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**LUCKY BREAK SITE, 1 A TAYFEN ROAD,
BURY ST EDMUNDS, SUFFOLK**

ARCHAEOLOGICAL MONITORING AND RECORDING

Authors: Antony Mustchin (Fieldwork & report)	
NGR: TL 853 649	Report No: 5621
District: St Edmundsbury Borough Council	Site Code: BSE 654
Approved: Claire Halpin MCIfA	Project No: 6816
	Date: July 2018

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APPENDIX 1 THE SPECIFICATION

Project details			
Project name	<i>Lucky Break Site, 1A Tayfen Road, Bury St Edmunds, Suffolk</i>		
<p><i>In May 2018 Archaeological Solutions Ltd carried out archaeological monitoring and recording on land at the former Lucky Break Site, 1A Tayfen Road, Bury St Edmunds, Suffolk (NGR TL 853 649; Figs. 1 - 2). The monitoring was undertaken in compliance with a planning condition attached to planning approval for the construction of a new residential development of new flats, conversion of existing buildings, new car parking and landscaping (St Edmundsbury Council Ref. DC/16/0267), based on advice from Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT).</i></p> <p><i>Monitoring took place during the ground reduction. With the exception of wall, M1001, only deep modern deposits of made ground were present across the site. Of these layers L1004 and L1008 contained modern CBM. It was evident that the site was much truncated, and archaeological features if present will have been removed. No residual finds were present.</i></p> <p><i>Wall, M1001, consisted of red bricks and flint cobbles laid in irregular courses. This was modern in date and represents the only feature on this site.</i></p>			
Project dates (fieldwork)	<i>May 2018</i>		
Previous work (Y/N/?)		<i>Future work</i>	<i>N</i>
P. number	<i>6816</i>	<i>Site code</i>	<i>BSE 654</i>
Type of project	<i>Archaeological Monitoring and Recording</i>		
Site status			
Current land use	<i>Industrial/commercial buildings</i>		
Planned development	<i>New residential development</i>		
Main features (+dates)	<i>None</i>		
Significant finds (+dates)	<i>None</i>		
Project location			
County/ District/ Parish	<i>Suffolk</i>	<i>St Edmundsbury</i>	<i>Bury St Edmunds</i>
HER/ SMR for area	<i>Suffolk County Council Historic Environment Record</i>		
Post code (if known)			
Area of site	<i>c.2040m²</i>		
NGR	<i>TL 853 649</i>		
Height AOD (min/max)	<i>c.40m AOD</i>		
Project creators			
Brief issued by	<i>Abby Antrobus, Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT)</i>		
Project supervisor/s	<i>Archaeological Solutions Ltd</i>		
Funded by	<i>The Havebury Housing Partnership</i>		
Full title	<i>Lucky Break Site. 1A Tayfen Road, Bury St Edmunds. Archaeological Monitoring and Recording</i>		
Authors	<i>Mustchin, A.</i>		
Report no.	<i>5621</i>		
Date (of report)	<i>July 2018</i>		

LUCKY BREAK SITE, 1 A TAYFEN ROAD, BURY ST EDMUNDS, SUFFOLK

ARCHAEOLOGICAL MONITORING AND RECORDING

SUMMARY

In May 2018 Archaeological Solutions Ltd carried out archaeological monitoring and recording on land at the former Lucky Break Site, 1A Tayfen Road, Bury St Edmunds, Suffolk (NGR TL 853 649; Figs. 1 - 2). The monitoring was undertaken in compliance with a planning condition attached to planning approval for the construction of a new residential development of new flats, conversion of existing buildings, new car parking and landscaping (St Edmundsbury Council Ref. DC/16/0267), based on advice from Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT).

The site lies within an area of archaeological potential recorded on the Suffolk Historic Environment Record, to the north of the northern town defences. Investigations on the opposite side of the road revealed the likely line of the medieval town wall and bank, with deposits associated with the Tay Fen Water outside this to the north and evidence of historic dumping/reclamation. This suggests that deep deposits associated with the Tay Fen Water may exist on the current site, and also that the site has a potential for remains of activity on the edge of the Tay Fen Water in the prehistoric and Saxon medieval periods, and for extra-mural activity in general.

Monitoring took place during the ground reduction. With the exception of wall, M1001, only deep modern deposits of made ground were present across the site. Of these layers L1004 and L1008 contained modern CBM. It was evident that the site was much truncated, and archaeological features if present will have been removed. No residual finds were present.

Wall, M1001, consisted of red bricks and flint cobbles laid in irregular courses. This was modern in date and represents the only feature on this site.

1 INTRODUCTION

1.1 In May 2018 Archaeological Solutions Ltd carried out archaeological monitoring and recording on land at the former Lucky Break Site, 1A Tayfen Road, Bury St Edmunds, Suffolk (NGR TL 853 649; Figs. 1 - 2). The monitoring was undertaken in compliance with a planning condition attached to planning approval for the construction of a new residential development of new flats, conversion of existing buildings, new car parking and landscaping (St Edmundsbury Council

Ref. DC/16/0267), based on advice from Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT).

1.2 The monitoring was undertaken in accordance with a brief issued by SCC AS-CT (Abby Antrobus, dated 11th July 2016), and a specification prepared by AS (dated 14th July 2016), and approved by SCC AS-CT.

1.3 The principal objectives of the archaeological monitoring & recording scheme were:

- The detailed archaeological monitoring of all groundworks associated with the scheme, with the recording of any significant archaeology thereby revealed, and analysis of the results with provision for report and/or publication of the results, and the production of an archive

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 is located in the centre of Bury St Edmunds, Suffolk. It lies to the north of the main historic core, and to the south of the railway station.

2.2 The site has an irregular shape. Tayfen Road borders it to the south and Station Hill borders it partly to the west. Various other residential, commercial and semi-industrial complexes border the remainder of the site, including the car park of the Beerhouse, the public house located directly to the south-west.

3 TOPOGRAPHY, GEOLOGY AND SOILS

3.1 The site lies at roughly 40m AOD in the urban centre of Bury St Edmunds. The land slopes towards the north in the direction of the train station while the River Lark flows at a distance of 280m to the east.

3.2 The underlying bedrock is formed of the Lewes Nodular Chalk, Seaford Chalk, Newhaven Chalk and Culver Chalk Formations. The overlying soil type consists of a freely draining, lime-rich and loamy soil.

4 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

Prehistory

4.1 Prehistoric finds in the archaeological record are sparse in this area. A Palaeolithic hand axe is recorded c.300m to the north of the site (SHER BSE346), and in a similar area there is a record of six prehistoric sherds, probably redeposited in a later context (SHER 013). Mesolithic flints recorded c.100m to the east included microlithic points, tanged arrowheads, cores and waste flakes (SHER BSE016). An Iron Age bronze ring is also recorded c.430m to the north of the site (SHER BSE033).

Romano-British

4.2 A Roman artefact scatter is recorded from 1870 (SHER BSE006), in a similar area to some redeposited coins (SHER BSE013) found during the excavations of the medieval hospital site along Fornham Road c.280m to the north of the site.

Medieval

4.3 The town of Bury St Edmunds was limited to development nearer the modern town centre in the Saxon and Medieval period. The

town was founded following the establishment of a small monastery circa 633 and grew after the transference of the body of St Edmund in the early 10th century (SHER BSE241). The line of the town defences follows the line of Tayfen Road and continues south along St Andrews Street North. During the medieval period this comprised a bank and ditch which was present during trial trenching to the south of Tayfen Road (SHER BSE137, BSE070 & BSE484). This was later replaced by a wall, for which the gate was located c.170m to the east at the junction of Tayfen Road and Northgate Street (SHER BSE069).

4.4 The area to the south-west of the site, in the junction between Tayfen Road and Ipswich Street, according to Tymms Handbook was the site of medieval executions (SHER BSE156). An area just outside of the North Gate was also used for quarrying in the medieval period, in conjunction with road building and other construction projects (SHER BSE422).

Post-medieval

4.5 The line of the town defences continued into the post-medieval period, as did the quarrying to the north of the site. Archaeological monitoring at Tayfen Terrace, directly to the east of the site, revealed 19th century gravel pits (SHER BSE232; ESF19092), whilst sand and gravel was quarried further to the north, exposed during trial trenching in 2006 (SHER BSE271; ESF20506). This area was then reinstated to use for the railway complex around the time the station was built in the 1840s (SHER BSE228). A maltings was constructed directly to the north of the site at the same time (SHER BSE255), along with a gas works to the south-west (SHER BSE156).

Modern

4.6 Modern features in the archaeological record are limited to World War II anti-tank pimples located along Fornham Road c.200m to the north (SHER BSE409), and a hexagonal pillbox c.320m to the east behind the allotment gardens (SHER BSE408).

5 METHODOLOGY

5.1 The monitoring observed the site wide ground reduction (Figs. 2 - 3).

5.2 The overburden was removed under close archaeological supervision and control using a mechanical excavator fitted with a toothless ditching bucket. All subsequent excavation was undertaken by hand

5.3 Exposed sections were cleaned and examined for archaeological features. Deposits were recorded using *pro forma*

recording sheets, drawn to scale and photographed as appropriate. 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 Fig. 3

Sample sections were drawn and are presented below:

Sample Section 1

<i>0.00m = 33.18m AOD</i>		
0.00 - 0.42m	L1000	Topsoil mixed with rubble and modern refuse. Friable dark yellow brown clayey silt with frequent large flint nodules and brick rubble.
0.42 – 1.29m	M1001	Modern wall.
1.29 - 1.34m	L1002	Footing for S1001. Light yellow grey concrete.
1.34 - 1.9m+	L1003	Made ground layer. Friable dark orange brown sand with occasional large charcoal lumps, moderate small to large flints and occasional CBM flecks.

Sample Section 2

<i>0.00m = 29.98m AOD</i>		
0.00 – 0.41m	L1004	Made ground layer. Friable mid grey brown sandy silt with frequent medium angular stone. Likely mixed with L1005.
0.41 – 0.81m+	L1005	Natural deposits. Firm dark yellow brown silty sand with moderate small to large sub-angular to rounded stone.

Sample Section 3

<i>0.00m = 33.29m AOD</i>		
0.00 – 0.10m	L1006	Pavement. Compact black tarmac.
0.10 – 0.16m	L1007	Footing for pavement. Loose pale yellow sand.
0.16 – 0.51m	L1004	Made ground layer. As above.
0.51 – 0.81m+	L1008	Made ground layer. Firm mid grey brown silty sand with frequent small to large sub-rounded stone and occasional CBM flecks.

Description:

The site reduction revealed deep (1.90m+) deposits of made ground which were observed to overlie the natural in the SE sector of the site (Section 2). The site was evidently much truncated, and no archaeological features or finds were present.

Fragments of a red brick wall, M1001, were visible in Section 1. M1001 was visible in section only. It consisted of high-fired red bricks (230 x 110 x 70mm) and large unfaced sub-rounded to rounded flint cobbles. The flint and brick were laid in irregular courses in a light-brown or light-grey sandy mortar. The remnant of the wall survived to 0.87m in height and was overlain by L1000.

7 CONFIDENCE RATING

7.1 Within the parameters of the investigation it is not felt that any factors restricted the identification of archaeological features or finds.

8 DISCUSSION

8.1 The site lies on the northern side of Tayfen Road close to the Station Hill junction, in the northern part of the core of Bury St Edmunds. It was proposed to demolish existing buildings, part convert existing buildings and erect new flats on the site.

8.2 Monitoring took place during the ground reduction. With the exception of wall, M1001, only deep modern deposits of made ground were present across the site. Of these layers L1004 and L1008 contained modern CBM. It was evident that the site was much truncated, and archaeological features if present will have been removed. No residual finds were present.

8.3 Wall, M1001, consisted of red bricks and flint cobbles laid in irregular courses. This was modern in date and represents the only feature on this site.

DEPOSITION OF THE ARCHIVE

Archive records, with an inventory, will be deposited at Suffolk County Museum. The archive will be quantified, ordered, indexed, cross referenced and checked for internal consistency.

ACKNOWLEDGEMENTS

Archaeological Solutions Ltd (AS) would like to thank The Havebury Housing Partnership for funding the project and for their assistance (in particular Mr Elliott Bragg and Ms Melanie Mills. AS would also like to acknowledge the assistance of the main contractor, Mixbrow Ltd.

AS is also pleased to acknowledge the advice of Dr Abby Antrobus, Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT)

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APPENDIX 1 THE SPECIFICATION

LUCKY BREAK SITE, 1 A TAYFEN ROAD, BURY ST EDMUNDS, SUFFOLK

**WRITTEN SCHEME OF INVESTIGATION FOR
ARCHAEOLOGICAL MONITORING AND RECORDING**

14th July 2016

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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**LUCKY BREAK SITE, 1 A TAYFEN ROAD, BURY ST EDMUNDS,
SUFFOLK
ARCHAEOLOGICAL MONITORING AND RECORDING**

1 INTRODUCTION

1.1 This specification (written scheme of investigation) has been prepared in response to a brief issued by Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT, Abby Antrobus, dated 11th July 2016). It provides for archaeological monitoring/recording of groundworks associated with the construction of a new residential development of new flats, conversion of existing buildings, new car parking and landscaping at the former Lucky Break Site, 1A Tayfen Road, Bury St Edmunds, Suffolk (NGR TL 853 649). The works are required to comply with a condition of planning approval (St Edmundsbury Council Ref. DC/16/0267), based on advice from SCC AS-CT, and this WSI has been prepared for their approval. It is understood that a requirement of the brief for rapid building recording will be provided by another practice.

2 COMPLIANCE

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

**3 SITE & DEVELOPMENT DESCRIPTION
ARCHAEOLOGICAL BACKGROUND**

3.1 The site lies on the northern side of Tayfen Road close to the Station Hill junction, in the northern part of the core of Bury St Edmunds. It is proposed to demolish existing buildings, part convert existing buildings and erect new flats on the site.

3.2 The site lies within an area of archaeological potential recorded on the Suffolk Historic Environment Record, to the north of the northern town defences. Investigations on the opposite side of the road revealed the likely line of the medieval town wall and bank, with deposits associated with the Tay Fen Water outside this to the north and evidence of historic dumping/reclamation. This suggests that deep deposits associated with the Tay Fen Water may exist on the current site, and also that the site has a potential for remains of activity on the edge of the Tay Fen Water in the prehistoric and Saxon medieval periods, and for extra-mural activity in general.

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

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

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

4.2 Research Design

4.2.1 The regional research frameworks are set out in Glazebrook (1997 and Brown & Glazebrook (2000) and updated by Medlycott and Brown (2008) and Medlycott (2011). 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.

4.2.2 Medlycott (2011, 57) states that the 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).

4.2.3 The issues identified by Ayers (in Brown & Glazebrook, 2000) and Wade (in Brown & Glazebrook, 2000) remain valid research subjects (Medlycott 2011, 70) for the medieval period. The study of landscapes is dominated by issues such as water management and land reclamation for large parts of the region, the economic development of the landscape and the region's potential to reveal information regarding field systems, enclosures, roads and trackways. Linked to the study of the landscape are research issues such as the built environment and infrastructure; the main communication routes through the region need to be identified and synthesis needs to be carried out regarding the significance, economic and social importance of historic buildings in the region (Medlycott 2011, 70-71). Also considered to be important research subjects for the medieval period are rural settlements, towns, industry and the production and processing of food and demographic studies (Medlycott 2011, 70-71).

4.2.4 The research subjects identified as important for the post-medieval and modern periods (see Medlycott 2011, 72-80) expand on those set out by Gilman *et al* (in Brown & Glazebrook, 2000) which focussed on the subjects of fortifications, parks and gardens and industrialisation and manufacture. Medlycott (2011) stresses the importance of the built and environment and the use of the Listed Buildings databases and thematic surveys in understanding this. The subject of industry and infrastructure, which is clearly of great importance for this period, remains a key research subject for the region with particular attention being paid to rural industries, the processing of food for urban markets and the development and character of the region's primary communication routes. Landscapes, and the effect of social changes, such as the Dissolution and the enclosure of greens and commons, on them are considered to be an area of research. The region's military sites and their impact on the development of eastern England, on its landscapes and on its appearance are also considered to be of importance. Towns, their development and their impact on the landscape, require further study.

Issues such as economic and social influences of towns on their hinterlands and neighbours are identified as being of importance, as are the development of specific urban forms.

4.2.5 As set out above, the principal research objectives will be to identify any evidence of medieval extra-mural activity outside the town defences to the immediate south, and for evidence early development of the town (eg structural evidence, refuse pits, property boundaries and industrial features), and in particular any evidence of the town bank and ditch defences which ran along St Andrews Street.

References

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5 SPECIFICATION FOR ARCHAEOLOGICAL MONITORING

5.1 The brief requires the recovery of a record of archaeological deposits that may be damaged or removed by any development. A Method Statement is provided (Appendix 2). The main objective surrounds the potential for the groundworks for the development to produce evidence of medieval extra-mural activity and early activity on the edge of Tay Fen Water. The principal groundworks to be monitored will be ground reduction/foundation excavation associated with the new development (eg ground reduction/foundations/services etc).

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

damage occurs to any heritage assets. Adequate time is to be allowed for archaeological recording of archaeological deposits during excavation, and of soil sections following excavation.

5.3 The programme of work will include the following stages:

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

5.4 All of the above stages and operations will be carried out in accordance with MAP2 (EH 1991) and MoRPHE (2015).

Stage Details

5.5 **Site clearance:** under archaeological observation

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

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

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

- Observation of all groundworks, and subsequent recording of archaeological deposits
- Inspection of subsoil for archaeological features
- Investigation and recording of any exposed archaeological features/deposits

- Examination of spoil-heaps for archaeological material
- If significant remains are identified a meeting will be convened with the client and SCC AS-CT in order to agree an appropriate investigation
- A programme of post-excavation field work analysis, archiving and publication

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

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

5.10 *Staffing*

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

5.11 *Method Statement*

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

6 HEALTH AND SAFETY

6.1 Risk Assessment

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

6.2 Advice

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

6.3 Insurances

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

7 REPORT REQUIREMENTS

8.1 The report will include, as appropriate:

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

8.2 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.

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

8.4 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.

9 ARRANGEMENTS FOR ACCESS

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

9 SERVICES & CONSTRAINTS, SECURITY

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

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

10 FINDS

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

11 ARCHIVE

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

11.2 The archive will be deposited within six months of the conclusion of the fieldwork. It will be prepared in accordance with the UK Institute for Conservation's *Conservation Guideline No.2* and according to the document *Archaeological Archives in Suffolk; Guidelines for Preparation and Deposition*, (SCC AS Conservation Team, 2015). A unique event number and monument number will be obtained from the County HER Officer.

11.3 The full archive of finds and records will be made secure at all stages of the project, both on and off site. Arrangements will be made at the earliest opportunity for the archive to be accessed into the collections of Suffolk Archaeological Archives; with the landowner's permission in the case of any finds. It is acknowledged that it is the responsibility of the field investigation organisation to make these arrangements with the landowner and Suffolk Archaeological Archives. The archive will be adequately catalogued, labelled and packaged for transfer and storage in accordance with the guidelines set out in the United Kingdom Institute for Conservation's *Conservation Guidelines No.2* and the other relevant reference documents.

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

12 MONITORING

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

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

12.3 **Monitoring** SCCAS-CT will be responsible for monitoring progress and standards throughout the project, both on site and during the post-survey/report stages, to ensure compliance with the planning

requirement, the approved WSI and any subsequent Brief and approved WSI for further fieldwork, analyses and publication.

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

13 OASIS PROJECT REPORTING

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

APPENDIX 1

ARCHAEOLOGICAL SOLUTIONS LIMITED: PROFILES OF STAFF & SPECIALISTS

DIRECTOR

Claire Halpin BA MCIfA

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

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

DIRECTOR

Tom McDonald MCIfA

Qualifications: Member of the ClfA

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

OFFICE MANAGER

Rose Flowers

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

OFFICE ADMINISTRATOR
Sarah Powell

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

OFFICE ADMINISTRATOR
Jennifer O'Toole

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

SENIOR PROJECTS MANAGER
Jon Murray BA MCIfA

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

PROJECT OFFICER
Zbigniew Pozorski MA

Qualifications: University of Wroclaw, Poland, Archaeology (1995-2000, MA 2003)

Experience: Zbigniew has archaeological experience dating from 1995 when as a student he joined an academic group of excavators. He was involved in numerous archaeological projects throughout the Lower Silesia region in southwest Poland and a number of projects in old town of Wroclaw. During his university years he specialized in medieval urban archaeology. He had his own research project working on an early/high medieval stronghold in Pietrzykow. He was a member of a University team which located and Excavated an unknown high medieval castle in Wierzbna, Poland. Zbigniew has worked for archaeological contractors in Poland on several projects as a supervisor where he gained experience in all types of evaluations and excavations in urban and rural areas. Recently he worked in Ireland where he completed two large long-term projects for Headland Archaeology Ltd. He joined AS in January 2008 as a Project Officer. Zbigniew is qualified in the Construction Skills Certification Scheme (CSCS) and is a qualified in First Aid at Work (St Johns Ambulance).

PROJECT OFFICER
Gareth Barlow MSc

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

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

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

PROJECT OFFICER
Julie Walker BSc MA PCIfA

Qualifications: Queens University Belfast: BSc Archaeology (2007-2010)
University of Southampton: MA Osteoarchaeology (2010-2011)

Experience: Julie is a member of the Chartered Institute for Archaeologists (PCIfA grade) and the British Association for Biological Anthropology and Osteoarchaeology. Professionally, Julie has worked for organisations including Albion Archaeology (2014) and Oxford Archaeology East (2014). Julie has a thorough knowledge and experience of archaeological fieldwork and post-excavation practice. Julie's personal research interests include congenital and developmental defects in the Romano-British and Anglo-Saxon periods and she has made several conference presentations on this subject.

PROJECT OFFICER

Vincent Monahan BA

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

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

SUPERVISOR

Kerrie Bull BSc

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

Experience: During her undergraduate degree at the University of Reading Kerrie worked on the 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.

SUPERVISOR

Thomas Muir BA MSc

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

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

Experience: Thomas is an affiliate member of the Chartered Institute for Archaeologists. Throughout his higher education, Thomas volunteered on research excavations at sites including Port Sec Sud, Bourges (France; 2008), the Hill of Barra (the Hillforts of Strathdon Project; 2010) and Prastio Mesorotsos, Cyprus (2010-2012). In 2013 Thomas returned to Prastio Mesorotsos – a research project run by the Cyprus American Archaeological Institute – in a supervisory capacity. Professionally, Thomas has worked for CFA Archaeology (2013) and thereafter AS Ltd. Through his academic and professional career, Thomas has gained a broad working knowledge of archaeological fieldwork and post-excavation techniques including environmental sampling, on-site recording and digital archiving.

SUPERVISOR

Mark Blagg-Newsome

Qualifications: University of Reading (2007-2010) BSc Archaeology

University of Reading (2010-2011) MA Res Archaeology

Experience: Mark has an excellent academic record in archaeology having received an award for best undergraduate dissertation (Department of Archaeology, University of Reading; 2010) and the prize for the best Roman archaeology dissertation (2014) from the Society for the Promotion of Roman

Studies. Mark also chaired and presented in sessions at the 2014 Roman Archaeology Conference and is a contributor on forthcoming archaeozoological publications. Before becoming a supervisor with Archaeological Solutions Ltd, Mark held the position of Site Assistant and has worked on numerous commercial projects. He has also undertaken geophysical and GPS survey.

PROJECT OFFICER (DESK-BASED ASSESSMENTS)

Kate Higgs MA (Oxon)

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

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

ASSISTANT PROJECTS MANAGER (POST-EXCAVATION)

Andrew Newton MPhil PCIFA

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

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

University of Bradford, Dip Professional Archaeological Studies (2002)

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

Environmental Impact Assessments and has worked on a variety of such projects across southern and eastern England. In addition to his research responsibilities Andrew undertakes outreach and publicity work and carries out some fieldwork.

PROJECT OFFICER (POST-EXCAVATION)

Antony Mustchin BSc MSc DipPAS

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

University of Bradford MSc Biological Archaeology (2004-2005)

University of Bradford Diploma in Professional Archaeological Studies (2003)

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

POTTERY, LITHICS AND CBM RESEARCHER

Andrew Peachey BA MCIfA

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

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

undertakes pottery and lithics analysis as an 'external' specialist for a range of archaeological units and local societies in the south of England.

POTTERY RESEARCHER

Peter Thompson MA

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

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

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

PROJECT OFFICER (OSTEOARCHAEOLOGY)

Dr Julia Cussans

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

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

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

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

ENVIRONMENTAL ARCHAEOLOGIST

Dr John Summers

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

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

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

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

SENIOR GRAPHICS OFFICER

Kathren Henry

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

GRAPHICS OFFICER

Thomas Light

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

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

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

HISTORIC BUILDING RECORDING

Tansy Collins BSc

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

Experience: Tansy's archaeological experience has been gained on diverse sites throughout England, Ireland, Scotland and Wales. Tansy joined AS in 2004 where she developed skills in graphics, backed by her grasp of archaeological interpretation and on-site experience, to produce hand drawn illustrations of pottery, and digital illustrations using a variety of packages such as AutoCAD, Corel Draw and Adobe Illustrator. She joined the historic buildings team in 2005 in order to carry out both drawn and photographic surveys of historic buildings before combining these skills with authoring historic building reports in 2006. Since then Tansy has authored numerous such reports for a wide range of building types; from vernacular to domestic architecture, both timber-framed and brick built with date ranges varying from the medieval period to the 20th century. These projects include a number of regionally and nationally significant buildings, for example a previously unrecognised medieval aisled barn belonging to a small group of nationally important agricultural buildings, one of the earliest surviving domestic timber framed houses in Hertfordshire, and a Cambridgeshire house retaining formerly hidden 17th century decorative paint schemes. Larger projects include The King Edward VII Sanatorium in Sussex, RAF Bentley Priory in London as well as the Grade I Listed Balls Park mansion in Hertfordshire.

HISTORIC BUILDING RECORDING

Lauren Wilson

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

Buildings

Experience: Throughout her higher education, Lauren has gained extensive practical archaeological experience, including small finds processing and cataloguing at Norton Priory, Runcorn and assisting in the excavation of a Roman villa as part of the *Santa Marta Project*, Tuscany. Lauren also participated in a training excavation at Grovesnor Park, Chester, centred on a Roman road and 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 ADMINISTRATOR

Claire Wootton

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

ARCHIVES ADMINISTRATOR

Karen Cleary

Experience: Karen started her administrative career as Youth Training Administrator for a training company (TSMA Ltd) in 1993, where she provided administrative support for NVQ Assessors' of trainees and apprentices on the youth training scheme and in work placements they'd helped set up. Amongst her administrative duties she was principally in charge of preparing the Training Credits Claims and sending off for government funding. She gained NVQ's Level's 2 and 3 in Administration whilst working in this role. Karen started out with AS as Office Assistant in February 2009 and within a few months was promoted to Archives Assistant. Principally her role involves the preparation of Archaeological archives for long term deposition with museums. She has developed a good understanding of the preparation process and follows each individual museum's guidelines closely. She has a good working knowledge of Microsoft Office and is competent with *FileZilla*-Digital File Transfer software and *Fastsum*-Checksum Creation software.

ARCHAEOLOGICAL SOLUTIONS: PRINCIPAL SPECIALISTS

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

APPENDIX 2 METHOD STATEMENT

Method Statement for the recording of archaeological remains

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

1 Mechanical Excavation

1.1 Mechanical excavation will be monitored by an experienced archaeologist.

2 Site Location Plan

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

3 Manual Cleaning & Base Planning of Archaeological Features

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

4 Full Excavation

Excavation of Stratified Sequences

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

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

Excavation of Buildings

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

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

Full Excavation

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

Ditches

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

5 Written Record

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

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

6 Photographic Record

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

7 Drawn Record

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

8 Recovery of Finds

GENERAL

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

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

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

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

WORKED FLINT

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

POTTERY

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

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

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

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

HUMAN BONE

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

ANIMAL BONE

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

ENVIRONMENTAL SAMPLING

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

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

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

FINDS PROCESSING

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

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

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OASIS ID: archaeol7-338457

Project details

Project name	Lucky Break Site. 1A Tayfen Road, Bury St Edmunds
Short description of the project	n May 2018 Archaeological Solutions Ltd carried out archaeological monitoring and recording on land at the former Lucky Break Site, 1A Tayfen Road, Bury St Edmunds, Suffolk (NGR TL 853 649; Figs. 1 - 2). The monitoring was undertaken in compliance with a planning condition attached to planning approval for the construction of a new residential development of new flats, conversion of existing buildings, new car parking and landscaping (St Edmundsbury Council Ref. DC/16/0267), based on advice from Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT). Monitoring took place during the ground reduction. With the exception of wall, M1001, only deep modern deposits of made ground were present across the site. Of these layers L1004 and L1008 contained modern CBM. It was evident that the site was much truncated, and archaeological features if present will have been removed. No residual finds were present. Wall, M1001, consisted of red bricks and flint cobbles laid in irregular courses. This was modern in date and represents the only feature on this site.
Project dates	Start: 01-05-2018 End: 30-05-2018
Previous/future work	No / Not known
Any associated project reference codes	P6816 - Contracting Unit No.
Any associated project reference codes	BSE654 - Sitecode
Type of project	Recording project
Site status	Area of Archaeological Importance (AAI)
Current Land use	Other 15 - Other
Monument type	NONE None
Significant Finds	NONE None
Investigation type	"Watching Brief"
Prompt	Planning condition

Project location

Country	England
Site location	SUFFOLK ST EDMUNDSBURY BURY ST EDMUNDS Lucky Break Site. 1A Tayfen Road, Bury St Edmunds
Study area	2040 Square metres
Site coordinates	TL 853 649 52.2505637748 0.714878582344 52 15 02 N 000 42 53 E Point

Height OD / Depth Min: 40m Max: 40m

Project creators

Name of Organisation Archaeological Solutions Ltd

Project brief originator SCC

Project design originator Jon Murray

Project director/manager Jon Murray

Project supervisor Archaeological Solutions

Type of sponsor/funding body The Havebury Housing Partnership

Name of sponsor/funding body The Havebury Housing Partnership

Project archives

Physical Archive Exists? No

Digital Archive recipient SCCAS

Digital Contents "none"

Digital Media available "Database","Images raster / digital photography","Spreadsheets","Text"

Paper Archive recipient SCCAS

Paper Contents "none"

Paper Media available "Context sheet","Drawing","Map","Photograph","Plan","Report","Section","Survey "

Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)

Title ucky Break Site. 1A Tayfen Road, Bury St Edmunds. Archaeological Monitoring and Recording

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

Other bibliographic details 5621

Date 2018

Issuer or publisher Archaeological Solutions Ltd

Place of issue or publication Bury St Edmunds

Entered by Hollie Wesson (admin@ascontract.co.uk)

Entered on 8 January 2019

OASIS:

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PHOTOGRAPHIC INDEX (P6816)



1
Southern area of levelled site looking north-east



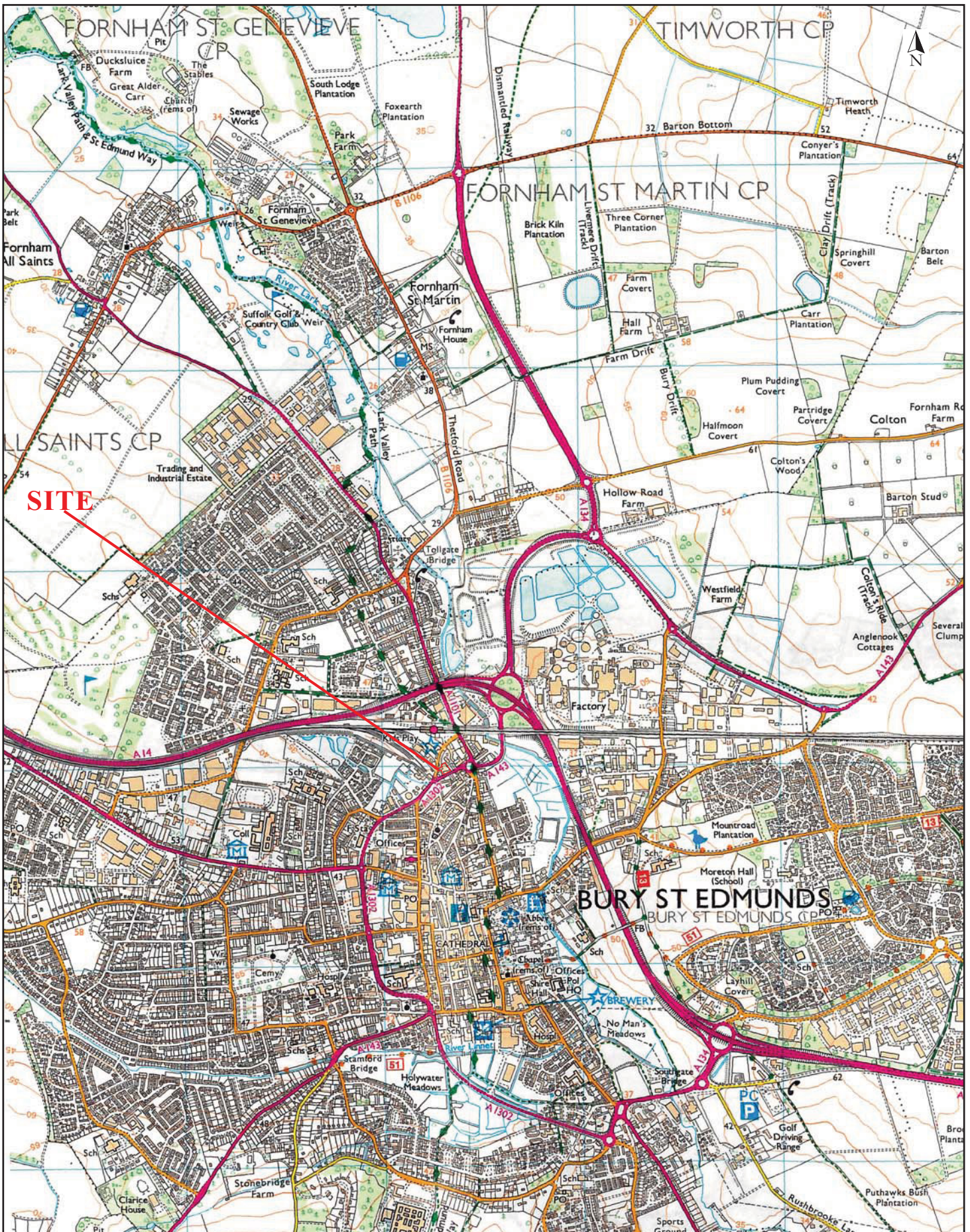
2
Sample section 1 looking north-west



3
Sample section 2 looking north-east

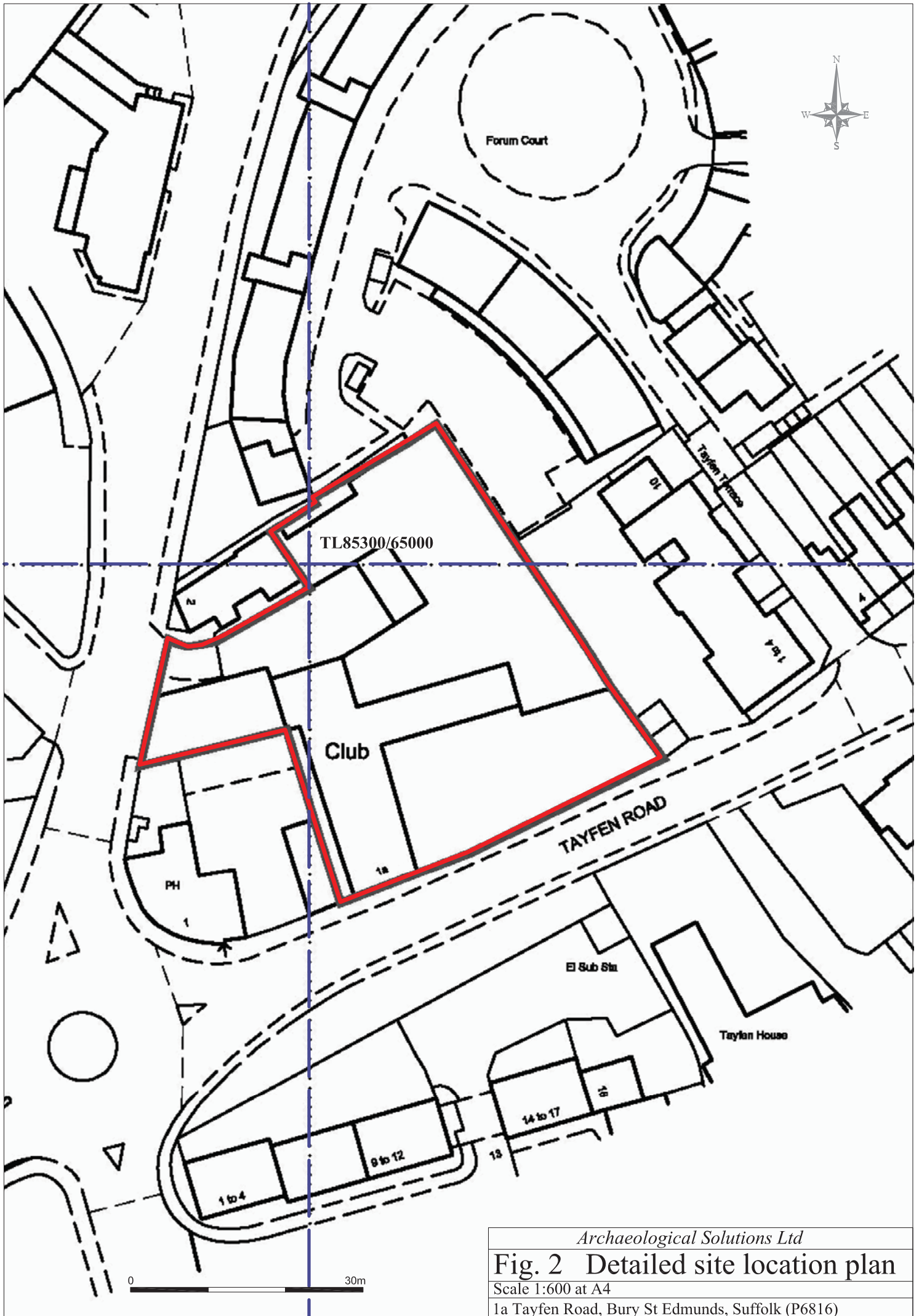


4
Sample section 3 looking south-east

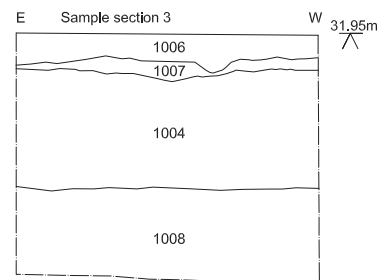
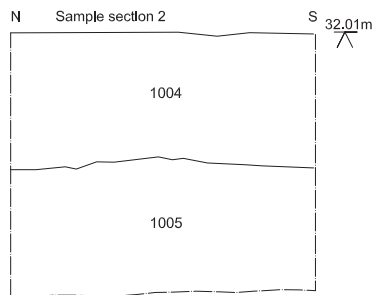
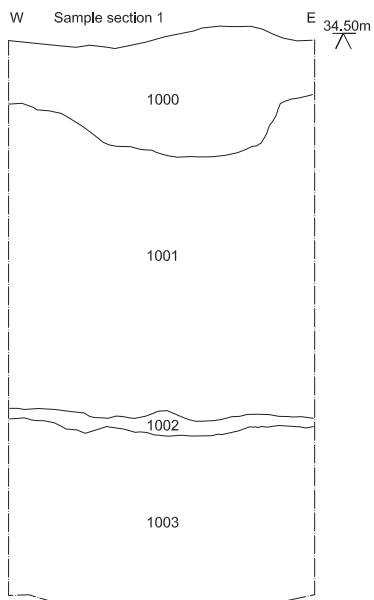
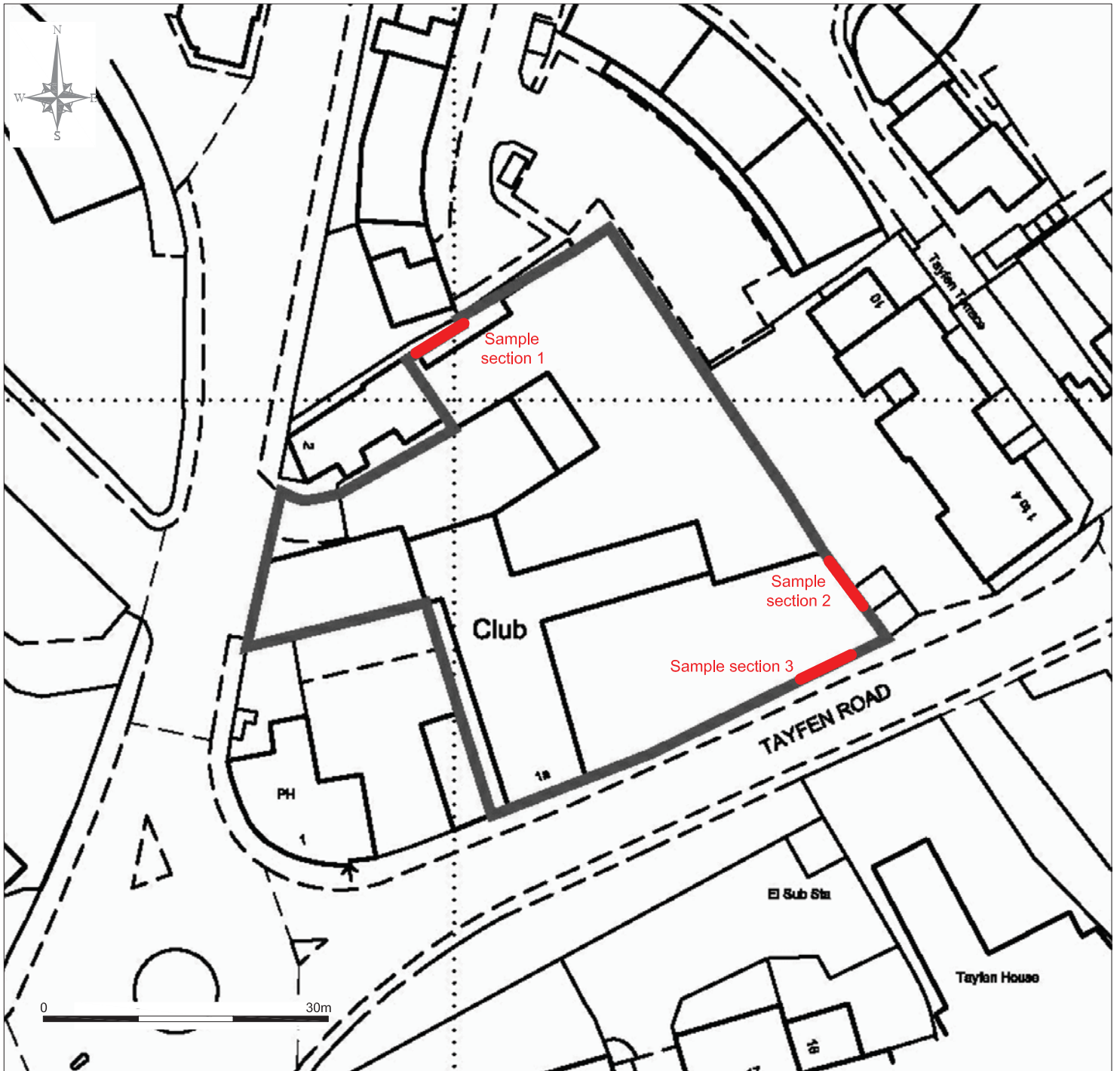


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Fig. 1 Site location plan
 Scale 1:25,000 at A4
 1a Tayfen Road, Bury St Edmunds, Suffolk (P6816)



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Fig. 2 Detailed site location plan
 Scale 1:600 at A4
 1a Tayfen Road, Bury St Edmunds, Suffolk (P6816)



0 Sections only 1m

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Fig. 3 Section location plan
 Scale Plan at 1:600, sections at 1:25 on A4
 1a Tayfen Road, Bury St Edmunds, Suffolk (P6816)