

Economy, Skills and Environment
9–10 The Churchyard, Shire Hall
Bury St Edmunds
Suffolk
IP33 1RX

Brief for an Archaeological Evaluation

AT

LAND NORTH-WEST OF MOORES LANE, EAST BERGHOLT

PLANNING AUTHORITY: Babergh District Council

PLANNING APPLICATION NUMBER: To be confirmed

HER NO. FOR THIS PROJECT: To be arranged/confirmed with the Suffolk
HER Officer (james.rolfe@suffolk.gov.uk)

GRID REFERENCE: TM 072 356

DEVELOPMENT PROPOSAL: Housing

AREA: 8.4ha

CURRENT LAND USE: Greenfield

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Summary

- 1.1 The applicant and Local Planning Authority (LPA) have been advised that the location of the proposed development could affect important archaeological deposits.
- 1.2 The applicant is required to undertake an archaeological field evaluation prior to the determination of a planning application, in accordance with a Written Scheme of Investigation. This information should be submitted with the application, in order for the particular nature and significance of any heritage assets at this location to be considered.
- 1.3 The archaeological contractor must submit a copy of their Written Scheme of Investigation (WSI) or Method Statement, based upon this brief of minimum

requirements (and in conjunction with our standard Requirements for Geophysical Survey 2011 Ver. 1.1 and Trenched Archaeological Evaluation 2011 Ver 1.3), to the Conservation Team of Suffolk County Council's Archaeological Service (SCCAS/CT) for scrutiny; SCCAS/CT is the advisory body to the LPA on archaeological issues.

- 1.4 The WSI should be approved before costs are agreed with the commissioning client, in line with Institute for Archaeologists' guidance. Failure to do so could result in additional and unanticipated costs.
- 1.5 Following acceptance, SCCAS/CT will advise the LPA that an appropriate scheme of work is in place.
- 1.6 The WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the brief will be met. If the approved WSI is not carried through in its entirety (particularly in the instance of trenching being incomplete) the evaluation report may be rejected.

Archaeological Background

- 2.1 The site of the proposed development has high potential for the discovery of important hitherto unknown heritage assets of archaeological interest in view of its large size and location close to a number of sites recorded in the County Historic Environment Record. This includes scatters of Roman and medieval finds (EBG 002 and 036), an undated human skull (EBG 008) and number of cropmark features, which include ring ditches (EBG 002). However, the site has not been the subject of previous systematic investigation. As a result there is high potential to encounter important archaeological deposits at this location.

Fieldwork Requirements for Archaeological Investigation

- 3.1 A geophysical survey, a targeted non-ferrous metal detecting survey and preliminary trenched evaluation is required of the development area to enable the archaeological resource, both in quality and extent, to be assessed.
- 3.2 The geophysical survey is required over the entire application site (see attached plan). Where appropriate (where ground conditions permit), it is recommended that magnetometer surveys be conducted using cart mounted sensors. A scale plan showing the proposed survey grid should be included in the WSI for approval by SCCAS/CT.
- 3.3 A metal detector survey is required across the development area. The survey should be conducted by experienced metal detector users, who must be named in the WSI. The survey must be conducted prior to trenching.
- 3.4 The survey will involve detecting along linear transects set 10m apart, laid out using suitable surveying equipment (with a c. 1m wide detecting sweep, this will ensure a 10% coverage of the ground surface). The transect orientation should match the dominant axis of the trenches, which should be arranged in systematic grid array (see 3.8).
- 3.5 The method of labelling and recording in the field should allow recovered artefacts to be accurately plotted along the surveyed transects.

- 3.6 Artefacts of later twentieth century date, such as aluminium ring pulls or shot gun cartridges, do not require recording or plotting and may be discarded on site.
- 3.7 Trial Trenching is required to:
- ‘Ground-truth’ the geophysical results and metal detecting results.
 - 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.
 - Establish the suitability of the area for development.
- 3.8 Trial trenches are to be excavated to cover 3.5% by area, which is 2940m². Linear trenches are thought to be the most appropriate sampling method, using, where possible, a systematic grid array. Trenches are to be a minimum of 1.80m wide unless special circumstances can be demonstrated; this will result in c. 1630m of trenching at 1.80m in width. Provision for a trenching contingency of up to 0.5% (840m²) should be made, to enable further clarification of areas of archaeology defined during the evaluation if required.
- 3.9 A scale plan showing the proposed location of the trial trenches should be prepared on the basis of the geophysical survey and metal detecting results. This plan must be submitted to the SCCAS/CT for approval before trenching begins.
- 3.10 Decisions on the need for any further archaeological investigation (e.g. excavation) will be made by SCCAS/CT, in a further brief, based on the results presented in the evaluation report. Any further investigation must be the subject of a further WSI, submitted to SCCAS/CT for scrutiny and formally approved by the LPA.

Arrangements for Archaeological Investigation

- 4.1 The composition of the archaeological contractor’s staff must be detailed and agreed by SCCAS/CT, including any subcontractors/specialists. Ceramic specialists, in particular, must have relevant experience from this region, including knowledge of local ceramic sequences.
- 4.2 All arrangements for the evaluation of the site, the timing of the work and access to the site, are to be defined and negotiated by the archaeological contractor with the commissioning body.
- 4.3 The project manager must also carry out a risk assessment and ensure that all potential risks are minimised, before commencing the fieldwork. The responsibility for identifying any constraints on fieldwork (e.g. designated status, public utilities or other services, tree preservation orders, SSSIs, wildlife sites and other ecological considerations rests with the commissioning body and its archaeological contractor.

Reporting and Archival Requirements

- 5.1 The project manager must consult the Suffolk HER Officer to obtain an event number for the work. This number will be unique for each project or site and must be clearly marked on all documentation relating to the work.
- 5.2 An archive of all records and finds is to be prepared and must be adequate to perform the function of a final archive for deposition in the Archaeological Service's Store or in a suitable museum in Suffolk.
- 5.3 It is expected that the landowner will deposit the full site archive, and transfer title to, the Archaeological Service or the designated Suffolk museum, and this should be agreed before the fieldwork commences. The intended depository should be stated in the WSI, for approval.
- 5.4 The project manager should consult the intended archive depository before the archive is prepared regarding the specific requirements for the archive deposition and curation (including the digital archive), and regarding any specific cost implications of deposition.
- 5.5 A report on the fieldwork and archive must be provided. Its conclusions must include a clear statement of the archaeological value of the results, and their significance. The results should be related to the relevant known archaeological information held in the Suffolk HER.
- 5.6 An opinion as to the necessity for further evaluation and its scope may be given, although the final decision lies with SCCAS/CT. No further site work should be embarked upon until the evaluation results are assessed and the need for further work is established.
- 5.7 Following approval of the report by SCCAS/CT, a single copy of the report should be presented to the Suffolk HER as well as a digital copy of the approved report.
- 5.8 All parts of the OASIS online form <http://ads.ahds.ac.uk/project/oasis/> must be completed and a copy must be included in the final report and also with the site archive. A digital copy of the report should be uploaded to the OASIS website.
- 5.9 Where positive results are drawn from a project, a summary report must be prepared for the *Proceedings of the Suffolk Institute of Archaeology and History*.
- 5.10 This brief remains valid for 12 months. If work is not carried out in full within that time this document will lapse; the brief may need to be revised and re-issued to take account of new discoveries, changes in policy and techniques.

Standards and Guidance

Further detailed requirements are to be found in our Requirements for Trenched Archaeological Evaluation 2011 Ver 1.2.

Standards, information and advice to supplement this brief are to be found in *Standards for Field Archaeology in the East of England*, East Anglian Archaeology Occasional Papers 14, 2003.

The Institute for Archaeologists' *Standard and Guidance for archaeological field evaluation* (revised 2001) should be used for additional guidance in the execution of the project and in drawing up the report.

Notes

The Institute for Archaeologists maintains a list of registered archaeological contractors (www.archaeologists.net or 0118 378 6446). There are a number of archaeological contractors that regularly undertake work in the County and SCCAS will provide advice on request. SCCAS/CT does not give advice on the costs of archaeological projects.