

**ARCHAEOLOGICAL
EVALUATION ON LAND AT CASTLE SQUARE
CASTLE ACRE
NORFOLK
(51032)**

Work Undertaken For
Parworth Developments Ltd

December 2007

Report Compiled by
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National Grid Reference: TF 8184 1507
Planning Reference: 07/0172/F
Oasis ID: Archaeol1-35641

A.P.S. Report No. **154/07**

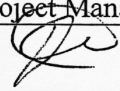

ARCHAEOLOGICAL PROJECT SERVICES



Quality Control

Archaeological Evaluation
on land at Castle Square, Castle Acre, Norfolk
(51032)

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1. SUMMARY

An archaeological evaluation was undertaken to determine the archaeological implications of proposed development on land at Castle Square, Castle Acre, Norfolk.

Castle Acre is located in an area of known archaeological remains and Castle Square is situated within the core of the medieval settlement, adjacent to the Motte and Bailey castle.

The investigations revealed two linear features which had been naturally formed, probably by glacial activity.

A layer of rubble was identified under the topsoil during the investigation. These may be the remains of cottages formerly present on the site.

No artefacts were recovered during the investigation.

2. INTRODUCTION

2.1 Definition of an Evaluation

An archaeological evaluation is defined as, 'a limited programme of non-intrusive and/or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site. If such archaeological remains are present Field Evaluation defines their character and extent and relative quality; and it enables an assessment of their worth in a local, regional, national or international context as appropriate' (IFA 1999).

2.2 Planning Background

A planning application (07/01712/F) for

residential development on land at Castle Square, Castle Acre, Norfolk was submitted to and granted consent by King's Lynn and West Norfolk Borough Council. Norfolk Landscape Archaeology (NLA) as advisors to the local authority recommended that an archaeological condition should be attached to this consent. This condition requires that an archaeological evaluation by the excavation of a 4m x 4m trial trench should be undertaken to assess the importance of any archaeological remains buried on the site.

Archaeological Project Services (APS) was commissioned by Parworth Developments Limited to undertake the archaeological evaluation. The evaluation was carried out on the 3rd December 2007 in accordance with a specification prepared by APS (Appendix 1) and approved by NLA prior to the evaluation commencing.

2.3 Topography and Geology

Castle Acre is situated approximately 17km north of Swaffham (Figure 1). The village lies on a slight south-facing slope overlooking the River Nar.

The proposed development site is located in the southern part of the village, to the southwest of the motte and bailey castle (Figures 2 and 3), and lies at a height of approximately 8m OD, at National Grid Reference TG 8184 1507.

The local soils are of the Newmarket 2 Association comprising brown redzinas on chalk (Hodge *et al.* 1984, 268).

2.4 Archaeological and Historical Setting

Castle Acre possesses archaeological remains of national importance, some of

which are protected as Scheduled Monuments.

A Roman road, Peddar's Way, passes through Castle Acre (Figure 2), which lies on its route between Ixworth, to the southeast, and Holme Next the Sea (Margary 1973, 258-60). The stretch of the Peddar's Way from the northwest of Castle Acre to Holme Next the Sea is almost all still in use as a road or lane. However, where the road passes through the village, and beyond to the southeast, its course is no longer apparent for a distance of c.5km. However, it is assumed that the road would have continued along a straight line (*ibid*).

The place-name element 'Acre' is likely to derive from the Old English '*aecer*' or 'field' (Ekwall 1974, 2).

A settlement at Castle Acre is referred to in the Domesday Survey of 1086 as comprising a substantial population, suggesting that its origins may go back into the Late Anglo-Saxon period (10th/11th centuries). In addition to the listed population of Acre, Domesday also refers to holdings of two mills, half a salt house, a fishery, cattle, sheep and pigs (Morris 1984).

An Anglo-Saxon cemetery was found during the construction of a new bank dividing the parishes of Castle Acre and West Acre (Kennett 1980, 18). The cemetery was found in 1857, and further investigated in 1891 and 1961, with urns being discovered from fields in both parishes, apparently from the same cemetery. These discoveries were made approximately 2.5km from Castle Acre village centre, and a similar distance from the centre of West Acre (*ibid*).

In May 2001, five graves were discovered at the Eyrie (HER 36119) and are believed to be of Late Anglo-Saxon origin. In addition,

traces of Middle Saxon (8th/9th centuries) activity have been uncovered at the Priory.

Castle Acre is well known for its Castle and Priory, and the settlement was the centre of the Norfolk estates of the Warenne Earls of Surrey (Platt 1984). The Earls laid out an area with a gridded street pattern and enclosed this planned settlement within a rampart and ditch to the west of the motte and bailey castle, probably in the early 12th century (Wade-Martins 1994, 72). From its location, close to where the Peddars Way crosses the River Nar, this settlement was expected to flourish as a market town. In the event, the nearby town of Swaffham emerged to fulfil this role, and by the end of the medieval period had become the principal town of this area of the county. It is the construction of the Castle and planned settlement that are thought to have diverted Peddar's Way (*ibid*).

Excavations at the castle in the 1970s uncovered the remains of a substantial stone-built 'country house', which predated the large fortified enclosure. This was the original hall of William de Warenne, and was only lightly defended by a bank and palisade (Platt 1984, 18).

Pevsner (1962, 115) considered the castle to be one of the grandest motte and bailey castles in England, covering a total area of 15 acres. The earthworks are of considerable size, with a drop of over 30m from the bottom to top of the ditch (Kennett 1980). In addition to the motte, bailey and keep is a substantial outer bailey, comprising the whole area between the inner bailey at the east, and the church at the west. The surviving north gate of the outer bailey, at the north of Bailey Street, dates to the 13th century (Pevsner 1962, 115). Both the Castle and Bailey Gate are Scheduled Monuments (SM No. 146). The proposed development site lies immediately to the southwest of the inner bailey of the Castle,

and the Bailey Gate is located c.110m to the northwest (Figure 2).

The Church of St James is located just beyond the western edge of the outer bailey, and includes fabric dating from the 12th to 15th centuries (Pevsner 1962, 111-2).

To the west of the church lie the ruins of the Cluniac Priory founded by William de Warenne in around 1090 (Kennett 1980, 38-9). Castle Acre Priory is a Scheduled Monument (SM No. 2).

Bryant's map of 1826 shows Castle Acre, and although little detail is included on this map, some buildings are located in the general vicinity of the proposed development site (1998).

An aerial photograph of Castle Acre Priory, taken in 1948, shows part of the proposed development site. Though the detail of the site itself is unclear, a wall appears to bound the site along Bailey Street, and the area just to the northeast of the site is apparently under grass (Platt 1984, 172). A second aerial photograph, dating from 1971, shows the castle, and also shows the investigation area more clearly (*ibid*, 18-9). A number of outbuildings are visible, and appear to be the same as those which currently occupy the site. The remainder of the area appears to be grassed.

A single trench evaluation undertaken in 2005 in advance of development of the plot immediately west of the proposed development recorded undated structural features comprising several post or stake holes which may have part of a building which fronted onto Bailey Street. A brick floor of post-medieval date was also recorded (Mellor 2005).

3. AIMS

The aim of the archaeological evaluation was to gather sufficient information for Norfolk Landscape Archaeology to formulate appropriate policies for the management of the archaeological resources, if present, on the site. The objectives of the investigation were to establish the type, chronology, density, spatial arrangement and extent of any archaeological remains present.

4. METHODS

The evaluation consisted of a single 4m x 4m machine excavated trial trench, located within the footprint of the proposed new dwelling (Figures 3 & 4. Plate 3).

Once mechanical excavation had been completed, the sides and base of the trench were cleaned and the sides rendered vertical. Selected deposits were then excavated by hand to determine their nature and to retrieve artefactual material.

Each deposit exposed during the evaluation was allocated a unique reference number (context number) with an individual written description. All contexts and their descriptions appear as Appendix 2. A photographic record was compiled using both digital colour and black and white print formats. Sections were drawn at a scale of 1:10 and plans at 1:20. Recording of deposits encountered was undertaken according to standard Archaeological Project Services practice.

The location of the trench was plotted in relation to the site boundary and standing buildings using measuring tapes. Following excavation, all records were checked and ordered to ensure that they constituted a complete Level II archive and a stratigraphic matrix of all identified deposits was produced. Phasing was based on the nature of the deposits and

recognisable relationships between them.

5. RESULTS

Natural deposits

The earliest deposit encountered in the evaluation trench comprised a hard, white chalk bed with overlying flint nodules (009) present throughout the trench (Figures 4 & 5. Plates 3-7).

Cutting through this chalk bed were two linear features [005] and [008].

The smaller of the two features [005], on the northeast side of the evaluation trench was an irregular sided and undercut feature with an uneven base. Aligned NW-SE [005] it had an average width of 0.8m and a depth of 0.4m and was filled with soft, mid yellow and reddish brown mixed sands and silt (004). The deposit contained large amounts of broken and unbroken flint nodules (Figures 4 & 5. Plates 3 & 4).

On the southeast side of the evaluation trench was a similar, larger linear feature [008]. On the same alignment as [005] this feature had a maximum width of 2.4m, a depth of 0.48m and contained two distinct fills. Uppermost, fill (006) comprised a mixed yellowish brown and reddish brown sand and silt deposit with frequent flint inclusions.

The lower fill (007), on the northeast side of the feature was a strong, reddish brown sand surrounding large flint deposits (Figures 4 & 5. Plates 3 & 7).

Both features have been formed by glacial action.

Overlying both features was a soft, dark yellowish brown sandy silt subsoil (003) which contained frequent flint and chalk

fragments and had an average thickness of 0.4m (Figure 5. Plates 3, 5 & 6).

Modern deposits

At the southeast end of the evaluation trench was a mixed deposit of brick and large flint fragments (002). Lying on top of the subsoil (003) the deposit had an average thickness of 0.15m. Deposit (002) appeared to be a layer of demolition rubble (Figure 5. Plates 3 and 6).

Overlying all deposits and occurring sitewide was a friable, dark brownish grey sandy silt topsoil/overburden (001). With an average thickness of 0.2m the deposit contained frequent flint and chalk fragments (Figure 5. Plates 1, 2, 3, 5 & 6).

6. DISCUSSION

The earliest deposit identified in the base of the trench was a chalk layer (009), reflecting the natural geology of the Newmarket 2 Association.

The two linear features identified [005] and [008] were natural in origin, possibly caused by glacial action. The uneven and undercutting sides and bases of the features indicated solution activity within the chalk natural.

The owner of the site, at the time of the evaluation, indicated that cottages once stood on the evaluation area and these explain the presence of the demolition rubble (002) found at the southeast end of the trench.

7. CONCLUSIONS

Archaeological investigations were undertaken at Castle Square, Castle Acre, because the site lay in an area of known archaeological remains, being particularly

noted for remains from the medieval period. In addition to the route of a Roman road, archaeological remains in the immediate vicinity of the site include a motte and bailey castle. The site itself lies adjacent to the castle so it was thought that these remains might extend into the proposed development site itself.

A small area of demolition rubble was uncovered indicating the presence of previous buildings nearby; otherwise the investigation area appears to have been relatively undisturbed.

No artefacts were retrieved during the evaluation.

8. ACKNOWLEDGEMENTS

Archaeological Project Services would like to acknowledge the assistance of Parworth Developments Ltd who commissioned the fieldwork and post-excavation analysis. Dale Trimble coordinated the work and along with Tom Lane edited this report. Dave Start kindly permitted access to the library maintained by Heritage Lincolnshire.

9. PERSONNEL

Project Coordinator: Dale Trimble
 Site Supervisor: Neil Parker
 Site staff: Alex Loven
 Illustration: Neil Parker
 Photographic reproduction: Neil Parker
 Post-excavation Analyst: Neil Parker

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11. ABBREVIATIONS

APS Archaeological Project Services

HER Historic Environment Record (Norfolk)

SM Scheduled Monument

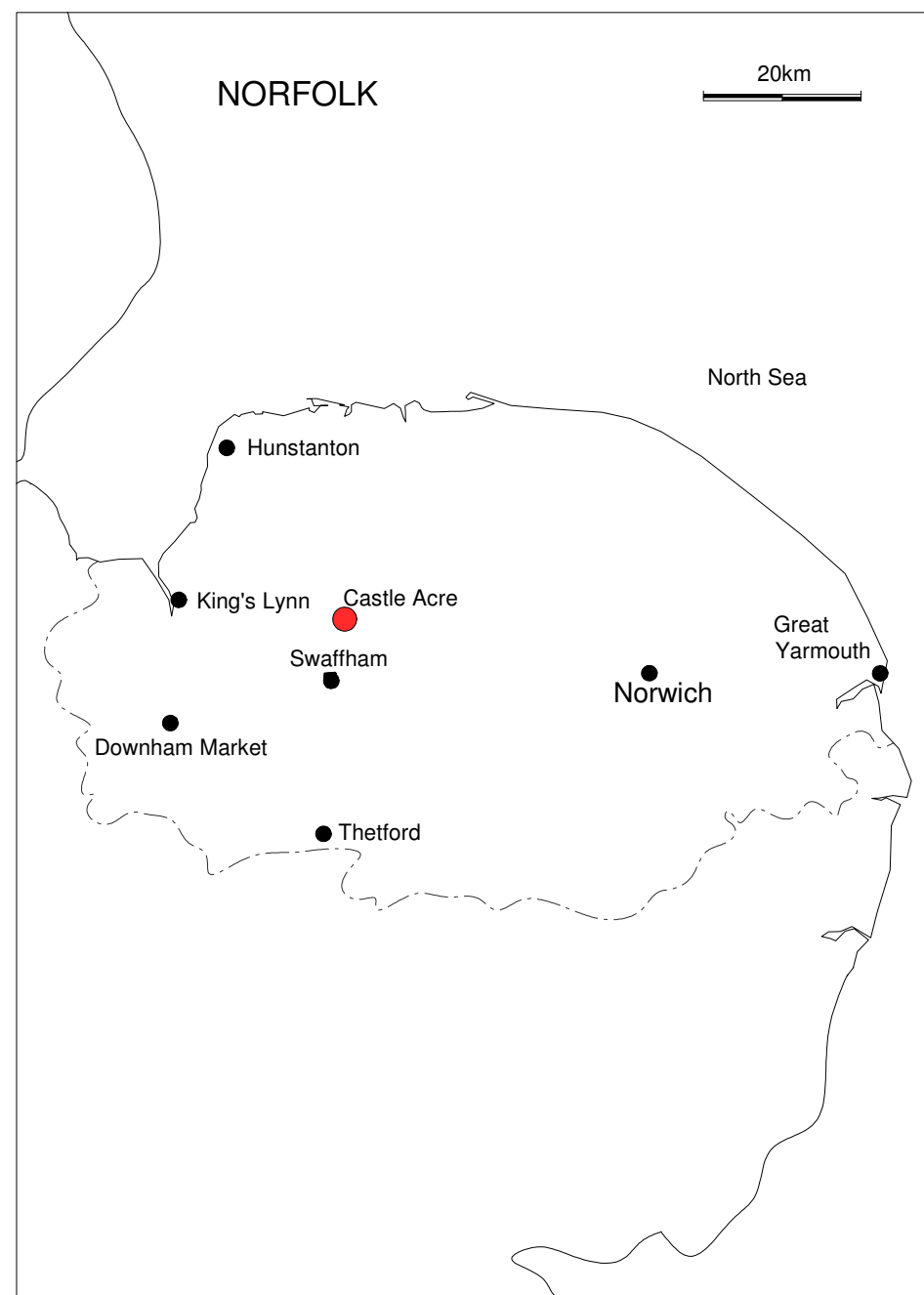


Figure 1 General Location Plan

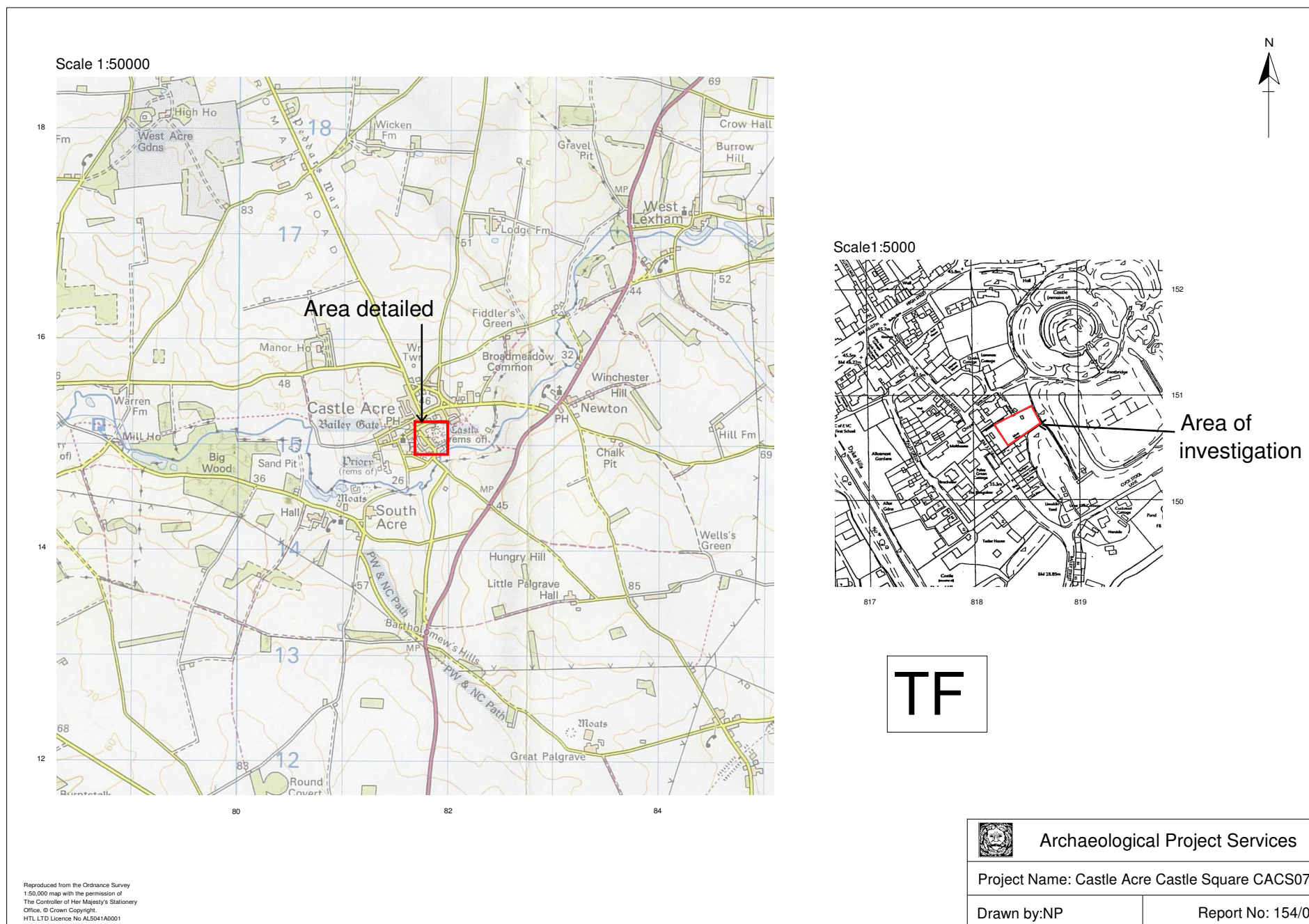
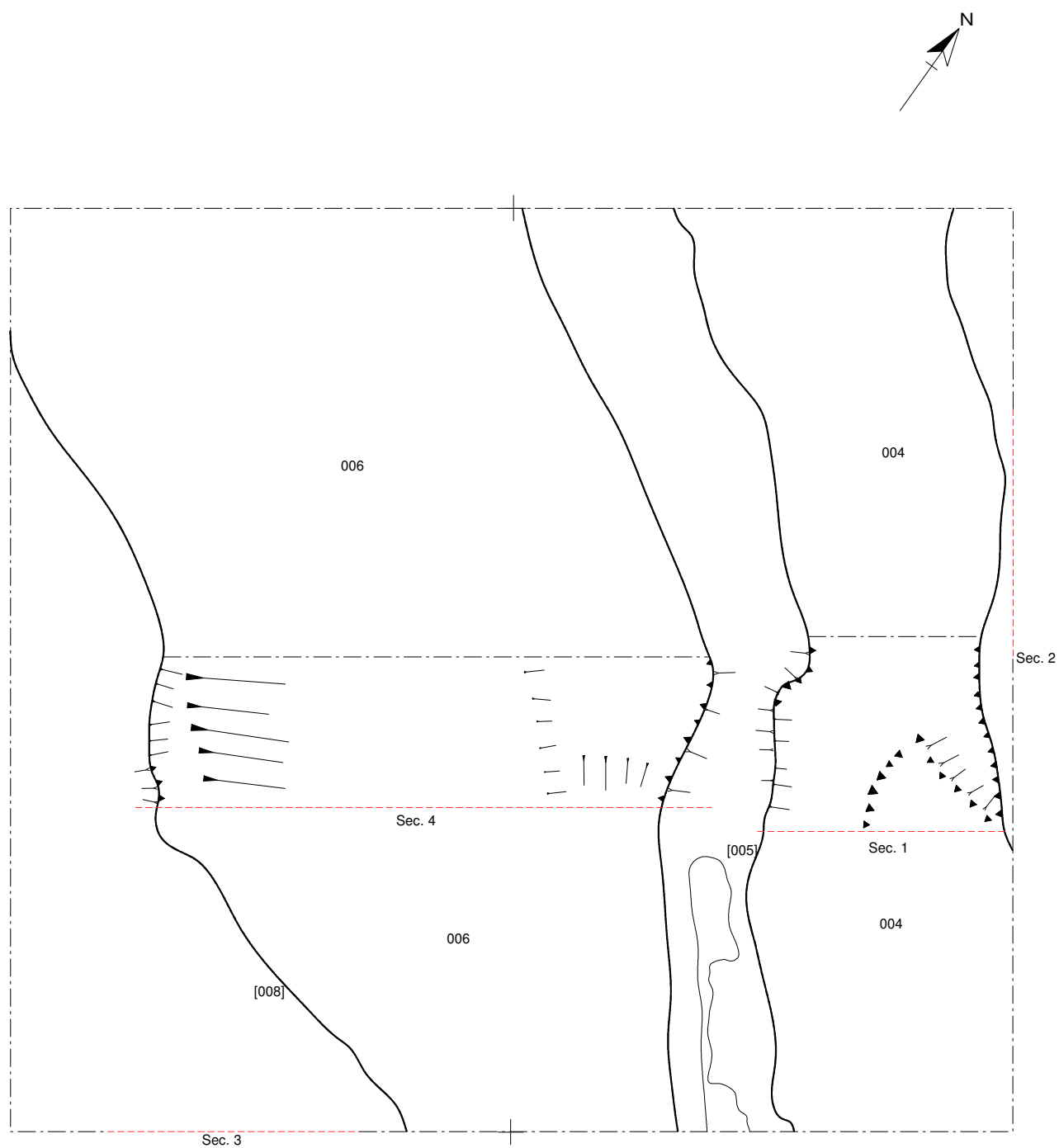




Figure 3 Siteplan



0 1m



Archaeological Project Services

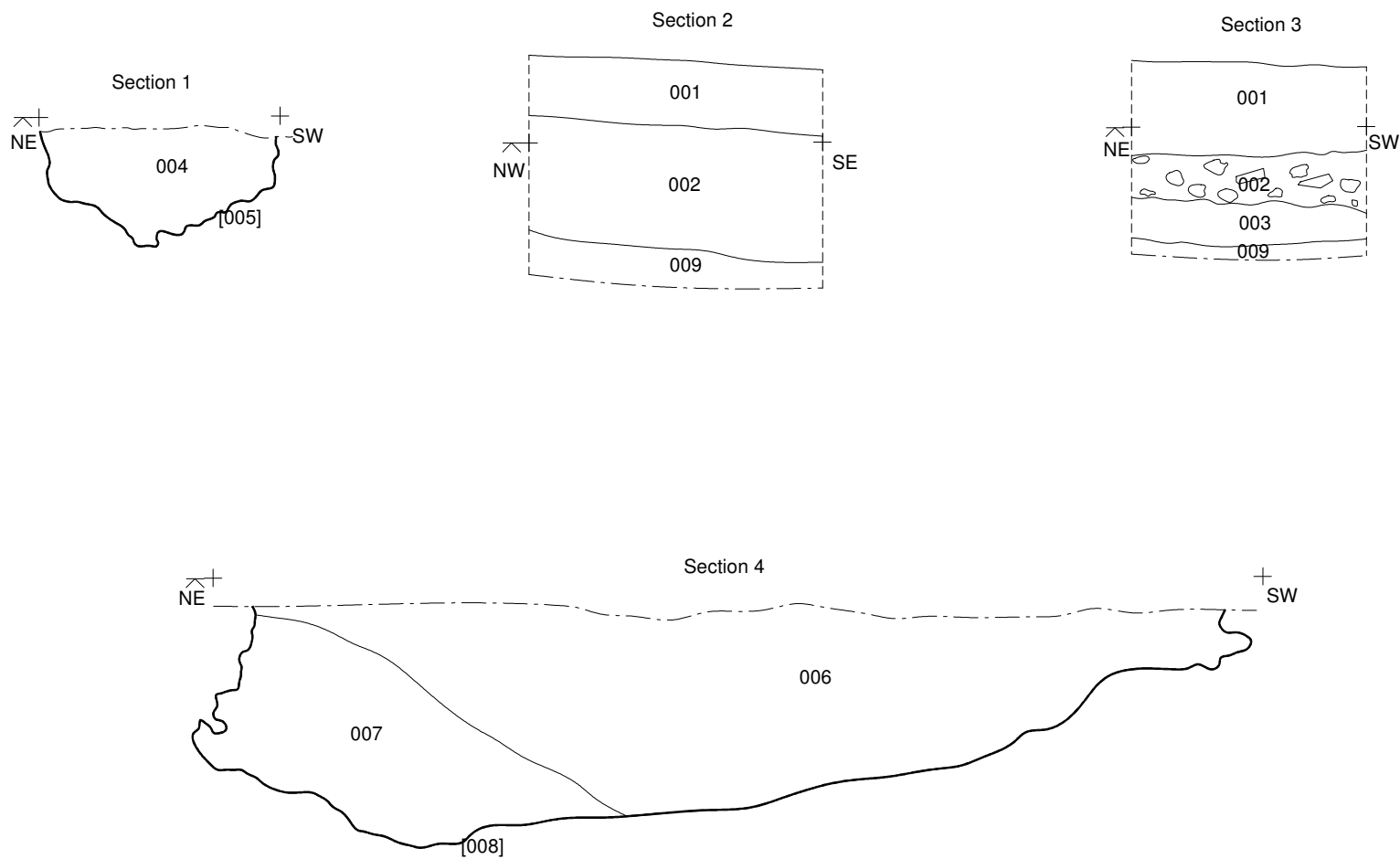
Project Name: Castle Acre Castle Square CACS07

Scale 1:25

Drawn by: NP

Report No: 154/07

Figure 4 Plan 1




| | | |
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|  Archaeological Project Services | | |
| Project Name: Castle Acre Castle Square CACS07 | | |
| Scale 1:20 | Drawn by: NP | Report No:154/07 |

Figure 5 Sections.



Plate 1.

General view of the site showing proximity to the castle, looking north.



Plate 2.

General view of the site, pre-excavation, looking east.



Plate 3.

Evaluation
Trench, pre-
excavation,
looking
southeast.



Plate 4.

Section 1, looking southeast.



Plate 5.

Section 2,
looking
northeast.



Plate 6

Section 3,
looking
southeast.



Plate 7.

Section 4,
looking
southeast.



Plate 8.

General view
of the site,
post
excavation,
looking east.

Appendix 1 Specification

1 SUMMARY

- 1.1 *This document comprises a specification for archaeological field evaluation of land off Castle Square, Castle Acre, Norfolk.*
- 1.2 *The site lies within an area of archaeological interest and potential being located immediately west of the ruins of the Norman castle at Castle Acre.*
- 1.3 *The site is the subject of a proposal for housing development. An archaeological evaluation by trial trenching is required to satisfy an archaeological condition attached to the granting of planning permission for this development.*
- 1.4 *On completion of the fieldwork a report will be prepared detailing the results of the investigation. The report will consist of a text describing and interpreting the archaeological deposits located during the trenching. The text will be supported by illustrations and photographs.*

2 INTRODUCTION

- 2.1 This document comprises a specification for the archaeological field evaluation of land off Castle Square, Castle Acre, Norfolk.
- 2.2 The document contains the following parts:
 - 2.2.1 Overview
 - 2.2.2 The archaeological and natural setting
 - 2.2.3 Stages of work and methodologies to be used
 - 2.2.4 List of specialists
 - 2.2.5 Programme of works and staffing structure of the project

3 SITE LOCATION

- 3.1 Castle Acre is located approximately 17km north of Swaffham. The site is near the centre of the town, extending between the rear of 7 Bailey Street and the ramparts of the Norman Castle at National Grid Reference TF 8184 1507.

4 PLANNING BACKGROUND

- 4.1 The site is the subject of a proposal for housing development. Norfolk Landscape Archaeology has advised that an archaeological condition should be attached to the granting of planning consent for this development (Planning ref. 07/01712/F). A brief issued by Norfolk Landscape Archaeology outlined the requirements of archaeological works, in this case a single trench measuring 4m x 4m positioned within the footings of the proposed building. This specification is based on the brief issued by Norfolk Landscape Archaeology and sets out in detail the nature of the works to be undertaken. The trial trenching may indicate a need for further investigation if significant remains are found and these cannot be preserved *in situ*.

5 SOILS AND TOPOGRAPHY

- 5.1 Castle Acre lies on a slight south-facing slope overlooking a watercourse. The site is situated to the south west of a motte and bailey castle at approximately 8m AOD. The local soils are of the

Newmarket 2 Association comprising brown redzinas on chalk (Hodge et al. 1984, 268).

6

ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

- 6.1 Castle Acre possesses archaeological remains of national importance, some of which are protected as Scheduled Monuments.
- 6.2 A Roman road, Peddar's Way, passes through Castle Acre, which lies on its route between Ixworth, to the southeast, and Holme Next the Sea (Margary 1973, 258-60). The stretch of the Peddar's Way from the northwest of Castle Acre to Holme Next the Sea is almost all still in use as a road or lane. However, where the road passes through the village, and beyond to the southeast, its course is no longer apparent for a distance of c.5km. However, it is assumed that the road would have continued along a straight line (ibid).
- 6.3 The place-name element 'Acre' is likely to derive from the Old English 'aecer' or 'field' (Ekwall 1974, 2). A settlement at Castle Acre is referred to in the Domesday Survey of 1086 as comprising a substantial population, suggesting that its origins may go back into the Late Anglo-Saxon period (10th/11th centuries). In addition to the listed population of Acre, Domesday also refers to holdings of two mills, half a salt house, a fishery, cattle, sheep and pigs (Morris 1984).
- 6.4 An Anglo-Saxon cemetery was found during the construction of a new bank dividing the parishes of Castle Acre and West Acre (Kennett 1980, 18). The cemetery was found in 1857, and further investigated in 1891 and 1961, with urns being discovered from fields in both parishes, apparently from the same cemetery. These discoveries were made approximately 2.5km from Castle Acre village centre, and a similar distance from the centre of West Acre (ibid).
- 6.5 In May 2001, five graves were discovered at the Eyrie (HER 36119) and are believed to be of Late Anglo-Saxon origin. In addition, traces of Middle Saxon (8th/9th centuries) activity have been uncovered at the Priory.
- 6.6 Castle Acre is well known for its Castle and Priory, and the settlement was the centre of the Norfolk estates of the Warenne Earls of Surrey (Platt 1984). The Earls laid out an area with a gridded street pattern and enclosed this planned settlement within a rampart and ditch to the west of the motte and bailey castle, probably in the early 12th century (Wade-Martins 1994, 72). From its location, close to where the Peddars Way crosses the River Nar, this settlement was expected to flourish as a market town. In the event, the nearby town of Swaffham emerged to fulfil this role, and by the end of the medieval period had become the principal town of this area of the county. It is the construction of the Castle and planned settlement that are thought to have diverted Peddar's Way (ibid).
- 6.7 Excavations at the castle in the 1970s uncovered the remains of a substantial stone-built 'country house', which predated the large fortified enclosure. This was the original hall of William de Warenne, and was only lightly defended by a bank and palisade (Platt 1984, 18).
- 6.8 Pevsner considered the castle to be one of the grandest motte and bailey castles in England, covering a total area of 15 acres (1962, 115). The earthworks are of considerable size, with a drop of over 30m from the bottom to top of the ditch (Kennett 1980). In addition to the motte, bailey and keep is a substantial outer bailey, comprising the whole area between the inner bailey at the east, and the church at the west. The surviving north gate of the outer bailey, at the north of Bailey Street, dates to the 13th century (Pevsner 1962, 115). Both the Castle and Bailey Gate are Scheduled Monuments (SM No. 146). The proposed development site lies immediately to the southwest of the inner bailey of the Castle, and the Bailey Gate is located c.110m to the northwest (Figure 2).
- 6.9 The Church of St James is located just beyond the western edge of the outer bailey, and includes fabric dating from the 12th to 15th centuries (Pevsner 1962, 111-2).
- 6.10 To the west of the church lie the ruins of the Cluniac Priory founded by William de Warenne in around 1090 (Kennett 1980, 38-9). Castle Acre Priory is a Scheduled Monument (SM No. 2).

Bryant's map of 1826 shows Castle Acre, and although little detail is included on this map, some buildings are located in the general vicinity of the proposed development site (1998).

- 6.11 An aerial photograph of Castle Acre Priory, taken in 1948, shows part of the proposed development site. Though the detail of the site itself is unclear, a wall appears to bound the site along Bailey Street, and the area just to the northeast of the site is apparently under grass (Platt 1984, 172). A second aerial photograph, dating from 1971, shows the castle, and also shows the investigation area more clearly (ibid, 18-9). A number of outbuildings are visible, and appear to be the same as those which currently occupy the site. The remainder of the area appears to be grassed.
- 6.12 A single trench evaluation undertaken in 2005 in advance of development of the plot immediately west of the proposed development recorded undated structural features comprising several post or stake holes which may have part of a building which fronted onto Bailey Street. A brick floor of post-medieval date was also recorded (Mellor 2005).

7 AIMS AND OBJECTIVES

- 7.1 The aim of the work will be to establish the presence/absence of archaeological remains on site to determine the need, or otherwise, for further archaeological investigations or preservation measures.
- 7.2 The objectives of the work will be to:
 - 7.2.1 Determine the date of the archaeological remains present on the site.
 - 7.2.2 Determine the likely extent and spatial arrangement of archaeological remains present within the site.
 - 7.2.3 Establish the character of archaeological remains that may be present within the site.
 - 7.2.4 Determine the state of preservation of archaeological remains in the area.
 - 7.2.5 Determine the extent to which the surrounding archaeological remains extend into the site.
 - 7.2.6 Identify the way in which the archaeological remains identified fit into the pattern of occupation and land-use in the surrounding landscape.
- 7.3 The specific objectives of this work will be to provide further information on the origins of the Late Anglo-Saxon and medieval settlements of Castle Acre in terms of their demography, social organisation, economy and culture within overall regional research framework objectives.

8 TRIAL TRENCHING

- 8.1 Reasoning for this technique
 - 8.1.1 Trial trenching enables the *in situ* determination of the sequence, date, nature, depth, environmental potential and density of archaeological features present on the site.
 - 8.1.2 The trial trenching will consist of the excavation of one (1) trench measuring 4 metres by 4 metres located within the footprint of the proposed building. Should archaeological deposits extend below 1.2m depth then the trench widths may be extended and the sides stepped in, or shored, as appropriate. In some instances where hand excavation is impractical, augering may be used to determine the depth of deposits.
- 8.2 General Considerations
 - 8.2.1 All work will be undertaken following statutory Health and Safety requirements in

operation at the time of the evaluation.

- 8.2.2 The work will be undertaken according to the relevant codes of practice issued by the Institute of Field Archaeologists (IFA). Archaeological Project Services is an IFA registered archaeological organisation (no. 21) managed by a Member of the Institute.
- 8.2.3 All work will be carried out in accordance with accordance with *Standards for Field Archaeology in the East of England* (Gurney 2003) and any revisions of such received up to the acceptance of this specification.
- 8.2.4 Any artefacts found during the investigation and thought to be 'treasure', as defined by the Treasure Act 1996, will be removed from site to a secure store and the discovery promptly reported to the appropriate coroner's office.
- 8.2.5 Excavation of the archaeological features exposed will only be undertaken as far as is required to determine their date, sequence, density and nature. Not all archaeological features exposed will necessarily be excavated. However, the evaluation will, as far as is reasonably practicable, determine the level of the natural deposits to ensure that the depth of the archaeological sequence present on the site is established.
- 8.2.6 Open trenches will be marked by hazard tape attached to road irons or similar poles. Subject to the consent of the archaeological curator, and following the appropriate recording, the trenches, particularly those of excessive depth, will be backfilled as soon as possible to minimise any health and safety risks.
- 8.2.7 The trenches, all exposed surfaces, excavation horizons, and spoil, will be regularly and repeatedly metal-detected to ensure optimum recovery of artefacts. Any identified artefacts will be excavated from its parent context in normal stratigraphic sequence.
- 8.2.8 Number 51032 has been obtained from the Norfolk HER for allocation to the site archive.

8.3 Methodology

- 8.3.1 Removal of the topsoil and any other overburden will be undertaken by mechanical excavator using a toothless ditching bucket. To ensure that the correct amount of material is removed and that no archaeological deposits are damaged, this work will be supervised by Archaeological Project Services. Thereafter, the trenches will be cleaned by hand to enable the identification and analysis of the archaeological features exposed.
- 8.3.2 A metal detector will be used during normal hand excavation in order to maximise artefact retrieval. The spoil heap will also be scanned with a metal detector.
- 8.3.3 Investigation of the features will be undertaken only as far as required to determine their date, form and function. The work will consist of half- or quarter-sectioning of features as required and, where appropriate, the removal of layers. Should features be located which may be worthy of preservation *in situ*, excavation will be limited to the absolute minimum, (*i.e.* the minimum disturbance) necessary to interpret the form, function and date of the features.
- 8.3.4 The archaeological features encountered will be recorded on Archaeological Project Services pro-forma context record sheets. The system used is the single context method by which individual archaeological units of stratigraphy are assigned a unique record number and are individually described and drawn. All context and site numbering used will be compatible with the Norfolk Sites and Monuments Record.
- 8.3.5 Plans of features will be drawn at a scale of 1:20 and sections at a scale of 1:10.

Should individual features merit it, they will be drawn at a larger scale.

- 8.3.6 Throughout the duration of the trial trenching a photographic record consisting of black and white prints (reproduced as contact sheets) and digital colour images will be compiled. The photographic record will consist of:
- the site before the commencement of field operations.
 - the site during work to show specific stages of work, and the layout of the archaeology within individual trenches.
 - individual features and, where appropriate, their sections.
 - groups of features where their relationship is important.
 - the site on completion of fieldwork
- 8.3.7 Should human remains be encountered, they will be left *in situ* with excavation being limited to the identification and recording of such remains. The archaeological curator, local environmental health department and, if appropriate, the coroner and the police will be informed. If removal proves necessary, appropriate Home Office licences will be obtained before excavation of human remains commences.
- 8.3.8 Finds collected during the fieldwork will be bagged and labelled according to the individual deposit from which they were recovered, ready for later washing and analysis. All finds work will be carried out to accepted professional standards and the Institute of Field Archaeologists *Guidelines for Finds Work* (1992).
- 8.3.9 Conservation of artefacts will be carried out by Lincoln City and County Museum. The resources available for conservation is dependent on the quantity and type of artefacts recovered from the site.
- 8.3.10 The spoil generated during the evaluation will be mounded along the edges of the trial trenches with the topsoil being kept separate from the other material excavated for subsequent backfilling.
- 8.3.11 The precise location of the trenches within the site and the location of site recording grid will be established by an EDM survey or tape survey to established features recorded on Ordnance Survey maps, as appropriate.
- 8.3.12 Samples will be taken from all waterlogged feature fills. Otherwise, samples will be taken from primary and secondary fills of ditches and pits, the level of sampling being appropriate to the content of the individual feature. Samples will be retained from approximately 50% of half-sectioned postholes where they form parts of recognizable structures. All sampling will follow the procedures in *Centre for Archaeology Guidelines - Environmental Archaeology* (English Heritage 2002).
- 8.3.13 Representative samples of structural masonry will be retained. The retention of unworked structural stone and plain ashlar will be determined by the number of geological types present. All dressed, inscribed or moulded stone masonry will be retained except where there are logistical, or archaeological considerations, not to do so.

9 ENVIRONMENTAL ASSESSMENT

- 9.1 If relevant, during the evaluation specialist advice may be obtained from an environmental archaeologist. If necessary, the specialist will visit the site and will prepare a report detailing the nature of the environmental material present on the site and its potential for additional analysis should further stages of archaeological work be required. The results of any such specialist's assessment will be incorporated into the final report.

10 POST-EXCAVATION AND REPORT

10.1 Stage 1

- 10.1.1 On completion of site operations, the records and schedules produced during the trial trenching will be checked and ordered to ensure that they form a uniform sequence constituting a level II archive. A stratigraphic matrix of the archaeological deposits and features present on the site will be prepared. All photographic material will be catalogued: the colour images will be stored on CD and the black and white contact prints will be labelled, in both cases the labelling will refer to schedules identifying the subject/s photographed.

- 10.1.2 All finds recovered during the trial trenching will be washed, marked, bagged and labelled according to the individual deposit from which they were recovered. Any finds requiring specialist treatment and conservation will be sent to the Conservation Laboratory at the City and County Museum.

10.2 Stage 2

- 10.2.1 Detailed examination of the stratigraphic matrix to enable the determination of the various phases of activity on the site.

- 10.2.2 Finds will be sent to specialists for identification and dating.

10.3 Stage 3

- 10.3.1 On completion of stage 2, a report detailing the findings of the evaluation will be prepared. This will consist of:

- A non-technical summary of the findings of the evaluation.
- A description of the archaeological setting of the site - to include results of background research into the history and former land-use of the site.
- Description of the topography and geology of the evaluation area
- Description of the methodologies used during the evaluation and discussion of their effectiveness in the light of the findings of the investigation.
- Text describing the findings of the evaluation.
- Plans of the trenches showing the archaeological features exposed. If a sequence of archaeological deposits is encountered, separate plans for each phase will be produced.
- Sections of the trenches and archaeological features.
- Interpretation of the archaeological features exposed and their context within the surrounding landscape.

- Specialist reports on the finds from the site.
- Appropriate photographs of the site and specific archaeological features.
- A consideration of the significance of the archaeological remains encountered, in local, regional and national terms.

11 **ARCHIVE**

- 11.1 The documentation, finds, photographs and other records and materials generated during the evaluation will be sorted and ordered in accordance with the procedures in the Society of Museum Archaeologists' document *Transfer of Archaeological Archives to Museums* (1994), and any additional local requirements, for long-term storage and curation. This work will be undertaken by the Finds Supervisor, an Archaeological Assistant and the Conservator (if relevant). The archive will be deposited with the receiving museum as soon as possible after completion of the project, and within 12 months of that completion date.
- 11.2 Microfilming of the archive will be carried out at Lincolnshire Archives. The silver master will be transferred to the RCHME and a diazo copy will be deposited with the Norfolk Sites and Monuments Record.
- 11.3 Prior to the project commencing, Norfolk Museums Service will be contacted to obtain their agreement to receipt of the project archive and to establish their requirements with regards to labelling, ordering, storage, conservation and organisation of the archive.
- 11.4 Upon completion and submission of the evaluation report, the landowner will be contacted to arrange legal transfer of title to the archaeological objects retained during the investigation from themselves to the receiving museum. The transfer of title will be effected by a standard letter supplied to the landowner for signature.

12 **REPORT DEPOSITION**

- 12.1 Copies of the evaluation report will be sent to: the client and the Principal Landscape Archaeologist, Norfolk Landscape Archaeology (3 copies); two copies for Norfolk County Sites and Monuments Record and one for the local planning authority; the English Heritage Regional Advisor for Archaeological Science.

13 **PUBLICATION**

- 13.1 A report of the findings of the excavation will be submitted for inclusion in the journal *Norfolk Archaeology*. Notes or articles describing the results of the investigation will also be submitted for publication in the appropriate national journals: *Post-medieval Archaeology*, *Medieval Archaeology* and *Journal of the Medieval Settlement Research Group* for medieval and later remains, and *Britannia* for discoveries of Roman date.
- 13.2 Details of the investigation will also be input to the Online Access to the Index of Archaeological Investigations (OASIS).

14 **CURATORIAL MONITORING**

- 14.1 Curatorial responsibility for the project lies with Norfolk Landscape Archaeology. As much notice as possible, ideally fourteen days, will be given in writing to the curator prior to the commencement of the project to enable them to make appropriate monitoring arrangements. However, the curator will be contacted at the earliest opportunity to seek reduction, or waiving, of this notification period.

15 **VARIATIONS TO THE PROPOSED SCHEME OF WORKS**

15.1 Variations to the scheme of works will only be made following written confirmation of acceptability from the archaeological curator.

15.2 Should the archaeological curator require any additional investigation beyond the scope of the brief for works, or this specification, then the cost and duration of those supplementary examinations will be negotiated between the client and the contractor.

16 STAFF TO BE USED DURING THE PROJECT

16.1 The work will be directed by Tom Lane MIFA, Senior Archaeologist, Archaeological Project Services. The on-site works will be supervised by an Archaeological Supervisor with knowledge of archaeological evaluations of this type. Archaeological excavation will be carried out by Archaeological Technicians, experienced in projects of this type.

16.2 The following organisations/persons will, in principle and if necessary, be used as subcontractors to provide the relevant specialist work and reports in respect of any objects or material recovered during the investigation that require their expert knowledge and input. Engagement of any particular specialist subcontractor is also dependent on their availability and ability to meet programming requirements.

| <u>Task</u> | <u>Body to be undertaking the work</u> |
|----------------------------------|--|
| Conservation | Conservation Laboratory, City and County Museum, Lincoln. |
| Pottery Analysis | Prehistoric: Dr D Knight, Trent and Peak Archaeological Trust Roman: B Precious, independent specialist, or local specialist if required by archaeological curator Anglo-Saxon-medieval: P Blinkhorn, D Hall or H Healey independent specialists, or local specialist if required by archaeological curator. |
| Other Artefacts | J Cowgill, independent specialist (formerly City of Lincoln Archaeology Unit) |
| Human Remains Analysis | R Gowland, independent specialist |
| Animal Remains Analysis | Environmental Archaeology Consultancy |
| Environmental Analysis | Environmental Archaeology Consultancy |
| Soil Assessment | Dr Charly French, independent specialist |
| Pollen Assessment | Pat Wiltshire, independent specialist |
| Wood Assessment | Maisie Taylor, Soke Archaeological Services Ltd |
| Masonry/dressed stone Assessment | Jeremy Ashbee, independent specialist |
| Radiocarbon dating | Beta Analytic Inc., Florida, USA |
| Dendrochronology dating | University of Sheffield Dendrochronology Laboratory |

17 PROGRAMME OF WORKS

17.1 The site works are timetabled to take 1 day depending on the quantity and complexity of archaeological remains encountered. Post-excavation work is timetabled to take about 5 days, depending on the quantity and complexity of archaeological remains encountered.

18 INSURANCES

- 18.1 Archaeological Project Services, as part of the Heritage Trust of Lincolnshire, maintains Employers Liability insurance to £10,000,000. Additionally, the company maintains Public and Products Liability insurances, each with indemnity of £5,000,000. Copies of insurance documentation can be supplied on request.

19 COPYRIGHT

- 19.1 Archaeological Project Services shall retain full copyright of any commissioned reports under the *Copyright, Designs and Patents Act 1988* with all rights reserved; excepting that it hereby provides an exclusive licence to the client for the use of such documents by the client in all matters directly relating to the project as described in the Project Specification.
- 19.2 Licence will also be given to the archaeological curators to use the documentary archive for educational, public and research purposes.
- 19.3 In the case of non-satisfactory settlement of account then copyright will remain fully and exclusively with Archaeological Project Services. In these circumstances it will be an infringement under the *Copyright, Designs and Patents Act 1988* for the client to pass any report, partial report, or copy of same, to any third party. Reports submitted in good faith by Archaeological Project Services to any Planning Authority or archaeological curator will be removed from said Planning Authority and/or archaeological curator. The Planning Authority and/or archaeological curator will be notified by Archaeological Project Services that the use of any such information previously supplied constitutes an infringement under the *Copyright, Designs and Patents Act 1988* and may result in legal action.
- 19.4 The author of any report or specialist contribution to a report shall retain intellectual copyright of their work and may make use of their work for educational or research purposes or for further publication.

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Appendix 2

CONTEXT DESCRIPTIONS

| No. | Description | Interpretation |
|-----|---|--|
| 001 | Friable, dark brownish grey sandy silt with frequent chalk and flint inclusions and an average thickness of 0.2m. | Topsoil/overburden. |
| 002 | Brick and flint fragments mixed with dark yellowish brown sandy silt. | Building demolition rubble. |
| 003 | Soft, dark yellowish brown sandy silt with frequent flint and chalk inclusions and an average thickness of 0.4m. | Subsoil. |
| 004 | Soft and loose, light yellow to mid brown mixed clean sands with frequent flint inclusions. Average width 0.8m. Average thickness 0.4m. | Fill of [005] |
| 005 | Vertical and undercutting sided linear feature with uneven sides and base. Alignment NW-SE. Average width 0.8m. Average depth 0.4m | Naturally formed linear; possibly glacial. |
| 006 | Soft, mixed mid yellowish brown and reddish brown sand and silt with frequent chalk inclusions. Maximum width 2.4m. Depth 0.48m. | Upper fill of [008]. |
| 007 | Very soft, vibrant reddish brown fine, clean sand containing large amounts of flint nodules. | Lower fill of [008]. |
| 008 | Uneven and undercutting sided with uneven sides and base. Aligned NW-SE. Maximum width 2.4m. Depth 0.48m. | Naturally formed linear. Possibly glacial. |
| 009 | Hard, white chalk with overlying flint nodules. | Natural. |

Appendix 3

GLOSSARY

| | |
|------------------------|---|
| Anglo-Saxon | Pertaining to the period when Britain was occupied by peoples from northern Germany, Denmark and adjacent areas. The period dates from approximately AD 450-1066. |
| Context | An archaeological context represents a distinct archaeological event or process. For example, the action of digging a pit creates a context (the cut) as does the process of its subsequent backfill (the fill). Each context encountered during an archaeological investigation is allocated a unique number by the archaeologist and a record sheet detailing the description and interpretation of the context (the context sheet) is created and placed in the site archive. Context numbers are identified within the report text by brackets, e.g. [004]. |
| Cut | A cut refers to the physical action of digging a posthole, pit, ditch, foundation trench, etc. Once the fills of these features are removed during an archaeological investigation the original 'cut' is therefore exposed and subsequently recorded. |
| Domesday Survey | A survey of property ownership in England compiled on the instruction of William I for taxation purposes in 1086 AD. |
| Fill | Once a feature has been dug it begins to silt up (either slowly or rapidly) or it can be back-filled manually. The soil(s) that become contained by the 'cut' are referred to as its fill(s). |
| Layer | A layer is a term used to describe an accumulation of soil or other material that is not contained within a cut. |
| Medieval | The Middle Ages, dating from approximately AD 1066-1500. |
| Natural | Undisturbed deposit(s) of soil or rock which have accumulated without the influence of human activity |
| Old English | The language used by the Saxon (q.v.) occupants of Britain. |
| Post hole | The hole cut to take a timber post, usually in an upright position. The hole may have been dug larger than the post and contain soil or stones to support the post. Alternatively, the posthole may have been formed through the process of driving the post into the ground. |
| Post-medieval | The period following the Middle Ages, dating from approximately AD 1500-1800. |
| Saxon | Pertaining to the period dating from AD 410-1066 when England was largely settled by tribes from northern Germany. |

Appendix 4

THE ARCHIVE

The archive consists of:

| | |
|---|---------------------------|
| 2 | Daily record sheets |
| 9 | Context records |
| 1 | Context register sheets |
| 1 | Photographic record sheet |
| 1 | Plan record sheet |
| 1 | Section record sheet |
| 3 | Sheets of scale drawings |
| 1 | Stratigraphic matrix |

All primary records and finds are currently kept at:

Archaeological Project Services
The Old School
Cameron Street
Heckington
Sleaford
Lincolnshire
NG34 9RW

Responsibility for the ultimate destination of the project archive is held by:

Norfolk Landscape Archaeology
Norfolk Museums Service
Union House
Gressenhall
Dereham
Norfolk
NR20 4DR

The archive will be deposited in accordance with the document titled *County Standards for Field Archaeology in Norfolk*, produced by Norfolk Landscape Archaeology.

Norfolk Museums Accession Number: 51032

Archaeological Project Services Site Code: CACS07

The discussion and comments provided in this report are based on the archaeology revealed during the site investigations. Other archaeological finds and features may exist on the development site but away from the areas exposed during the course of this fieldwork. *Archaeological Project Services* cannot confirm that those areas unexposed are free from archaeology nor that any archaeology present there is of a similar character to that revealed during the current investigation.

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