based on the advice of Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT)

1.2 The evaluation was undertaken in accordance with a brief issued by Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT) (Rachael Abraham, dated 27th April 2018), and a

Written Scheme of Investigation prepared by AS (dated 5th June 2018) and approved by SCC AS-CT. It followed the procedures outlined in the Chartered Institute for Archaeologists' *Standard and Guidance for Archaeological Evaluation* (2014). It also adhered to the relevant sections of *Standards for Field Archaeology in the East of England* (Gurney 2003).

1.3 The principal objectives for the evaluation included:

- To establish whether any archaeological deposit exists in the area, with particular regard to any which are of sufficient importance to merit preservation *in situ*

- To identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.

- To evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits, along with the potential for the survival of environmental evidence

- To provide sufficient information to construct an archaeological conservation strategy dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

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 The site lies on the southern side of Lancaster Way and north of Claydon High Scholl off Church Lane in Claydon, above the valley of the River Gipping. It comprises the existing school buildings and grounds. It is proposed to erect a new teaching block and car park on the western part of the site.

3 TOPOGRAPHY, GEOLOGY AND SOILS

2.1 The site is located in the Gipping valley some 650m west of the river. The local soils are mainly made up of deep well drained fine loamy over clayey, coarse loamy over clayey and fine loamy soils, some with calcareous subsoils. The drift geology comprises Glaciolacustrine Deposits of silt and clay which overlie solid geology of Newhaven Chalk Formation.

4 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

4.1 A Mesolithic flint tranchet axe head was found in the garden of The Forge, Claydon 550m to the south-west of the proposed development site (CLY 006). The excavation of a house basement centred on 410m to the south-east, revealed a large prehistoric pit around 3m deep which contained Late Neolithic Grooved ware at the base, but may have been re-cut in the Early Bronze Age, and has parallels with similar pits at Broome Heath, Norfolk (CLY 021). A Neolithic discoidal flint knife, not polished, but flaked on both faces, was found 490m to the north-west of the proposed development (BRH 004). The cropmark of a ring ditch of unknown date, but possibly representing a ploughed out Bronze Age round barrow, is located 1.1km to the south-west near the Gipping (CLY 004).

4.2 An archaeological investigation was carried out over a large area adjacent to Church Lane some 530m north of the proposed school development (BRH 066). Pottery recovered indicates activity on the site from the Neolithic, Bronze Age and Iron Age periods. Settlement then continued through the transition to Roman rule and on into the

Anglo-Saxon period. A number of both dated and undated ditches were recorded, mainly representing a succession of field systems but also a probable Late Iron Age to Roman double ditched enclosure. Analysis of metal detected finds suggests high status Anglo-Saxon activity to the east of the site, with direct evidence of settlement shown by the excavation of a sunken featured building, containing an inhumation subsequently radiocarbon dated to the late sixth to early seventh centuries, and the identification of a buried dark earth deposit. Evidence of further possible structures was identified in the form of a number of postholes, again possibly relating to the Anglo-Saxon period (Picard 2017).

4.3 The findspot of an Iron-Age silver stater coin of Cunobelin is located 610m south-east of the proposed development (CLY 010). A small number of Roman pottery sherds of mid/late 1st to early 2nd century were recovered, centred on 390m south-east of the site (CLY 048). Another Roman artefact scatter mainly of pottery sherds, but including a topstone of a quern of shelly limestone, was identified approximately 500m south-east of the proposed development (CLY 001).

4.4 St Peter's Church some 400m to the south-east, is largely medieval but contains an Anglo-Saxon nave. The church however, is not directly mentioned in the Domesday survey, and may have come under the parish of Akenham (CLY 007). An archaeological evaluation at The Old Rectory centred on 480m east-south-east of the site, recorded two undated features, a shallow ditch and a small post hole, both of which were sealed by approximately 1m of overburden. A single sherd of medieval pottery was recovered from the subsoil (CLY 029).

4.5 The footings of an extension reaching 1.2m depth at a house 360m south-east of the site were examined, but contained only 19th century brick and tile fragments in the spoil. The depth of overburden suggested that it may have included spoil from a nearby chalk pit (CLY 028). A lime kiln was located 380m south of the site (CLY 011). A post-medieval ditch identified 530m north-west of the proposed development corresponds with a boundary marked on 1806 Tithe Map (BRH 065).

5 METHODOLOGY

5.1 SCC AS-CT required a programme of archaeological trial trenching and stipulated that 60m linear metres of trenching at 1.8m width should be excavated on a grid array. Two trenches each 15m x 1.8m and one trench of 30m x 1.8m were therefore excavated (Fig. 3).

5.2 The archaeological evaluation 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.

5.3 Open trenches and excavated spoil were manually / visually searched and scanned by metal detector to enhance the recovery of archaeological finds.

6 DESCRIPTION OF RESULTS

6.1 The individual trench descriptions are presented below:

Trench 1 Figs. 3 - 4

Sample section 1A 0.00 = 6.51m AOD		
0.00 - 0.21m	L1000	Topsoil. Firm, dark grey brown sandy silt with very occasional small sub-angular flints.
0.21 - 0.43m	L1001	Subsoil. Friable, light grey brown silty loam with occasional small to medium sub-angular and sub-rounded flints and very occasional CBM flecks
0.43m +	L1002	Natural deposits. Bands of white and oraang/white chalk with flint nodules.

Sample section 1B 0.00 = 6.59m AOD		
0.00 - 0.25m	L1000	Topsoil. As above
0.25 - 0.56m	L1001	Subsoil. As above.
0.56m+	L1002	Natural. As above.

Description: Trench 1 contained two shallow modern pits, F1003 and F1005.

Pit F1003 was an elongated oval in plan (1.51 x 92 x 0.06m). It had shallow sides and an irregular base. Its fill, L1005, was a mid – dark grey brown sandy silt. It contained plastic and fragments of a sewer pipe. F1003 cut Pit F1005.

Pit F1005 was an irregular oval in plan (1.65 x 89 x 0.09m). It had shallow sides and an irregular base. Its fill, L1006, was a light brown sandy silt. It contained plastic and CBM. F1005 was cut by Pit F1003.

Trench 2 Figs. 3 - 4

Sample section 2A 0.00 = 6.51m AOD		
0.00 - 0.20m	L1000	Topsoil. As above
0.20 - 0.43m	L1001	Subsoil. As above
0.43m +	L1002	Natural. As above

Sample section 2B 0.00 = 6.44m AOD		
0.00 - 0.31m	L1000	Topsoil. As above
0.31m +	L1002	Natural. As above

Description: Trench 2 contained no archaeological features or finds. Field drains were present

Trench 3 Fig.s

Sample section 3A 0.00 = 6.40m AOD		
0.00 - 0.29m	L1000	Topsoil. As above
0.29m +	L1002	Natural. As above

Sample section 3B 0.00 = 6.51m AOD		
0.00 - 0.21m	L1000	Topsoil. As above
0.21 - 0.34m	L1001	Subsoil. As above
0.34m +	L1002	Natural. As above

Description: Trench 3 contained no archaeological features or finds.

7 CONFIDENCE RATING

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

8 DEPOSIT MODEL

8.1 Uppermost Topsoil L1000 was a firm, dark grey brown sandy silt with very occasional small sub-angular flints. L1000 overlay Subsoil L1001, a friable, light grey brown silty loam with occasional small to medium sub-angular and sub-rounded flints and very occasional CBM flecks. At the base of the sequence the natural, L1002, comprised bands of white and orange/white chalk with flint nodules.

9 DISCUSSION

9.1 The Suffolk Historic Environment Record notes that this is an area of high archaeological potential in the Gipping Valley in a topographically favourable location for early settlement. Saxon occupation evidence and prehistoric remains have been recorded recently during an archaeological investigation to the north of the school (HER BRH 066). Further prehistoric and Roman remains have also been found in the area surrounding the proposed development site (HER CLY 001, 006, 010 and BRH 004).

9.2 The site thus had a potential for evidence of prehistoric, Roman and Saxon activity to be present.

9.3 The evaluation revealed two shallow modern pits in Trench 1. No residual finds were present.

DEPOSITION OF THE ARCHIVE

Archive records, with an inventory, will be deposited with any donated finds from the site at Suffolk County Archaeological Store. The archive will be quantified, ordered, indexed, cross-referenced and checked for internal consistency.

ACKNOWLEDGEMENTS

Archaeological Solutions would like to thank Suffolk County Council for funding the works and Concertus Design and Property Consultants Ltd for commissioning the works and for their assistance. AS would also like to acknowledge the main contractor SEH French.

AS would also like to acknowledge the input and advice of Ms Rachael Abraham of Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT)

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APPENDIX 1 HER Information for an approximate 500m radius

HER	NGR SP	Description
Prehistoric		
BRH 004	TM 1305 5045	Discoidal flint knife, flaked both faces, not polished. Found on housing estate. Dark grey flint with lighter and darker inclusions. Site entirely built over.
CLY 021	TM 1368 4980	Contractor's excavation for a house basement revealed a large prehistoric pit in section. Subsequent archaeological investigation showed this feature to be nearly 3m in depth, with a wide upper weathering cone of c.5m diameter, but below this the sides were nearly vertical with a diameter of c.2.5m. Given the loose nature of the sand subsoil, it is likely that this pit had a revetment. Pottery recovered from near the base of the pit consisted of Grooved Ware, so a Late Neolithic date is anticipated for this feature. Higher up the fill a definite break in the stratigraphy suggests a later recut or possibly a higher section of revetment. Pottery recovered from the fill of this part of the pit suggests an EBA and fragmentary pieces of undiagnostic burnt bone might belong to a dispersed cremation. Neo pits from Broome Heath in Norfolk contained square wooden containers and a similar interpretation might be possible for this Claydon example. Deep pits and shafts are known from the EBA becoming more common in the IA. The Claydon pit might be an early example of this long established Preh tradition. Alternatively it might be the product of natural processes, chalk probably being present at a lower level. Whether natural or not, it seems likely that this feature was carefully prepared, revetted and was used for the deposition of carefully structured deposits. Thetford Ware pottery was recovered from a nearby usntratified context, suggesting that the adjacent St Peter's Church, of likely Saxon foundation, could have been the focus of a Saxon/early med settlement in this area
Roman		
CLY 010	TM 1376 4961	Silver stater of Cunobelin - CAMVL. Found metal detecting by (see 'Not to be published on web' tab for finder/s and/or findspot/s). Also scatter of stray Rom coins in general area - see Misc Rom.
CLY 001	TM 139 500	Pottery sherds, some C1, and topstone of quern of shelly limestone from site of filled in pond
CLY 048	TM 1368 4983	2017: Evaluation revealed a small number of Roman pottery sherds of mid/late 1st to early 2nd century date in the top of the subsoil.
Medieval		
CLY 007	TM 1372 4983	St Peter's Church. Anglo-Saxon nave. W Tower, transepts & chancel all Med.
CLY 007	TM 1372	St Peter's Church. There are no recorded

	4983	Domesday churches for the parish of Claydon, but it is thought to be included in the 'a half and three part' churches documented for the parish of Akenham. Anglo-Saxon nave. W tower, transepts and chancel all Med.
Post-medieval		
CLY 039	TM 1378 4990	Grade II listed building. Company headquarters, formerly rectory. Mid C16 with major alterations of several periods. 2 stories. C16 parlour wing to right, and service range, (probably C18), to left. The central hall range was rebuilt c.1930. Pre-C20 work is timber-framed and plastered. Plaintiled roofs with axial and external chimneys of red brick. Mainly early C19 sash windows with small panes. The garden elevation of the cross-wing has two C18 sash windows with segmental heads; in the centre of this wing is a small 2-storeyed gabled projection, perhaps C16, and probably a staircase wing. In the cross-wing are moulded 1st and attic floor joists and good close-studwork; the attic floor was inserted c.1600. The rebuilt hall range is of rendered masonry with limestone windows and entrance doorway in the Elizabethan manner; the 1st floor is partly constructed of reused C16 moulded floor joists as in the parlour. The Revd. George Drury (1819-1895) was the central figure in a national scandal, involving a burial at the adjoining parish of Akenham, while he was the Incumbent here. 2014: A heritage statement was prepared in support of an application for planning permission. Although the main part of the building is 16th century, according to cartographic evidence the outbuilding focused on in this statement dates to the late 19th century. By the mid-20th century the property passed from the Diocese into private ownership.The north wing is a single storey with a first floor loft linked to the north end of the main building by a single storey lobby and corridor. It is a two bay painted brick building with a clay pantile roof and two axial red brick stacks. It is likely to have been used as accommodation for domestic staff. In 1955 when it passed into private ownership a single storey office was built between the north wing and the brick and flint boundary wall. Triangular in plan, it is of brick construction with a shallow pitched felted roof, and is currently used as an office. The north wing contains several small rooms used as offices and storerooms.
BRH 065	TM 1294 5040	2016: Evaluation revealed a post-medieval ditch which corresponds with a boundary marked on the 1806 Tithe map. A sherd of post-medieval pottery and one piece of animal bone were also recovered.
CLY 011	TM 135 497	Lime kiln mapped at Churchhill, Claydon & listed in - no further details.
CLY 022	TM 1376 4986	Rectory garden at Claydon planted as a Biblical Representation garden. The garden was almost definitely created by George Drury IV (1819-95), who was the rector until 1898, yet it is not known how much of the existing garden can be attributed to

		the rector. Unusual features such as garden walls and towers can be found (S1). Formerly (Feb 2003) recorded (in error as duplicated number) as CLY 021.
CLY 028	TM 136 498	All the footings for an extension on the NW corner of the existing house were examined when fully excavated. The footings were c1.20m deep and the relevant sections revealed banded layers of sandy loam and clay overburden with occasional small brick/tile fragments. The base of the footings was still within the same overburden deposit. Examination of the spoil from the footings revealed only 19th C+ brick, tile and other building debris in small quantities. The depth of overburden is high for a rural site (the adjacent lane is at a much lower level being some 1.5/1.8m below the house level) and it is possible that spoil from the adjacent 19th /early 20th century chalk pit to the SW of the property has been deposited on adjacent areas leading to such depths of deposit over the naturally occurring ground level. Whether any archaeological deposits exist below the overburden layer is impossible to tell as the footings did not go deep enough to fully understand this more recent deposit.
Undated		
CLY 029	TM 1383 4990	Evaluation trenches at The Old Rectory, Claydon, was carried out in order to investigate the archaeological potential of the site. Two undated features were recorded, a shallow ditch and a small post hole, both of which were sealed by c.1m of overburden. A single sherd of medieval pottery was recovered from the subsoil.

APPENDIX 2 - Concordance of Finds

CLY076 - P7641, Claydon Primary School

Feature	Context	Segment	Trench	Description	Spot Date (Pot Only)	Pot Qty	Pottery (g)	CBM (g)	A.Bone (g)	Other Material	Other Qty	Other (g)
1003	1004		1	Fill of Modern Feature				44				
1005	1006		1	Fill of Modern Feature				68				

APPENDIX 3 SPECIALIST REPORTS

The Ceramic Building Materials

Andrew Peachey

The evaluation recovered two small fragments (112g) of modern CBM; comprised of a fragment of salt-glazed white earthenware sewer pipe in L1004, and a fragment of pantile in L1006; neither of which pre-date the mid 19th century.

APPENDIX 4 SPECIFICATION

CLAYDON PRIMARY SCHOOL, LANCASTER WAY, CLAYDON, SUFFOLK

WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL EVALUATION

5th June 2018

Archaeological Solutions is an independent archaeological contractor providing the services which satisfy all archaeological requirements of planning applications, including:

Desk-based assessments and environmental impact assessments
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CLAYDON PRIMARY SCHOOL, LANCASTER WAY, CLAYDON, SUFFOLK
ARCHAEOLOGICAL EVALUATION

1 INTRODUCTION

1.1 This specification (written scheme of investigation) has been prepared in response to a brief & specification issued by Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT, Rachael Abraham, dated 27th April 2018) for archaeological evaluation prior to the proposed construction of a new teaching block and parking area at Claydon Primary School, Lancaster Way, Claydon, Suffolk (SCC Planning Ref. SCC/0155/17) (NGR TM 133 500). The work is required to comply with a planning condition on approval for the development, on advice from SCC AS-CT. The WSI has been prepared for the approval of SCC AS-CT and the LPA.

1.2 It is understood that the programme of archaeological investigation should comprise an archaeological field evaluation, to comply with the planning requirement of the local planning authority (on advice from SCC AS-CT). This WSI for archaeological evaluation has been prepared for the approval of SCC AS-CT. Further archaeological works may be required by SCC AS-CT following the evaluation, should remains be present, for which a new WSI will be required.

2 COMPLIANCE

2.1 If AS carried out the evaluation, AS would comply with SCC AS-CT's requirements.

3 SITE & DEVELOPMENT DESCRIPTION ARCHAEOLOGICAL BACKGROUND

3.1 The site lies on the southern side of Lancaster Way and north of Claydon High Scholl off Church Lane in Claydon, above the valley of the River Gipping. It comprises the existing school buildings and grounds. It is proposed to erect a new teaching block and car park on the western part of the site.

3.2 The Suffolk Historic Environment Record notes that this is an area of high archaeological potential in the Gipping Valley in a topographically favourable location for early settlement. Saxon

occupation evidence and prehistoric remains have been recorded recently during an archaeological investigation to the north of the school (HER BRH 066). Further prehistoric and Roman remains have also been found in the area surrounding the proposed development site (HER CLY 001, 006, 010 and BRH 004).

3.3 The site thus has a potential for evidence of prehistoric, Roman and Saxon activity to be present.

3.4 The proposed works will cause significant ground disturbance that has the potential to damage any archaeological deposits that exist. The archaeological and historical background of the site will be discussed in the project report and the HER will be consulted.

4 BRIEF FOR THE ARCHAEOLOGICAL EVALUATION SPECIFICATION FOR TRIAL TRENCH EVALUATION GENERAL MANAGEMENT

4.1 The principal objectives for the evaluation include:

- To establish whether any archaeological deposit exists in the area, with particular regard to any which are of sufficient importance to merit preservation *in situ*

- To identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.

- To evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits, along with the potential for the survival of environmental evidence

- To provide sufficient information to construct an archaeological conservation strategy dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

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 Research topics for the Iron Age set out by Bryant (in Brown & Glazebrook 2000, 14-18) include further research into chronologies, precise dating and ceramic assemblages, further research into the development of the agrarian economy (particularly with regard to field systems), research into settlement chronology and dynamics, research into processes of economic and social change during the late Iron Age and Romano-British transition (particularly with regard to the development of Aylesford/Swarling and Roman culture, and also regional differences and tribal polities in the late Iron Age and further research into *oppida* and ritual sites), further analysis of development of social organisation and settlement form/function in the early and middle Iron Age, further research into artefact production and distribution and the Bronze Age/Iron Age transition. Medlycott & Brown

(2008) and Medlycott (2011, 29-32) build on these themes, paying particular attention to chronological and spatial development and variation and adding subjects as the Bronze Age/Iron Age transition and manufacturing and industry.

4.2.4 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.

4.2.5 Wade (in Brown & Glazebrook 2000, 23-26) identifies research topics for the rural landscape in the Saxon and medieval periods. These include examination of population during this period (distribution and density, as well as physical structure), settlement (characterisation of form and function, creation and testing of settlement diversity models), specialisation and surplus agricultural production, assessment of craft production, detailed study of changes in land use and the impact of colonists (such as Saxons, Danes and Normans) as well as the impact of the major institutions such as the Church. Ayers (in Brown & Glazebrook, 2000) discusses these research topics in more detail. For demography, issues include assessment of population structures, density and mobility, urban sustainability, immigration and rural colonisation and housing/provisioning. For social organisation, issues include assessment of the impact of royal vills, major institutions and the Church on urban settlement, territorial boundaries in proto-urban and urban settlements, the effect of national political developments, ranking and status in settlements, spatial analysis, wealth distribution, specialism, acquisition of raw materials, building form and function, markets and commercial/corporate activity. Economic issues of the above also need to be considered, particularly with regard to industrial zoning. The impact of culture and religion could include issues such as identifying characteristics of urban culture, its growth, complexity and values. The Church and its influence on the burgeoning towns must also be addressed. As Murphy notes in Brown and Glazebrook (2000, 31), urban environmental archaeology should be approached by analysis of environmental 'events', processes and study of relationships with producing sites in the rural hinterland.

4.2.6 Medlycott (2011, 57) states that he study of the Anglo-Saxon period still requires further cooperation between historians and archaeologists. Important research issues for this period comprise: the Roman/Anglo-Saxon transitional period; settlement distribution, which suffers from problems associated with the identification of Saxon settlement sites; population modelling and demographics, which has the potential to be advanced by modern scientific methods; differences within the region in terms of settlement type and economic practice and subjects related to this such as links with the continent, trading practices and cultural influences; rural landscapes and settlements, including detailed study of the changes and developments in such settlements over time and the influence of Saxon landscape organisation and settlements on these issues in the medieval period; towns and their relationships with their hinterland; infrastructure, including river management, the identification of ports and harbours and the role of existing infrastructure in shaping the Saxon period landscape; the economy, based on palaeoenvironmental studies; ritual and religion; the effect of the Danish occupation; and artefact studies (Medlycott 2011, 57-59).

4.2.7 As set out above, the principal research objectives will be to identify any significant evidence of the prehistoric, Roman and/or Saxon occupation of this part of the Gipping valley.

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

Medlycott, M & Brown, N, 2008, *Revised East Anglian Archaeological Research Frameworks,* 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 SPECIFICATION
TRENCHED EVALUATION

5.1 Details of Senior Project Staff

5.1.1 AS has developed a professional and well-qualified team who have undertaken numerous archaeological projects (both desk-based and field evaluations) on all types of developments, including commercial, residential, road schemes and golf courses. AS is a Registered Organisation of the CIfA.

5.1.2 Profiles of key project staff are provided (Appendix 3).

A Method Statement is presented
Trial Trench Evaluation Appendix 1

5.1.3 The evaluation will conform with the guidelines set down in the brief and the Chartered Institute for Archaeologists *Standard and Guidance for Archaeological Evaluations (revised 2014) and Standard and Guidelines for Historic Environment Desk-based Assessment (revised 2014).* It will also adhere to the document *Standards for Field Archaeology in the East of England* (Gurney 2003) and the requirements of the SCC document *Requirements for a Trenched Evaluation* 2017.

5.1.4 SCC AS-CT require a programme of archaeological evaluation by trial trenching and require trenching of the proposed new building/parking footprints. 60 linear metres of trenching at 1.8m width are required. Two trenches each 15m x 1.8m and one trench of 30m x 1.8m are therefore proposed. A trench plan is appended. AS is happy to review the scale/location of the trenches following comment from the client and/or SCC AS-CT.

5.1.5 The environmental strategy will adhere to the guidelines issued by English Heritage (now Historic England) (*Environmental Archaeology; A guide to the theory and practice of methods, from sampling and recovery to post-excavation,* Centre for Archaeology Guidelines, rev 2011). An environmentalist will be invited to visit the site if remains of interest are found. Dr Rob Scaife/Dr John Summers will be the Environmental Coordinator for the project. The specialist will make his/her results known to the regional science advisor who co-ordinates environmental archaeology in the region on behalf of Historic England.

5.1.6 Estimate of time and resources required for each phase, to complete the trial trenching, project archive and the production of an evaluation report.

Trial Excavation

Processing, Cataloguing and Conservation of Finds
Preparation of Report and Archive *c.*10 Days

Staff on site: a Project Officer and Site Assistant/s (as necessary)

5.1.7 In advance of the field work AS will liaise with the Suffolk Archaeological Archive to fulfil their requirements for the long term deposition of the project archive. These will encompass: their collection policy, and their financial and technical requirements for long term storage. The resources include provision for the long term-deposition of the project archive.

5.1.8 Details of staff and specialist contractors are provided (Appendix 2). The project will be managed by Claire Halpin MCIFA /Jon Murray MCIFA.

5.1.9 AS is a member of FAME formerly the Standing Conference of Archaeological Unit Managers (SCAUM) and operates under the `Health & Safety in Field Archaeology Manual'. A risk assessment and management strategy will be completed prior to the start of works on site.

5.1.10 AS is a member of the Council for British Archaeology and is insured under their policy for members.

6 SERVICES

6.1 The client is to advise AS of the position of any services which traverse the site.

7 SECURITY

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

8 REINSTATEMENT

8.1 No provision has been made for reinstatement, excepting simple backfilling.

9 REPORT REQUIREMENTS

9.1 The report will include (as a minimum):

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) Excavation methodology and detailed results including a suitable conclusion and discussion
e) plans and sections of any recorded features and deposits
f) discussion and interpretation of the evidence. An assessment of the projects significance in a regional and local context and appendices.
g) All specialist reports or assessments
h) A concise non-technical summary of the project results
i) A HER summary sheet
j) An OASIS summary sheet

9.2 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.

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

9.4 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.

10 ARCHIVE

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

10.2 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 *Deposition of Archaeological Archives in Suffolk* (SCC AS Conservation Team, 2017). A unique event number and monument number will be obtained from the County HER Officer.

10.3 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.

10.4 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.

11 MONITORING

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

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

11.3 ***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.

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

11.5 No trenches will be backfilled without the approval of SCC AS-CT

APPENDIX 1
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 A mechanical excavator fitted with a wide toothless bucket will be used to remove the topsoil/overburden. The machine will be powerful enough for a clean job of work and be able to mound spoil neatly, at a safe distance from the trench edges.

1.2 The mechanical stripping will be controlled, and the mechanical excavator will only operate under the full-time supervision of 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

If deep, ‘urban’ type deposits are encountered, or significant deposits of made ground/waterlogged ground/alluvium are encountered (which is unlikely on this site) the upper levels of the trench will be stepped as necessary, within layers of later post-medieval/modern date only, in order to ensure safe working practices. The trenches will be no less than 1.8m wide at base.

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 fully and in plan/phase, to a level sufficient for the requirements of an evaluation.

Full Excavation

Industrial remains and intrinsically interesting features e.g hearths, burials will clearly merit full excavation, though will be excavated sufficient to characterise such deposits within the context of an evaluation. Discrete features associated with possible structures and/or settlement will be fully excavated, again sufficient to characterise them for the purposes of an evaluation. Otherwise discrete features (eg pits) will be half-sectioned.

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.

Buried Soils

If buried soils are encountered, the surfaces will be cleaned and examined for features/finds, which will be investigated/recorded before any further excavation takes place.

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 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. Digital images will also be taken (Nikon Coolpix L29 16.1 megapixel cameras). It will also include `working and promotional shots' to illustrate more generally the nature of the archaeological operations. 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. Any metal finds from the metal detector survey will be located by GPS.

A metal detector will be used to enhance finds recovery. The metal detector survey will be conducted prior to and on conclusion of the topsoil stripping, and thereafter during the course of the excavation. The spoil tips will also be surveyed. 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

Any human remains present would not normally be excavated at the stage of an evaluation, but would be protected and preserved in situ, on advice from SCC AS-CT. Should human remains be discovered 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 at the stage of an evaluation 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 English Heritage (now Historic England), and the specialist will make his/her results known to the regional science advisor who co-ordinates environmental archaeology in the region on behalf of Historic England. The project will also accord with the guidelines of the English Heritage (now Historic England) document *Environmental Archaeology, a guide to the theory and practice of methods, from sampling and recovery to post-excavation*, Centre for Archaeology Guidelines 2011.

Provision will be made for the sampling of appropriate materials for specialist and/or scientific analysis (e.g. radiocarbon dating, environmental analysis). The location of samples will be 3-dimensionally recorded and they will also be shown on an appropriate plan. AS has its own environmental sampling equipment (including a pump and transformer) and, if practical, provision will be made to process the soil samples during the fieldwork stage of the project.

If waterlogged remains are found advice on sampling will be obtained on site from Dr Rob Scaife/Dr John Summers. Dr Rob Scaife/Dr Summers and AS will seek advice from the HE Regional Scientific Advisor if significant environmental remains are found.

The study of environmental archaeology seeks to understand the local and near-local environment of the site in relation to phases of human activity and as such is an important and integral part of any archaeological study.

Environmental remains, both faunal and botanical, along with pedological and sedimentological analyses may be used to understand the environment and the impact of human activity.

There may be a potential for the recovery of a range of environmental remains (ecofacts) from which data pertaining to past environments, land use and agricultural economy should be forthcoming.

Sampling strategies on evaluations aim to determine the potential of the site for both biological remains (plants, small vertebrates) and small sized artefacts which would otherwise not be collected by hand. The number/range of samples taken will represent the range of feature types encountered, but with an aim of at least three samples from each feature type.

For plant remains, the samples taken at evaluation stage would aim to characterise:

- The range of preservation types (charred, mineral-replaced, waterlogged) and their quality
- Any differences in remains from dated/undated features
- Variation between different feature types/areas

To realise the potential of the environmental material encountered, a range of specialists from different disciplines is likely to be required. The ultimate goal will be the production of an interdisciplinary environmental study which can be of value to an understanding of, and integrated with, the archaeology.

Organic remains may allow study of the contemporary landscape (occupation/industrial/agricultural impact and land use) and also changes after the abandonment of the site.

The nature of the environmental evidence

Aspects of sampling and analysis may be divided into four broad categories; faunal remains, botanical remains, soils/sediments and radiocarbon dating measurements.

a) Faunal remains: These comprise bones of macro and microfauna, birds, molluscs and insects.

a.i) Bones: The study of the animal bone remains, in particular domestic mammals, domestic birds and marine fish will enhance understanding of the development of the settlement in terms of the local economy and also its wider influence through trade. The study of the small animal bones will provide insight into the immediate habitat of any settlement.

The areas of study covered may include all of the domestic mammal and bird species, wild and harvested mammal, birds, marine and fresh water fish in addition to the small mammals, non-harvest birds, reptiles and amphibia.

Domestic mammalian stock, domestic birds and harvest fish

The domestic animal bone will provide insight into the different phases of development of any occupation and how the population dealt with the everyday aspect of managing and utilising all aspects of the animal resource.

Small animal bones

Archaeological excavation has a wide role in understanding humans' effect on the countryside, the modifications to which have in turn affected and continue to affect their own existence. Small animals provide information about changing habitats and thereby about human impact on the local environment.

a.ii) Molluscs: Freshwater and terrestrial molluscs may be present in ditch and pit contexts which are encountered. Sampling and examination of molluscan assemblages if found will provide information on the local site environment including environment of deposition.

a.iii) Insects: If suitable waterlogged contexts (pit, pond and ditch fills) are encountered (which can potentially be expected to be encountered on the project), sampling and assessment will be carried out in conjunction with the analysis of waterlogged plant remains (primarily seeds) and molluscs. Insect data may provide information on local site environment (cleanliness etc.) as well as proxies for climate and vegetation communities.

b) Botanical remains: Sampling for seeds, wood, pollen and seeds are the essential elements which will be considered. The former are most likely to be charred but possibly also waterlogged should any wells/ponds be encountered.

b.i) Pollen analysis: Sampling and analysis of the primary fills and any stabilisation horizons in ditch and pit contexts which may provide information on the immediate vegetation environment including aspects of agriculture, food and subsistence. These data will be integrated with seed analysis.

b.ii) Seeds: It is anticipated that evidence of cultivated crops, crop processing debris and associated weed floras will be present in ditches and pits. If waterlogged features/sediments are encountered (for example, wells/ponds) these will be sampled in relation to other environmental elements where appropriate (particularly pollen, molluscs and possibly insects).

c) Soils and Sediments: Characterisation of the range of sediments, soils and the archaeological deposits are regarded as crucial to and an integral part of all other aspects of environmental sampling. This is to afford primary information on the nature and possible origins of the material sampled. It is anticipated that a range of 'on-site' descriptions will be made and subsequent detailed description and analysis of the principal monolith and bulk samples obtained for other aspects of the environmental investigation. Where considered necessary, laboratory analyses such as loss on ignition and particle size may also be undertaken. A geoarchaeologist will be invited to visit the site as necessary to advise on sampling.

d) Radiocarbon dating: Archaeological/artifactual dating may be possible for most of the contexts examined, but radiocarbon dating should not be ruled out

Sampling strategies

Provision will be made by the environmental co-ordinator that suitable material for analysis will be obtained. Samples will be obtained which as far as possible will meet the requirements of the assessment and any subsequent analysis.

a) Soil and Sediments: Samples taken will be examined in detail in the laboratory. An overall assessment of potential will be carried out. Analysis of particle size and loss on ignition, if required would be undertaken as part of full analysis if assessment demonstrates that such studies would be of value.

b) Pollen Analysis: Contexts which require sampling may include stabilisation horizons and the primary fills of the pits and ditches, and possibly organic well/pond fills. It is anticipated that in some cases this will be carried out in conjunction with sampling for other environmental elements, such as plant macrofossils, where these are also felt to be of potential.

c) Plant Macrofossils: Principal contexts will be sampled directly from the excavation for seeds and associated plant remains. It is anticipated that primarily charred remains will be recovered, although provision for any waterlogged sequences will also be made (see below). Sampling for the former will, where possible (that is, avoiding contamination) comprise samples of an average of 40-60 litres which will be floated in the AS facilities for extraction of charred plant remains. Both the flot and residues will be kept for assessment of potential and stored for any subsequent detailed analysis. The residues will also be examined for artifactual remains and also for any faunal remains present (cf. molluscs). Where pit, ditch, well or pond sediments are found to contain waterlogged sediments, principal contexts will be sampled for seeds and insect remains. Standard 5

litre+ samples will be taken which may be sub-sampled in the laboratory for seed remains if the material is found to be especially rich. The full sample will provide sufficient material for insect assessment and analysis.

d) Bones: Predicting exactly how much of what will be yielded by the excavation is clearly very difficult prior to excavation and it is proposed that in order to efficiently target animal bone recovery there should be a system of direct feedback from the archaeozoologist to the site staff during the excavation, allowing fine tuning of the excavation strategy to concentrate on the recovery of animal bones from features which have the highest potential. This will also allow the faunal remains to materially add to the interpretation as the excavation proceeds. Liaison with other environmental specialists will need to take place in order to produce a complete interdisciplinary study during this phase of activity. In addition, this feedback will aid effective targeting of the post-excavation analysis.

e) Insects: If contexts having potential for insect preservation are found, samples will be taken in conjunction with waterlogged plant macrofossils. Samples of 5 litres will suffice for analysis and will be sampled adjacent to waterlogged seed samples and pollen; or where insufficient context material is available provision will be made for exchange of material between specialists.

f) Molluscs: Terrestrial and freshwater molluscs. Samples will be taken from a column from suitable ditches. Pits may be sampled, based on the advice of the Environmental Consultant and / or Historic England Regional Advisor. Provision will also be made for molluscs obtained from other sampling aspects (seeds) to be examined and/or kept for future requirements.

g) Archiving: Environmental remains obtained should be stored in conditions appropriate for analysis in the short to medium term, that is giving the ability for full analysis at a later date without any degradation of samples being analysed. The results will be maintained as an archive at AS and supplied to the HE regional co-ordinator as requested.

Waterlogged Deposits/Remains

Should waterlogged deposits (such as wells/deep ditches) be encountered, provision has been made for controlled hand excavation and sampling. Dr Rob Scaife/Dr John Summers will visit to advise on sampling as required, and AS will take monolith samples as necessary for the recovery of palaeoenvironmental information and dating evidence.

Scientific/Absolute Dating

- Samples will be obtained for potential scientific/absolute dating as appropriate (eg Carbon-14).

Provision will be made for the sampling of appropriate materials for specialist and/or scientific analysis (e.g. radiocarbon dating, environmental analysis). The location of samples will be 3-dimensionally recorded and they will also be shown on an appropriate plan. AS has its own environmental sampling equipment (including a pump and transformer) and, if practical, provision will be made to process the soil samples during the fieldwork stage of the project.

If waterlogged remains are found they will be sampled by Dr Rob Scaife/Dr John Summers. Dr Rob Scaife and AS will seek advice from the HE Regional Scientific Advisor if significant environmental remains are found.

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 (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.

APPENDIX 2

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 BSc MCIfA

Qualifications: Member of the CIfA
Experience: Tom has over 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 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.

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 ADMINISTRATOR
Janet Frary
Experience: Janet's professional experience has involved a variety of administrative, curatorial and management level posts with institutions/organisations including West Suffolk Hospital and Marlows Home & Garden Ltd. Her duties have included professional and public relations, the preparation of correspondence, health and safety checks and various elements of day-to-day office management.

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 project manages) 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

SENIOR PROJECTS MANAGER
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)). This background has provided Vincent with a 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. Since joining Archaeological Solutions Ltd, Vincent has managed various large and complex excavation projects including a number of sites associated with the onshore element of the East Anglia One project (ScottishPower Renewables). His duties include overall project management (fieldwork), the management of staff and timescales, and professional liaison with clients, local authority representatives and other organisations as necessary.

Vincent also assists in the dissemination of project outcomes through contributions to 'grey' and published literature, and through the organisation and delivery of site open days. He is CSCS qualified (expires June 2020) and has successfully completed the Emergency First Aid at Work course (January 2018).

SENIOR PROJECT OFFICER
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 Lyminge 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. Since joining Archaeological Solutions Ltd, Kerrie has gained enhanced experience of commercial archaeological practice, and has managed the fieldwork elements of various large projects, including the excavation of Chilton Leys, Stowmarket. Kerrie's other responsibilities include the training and management of field staff, and professional liaison with clients and local authority representatives. Kerrie has contributed towards the dissemination of project outcomes through the production of 'grey' literature and published works. She is CSCS qualified (expires February 2019).

PROJECT OFFCICER
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).

SUPERVISOR
Keeley-jade Diggons

*Qualifications:*University of Southampton, BA Archaeology and Geography (2014-2017)
Experience: Keeley's higher education at the University of Southampton provided her with a good, working understanding of archaeological fieldwork method and theory through the completion of

modules including *Archaeological Survey*, *Geophysics* and *Advanced GIS*. She also gained valuable excavation and finds administration experience through participation on British and overseas field projects. Since joining Archaeological Solutions Ltd, Keeley has participated on a number of fieldwork projects, including elements of the East Anglia One infrastructure project (ScottishPower Renewables), and has coordinated geophysical survey projects, including cart-based surveys. Keeley has also contributed to the production of archaeological reports through the collation and assessment of site data and she holds a qualification in Remote Outdoor First Aid.

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.

SUPERVISOR
Craig Jones BA MSc

Qualifications: BA (Hons) Prehistoric and Roman Archaeology (Bournemouth University 2010–13)
MSc Osteoarchaeology (Bournemouth University 2015–16)

Experience: Craig's higher education has provided him with a good, practical knowledge of archaeological theory and method, through the completion of modules including *Archaeological Management*, *Later Prehistoric Britain* and *Practical Skills.* Craig's past participation on a number of research projects, including the *Durotriges Project* (2011 and 2013) and the *Wiggold Farm Excavation* (2012) has provided a firm grounding in archaeological fieldwork techniques, including excavation, recording, resistivity and magnetometer survey, and environmental sampling/processing. In a voluntary capacity with Corinium Museum, he also gained valuable experience of professional curation and outreach, including the provision of educational activities. Since joining Archaeological Solutions Ltd, Craig has undertaken a variety of commercial fieldwork across the East of England, including participation on the East Anglia One

infrastructure project (ScottishPower Renewables). Craig is CSCS certified.

SUPERVISOR
Samuel Thomelius BA MA

Qualifications: Bachelor Programme in Archaeology and Ancient History, Archaeology (Uppsala University 2012–15)
Master Programme in the Humanities, Archaeology (Uppsala University 2015–17)

Experience: Samuel's higher education has provided him with a good, practical understanding of the archaeology of northern Europe and a firm grounding in various vocational skills. Samuel's practical experience encompasses archaeological excavation duties and post-excavation curation, including a lead role in digital documentation at Uppsala University (2016). His principle research interests are landscape archaeology and digital methods in archaeology. Since joining Archaeological Solutions Ltd, Samuel has worked on a variety of commercial fieldwork projects, developing his practical skills and gaining a good understanding of various archaeological periods across the East of England. Samuel is CSCS certified.

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 (1999-2003)
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 EnvironmentalImpact 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 numerous fieldwork projects including strip, map and sample investigations and watching briefs.

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 15 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 Fornminnissavn), 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. Antony has a broad experience of fieldwork and post-excavation practice including specialist (archaeofauna), teaching, supervisory and directing-level posts. In his current role, Antony is responsible for the post-excavation management of large excavation projects, from the assessment, interpretation and synthesis of site data to the production of archaeological reports from assessment to publication level. Antony has successfully published in a variety of regional and national peer reviewed journals including *Medieval Settlement Research* and *Anglo-Saxon Studies in Archaeology and History*.

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, Cambridgshire. 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
Juan Palomeque-Gonzalez

Qualifications: University Alfonso X (Madrid), MSc post-graduate certificate in education (2014-2015)
University Complutense of Madrid, BSc Archaeology (2010-2014)

Experience: Juan's higher education provided him with a good, working understanding of archaeological theory and practice, including specialist knowledge of the archaeological application of micro-photogrammetry. He is an author on a number of technical academic papers, including 'On applications of micro-photogrammetry and

geometric morphometrics to studies of tooth mark morphology: The modern Olduvai Carnivore Site (Tanzania)', *Palaeogeography*, *Palaeoclimatology, Palaeoecology* (2017), and 'Micro-photogrammetric characterization of cut marks on bones', *Journal of Archaeological Science* (2015). Juan's academic interests have led to his involvement on a number of international research projects including the OLDUVAI Project (Tanzania) and The Ulaca Research Project, Avila (Spain). He has gained good experience of archaeological excavation and post-excavation practice through voluntary and professional participation on a number of field projects and has worked commercially for LURE ARCHAEOLOGY S.L. (Madrid). Since joining Archaeological Solutions Ltd, Juan has worked on various projects across East Anglia and has received training in the use of AutoCAD. He has passed the Health, Safety and Environment Test for Managers and Professionals (October 2017) and has been awarded a certificate in Emergency First Aid at Work (November 2017).

HISTORIC BUILDING RECORDING
Tansy Collins BSc

Qualifications: University of Sheffield, Archaeological Sciences BSc (Hons) (1999-2002)
University of Cambridge, MSt Building History (2013-2015)

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 16th 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 CO-ORDINATOR
Luke Harris

Qualifications:Northampton College, A-Level History, English Literature and Language and AS-Level Government and Politics (2006)

Experience: Since completing his advanced education, Luke has held a number of professional administrative roles with companies and institutions including Nationwide Building Society (2007–2011) and Civica (2013–2014). His duties and responsibilities in these posts included the supervision and coordination of co-workers, the handling of customer enquiries and the categorisation, collation and digitalisation of paper records. Luke has also gained valuable clerical experience through voluntary roles and work experience. Since joining Archaeological Solutions Ltd, Luke has received training in finds recognition, finds and environmental processing/ storage, archiving and the deposition of archaeological archives.

ARCHAEOLOGICAL SOLUTIONS: PRINCIPAL SPECIALISTS

GEOPHYSICAL SURVEYS	David Bescoby Dr John Summers
AIR PHOTOGRAPHIC ASSESSMENTS	Air Photo Services
PHOTOGRAPHIC SURVEYS	K Henry
PREHISTORIC POTTERY	A Peachey MCIfA
ROMAN POTTERY	A Peachey MCIfA
SAXON & MEDIEVAL POTTERY	P Thompson
POST-MEDIEVAL POTTERY	P Thompson
FLINT	A Peachey MCIfA
GLASS	H Cool
COINS	British Museum, Dept of Coins & Medals
SMALL FINDS	R Sellwood
SLAG	A Newton
ANIMAL BONE	Dr J Cussans
HUMAN BONE:	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

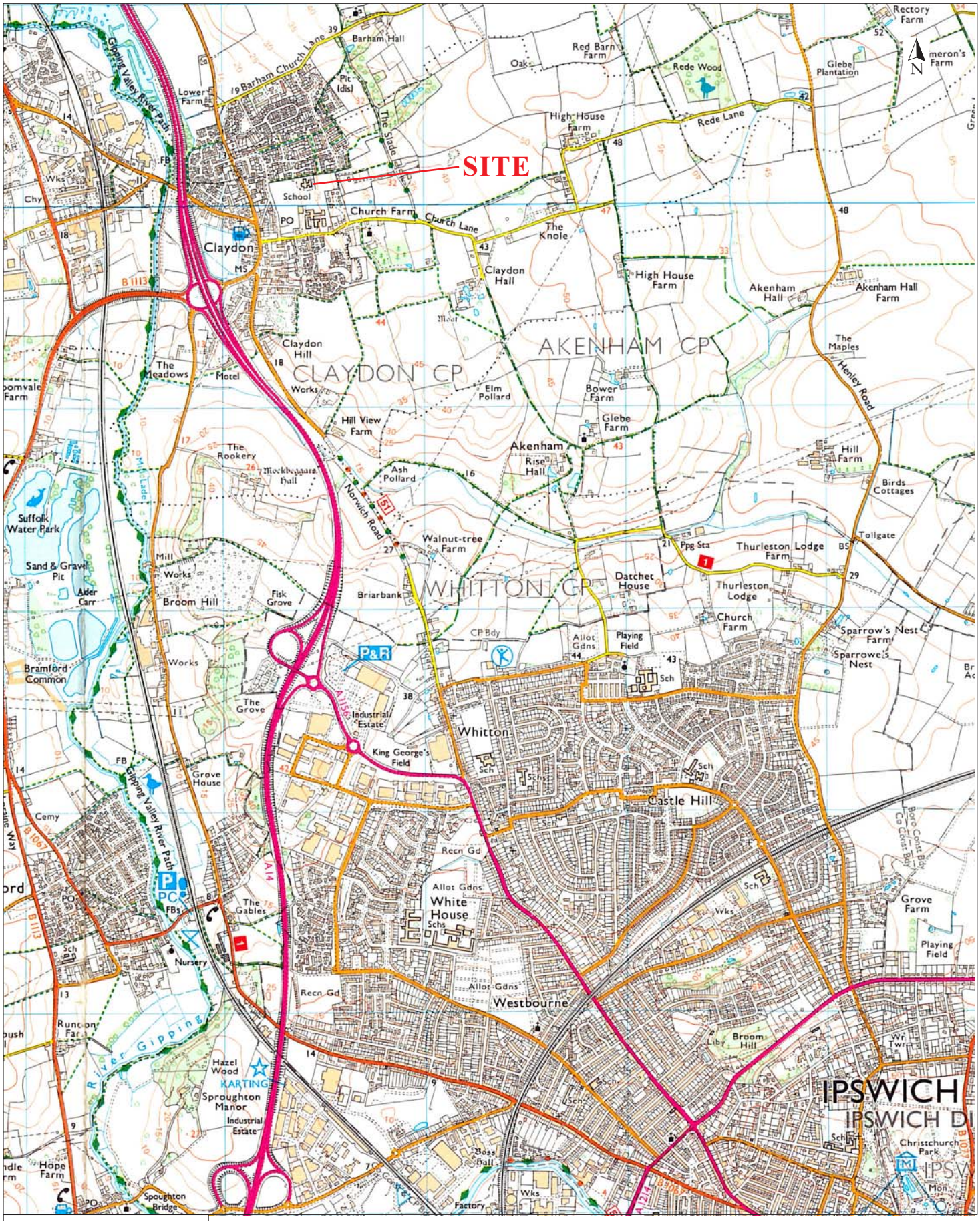
PHOTOGRAPHIC INDEX (P7641)

1
Trench 1 looking east

2
Modern Pits F1003 and F1005 in Trench 1

3
Trench 2 looking north

4
Trench 3 looking west



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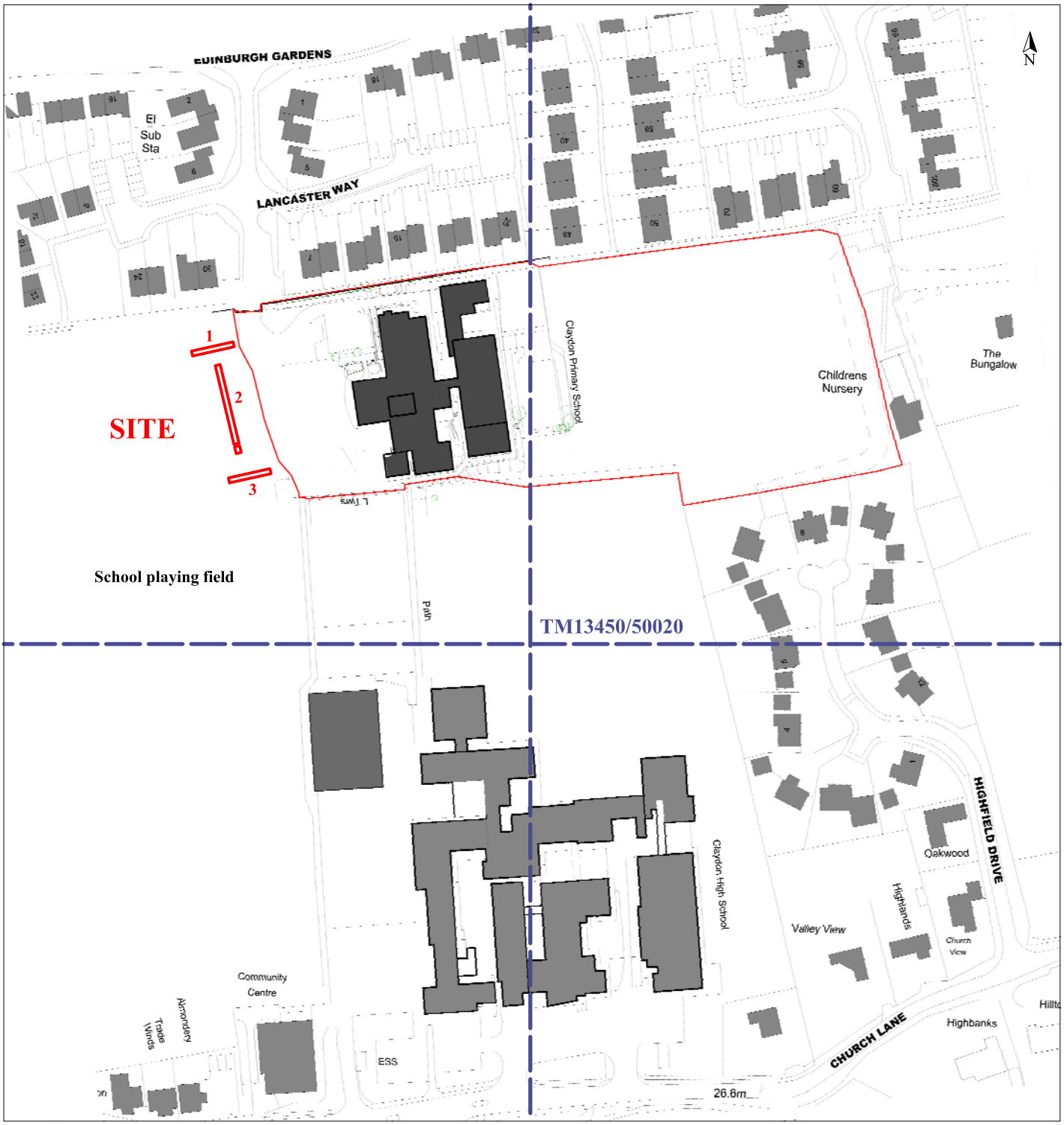
Archaeological Solutions Ltd

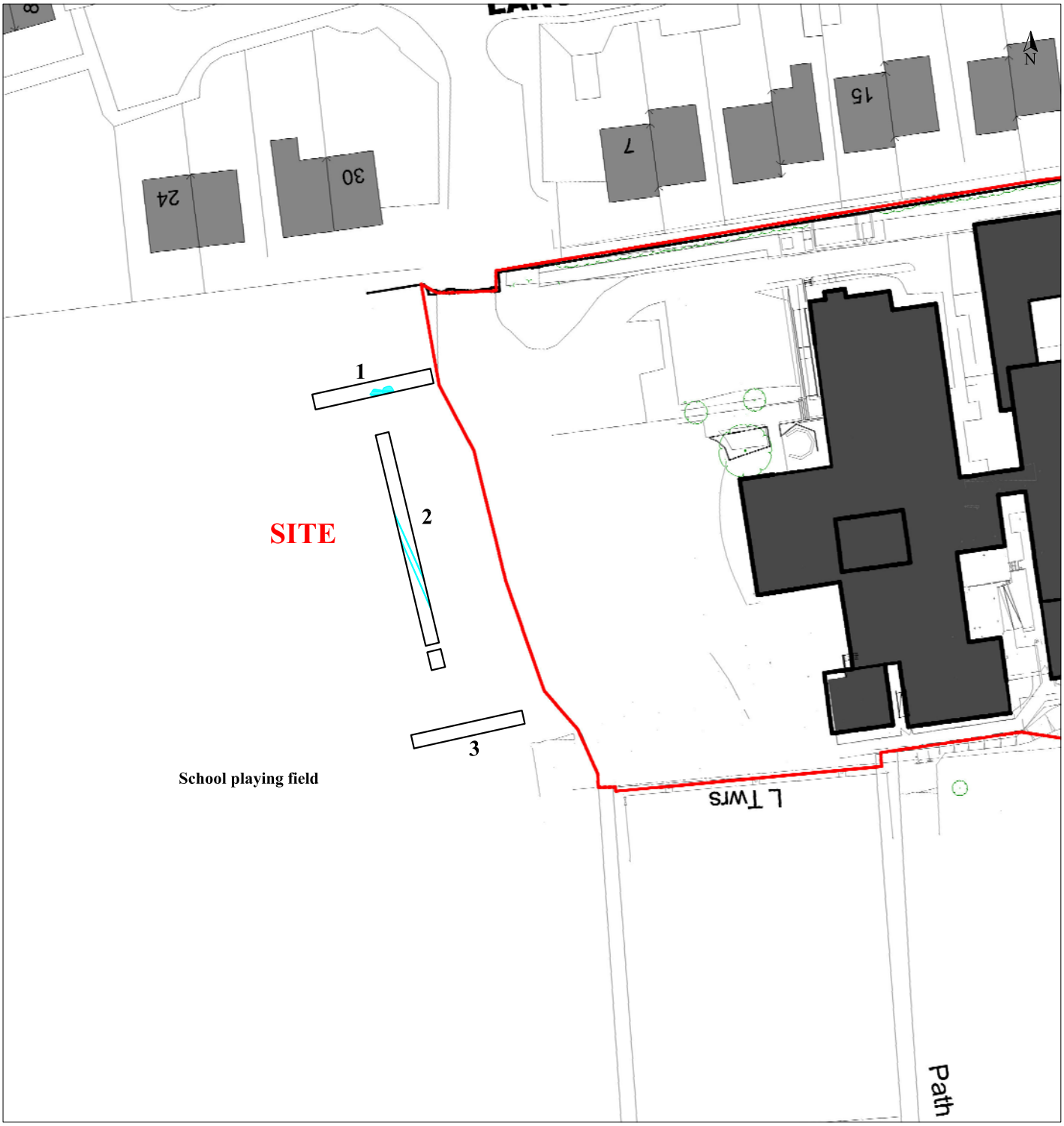
Fig. 1 Site location plan

Scale 1:25,000 at A4

Claydon Primary School, Ipswich, Suffolk (P7641)

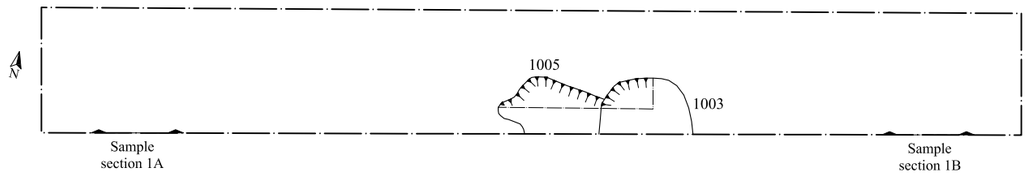


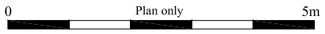
Archaeological Solutions Ltd
Fig. 2 Detailed site location plan
Scale 1:2000 at A4
Claydon Primary School, Iswich, Suffolk (P7641)

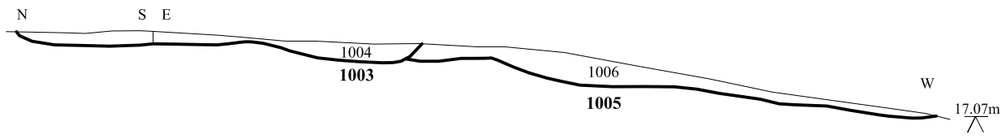


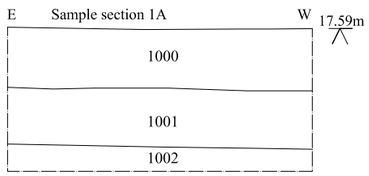
Archaeological Solutions Ltd
Fig. 3 Trench location plan
Scale 1:750 at A4
Claydon Primary School, Iswich, Suffolk (P7641)

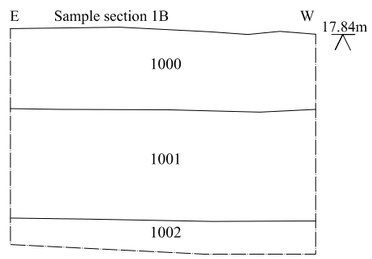
Trench 1



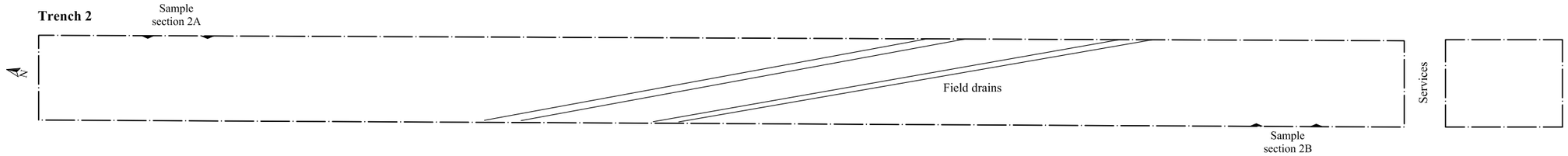


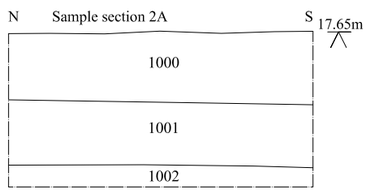


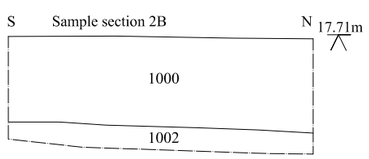


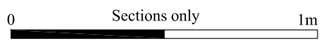


Trench 2







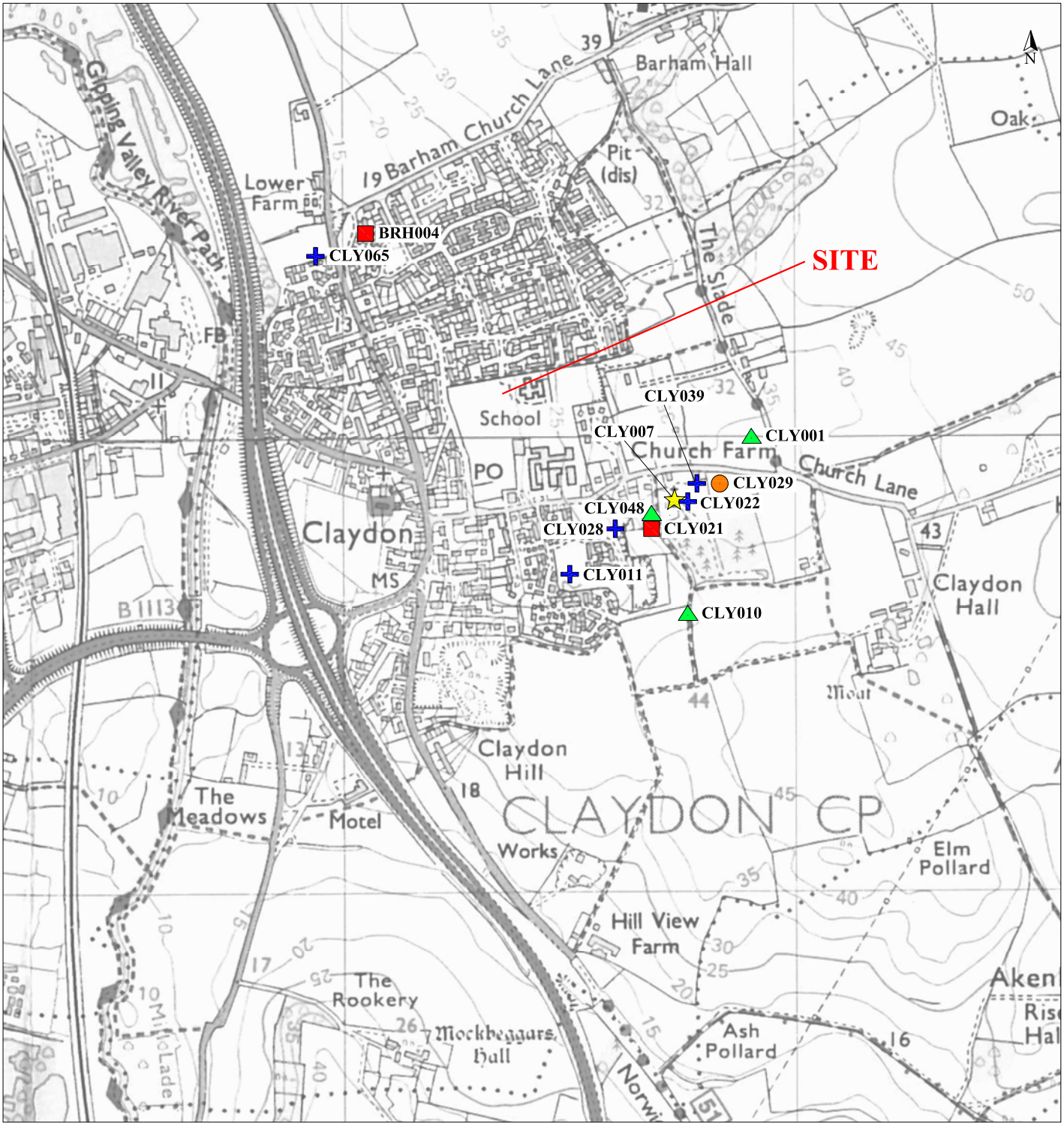


Archaeological Solutions Ltd

Fig. 4 Trench plans and sections

Scale Plans 1:100, sections 1:20 at A3

Claydon Primary School, Iswich, Suffolk (P7641)



Archaeological Solutions Ltd
Fig. 5 HER data
Scale 1:12,500 at A4
Claydon Primary School, Iswich, Suffolk (P7641)