

Written Scheme of Investigation (WSI) for a trenched archaeological evaluation on land south of Darsham Station, Darsham, Suffolk, IP17 3PH

NGR: TM 4031 6931 (centre)

Planning references: pre-application

District: East Suffolk District Council

Parish: Darsham

Commissioned by: Graham McCormick (Scott Properties)

Client: M Scott Properties Ltd

Curating museum: Suffolk County Council Archaeological Service

Suffolk parish number: DAR 061

CAT project code: 2021/06f

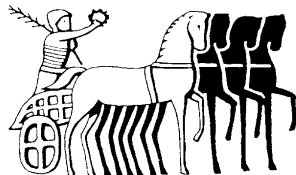
OASIS reference no.: colchest3-424784

Contracts manager: Chris Lister

Site manager: Adam Wightman

SCCAS Monitor: Rachael Abraham

This WSI written: 10.08.2021 (revised2)



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Site location and description

The site is located on land south of Darsham Station, Darsham, Suffolk (Fig 1). The site is centred on National Grid Reference (NGR) TM 4031 6931. The 7.5 hectare site is bordered by the A12 to the west, Westleton Road to the south and the railway line to the east. The land is currently in use for cultivation of undetermined character.

Proposed work

The development comprises the erection of 110 dwellings with associated access roads, parking, public open spaces and drainage, including swales and two attenuation basins.

Archaeological background

The following archaeological background draws on information from the Suffolk Historic Environment Record (archaeology.her@suffolk.gov.uk), SCC invoice number 9507513.

Geology

The Geology of Britain viewer (1:50,000 scale¹) shows the bedrock geology of the site as Crag group – sand, with superficial deposits of Lowestoft Formation – sand and diamiction.

Historic landscape

The development site is located in an area defined as *rolling estate claylands and ancient estate claylands* in the Suffolk Landscape Character Assessment². Within the Suffolk Historic Landscape Characterisation Map³ it is defined as Landscape type 5.1 (meadow or managed wetland – meadow). This may mean archaeological remains have a higher chance of survival as there is not damage from ploughing. The landscape immediately around the site is characterised as: Landscape sub-type 4.1 (common pasture – built margin), 1.1 (pre-18th century enclosure – random fields) and 1.4 (pre-18th century enclosure – irregular co-axial fields).

Archaeology⁴ (Fig 2)

(All measurements are taken from the centre point of the development site to the centre point of the archaeological site).

This background is focused on results within a 1km radius of the site.

Prehistoric: Prehistoric remains within the search area are scarce but do include: A Mesolithic flint tranchet axe. A ditch containing Bronze Age pottery and a pit containing a Bronze Age flint on Main Road (DAR 040, 0-157m S and E). A sherd of prehistoric pottery recorded during an evaluation on land between Station Garage and Railway Cottage (DAR 021, 613m NNE) and flints recorded during monitoring at Trusson's Mere (DAR 033, 829m E). An Iron Age antler comb found along the bank of the River Yox during sewerage operations (YOX 002, 424m SSW).

Roman: There are no Roman remains, but a Roman coin has been recorded within the search area.

Anglo-Saxon & Medieval: The site is located to the northeast of the historic settlement core of Yoxford (YOX 034, 895m SW). The parish was listed in the Domesday survey of 1086 variously as 'Gokesford' and 'Lokesfort', held prior to 1066 by Manni and Norman respectively (ECDC 2019; 3). An Anglo-Saxon brooch had been recorded within the search area.

The Church of St Peter and tower were built in the late 14th to early 15th century with later additions. The church is primarily constructed out of flint with stone and white brick dressings. The church saw substantial restoration and partially rebuilt in 1868 and 1920. References to a

¹ British Geological Survey – <http://mapapps.bgs.ac.uk/geologyofbritain/home.html?>

² <http://www.suffolklandscape.org.uk/>

³ The Suffolk Historic Landscape Characterisation Map, version 3, 2008, Suffolk County Council

⁴ This is based on records held at the Suffolk County Historic Environment Record (SCHER).

church feature in the Domesday book but it is unknown if the current church is on the same location. Monitoring in 2019 did reveal a couple of inhumations that may predate the chapel (Church YOX 007 and Churchyard YOX 043, 964m SW).

To the northeast of the site is Darsham Old Hall. The Grade II Listed former manor house was built in the 15th century with later alterations and extensions. The manor house sits in an estate of c 24 hectares of parkland. The hall is recorded on early mapping including the Ogilby's road map of England and Wales 1675 and Hodskinson's 1783 map of Suffolk (YOX 012, 777m). Archaeological investigation at the current house confirmed it is located on the footprint of the original house. Medieval finds were recovered from excavated soil. The current Darsham Hall is a farmstead noted on 1st edition OS mapping (DAR 059, 748m NE)

Approximately 876m southeast of the current site is thought to be the location of a deserted medieval village (YOX 026, 876m SE).

Within the grounds of Cockfield Hall is a small rectangular moat with two arms still surviving (YOX 001, 824m SE).

Previous archaeological investigations within the search area have revealed features and finds medieval in date. These include ditches and pottery on land between Station Garage and Railway Cottage (DAR 021, 613m NE). Post-hole and pit on land behind Station Garage (DAR 027, 660m NE) and finds from monitoring at the Old Butchers Shop (YOX 016, 810m SW).

Post-medieval to modern: The site has a number of substantial houses close by due to its position as a coaching stop on the main road between London and Great Yarmouth. Yoxford is framed by three country house parks which were largely laid out in the late Georgian period (Cockfield Hall, The Rookery and The Grove). The parks are unusual as they still retain their mansions, garden, and many subsidiary buildings.

Cockfield Hall is said to date from 1613, with a Victorian upper storey with fancy gables and 'Tudor' decorative motifs. The north wing of the house is 16th-century in date with rebuilding work and alterations in 1650s, 1840s, 1986 and substantial remodelling in the mid 20th-century after bomb damage. The Historic England Grade I Listed hall is situated within a 31 hectare estate of historic parkland which abuts the current site (YOX 006, 510m WSW. YOX 055, 768m WSW). Within the estate multiple structures are recorded on early mapping or still survive and are now listed, this includes the early 19th-century coach house and barn (DSF10911, 420, SW), the Dairy Range (which was originally a c 16th-century former stable), residential and general storage area with a 19th-century facade (DSF11477), the mid 19th-century Dovecote (DSF10229), one mid 16th-century Gateway (DSF11885) and two early-to-mid-19th century Gateways (DSF10230 & DSF12079), the early 18th-century Lodge (DSF10208), mostly mid 16th-century walling enclosing irregular gardens (DSF10907), the mid 16th-century Gatehouse (DSF11169) and Cockfield Hall farmhouse (YOX 055, 768m WSW).

Set in c 48.5 hectares The Rookery is a large area of parkland with a large house and dates to at least the 17th century as it appears on Hodskinson's 1783 map of Suffolk. Owner Robert Howlett pulled down the original house and built a new one on the same foundations c 1808 (YOX 013, 1049m SSW).

The Grove is a c 14.2 hectare estate of mature parkland with a Georgian mansion including walled kitchen with orangery, icehouse and fishponds. The original house is thought to be medieval in origin and located approximately where the present kitchen garden is (YOX 008, 1049m SSW).

There are a number of medieval/post-medieval farmsteads recorded within the search area that appear on early mapping. To the immediate southwest of the site is The Gables, a late 16th/early 17th century timber-framed farmhouse (DSF10233, 361m SW). Isolated farms near the site include Beveriche Manor Farm. The farmstead is laid out in a dispersed plan with farmhouse detached from the agricultural buildings and thought to date to the 16th century

and later (YOX 056, 845m SW). Trustan's Farm, a farmstead laid out in a regular F-plan with additional range and detached elements and thought to date to the 16th-to-17th century in origin (DAR 060, 575m ESE).

Transportation links in the area are key features within the local landscape. This includes a post-medieval road, part of the trading route known as the Earlsway which closed in 1793 (YOX 018, 1022m NW). Recent archaeological work by Cotswold Archaeology as part of Sizewell development has revealed evidence for earlier settlement along the former roadside (R Abrahams 2021, pers. comm, 27 July). A bridge over the River Yox is visible on historic mapping at least as early as 1783 (YOX 012, 565m SSW). The site is adjacent to the main East Suffolk railway line between Ipswich and Lowestoft. The line was opened in 1859 and still in use (SUF067, 124m E). Darsham railway station was built at the same time as the line (DAR 019, 476m NNE). Garth House was constructed from two 1890s (or earlier) wooden bodied Great Eastern railway coaches (DAR 020, 700m NNE).

Undated: Cropmarks of an oval enclosure is recorded outside, but parallel to Hill Farm boundary (YOX 014, 1,008m NW). Undated ditches have been recorded within the grounds of Cockfield Hall during archaeological investigations (YOX 019, 774m SW and YOX 039, 755m WSW). An undated flint and mortar feature was recorded during monitoring on land adjacent to Sycamore Cottage (YOX 017, 959m SW).

Listed buildings⁵

Located close to the historic core of Yoxford there are 32 listed buildings within the 1km search radius (1 Grade I, 2 Grade II* and 39 Grade II). They date from the medieval period through to the early 19th century and are primarily located within the Cockfield Hall estate and along Yoxford High Street (orange dots on Fig 2). Key buildings related to the site are mentioned by period above.

Project background

Pre-application advice was sought for the site in January 2021 relating to the potential development of the site SCLP12.47 in the 2019 Suffolk Coastal Local Plan. The draft policy suggests that *development should be limited to north half of the site but with access from the south, so a road running through. The policy suggests a housing lead mixed use for a minimum 120 dwellings with employment B1 use and public open space.*

As the site lies within an area highlighted by the Suffolk HER as having a high potential for archaeological deposits, an archaeological condition was recommended by the Suffolk County Council Archaeological Service Conservation Team (SCCAS/CT). The recommended archaeological condition is based on the condition based on the guidance given in the National Planning Policy Framework (MHCLG 2019).

Requirement for work

The required archaeological work is for trenched archaeological evaluation. Details are given in the Project Brief (*Brief for a trenched archaeological evaluation at Land south of Darsham Station, Darsham*) written by SCCAS (2021a).

The brief stated the evaluation would involve 69 trenches to cover a sample of the whole development area. As part of the site has previously been evaluated as part of the installation of a water main (DAR 040) the number of trenches has been slightly reduced in agreement with the SCCAS. There will be 67 trenches, 63 30m long, 4 19.5m long and all 1.8m wide. This equates to 1,968m of linear trenches covering an area of 3,542.40m² in a linear grid to sample the whole site. The trenches have been rotated to offer best coverage of potential roadside occupation along the A12 and Westleton Road (see Fig 1).

Localised extensions to trenches may be required by the SCCAS after the site monitoring visit. A contingency of 100m of trenching is available for judgemental trench use, should it prove necessary. This will only be used if unclear archaeological remains or

⁵ This is based on records held at the Suffolk County Historic Environment Record (SCHER).

geomorphological features present difficulties of interpretation, or to assist with the formulation of a mitigation strategy.

Trial-trenching is required to:

- identify the date, approximate form and purpose of any archaeological deposit, together with its likely extent, localised depth and quality of preservation.
- evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.
- establish the potential for the survival of environmental evidence
- provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of costs.

All work will take place within and contribute to the goals of the Regional Research Frameworks. This includes the regional review by Medlycott (2011) and the recently revised period specific frameworks (accessible via <https://researchframeworks.org/eoe/>).

Decision on the need for any further archaeological investigation (eg excavation) will be made by SCCAS, in a further brief, based on the results presented in the report for this evaluation. Any further investigation will be the subject of a further WSI, submitted to SCCAS for scrutiny and formally approved by the LPA.

This document represents a Written Scheme of Investigation (WSI) for the archaeological evaluation ONLY; this document alone will NOT result in the discharge of the archaeological condition.

Staffing

The number of field staff for this project is estimated as follows: One supervisor plus five archaeologists for fifteen days.

In charge of day-to-day site work: Ben Holloway/Mark Baister

General methodology

All work carried out by CAT will be in accordance with:

- professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (CIfA 2014a-c)
- Standards for Field Archaeology in the East of England (Gurney 2003)
- Regional research and resource frameworks for the East of England (Medlycott 2011 and <https://researchframeworks.org/eoe/>)
- relevant Health & Safety guidelines and requirements (CAT 2021), including a Risk Assessment which will be carried out before the evaluation begins.
- the Project Brief issued by SCCAS (2021a)
- The outline specification within *Requirements for a Trenched Archaeological Evaluation* (SCCAS 2021b) to be used alongside the Project Brief.

CAT is covered by Aviva Insurance Ltd, 006288/04/21, which includes Professional Indemnity £2,000,000, Employer's Liability £10,000,000 and Public Liability £5,000,000.

Professional CAT field archaeologists will undertake all specified archaeological work, for which they will be suitably experienced and qualified.

Notification of the supervisor/project manager's name and the start date for the project will be provided to SCCAS ten days before start of work.

Unless it is the responsibility of other site contractors, CAT will study mains service locations and avoid damage to these.

Prior to the commencement of the site a HER parish code will be sought from the HER team. The HER parish code will be used to identify the finds bags and boxes, and the project archive when it is deposited at the curating museum.

At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed on Details, Location and Creators forms. At the end of the project all parts of the OASIS online form will be completed for submission to SCCAS. This will include an uploaded .PDF version of the entire report.

Evaluation methodology

Where appropriate, modern overburden and any topsoil stripping/levelling will be performed using a mechanical excavator equipped with a toothless ditching bucket under the supervision and to the satisfaction of a professional archaeologist. If no archaeologically significant deposits are exposed, machine excavation will continue until natural subsoil is reached. Machine assistance may also be required for very large/deep features and a contingency has been made within the budget if required, but all features will be hand excavated unless specifically agreed with SCCAS.

Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

If archaeological features or deposits are uncovered, time will be allowed for these to be excavated, planned and recorded. **All** features will be excavated and recorded unless otherwise agreed with SCCAS.

There will be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. For linear features 1m wide sections will be excavated across their width to a total of 10% of the overall length. Discrete features, such as pits, will have 50% of their fills excavated, although certain features may be fully excavated. Complex archaeological structures such as walls, kilns, ovens or burials will be carefully cleaned, planned and fully recorded, but where possible left *in situ*. Only if it can be demonstrated that the complex structure/feature is likely to be destroyed by groundworks, and only then after discussion with the SCCAS, will it be removed.

Trenches will first be stepped where appropriate to allow for safe excavation of deep features. After discussion with SCCAS the use of a hand held auger (or a power auger where appropriate) will be used where necessary to gain information from very deep deposits/features if depth cannot be established through hand excavation.

Any complex/unexpected deposits will be discussed with SCCAS to agree a strategy.

Fast hand-excavation techniques involving (for instance) picks, forks and mattocks will not be used on complex stratigraphy.

The depth and nature of colluvial or other masking deposits will be established. Therefore, a sondage will be excavated in each trench to test the stratigraphy of the site. This will occur in every trench unless it can be demonstrated that a feature excavated within a particular trench has clearly penetrated into natural.

A representative section will be drawn of each trench, to include ground level, the depth of machining within the trench and the depth of any sondages.

The use of a hand held auger (or a power auger where appropriate) will be used where necessary to gain information from very deep deposits/features.

A metal detector will be used to scan all trenches both before and during excavation. This will be carried out by trained CAT staff under the supervision of project manager/supervisors Adam Wightman, Nigel Rayner or Ben Holloway who have over 5 years experience of metal detecting on archaeological sites. Experienced metal detectorist Geoff Lunn will be available for advice and support throughout the project. Geoff has 4 years experience and has worked with CAT to recover finds from recent excavations at the Mercury Theatre and Essex County Hospital sites in Colchester, and who has also worked with the Colchester Archaeological Group, Suffolk Archaeology, Access Cambridge Archaeology, The Citizen Project (MOLA)

and others. If considered necessary, Geoff will be employed by CAT for to assist with the metal detecting. All finds will have their location recorded via GPS or with the Total Station. All spoil heaps will also be scanned and finds recovered.

Individual records of excavated contexts, layers, features or deposits will be entered on pro-forma record sheets. Registers will be compiled of finds, small finds and soil samples.

All features and layers or other significant deposits will be planned, and their profiles or sections recorded. The normal scale will be site plans at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be appropriate.

The photographic record will consist of general site shots, and shots of all archaeological features and deposits. A photographic scale (including north arrow) shall be included in the case of detailed photographs. Standard "record" shots of contexts will be taken on a digital camera. A photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

Trenches will not be backfilled until they have been signed off by the SCCAS.

Site surveying

The evaluation trench and any features will be surveyed by Total Station or GPS, unless the particulars of the features indicate that manual planning techniques should be employed. Normal scale for archaeological site plans and sections is 1:20 and 1:10 respectively, unless circumstances indicate that other scales would be more appropriate.

The site grid will be tied into the National Grid. Corners of excavation areas will be located by NGR coordinates.

Environmental sampling policy

CAT aims to follow guidance set out in the Historic England guide for Environmental Archaeology (Historic England 2011). The number and range of samples collected will be adequate to determine the potential of the site, with particular focus on palaeoenvironmental remains including both biological remains (e.g. plants, small vertebrates) and small sized artefacts (e.g. smithing debris), and to provide information for sampling strategies on any future excavation. Samples will be collected for potential micromorphical and other pedological sedimentological analysis. Environmental bulk samples will be 40 litres in size (assuming context is large enough).

Sampling strategies will address questions of:

- the range of preservation types (charred, mineral-replaced, waterlogged), and their quality
- concentrations of macro-remains
- and differences in remains from undated and dated features
- variation between different feature types and areas of site

CAT has an arrangement with Val Fryer/Lisa Gray whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course. Trained CAT staff will process the samples (unless complex or otherwise needing specialist processing) and the flots will be sent to VF/LG for reporting.

Should any complex, or otherwise outstanding deposits be encountered, VF/LG will be asked onto site to advise. Waterlogged 'organic' features will always be sampled. In all cases, the advice of VF/LG and/or the Historic England Regional Advisor in Archaeological Science (East of England) on sampling strategies for complex or waterlogged deposits will be followed, including the taking of monolith samples.

Human remains

CAT follows the policy of leaving human remains *in situ* except in those cases where damage or desecration are to be expected, or in the event that analysis of the remains is shown to be a requirement of satisfactory evaluation of the site.

If circumstances indicated it were prudent or necessary to remove remains from the site during the evaluation, the following criteria would be applied; if it is clear from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them. In that case, conditions laid down by the license will be followed. If it seems that the remains are not ancient, then the coroner, the client, and SCCAS will be informed, and any advice and/or instruction from the coroner will be followed.

Following HE guidance (Historic England 2018) all archaeological human remains excavated during the course of the evaluation will either be analysed and reported by CAT project osteologist Megan Seehra or will be sent to external specialist Julie Curl.

Photographic record

The photographic record will consist of general site shots, and shots of all archaeological features and deposits and follow HE guidelines (Historic England 2015a). A photographic scale (including north arrow) shall be included in the case of detailed photographs. Standard "record" shots of contexts will be taken on a digital camera. A photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

Basic site record shots will be taken using the site recording tablet at a resolution of 2592 x 1944 (5 megapixels).

Photographs of significant archaeological features and deposits will be taken using a Nikon D3500 DSLR camera with a 24.2 megapixel DX-format sensor.

Post-excavation assessment

If a post-excavation assessment is required by SCCAS, it will be normally be submitted within 2 months of the end of fieldwork, or as quickly as is reasonably practicable and at a time agreed with SCCAS.

Where archaeological results do not warrant a post-excavation assessment, preparation of the normal site report will begin.

Finds

All significant finds will be retained.

All finds, where appropriate, will be washed and marked with site code and context number.

Most of our finds reports are written internally by CAT Staff under the supervision and direction of Philip Crummy (Director) and Laura Pooley (Post-excavation Manager). This includes specialist subjects such as:

- ceramic finds (pottery and ceramic building material): Dr Matthew Loughton
- animal bones: Alec Wade (or Adam Wightman, small groups only)
- small finds, metalwork, coins, etc: Laura Pooley
- non-ceramic bulk finds: Laura Pooley
- flints: Adam Wightman
- environmental processing: Bronagh Quinn
- project osteologist (human remains): Meghan Seehra

or to outside specialists:

- animal and human bone: Julie Curl (Sylvanus)
- environmental assessment and analysis: Val Fryer / Lisa Gray
- radiocarbon dating: SUERC Radiocarbon Dating Laboratory, Glasgow

- conservation/x-ray: Laura Ratcliffe, LR Conservation / Norfolk Museums Service, Conservation and Design Services

Other specialists whose opinion can be sought on large or complex groups include:

- flint: Tom Lawrence
- prehistoric pottery: Stephen Benfield / Nigel Brown / Paul Sealey
- Roman pottery: Stephen Benfield / Paul Sealey / Jo Mills / Gwladys Monteil
- Roman brick/tile: Ian Betts (MOLA)
- Roman glass: Hilary Cool
- small finds: Nina Crummy

other: EH Regional Adviser in Archaeological Science (East of England).

All finds of potential treasure will be removed to a safe place, and reported immediately to the Suffolk FLO (Finds Liaison Office) who will inform the coroner within 14 days, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.

Requirements for conservation and storage of finds will be agreed with SCCAS and carried out as per their guidelines (SCCAS 2019b).

Results

Notification will be given to SCCAS when the fieldwork has been completed.

An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (Historic England 2015b).

The draft final report will be submitted within 6 months of the end of fieldwork for approval by SCCAS.

The approved final report will normally be submitted to SCCAS as both a PDF and a hard copy.

The report will contain:

- The aims and methods adopted in the course of the archaeological project
- Location plan of the area in relation to the proposed development.
- Section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Archaeological methodology and detailed results including a suitable conclusion and discussion and results referring to Regional Research Frameworks (EAA8, EAA14 & EAA24).
- All specialist reports or assessments
- A concise non-technical summary of the project results
- Appendices to include a copy of the completed OASIS summary sheet and the approved WSI

Results will be published, to at least a summary level, in the PSIAH (Proceedings of the Suffolk Institute of Archaeology and History) annual round up should archaeological remains be encountered in the evaluation. An allowance will be made for this in the project costs for the report.

Final reports are also published on the CAT website and on the OASIS website.

Archive deposition

The archive will be deposited with the Suffolk County Council Archaeological Service as per their archive guidelines (SCCAS 2019).

If the client does not agree to transfer ownership to SCCAS they will be required to nominate another suitable repository approved by SCCAS or provide funding for additional recording and analysis of the finds archive (such as, but not limited to, additional photography or illustration of objects). In the rare event that artefacts of significant monetary value are discovered, separate ownership arrangements may be negotiated, provided they are not subject to Treasure Act legislation.

If the finds are to remain with the landowner or an approved third party, a full copy of the archive will be housed with the SCCAS.

The archive will be deposited with the SCCAS within 3 months of the completion of the final publication report, with a summary of the contents of the archive supplied to SCCAS. Prior to deposition CAT's data management plan (based on the official guidelines from the Digital Curation Centre [DCC 2013]) will ensure the integrity of the digital archive.

Monitoring

SCCAS officers are responsible for monitoring all archaeological work within Suffolk and will need to inspect site works at an appropriate time during the fieldwork and will review the progress of excavation reports and/or archive preparation.

Notification of the start of work will be given to SCCAS ten days in advance of its commencement and a monitoring visit will be booked with SCCAS at this time.

Any variations in this WSI will be agreed with SCCAS prior to them being carried out.

SCCAS will be notified when the fieldwork is complete.

The involvement of SCCAS shall be acknowledged in any report or publication generated by this project.

SCCAS remote monitoring requirements during the Covid-19 pandemic

Currently SCCAS are undertaking monitoring visits.

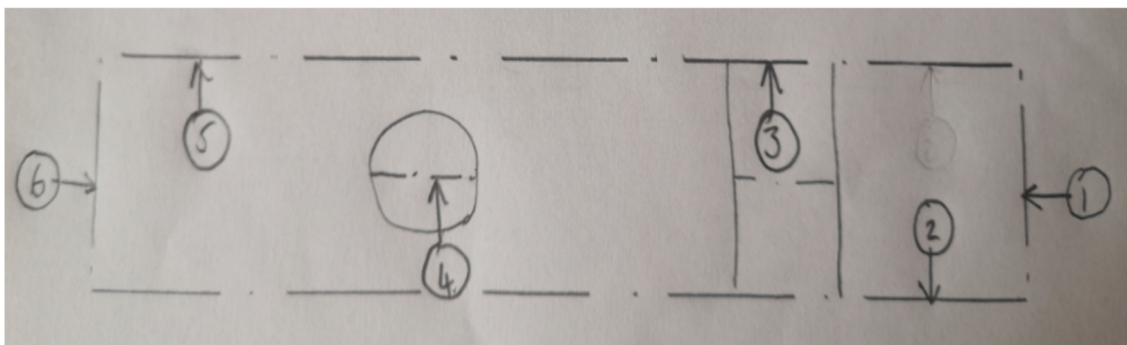
However, if government/local government advice changes due to a spike in cases/localised lockdown, etc. SCCAS may have to start remotely monitoring sites again.

In this case, the following remote monitoring requirements have been laid-out by SCCAS:

- All features present in the trenches, including presumed natural and geological features are to be investigated as per the WSI

In addition, the following must be sent to the SCCAS to enable them to decide if the fieldwork can be signed-off and trenches backfilled.

- GPS trench plans showing what is present in each trench – with context numbers included,
- Written text stating what finds were found (if any) in each context, with provisional date,
- Text stating which features environmental samples have been taken from,
- Photographs of 1) each trench, from each end of the trench; 2) trench sections (bulk); and 3) features (all photographs will be taken at appropriate times of day and not in bad lighting conditions and once trenches, sections, features have been cleaned)
- A diagram showing the direction each photograph was taken from, with photograph number. For example,



Provision will be made in the timetable of works for the SCCAS to review the remote monitoring documents and for any queries to be resolved.

CAT understands that if SCCAS cannot gain sufficient information remotely, they will not be able to sign off fieldwork which may lead to delays in the completion of projects.

Education and outreach

The CAT website (www.thecolchesterarchaeologist.co.uk) is updated regularly with information on current sites. Copies of our reports (grey literature) can be viewed on the website and downloaded for free. Staff regularly give lectures to groups, societies and schools (a fee may apply). CAT also works in partnership with Colchester Archaeological Group (providing a venue for their lectures and library) and the local Young Archaeologists Club.

CAT archaeologists can be booked for lectures and information on fees can be obtained by contacting the office on 01206 501785.

References

Note: all CAT reports, except for DBAs, are available online in PDF format at <http://cat.essex.ac.uk>

Brown, N and Glazenbrook, J.	2000	<i>Research and Archaeology: a frame work for the Eastern Counties 2 Research agenda and strategy</i> , East Anglian Archaeological, occasional papers 8 (EAA 8)
CAT	2021	<i>Health & Safety Policy</i>
CIfA	2014a	<i>Standard and Guidance for an archaeological field evaluation</i> . Updated Oct 2020
CIfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i> . Updated Oct 2020
CIfA	2014c	<i>Code of Conduct</i> . Revised Oct 2019
Digital Curation Centre (DCC)	2013	<i>Checklist for Data Management Plan v. 4.0</i>
ECDC	2019	<i>Yoxford: Draft Conservation Area Appraisal and Boundary Review</i> . Suffolk Coastal District Council. Feb 2019.
Gurney, D	2003	<i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers 14 (EAA 14).
Historic England	2011	<i>Environmental archaeology: A guide to the Theory and Practice of Methods, from sampling and Recovery to Post-excavation</i> . By G Campbell, L Moffett and V Straker
Historic England	2015a	<i>Digital image capture and file storage: Guidelines for best practice</i> . By S Cole & P Backhouse
Historic England	2015b	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Historic England	2018	<i>The Role of the Human Osteologist in an Archaeological Fieldwork Project</i> . By S Mays, M Brickley and J Sidell
Medlycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England</i> . East Anglian Archaeology Occasional Papers 24 (EAA 24)
MHCLG	2019	<i>National Planning Policy Framework</i> . Ministry of Housing, Communities and Local Government.
SCC	2012	<i>The Suffolk Historic Landscape Characterisation Map</i> , version 3
SCCAS	2019	<i>Archaeological Archives in Suffolk: Guidelines for Preparation and Deposition</i>
SCCAS	2021a	<i>Brief for a Trenched Archaeological Evaluation at Land south of Darsham Station, Darsham</i> , by Gemma Stewart
SCCAS	2021b	<i>Requirements for a Trenched Archaeological Evaluation</i> . Updated Jan 2021

Emma Holloway



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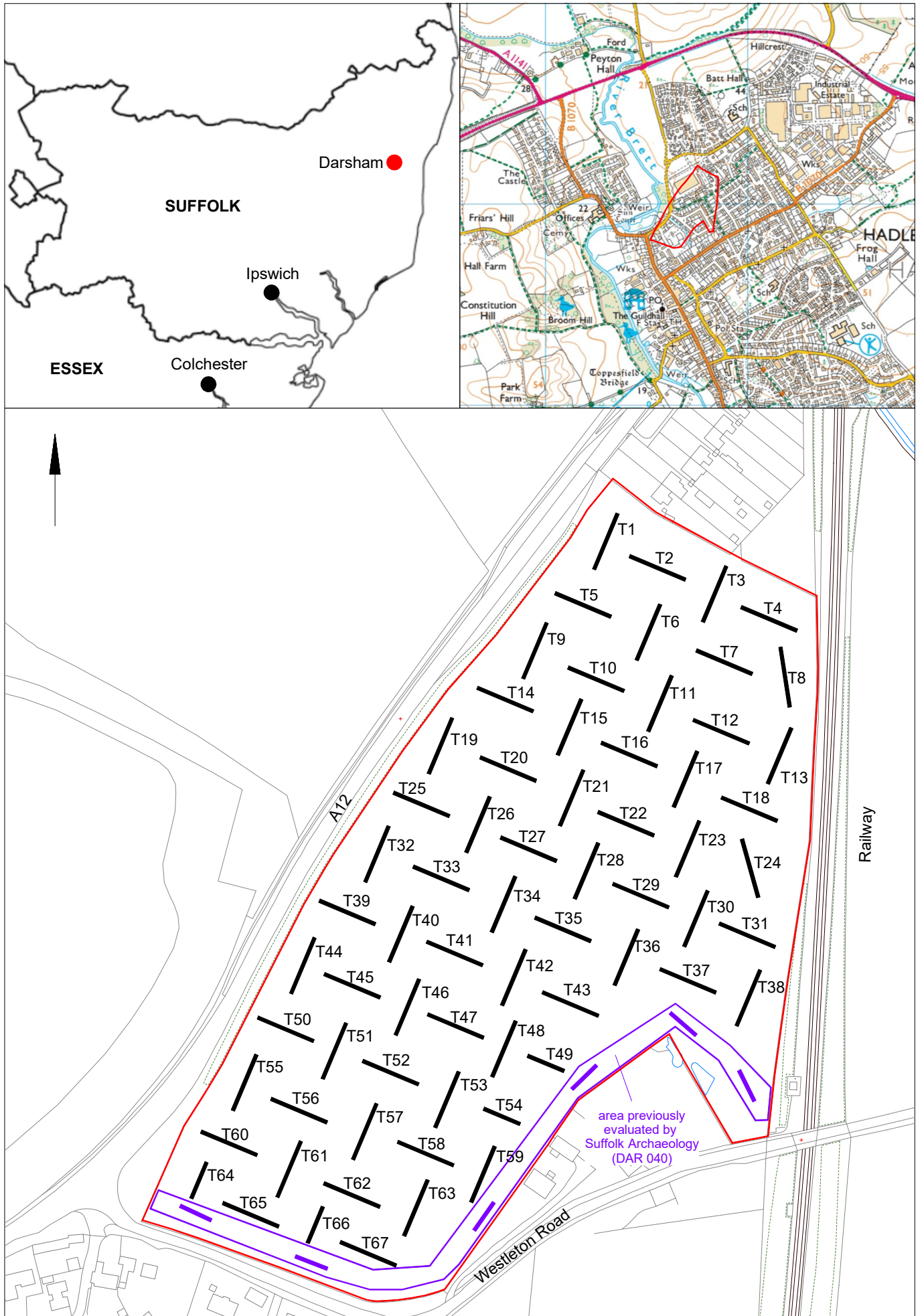


Fig 1 Site location and trench proposal.

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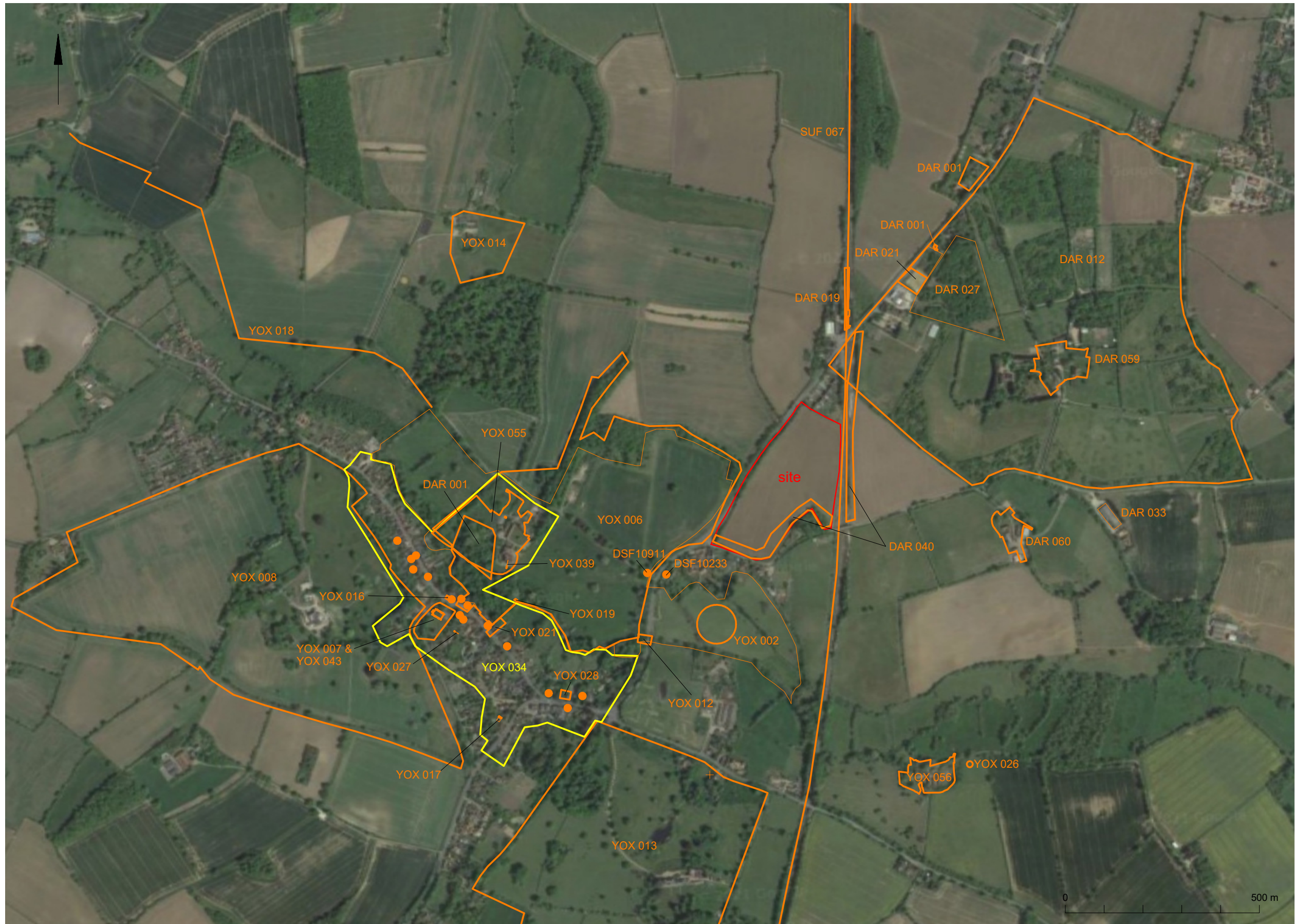


Fig 2 Development site (in red) shown in relation to archaeological and historic sites recorded on the Suffolk Historic Environment Record.

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 HER data © Suffolk Historic Environment Record