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**CONTINUOUS ARCHAEOLOGICAL
MONITORING AND RECORDING**

Authors: Keeley-Jade Diggons (Fieldwork & report) Peter Thompson (background)	
NGR: TM 144 738	Report No: 5672
District: Mid Suffolk	Site Code: EYE 194
Approved: Claire Halpin MCIfA	Project No: 7619
	Date: 11 October 2018

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PROJECT SUMMARY SHEET

Project details			
Project name		Eye Library, 6 Cross Street, Eye, Suffolk. IP23 7AB	
<p><i>In August 2018 Archaeological Solutions Ltd carried out archaeological monitoring and recording Eye Library, 6 Cross Street, Eye, Suffolk. IP23 7AB (NGR TM 144 738; Figs. 1 - 2). The monitoring was undertaken in compliance with a planning condition attached to planning approval for the partial demolition of an office and construction of a new library (Suffolk County Council Ref. SCC/0226/17), based on advice from Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT).</i></p> <p><i>The site lies within an area of archaeological potential, on the western side of Cross Street in the historic core of Eye, recorded on the Suffolk Historic Environment Record (HER). The HER records the historic settlement core of Eye (HER EYE 091), an area that has the potential for Saxon and medieval archaeological remains. The HER notes the finding of a set of Saxon tweezers close by to the site (HER EYE 049). The town was established in the late Saxon period and had a market and 2 mills at Domesday, with a castle built in the 11th century. It was the 3rd or 4th most populous town in Suffolk at the time of Domesday.</i></p> <p><i>The monitoring revealed a pit and ditch, both possibly of post-medieval date. The stratigraphy comprised made ground and levelling deposits.</i></p>			
Project dates (fieldwork)		August 2018	
Previous work (Y/N/?)		N	Future work N
P. number		7619	Site code EYE 194
Type of project		Archaeological Monitoring and Recording	
Site status			
Current land use		Office	
Planned development		Library	
Main features (+dates)		Undated pit and ditch.	
Significant finds (+dates)		None	
Project location			
County/ District/ Parish		Suffolk	Mid Suffolk Eye
HER/ SMR for area		Suffolk HER	
Post code (if known)		IP23 7AB	
Area of site		c.600m ²	
NGR		TM 144 738	
Height AOD (min/max)		c. 34m AOD	
Project creators			
Brief issued by		Suffolk County Council Archaeological Service	
Project supervisor/s		Keeley-Jade Diggons	
Funded by		Suffolk County Council	
Full title		Eye Library, 6 Cross Street, Eye, Suffolk. IP23 7AB. Continuous Archaeological Monitoring and Recording	
Authors		Diggons, K-J., & Thompson P	
Report no.		5672	
Date (of report)		October 2018	

EYE LIBRARY, 6 CROSS STREET, EYE, SUFFOLK

CONTINUOUS ARCHAEOLOGICAL MONITORING AND RECORDING

SUMMARY

In August 2018 Archaeological Solutions Ltd carried out archaeological monitoring and recording Eye Library, 6 Cross Street, Eye, Suffolk. IP23 7AB (NGR TM 144 738; Figs. 1 - 2). The monitoring was undertaken in compliance with a planning condition attached to planning approval for the partial demolition of an office and construction of a new library (Suffolk County Council Ref. SCC/0226/17), based on advice from Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT).

The site lies within an area of archaeological potential, on the western side of Cross Street in the historic core of Eye, recorded on the Suffolk Historic Environment Record (HER). The HER records the historic settlement core of Eye (HER EYE 091), an area that has the potential for Saxon and medieval archaeological remains. The HER notes the finding of a set of Saxon tweezers close by to the site (HER EYE 049). The town was established in the late Saxon period and had a market and 2 mills at Domesday, with a castle built in the 11th century. It was the 3rd or 4th most populous town in Suffolk at the time of Domesday.

The monitoring revealed a pit and ditch, both possibly of post-medieval date. The stratigraphy comprised made ground and levelling deposits.

1 INTRODUCTION

1.1 In August 2018 Archaeological Solutions Ltd carried out archaeological monitoring and recording Eye Library, 6 Cross Street, Eye, Suffolk. IP23 7AB (NGR TM 144 738; Figs. 1 - 2). The monitoring was undertaken in compliance with a planning condition attached to planning approval for the partial demolition of an office and construction of a new library (Suffolk County Council Ref. SCC/0226/17), 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 12th April 2018), and a specification prepared by AS (dated 20th April 2018), 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 Eye is situated in Mid Suffolk close to the border with Norfolk and is approximately 30km south of Norwich. The site is located on the western side of Cross Street in the historic core of Eye. The site comprises a long narrow plot now containing offices. It is proposed to partially demolish these and construct a new library building at 6 Cross Street, Eye.

3 TOPOGRAPHY, GEOLOGY AND SOILS

3.1 Eye derives its name from 'island', and to its south and south-east has the low lying water meadows of the River Dove, c.540m to the south-east of the site. To the north the Yaxley stream flows into the Dove, and to the south and west is a marshy area known as Town Moor. This may have been deliberately quarried to provide soil for the castle mound. The site lies at approximately 34m AOD.

3.2 The underlying geology comprises the Crag Group; formed in the Quaternary and Neogene periods. The soil type is freely draining, slightly acidic but base-rich.

4 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

Prehistoric and Romano-British (8,000 BC – AD 410)

4.2.1 Prehistoric finds have been recovered from within and around Eye, with the closest to the site comprising a small Palaeolithic handaxe found in a garden c.80m south-east of the site, but this may have been a curated item discarded by the house occupant (EYE 001) as fragments of Roman quern and pottery also came from here. A archaeological evaluation c.220m to the south uncovered prehistoric ditches, though further work did not discover anything (SHER EYE 069). Further to the north-west, away from the main nucleus of settlement, an early Iron Age pit representing the remains of a truncated feature had been heavily disturbed by later activity (SHER EYE 115).

4.2.2 Two arched chambers or vaults were identified in the 19th century c.220m to the north-east of the site, which may be the remains of a Roman hypocaust from a villa, but could also be remains of a medieval tile kiln (EYE 024). Fragments of quern and pottery of this date have also been recovered from a garden c.80m to the east of the site (SHER EYE 001).

4.2.3 Excavations at Hartismere High School c.720m to the west of the site revealed a sequence of occupation beginning in the 3rd century (Muir & Wilson 2016, 5). The field systems began as small but open fields divided by parallel ditches respecting two natural hollows. This system was replaced by amalgamating these fields into a single large enclosure. The presence of hearth pits and a clay-built oven may represent grain processing or parching (SHER EYE094). There is no evidence for continued occupation beyond the 5th century and very little is understood about its relationship with the Anglo-Saxon settlement to the south.

Anglo-Saxon (AD 410-1066)

4.2.4 The 5th century Hoxne hoard was found approximately 4km to the north-east of Eye comprising 15,000 gold and silver coins, gold jewellery and items of silver tableware dating after 407/8 and probably before c.450. The circumstances indicate that the hoard was carefully buried for retrieval by its owner probably during troubled times but was never recovered. A large Anglo-Saxon cemetery was excavated in 1818 near Waterloo Plantation just over 1.2km to the north-east. It contained approximately 150 cremation urns with several furnished inhumations dated between the mid 5th and 7th centuries, and probably represents settlers arriving along the River Waveney (Paine 1993). A pair of decorated bronze tweezers with animal heads on bow, ribbling and cross-hatching, were found during metal-detecting at the back of the property directly to the north of the site (EYE 049).

4.2.5 Spatially separate from the Roman occupation site, but in fields directly to the south of the school, is a known Saxon settlement (Muir & Wilson 2016, 6; SHER EYE083). Excavations here revealed nineteen sunken buildings with evidence of trade, metal, antler, bone and textile industries. Further test pits revealed this settlement could have extended to the north towards the school buildings (SHER EYE084) and a cemetery discovered 500m to the north could also be linked. Three definite graves were identified, with four more possible; all aligned east-west and contained early Anglo-Saxon grave goods (SHER EYE123).

Medieval (AD 1066-1539)

4.2.6 The motte and bailey castle, market place and church were all laid out together on a low promontory within a bend of the river by William Malet, who was granted the Honour of Eye for distinguishing himself at Hastings and was entrusted with burying King Harold's body afterwards (Paine 1993). The castle is a Scheduled Monument (EYE 016 & SAM 30594). William was killed fighting Hereward the Wake around Ely in 1071, and his son Robert eventually succeeded him as one of the top dozen land owners in the country including 221 manors in Suffolk. In 1075 whilst serving as Sheriff of Suffolk, Robert helped put down the rebellion of Ralph, Earl of Norfolk. Robert founded the Benedictine priory at Eye c.1080 and conferred it within the parish of St Peter's. The remains of the priory and its guesthouse are Scheduled Monuments located approximately c.290m to the south-east around Abbey Farm (EYE 009 & 017 and SAM 30593-01 and 30593-02).

4.2.7 By the time of the 1086 Domesday Survey, Eye was the third or fourth largest town in Suffolk. At this time it had a recorded population of 147 and the manor contained woodland for 99 pigs, 1 cob, 90 sheep, a park, a fishery and two mills (Goult 1990). Eye is recorded having a market in 1086 and a fair in 1135, whilst the castle was

damaged during a rebellion in 1173 and sacked during the de Montfort rebellion in 1265. Since then it functioned mainly as a prison and was abandoned in the 15th century and was ruinous by the early 16th century. By then there were 102 tax payers in the town.

Post-medieval (AD 1539-1900)

4.2.8 During the 16th century the town was still focused on the castle and market c.480m to the south of the site, during this period a windmill was built atop the motte by the Cornwallis family (SHER EYE016). In the 19th century this was replaced by a folly (SHER EYE031). The town benefitted from the brewer trade from the 1700s onwards (SHER EYE088) and the introduction of the railway in 1867 (SHER EYE067). In 1801 the population had risen to 1,734 inhabitants and in 1901 there were 2,004; approximately the same as today. The site appears to be located within the urban area of the town on cartographic sources from the late 19th century onwards (Fig.7), once occupied by a wing of possible outbuildings behind properties on the street frontage, adjacent to several yards, but these appear to have been replaced by Depot buildings in the 1960-70s, which comprise the extant buildings on the site. The closest listed building to the site is a 17th century public house directly to the north of the site (SHER 1316544).

5 METHODOLOGY

5.1 The monitoring encompassed the ground reduction of the building footprints (Figs. 4 - 5).

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 Figs. 5 - 6

Sample sections were drawn and are presented below:

Sample Section 1

0.00m = 34.40m AOD		
0.00 - 0.10m	L1000	Former Foundation. Pale grey concrete.
0.10 – 0.38m	L1001	Made Ground. Friable, pale brown grey sandy silt with patches of firm yellow brown clay with frequent small and medium sub-angular and rounded flint.

Sample Section 2

0.00m = 34.47m AOD		
0.00 - 0.14m	L1000	Concrete. As above.
0.17 – 0.67m	L1001	Made Ground. As above.
0.67 – 0.85m	L1002	Levelling Layer. Firm, pale grey brown clay sand with frequent small to large stones, and CBM.
0.85 – 1.20m+	L1003	Natural deposits. Firm, pale yellow brown clay sand with frequent chalk flecks and moderate sub-rounded flints.

Sample Section 3

0.00m = 34.50m AOD		
0.00 - 0.20m	L1008	Topsoil. Friable, pale grey brown silty sand with moderate small sub-angular flints.
0.20 – 0.82m	L1009	Subsoil. Firm, mid grey brown clay silt with moderate sub-angular flints.
0.82 – 1.05m	L1001	Made Ground. As above.
1.05 – 1.10m	L1012	Chalk Layer. Firm, pale yellow grey chalk.
1.10 – 1.40m+	L1003	Natural Deposits. As above.

Sample Section 4

0.00m = 34.37m AOD		
0.00 - 0.07m	L1000	Concrete. As above.
0.07 – 0.33m	L1001	Made Ground. As above.
0.33 – 0.45m	L1002	Levelling Layer. As above.

Sample Section 5

0.00m = 34.38m AOD		
0.00 - 0.07m	L1000	Concrete. As above.
0.07 – 0.20m	L1001	Made ground. As above.
0.20 – 0.82m	L1002	Levelling Layer. As above

Description: The footing trenches contained made ground layers, a possible post-medieval ditch (F1004) and a possible post-medieval pit (F1006).

Ditch F1004 was linear (1.00+ x 2.00 x 0.42m), orientated north/south. It had steep to moderately sloping sides and a concave base. Its fill (L1005) was a firm, mid grey brown clay sand with moderate small sub-angular and sub-rounded flints. It contained no finds. It was traceable in the NE sector of the site, and recorded in Sample Section 4.

Pit F1006 was recorded in section only (?+ x 2.20 x 1.25m). It had steep sides and a concave base. Its fill (L1007) was a firm, mid grey brown clay sand with moderate sub-angular and sub-rounded flints. It contained CBM. It was observed in the SW sector of the site and recorded in Sample Section 5.

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 within an area of archaeological potential, on the western side of Cross Street in the historic core of Eye, recorded on the Suffolk Historic Environment Record (HER). This records the historic settlement core of Eye (HER EYE 091), an area that has the potential for Saxon and medieval archaeological remains. The HER notes the finding of a set of Saxon tweezers close by to the site (HER EYE 049). The town was established in the late Saxon period and had a market and 2 mills at Domesday, with a castle built in the 11th century. It was the 3rd or 4th most populous town in Suffolk at the time of Domesday.

8.2 The monitoring revealed a pit and ditch, both possibly of post-medieval date. The stratigraphy comprised made ground and levelling deposits.

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 Suffolk County Council for funding the project and Concertus Design and Property Consultants for commissioning the works and for their assistance.

AS is also pleased to acknowledge the advice of Dr Abby Antrobus of Suffolk County Council Historic Environment Service Conservation Team.

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APPENDIX 1 THE SPECIFICATION

EYE LIBRARY, 6 CROSS STREET, EYE, SUFFOLK

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

20th April 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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EYE LIBRARY, 6 CROSS STREET, EYE, SUFFOLK ARCHAEOLOGICAL MONITORING & RECORDING

1 INTRODUCTION

1.1 This specification (written scheme of investigation) has been prepared in response to a brief issued by Suffolk County Council Archaeological Service Conservation Team (SCC AS-CT, Abby Antrobus, dated 12th April 2018). It provides for continuous archaeological monitoring/recording during groundworks associated with the partial demolition of an office and construction of a new library building at 6 Cross Street, Eye, Suffolk (NGR TM 144 738). The works are required to comply with a condition of planning approval (Suffolk County Council Approval Ref. SCC/0226/17), based on advice from SCC AS-CT, and this WSI has been prepared for their approval.

2 COMPLIANCE

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

3 SITE & DEVELOPMENT DESCRIPTION ARCHAEOLOGICAL BACKGROUND

3.1 The site is located on the western side of Cross Street in the historic core of Eye. It is proposed to partially demolish an office and construct a new library building at 6 Cross Street, Eye.

3.2 The site lies within an area of archaeological potential recorded on the Suffolk Historic Environment Record (HER). This records the historic settlement core of Eye (HER EYE 091), an area that has the potential for Saxon and medieval archaeological remains. The HER notes the finding of a set of Saxon tweezers close by to the site (HER EYE 049). The town was established in the late Saxon period and had a market and 2 mills at Domesday, with a castle built in the 11th century. It was the 3rd or 4th most populous town in Suffolk at the time of Domesday.

3.3 The site thus has a potential for further buried evidence of the later Saxon and medieval settlement at Eye.

3.4 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). 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.

4.2 Research Design

4.2.1 The general research priorities for the region 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 more 'urban' 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 villas, 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 As set out above, the principal research objectives will be to identify any further evidence of the Saxon and medieval settlement at Eye which may be revealed during the groundworks for the current proposals.

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5 ARCHAEOLOGICAL MONITORING

5.1 The brief requires the recovery of a record of archaeological deposits that may be damaged or removed by any development. A Method Statement is provided (Appendix 2). The main objective surrounds the potential for the groundworks for the development to produce surviving evidence of prehistoric activity. The principal groundworks to be monitored will be the below ground demolition, ground reduction/foundations for the proposed new build element along with any other proposed groundworks (eg ground reduction, foundations, new service trenching 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 overall include the following stages:

- Initial clearance of site/previous foundations/slabs and 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 new service and foundation trenches and subsequent recording of any exposed archaeological deposits;
- Rapid examination of spoil-heaps for archaeological material;
- A programme of post-fieldwork analysis, archiving and publication, as appropriate to the results of the project.

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

Stage Details

5.5 **Site clearance:** under archaeological observation

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

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

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

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

5.8 If exceptional deposits or features are discovered, or the scope of work changes, where possible effective **mitigation measures** will be devised according to the circumstances on site, in consultation with SCC AS-CT.

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

5.10 *Staffing*

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

5.11 *Method Statement*

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

6 HEALTH AND SAFETY

6.1 Risk Assessment

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

6.2 Advice

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

6.3 Insurances

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

7 REPORT REQUIREMENTS

7.1 The report will include, as appropriate:

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

- i) A concise non-technical summary of the project results
- j) A HER/OASIS summary sheet as required

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

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

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

8 ARRANGEMENTS FOR ACCESS

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

9 SERVICES & CONSTRAINTS, SECURITY

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

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

10 FINDS

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

11 ARCHIVE

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

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

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

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

12 MONITORING

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

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

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

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

13 OASIS PROJECT REPORTING

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

APPENDIX 1

ARCHAEOLOGICAL SOLUTIONS LIMITED: PROFILES OF STAFF & SPECIALISTS

DIRECTOR

Claire Halpin BA MCIfA

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

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

DIRECTOR

Tom McDonald BSc MCIfA

Qualifications: Member of the CfA

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 Marlow's 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 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).

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 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 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

Fornminnisavn), Faroe Islands (2006-2008) and City University New York/ National Museum of Denmark/ Greenland National Museum and Archives, Greenland (2006 & 2010). Shortly before joining Archaeological Solutions in November 2011, Antony spent three years working for the Independent Commission for the Location of Victims Remains. 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, 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 (1998-999)

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)

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

APPENDIX 2 METHOD STATEMENT

Method Statement for the recording of archaeological remains

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

1 Mechanical Excavation

1.1 Mechanical excavation will be monitored by an experienced archaeologist.

2 Site Location Plan

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

3 Manual Cleaning & Base Planning of Archaeological Features

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

4 Full Excavation

Excavation of Stratified Sequences

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

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

Excavation of Buildings

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

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

Full Excavation

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

Ditches

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

5 Written Record

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

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

6 Photographic Record

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

7 Drawn Record

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

8 Recovery of Finds

GENERAL

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

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

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

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

WORKED FLINT

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

POTTERY

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

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

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

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

HUMAN BONE

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

ANIMAL BONE

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

ENVIRONMENTAL SAMPLING

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

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

FINDS PROCESSING

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

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

PHOTOGRAPHIC INDEX (P7619)



1
View of site looking east after ground reduction



2
View of site looking west after ground reduction



3
Sample section 1



4
View of footings looking south-west



5
Detailed view of footings



6
Sample section 2



7
Sample section 3



8
Ditch F1004



9
Pit F1006

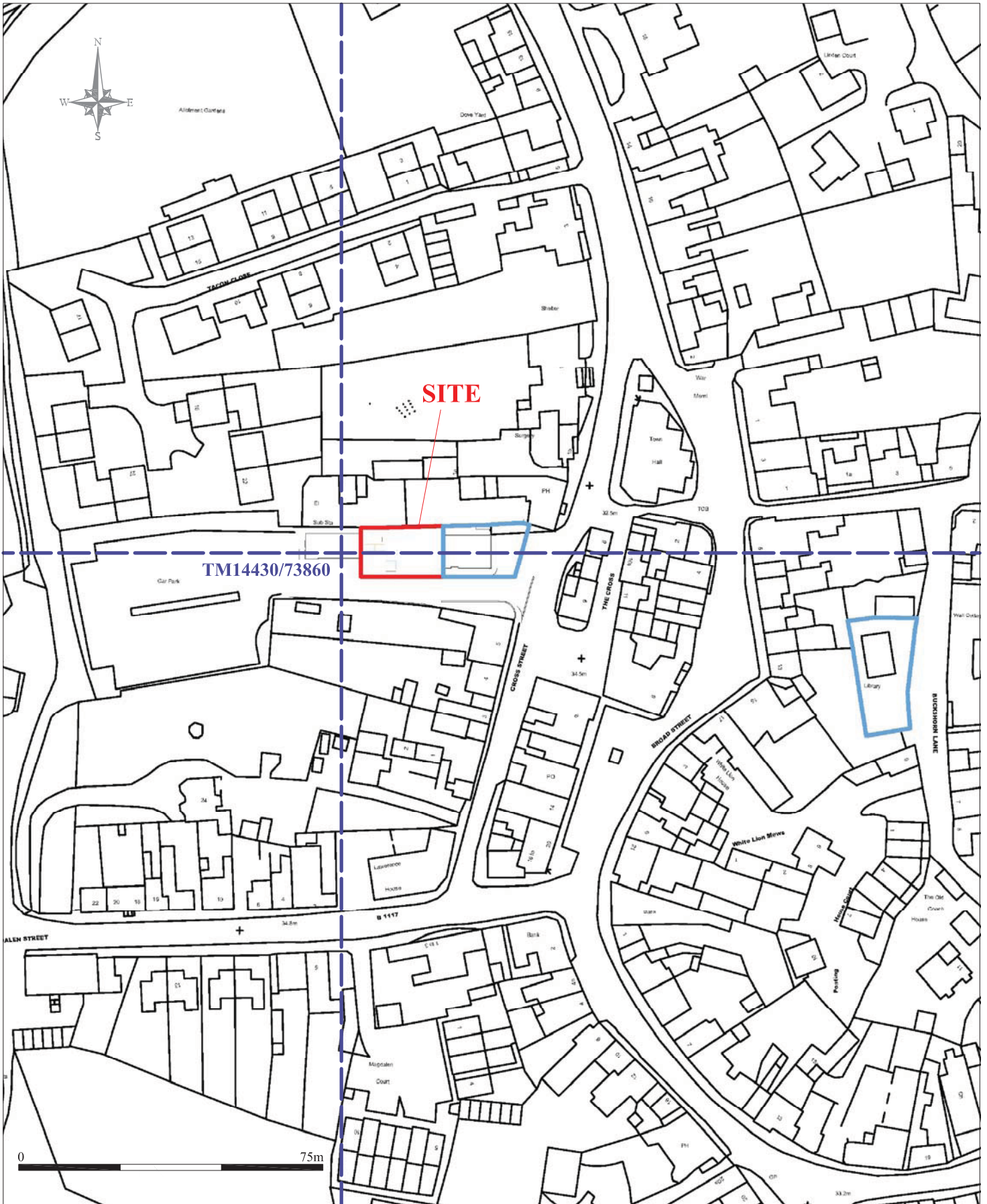


10
View of footings looking west



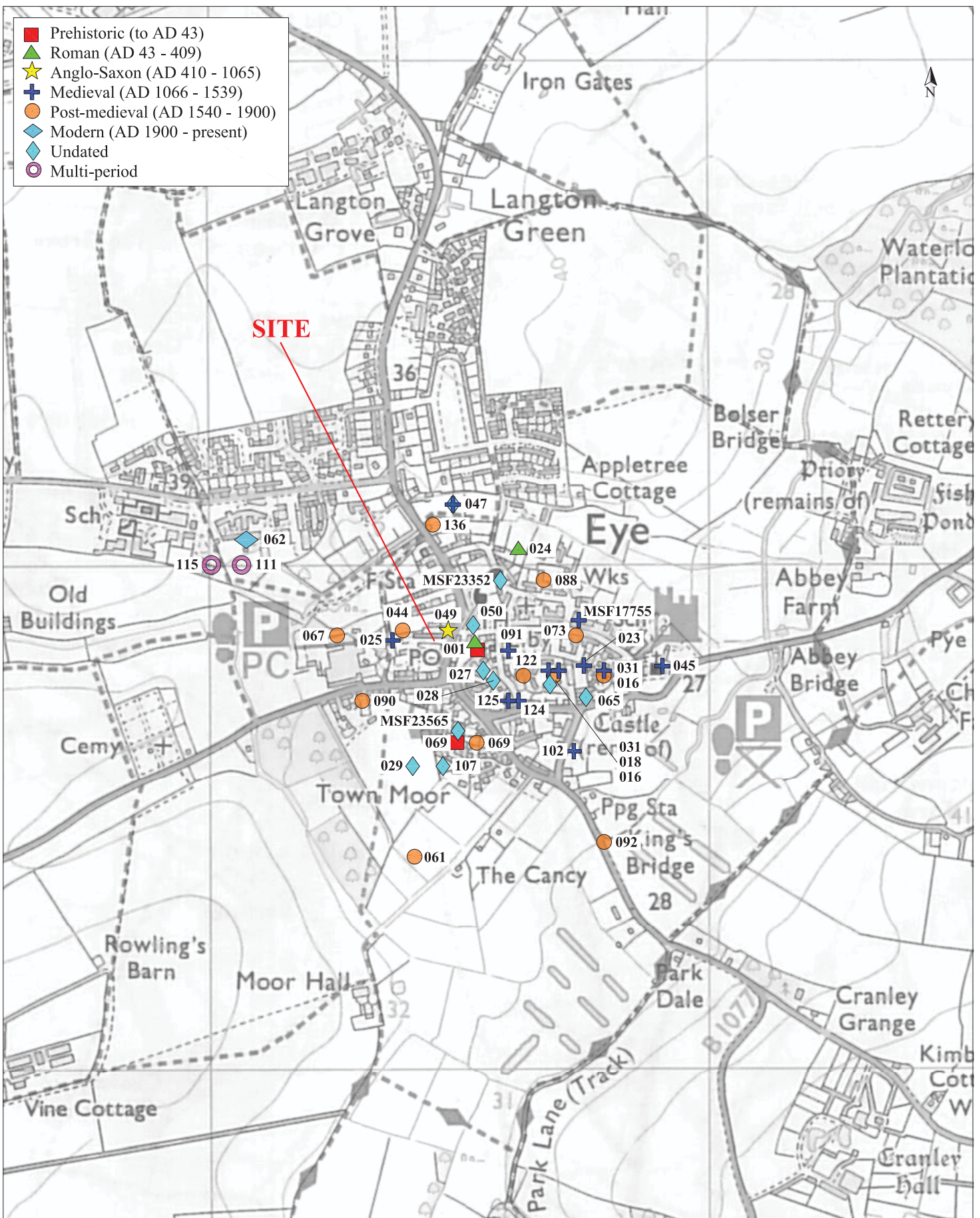
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Fig. 1 Site location plan
 Scale 1:25,000 at A4
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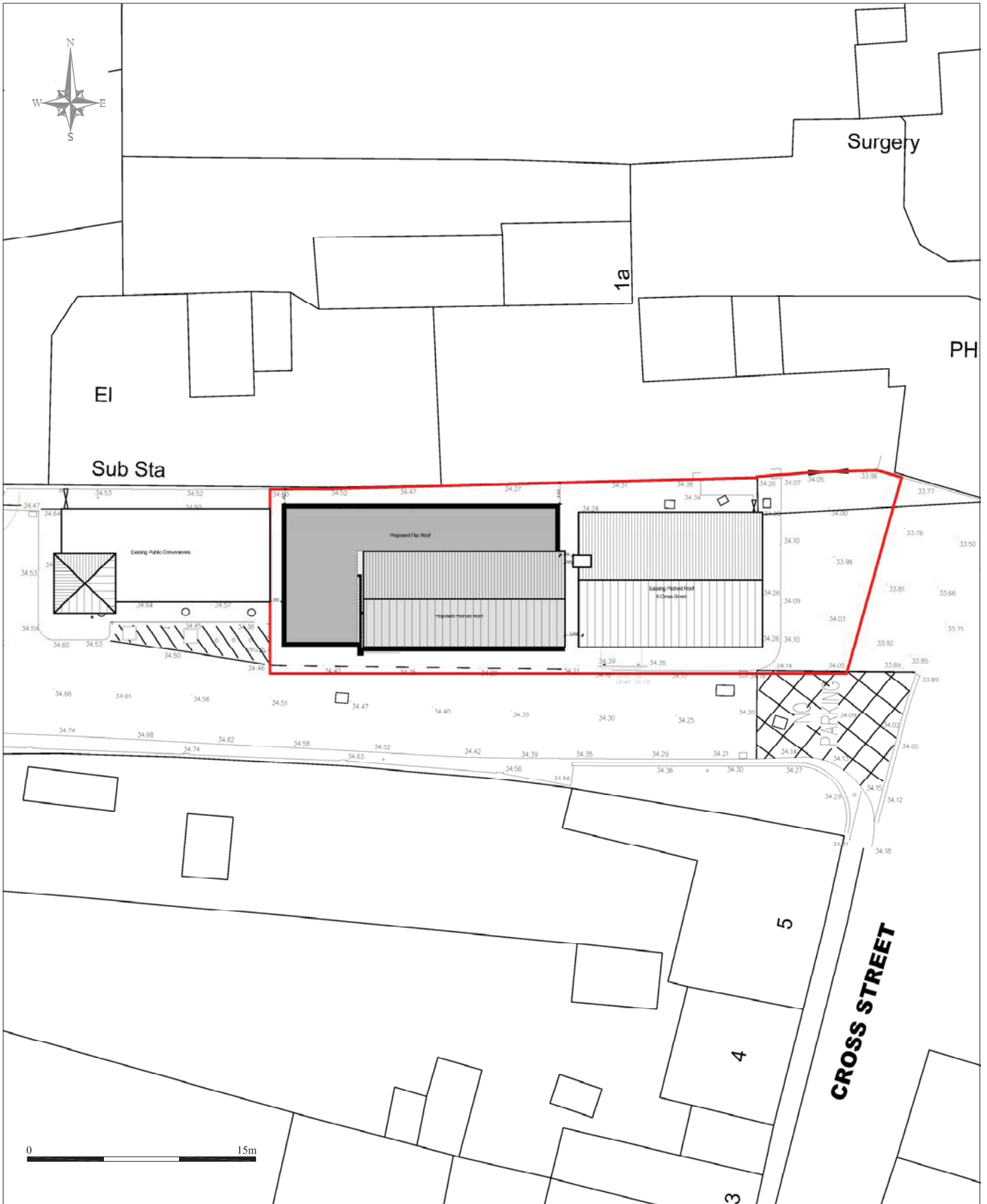
Archaeological Solutions Ltd
Fig. 2 Detailed site location plan
 Scale 1:250 at A4
 Public Library, Cross Street, Eye, Suffolk (P7619)



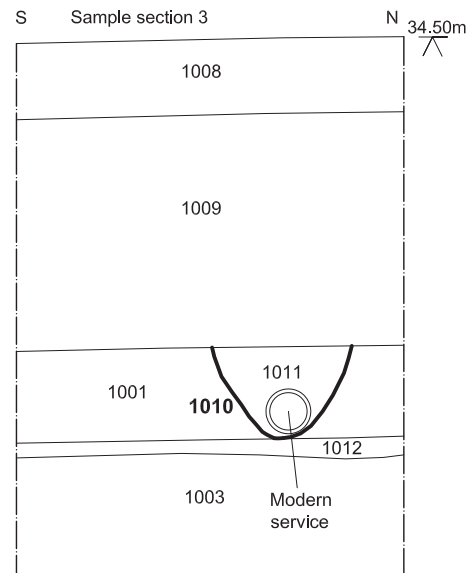
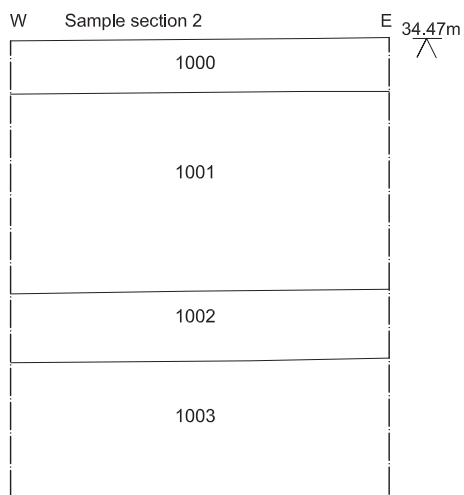
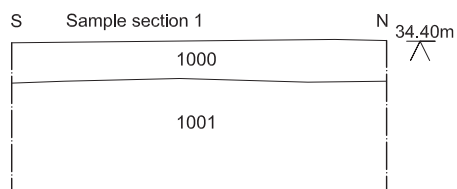
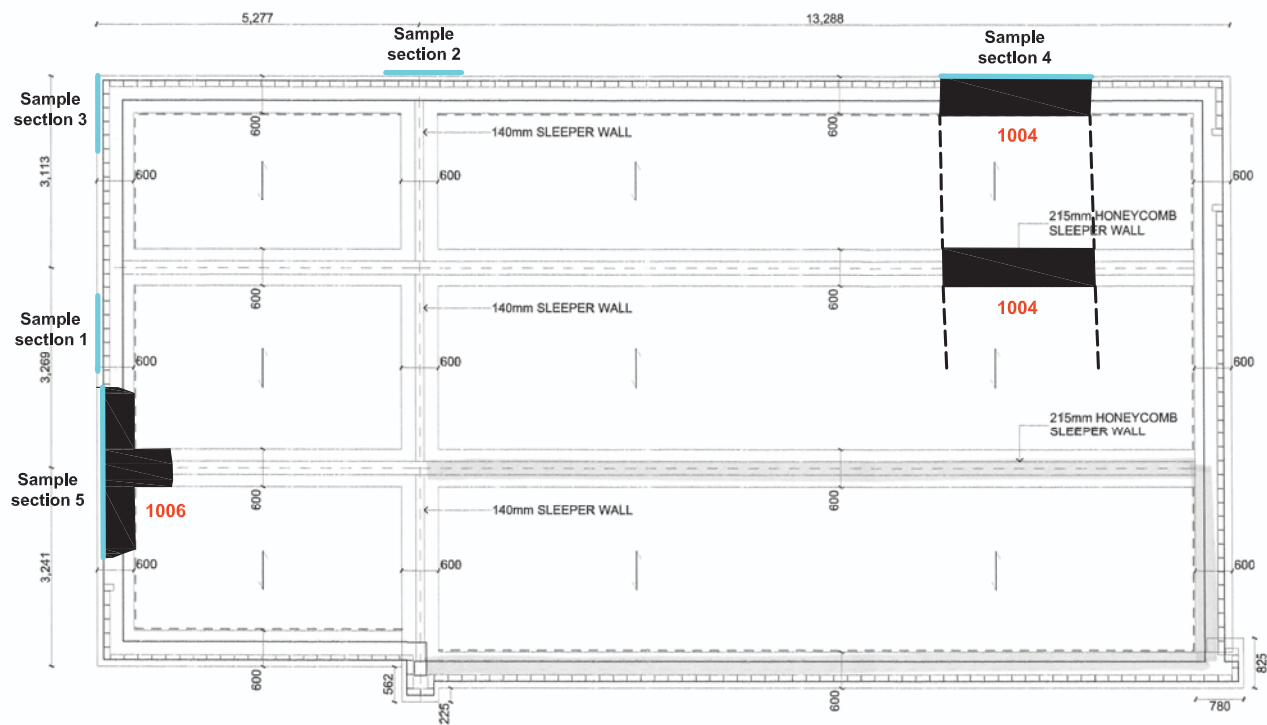
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UNLESS SHOWN OTHERWISE

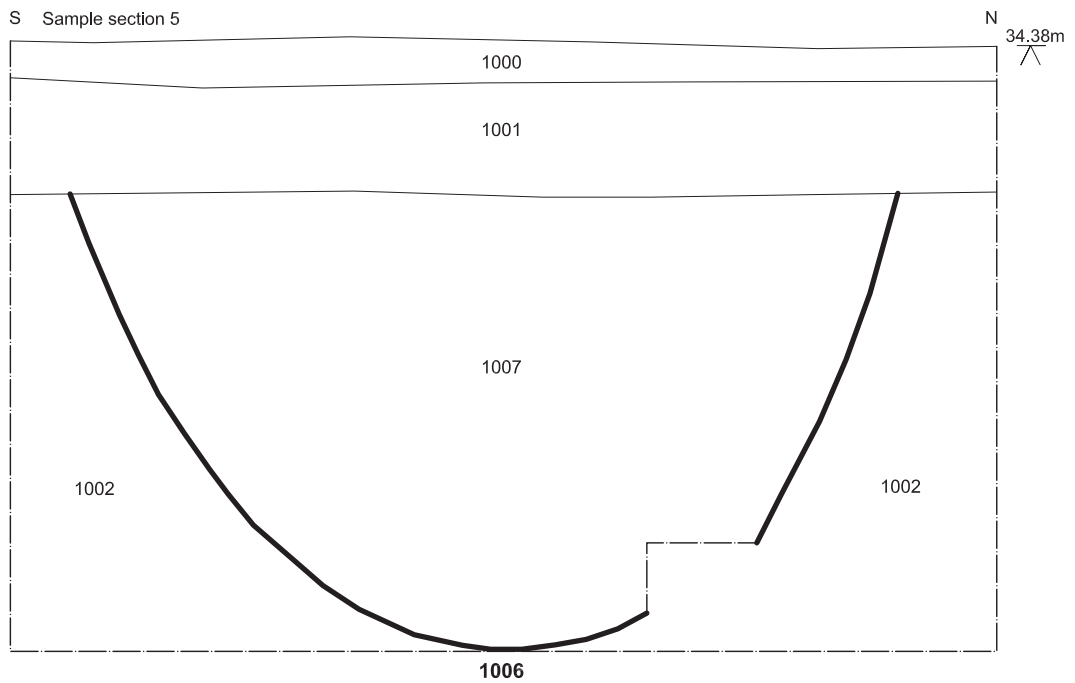
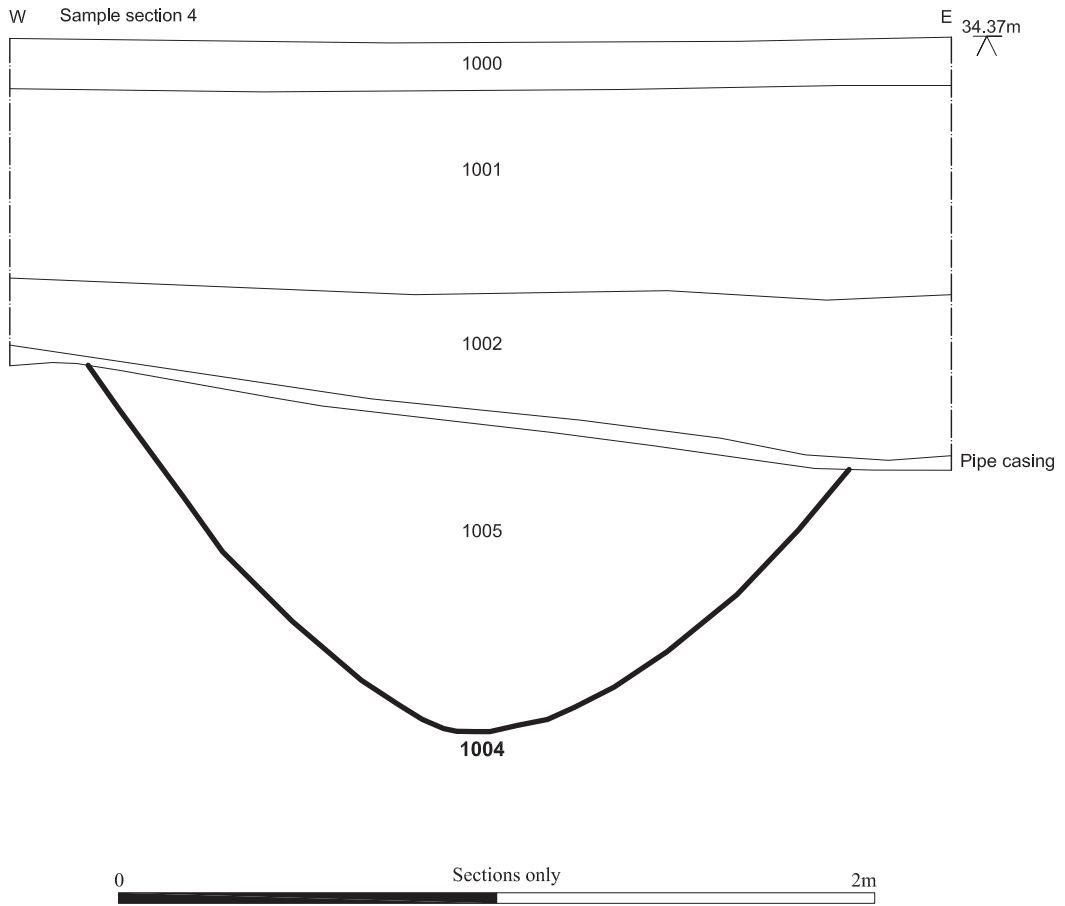
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Fig. 3 HER data
 Scale 1:10,000 at A4
 Public Library, Cross Street, Eye, Suffolk (P7619)



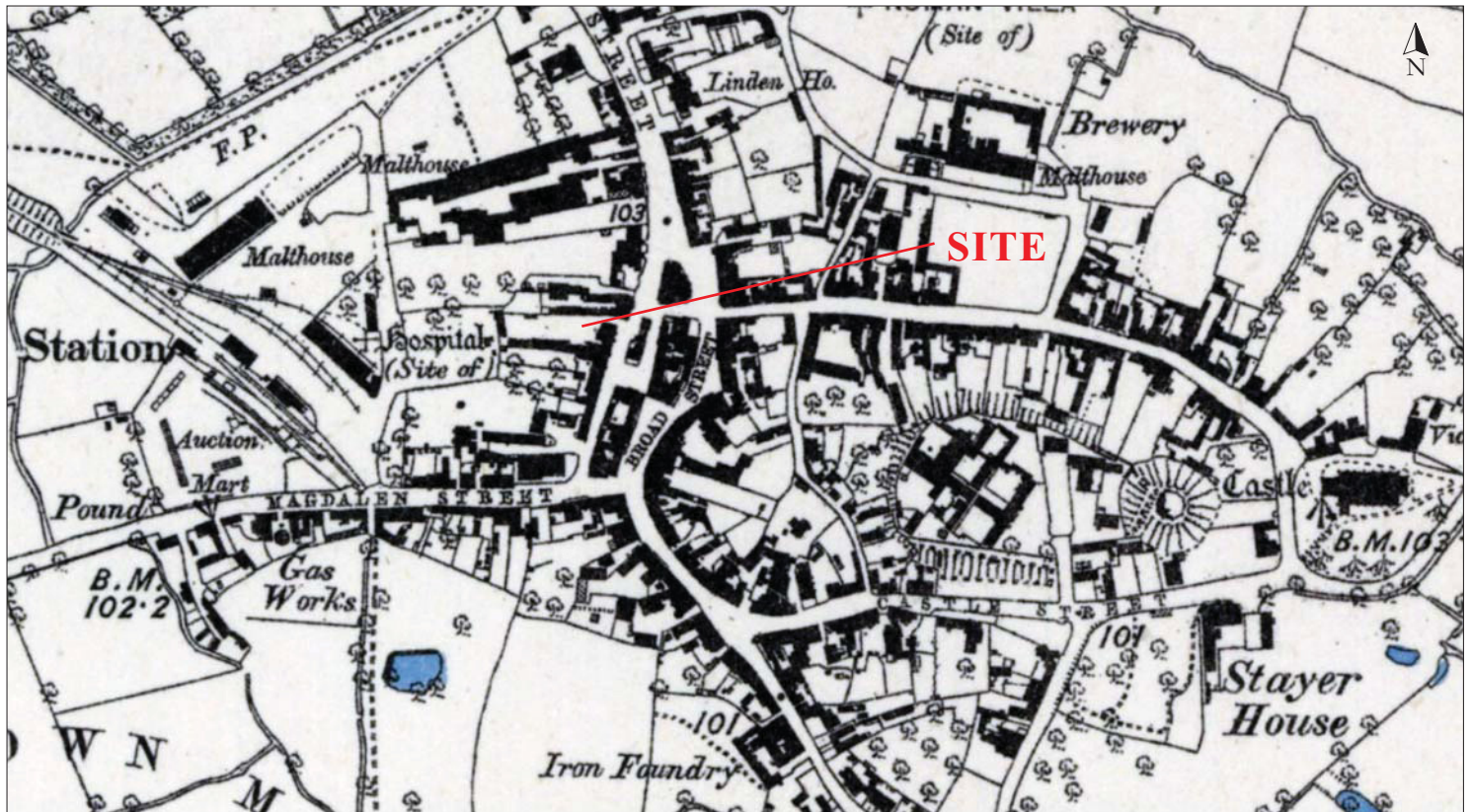
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Fig. 4 Proposed development
 Scale - as scale bar
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Fig. 5 Section location plan
 Scale Plan 1:100, sections 1:20 at A4
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Fig. 6 Section through features
Scale 1:20 at A4
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Fig. 7 OS map, 1885
Not to scale
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