

**West Row Baptist Church,  
Mildenhall,  
Suffolk**  
*Archaeological Evaluation*  
**DRAFT**



*For:*  
*West Row Baptist Church*

HER ref: MNL 1061  
CA Report: SU0061\_1

March 2020



# West Row Baptist Church, Mildenhall, Suffolk

## Archaeological Evaluation

CA Project: SU0061  
CA Report: SU0061\_1  
OASIS ID - cotswold2- 365783



Document Control Grid						
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## SUMMARY

<b>Project Name:</b>	West Row Baptist Church
<b>Location:</b>	West Row, Mildenhall, Suffolk
<b>NGR:</b>	56738 27588
<b>Type:</b>	Evaluation
<b>Date:</b>	13th-15th January 2020
<b>Planning Reference:</b>	DC/17/2656/FUL
<b>Location of Archive:</b>	To be deposited with SCCAS
<b>Site Code:</b>	MNL 1061
<b>OASIS ID:</b>	cotswold2- 365783
<b>HER Search:</b>	Invoice No. 9230098

An archaeological evaluation was undertaken by Cotswold Archaeology during January 2020 within the footprint of a proposed extension to West Row Baptist Church, Mildenhall, Suffolk. Three trenches were excavated which revealed a series of east to west orientated graves, as well as examples of north to south burials on the south side of the church building. Whilst two targeted adult graves did not reach the level of the burial until at least 1.9m below the current ground level, smaller infant burials were encountered at depths as shallow as c.0.6m.



## 1. INTRODUCTION

- 1.1 In January 2020, Cotswold Archaeology (CA) carried out an archaeological evaluation on behalf of the West Row Baptist Church, within the footprint of a proposed extension to West Row Baptist Church, Mildenhall, Suffolk (centred at NGR: 56738 27588; Fig. 1). The evaluation was undertaken to fulfil a condition on the planning application DC/17/2656/FUL, which called for the implementation of an agreed programme of archaeological works, in accordance with the National Planning Policy Framework, prior to the development.
- 1.2 The evaluation was carried out in accordance with a *brief* for archaeological evaluation (dated 07/12/2018) prepared by Abby Antrobus of Suffolk County Council Archaeological Service (SCCAS), the archaeological advisors to the Local Planning Authority (Forest Heath District Council), with a subsequent detailed *Written Scheme of Investigation* (WSI) produced by CA and approved by the archaeological advisor. The fieldwork also followed the *SCC Requirements for Trenched Archaeological Evaluation* (SCC 2019), *Standard and guidance: Archaeological field evaluation* (ClfA 2014), the county standards and 'Guidance for Best Practice for the Treatment of Human Remains Excavated from Christian Burial Grounds in England, Second Edition' (APABE 2017). The fieldwork was monitored by Abby Antrobus, the curatorial officer for this project.

### ***The site***

- 1.3 The church is located centrally to a rectangular plot approximately 0.17ha in size, bounded on the west by housing, on the south by Chapel Road, on the north by agricultural land and on the east by a burial ground, assumed to have been added once space around the church building was exhausted. The site comprises a generally level area, at a height of around 6m OD.
- 1.4 No marked burials were present within the footprint of the proposed extension, however, headstones placed against the boundary wall of the churchyard are known to have been moved from the proposed development area.
- 1.5 The underlying bedrock geology of the area is recorded by the British Geological Survey (BGS) as Zig Zag Chalk Formation - Chalk. Sedimentary Bedrock formed

approximately 94 to 101 million years ago in the Cretaceous Period. Local environment previously dominated by warm chalk seas. There is no superficial geology recorded for the site (BGS 2020).

## 2. ARCHAEOLOGICAL BACKGROUND

- 2.1 An Historic Environment Record (HER) search was commissioned from SCCAS (invoice no. 9230098), which revealed a total of twenty-nine entries situated within 0.5km of the site. The abridged descriptions of these can be found in Appendix C and their locations shown on Figure 3.
- 2.2 The earliest sites recorded on the HER related to a Neolithic flint knife and axehead (MNL 312) excavated immediately north of the evaluation area and to the findspot of a Bronze Age side looped spearhead (MNL 979) approximately 400m west of the proposed development.
- 2.3 Roman settlement evidence and field boundaries have also been recorded within c.250m of the evaluation area (MNL 637, 745 and 747).
- 2.4 The majority of records within the search area date to the medieval and post-medieval periods which reflects the location of the site within the indicative historic core of West Row (MNL 676). In addition to these records, a number of undated pits and ditches have been identified within the study area.
- 2.5 The brief required a documentary search to establish whether any burial records or other documents relevant to the proposed development area exist. A visit to the Suffolk Records Office (SRO) in Bury St. Edmunds on 03/10/2019 found a single document relevant to the site, *'The History of West Row (Mildenhall) Baptist Church'* by J. Duncan (1965). Largely through a collection of minutes from meetings of the church, this documents the early history of the church but contains no detailed burial record. The church was formed in 1760, initially meeting in various locations within the village. The first purpose-built church building is the extant church, construction for which commenced in June 1814, with the Meeting House opened in March 1815. A Trust Deed dated June 1815 records the dimensions of this Meeting House and burial ground as 45' north to south and 82' east to west and suggests it was bounded

by walls and fences. An 1834 map of West Row held in the SRO shows an enclosed parcel of land of these approximate dimensions within the current area of the Baptist Church, with the assumed Meeting House located in the northeast corner, up against the north and eastern boundaries (RO ref EF 505 -1-82). The 1st edition Ordnance Survey map dated 1882 shows that both the church building and the burial ground had been extended by this date (Plate 1). Duncan's text includes a record of the burial of George King as 'the first corpse buried in the New Ground' in June 1850. This map also suggests the presence of a well to the north of the building, beyond the proposed extension footprint.

### 3. AIMS AND OBJECTIVES

3.1 The objectives of the evaluation were to provide information about the archaeological resource within the site, including its presence/absence, character, extent, date, integrity, state of preservation and quality, in accordance with *Standard and guidance: Archaeological field evaluation* (ClfA 2014). Of particular significance is the presence, density and preservation of any human remains within the proposed extension area. This information will enable SCCAS, as advisors to the Local Planning Authority (Mid Suffolk District Council), to identify and assess the particular significance of any heritage asset, consider the impact of the proposed development upon it, and to avoid or minimise conflict between the heritage asset's conservation and any aspect of the development proposal, in line with the *National Planning Policy Framework* (DCLG 2018).

### 4. METHODOLOGY

4.1 The evaluation comprised the excavation of three trenches in locations approved by the curator, with slight variations made due to constraints on the ground such as trees and service trenches (Fig. 2). Following the excavation, all trenches were surveyed using a Leica GPS in order to record their locations and to obtain accurate height data.

4.2 All trenches were excavated by a 360° mechanical excavator equipped with a toothless ditching bucket under constant archaeological supervision to the top of the



first significant archaeological horizon or the natural subsoil, whichever was encountered first.

- 4.3 Where archaeological deposits or features were encountered, they were excavated by hand in accordance with CA Technical Manual 1: *Fieldwork Recording Manual*. Metal detecting of the spoil, the trench base and the feature fills was carried out, but no pre-modern artefacts were recovered.
- 4.4 The archive from the evaluation is currently held by CA at their offices in Suffolk but will ultimately be deposited in the SCCAS Archaeological Store. A summary of information from this project, set out within Appendix B, has been entered onto the OASIS online database of archaeological projects in Britain.

## 5. RESULTS

- 5.1 Three trenches were excavated across the evaluation area (Fig. 3). A natural subsoil of degraded chalk was encountered at depths of between 0.7m to 1.12m. A description of the trenches and the features recorded follows below.

### ***Trench 1 (Figs. 4 and 5)***

- 5.2 Trench 1 was aligned approximately north-south and measured 3.7m long and 1.7m wide. It was excavated to a depth of 1.2m through the following soil sequence:

110: Topsoil- mid-dark brown friable silty loam, 0.22m thick

111: Cemetery soil- mid brown friable sandy silt with regular chalk flecks. Appears made-up/reworked. Occasional fragments of broken headstones noted. Up to 0.82m thick

Five grave cuts were partially exposed cutting the natural subsoil in the base of the trench. These all appeared to be orientated east-west, did not impinge on an adjacent cut and their alignment suggested they made up part of two formal north-south rows of burials. 102, 104 and 108 all showed straight, tapering sides suggesting a six-sided coffin shape, 106 looked to have a square west end suggesting a rectangular cut c.0.53m wide and 100 was c.0.45m wide with straight sides and a rounded east end. The cut of 102 was clearly visible from immediately below the topsoil and whilst the



other four graves could be seen cutting the cemetery soil, each fill graded into 111 from between c.0.2m and 0.55m below the base of the topsoil.

Grave 104 measured 0.64m at its widest point in the trench base and whilst the western end of the grave lay beyond the limits of the trench, its size was suggestive of an adult burial. Its fill, 105, was a mid-grey brown chalky silt with mortar inclusions, including some large lumps. A small part of this grave was targeted for excavation in order to establish the depth of burial. This located articulated human remains (112) at a depth of 1.9m below the present ground level.

### **Trench 2 (Figs. 6 and 7)**

5.3 Trench 2 was aligned approximately north-south and measured 9.7m long and 1.7m wide, breaking towards the southern end to avoid a service pipe. It was excavated to a depth of up to 1.12m through the following soil sequence:

200: Topsoil- mid-dark brown friable silty loam, 0.3m thick

201: Cemetery soil- mid brown friable sandy silt with regular chalk flecks. Appears made-up/reworked. Large fragments of broken headstones noted. Diffuse horizon with 0202. Up to 0.5m thick

202: Subsoil- layer of dark brown humic silt over natural subsoil which gradually becomes paler, less humic and more sandy towards existing ground level. Diffuse horizon with 0201

Five full or partial headstones were recovered from topsoil layer 200, annotated photographs of which are shown as Plates 2-6. In the case of the two most complete examples, it appeared that the details which would identify who the stone memorialised had been deliberately damaged.

At least sixteen grave cuts were identified in the base of the trench, three of which (209, 221 and 229) could potentially represent multiple burials within the same cut. In addition to these, an area of loose material which collapsed out of the western trench section 0.6m below the current ground level was backfill associated with an infant burial, 237. As in Trench 1, all the grave cuts appeared to be orientated east-west and seemed to be broadly aligned in two formal north-south rows. One grave, 227, cut an earlier grave, 229. It is possible that this was deliberate, placing a relative into an established familial plot.

In several of the observed graves, the chalky fill was very loose. In 229 and 233, this loose material collapsed, exposing voids within the grave cut. No coffins or human remains were visible within these voids but they were not closely examined for fear of causing further collapse. Infant burial 237 was bagged and placed into the void in 229, close to where it fallen from the section.

Only the cut of 209 was clearly visible from immediately below the topsoil. The remaining graves observed in this trench could be seen cutting the cemetery soil and/or subsoil, each fill grading into 201 or 202 from between c.0.1m and 0.5m below the base of the topsoil.

Grave 219 measured 0.64m at its widest point in the trench base and whilst the eastern end of the grave lay beyond the limits of the trench, its size was suggestive of an adult burial. Its fill, 220, was a mid grey-brown compact-friable sandy silt with regular chalk flecks and lumps. The western end of this grave was targeted for excavation in order to establish the depth of burial. At 1.8m below the present ground level, human remains had still not been encountered but further hand excavation became impossible. Remains of wood associated with the side of a coffin and assumed *in situ* human bone were visible in the machined surface of grave 223 at a depth of 1m below the present ground level.

### **Trench 3 (Figs. 8 and 9)**

- 5.5 This trench was aligned approximately east-west and measure 4.25m long and 1.5m wide, breaking towards the eastern end to avoid a soakaway and cut short at the western end due to the presence of a water pipe. It was excavated to a depth of up to 1m through the following soil sequence:

300: Topsoil- mid-dark brown friable silty loam, 0.22m-0.64m thick

301: Disturbance- thin layer of disturbed topsoil mixed with chalk and rubble, up to 0.2m thick

302: Cemetery soil- mid brown friable sandy silt with regular chalk flecks. Appears made-up/reworked. Up to 0.6m thick

303: Subsoil- dark brown humic silt directly over natural chalky subsoil which gradually becomes paler and less humic up from the natural. Diffuse horizon with 0302



At least eleven graves were identified in the base of the trench, the majority of which were orientated north-south with only 304, 305, 307 and 324 orientated east-west. Of these, 304, 305 and 307 looked as though they could be part of a formal north-south row but elsewhere, graves intercut and seemed to be less formally positioned.

Grave 304 was only partially exposed in the south western corner of the trench and presented approximately 0.64m below the existing ground level as a likely vault or chamber with a slightly domed cap. It was constructed of white, unfrogged bricks measuring c.23cm x 11cm x 7cm, roughly set and bonded with a chalky white lime mortar. This represents the only structural burial feature revealed within the excavated trenches.

Only the cut of 209 was clearly visible from immediately below the topsoil. The remaining graves observed in this trench could be seen cutting the cemetery soil and/or subsoil, each fill graded into 201 or 202 from between c.0.1m and 0.5m below the base of the topsoil.

In the eastern end of Trench 3, a small, rectangular north-south orientated grave cut was revealed at a depth of 1m below the present ground level. 317 measured 1.12m long and 0.34m wide, with straight sides and rounded corners. Remains of wood associated with the side of a coffin, coffin staining, corroded iron coffin furniture and *in situ* human bone were visible in the machined surface of the grave, assumed to be that of an infant.

## 6. THE FINDS

- 6.1 No artefacts were recovered during the fieldwork at this site. A photographic record was made of each headstone found within the topsoil (Plate 2-6) before replacing them in the base of the trench close to where they were found.

## 7. THE BIOLOGICAL EVIDENCE

- 7.1 No biological evidence was recovered during the fieldwork at this site.



## 8. DISCUSSION

- 8.1 The evaluation identified a high density of burials within the proposed extension footprint. Whilst the two graves targeted for test excavation did not encounter human remains until reaching a depth of at least 1.9m below the present ground level (5.16m AOD), articulated human remains were observed at a depth of 1m and as shallow as 0.6m below ground level. These shallower burials appeared to represent infants or juveniles, probably an indication that it is logistically more difficult to excavate a small grave to any great depth. No finds or features pre-dating or unrelated to the chapel were found within the excavated trenches.
- 8.2 Whilst most of the burial features were earth-cut, one brick-built mortuary structure was observed, the top of which was only 0.64m below the present ground level.
- 8.3 The proposed development will impact on at shallow features identified during the evaluation.
- 8.4 The evaluation took place in good weather conditions. Full co-operation was received from the client and a high degree of confidence is attached to the results of the evaluation.
- 8.5 The final decision on the extent of further work required to mitigate the impact of the development on heritage assets rests with SCCAS.
- 8.6 The project archive, consisting of all paper and digital records, will be deposited with the Archaeological Store of SCCAS following the gaining of the transfer of title. Until deposition, the archive will be kept in the Cotswold Archaeology Suffolk office and store in Needham Market.

## 9. CA PROJECT TEAM

- 9.1 Fieldwork was undertaken by Linzi Everett and Tara Schug and the report was written by Linzi Everett. The illustrations were prepared by Gemma Bowen. The archive has been compiled by Linzi Everett and prepared for deposition by Ruth Beveridge. The project was managed for CA by Stuart Boulter who also edited the final report.

## 10. REFERENCES

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Plate 1. Extract from W H Youngs map, 1834, showing the meeting house and burial ground (RO ref: EF 505 -1-82)





Plate 2. 0.2m scale

*[assumed location of detail within decorative border eroded/ deliberately defaced]*

1877

Border comprises double incised line mirroring the shape of the headstone



Plate 3. 0.2m scale

*[assumed location of detail deliberately defaced]*

190?6



Plate 4. 0.2m scale

?J F

[assumed location of detail  
deliberately defaced]



Plate 5. 0.2m scale

[1]870



Plate 6. 0.2m scale

M P

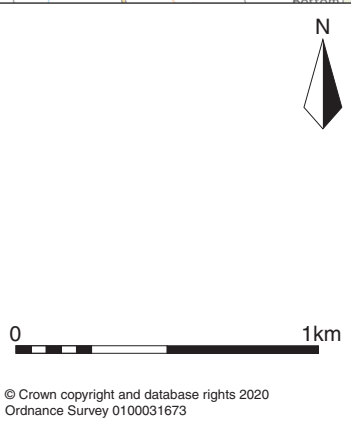
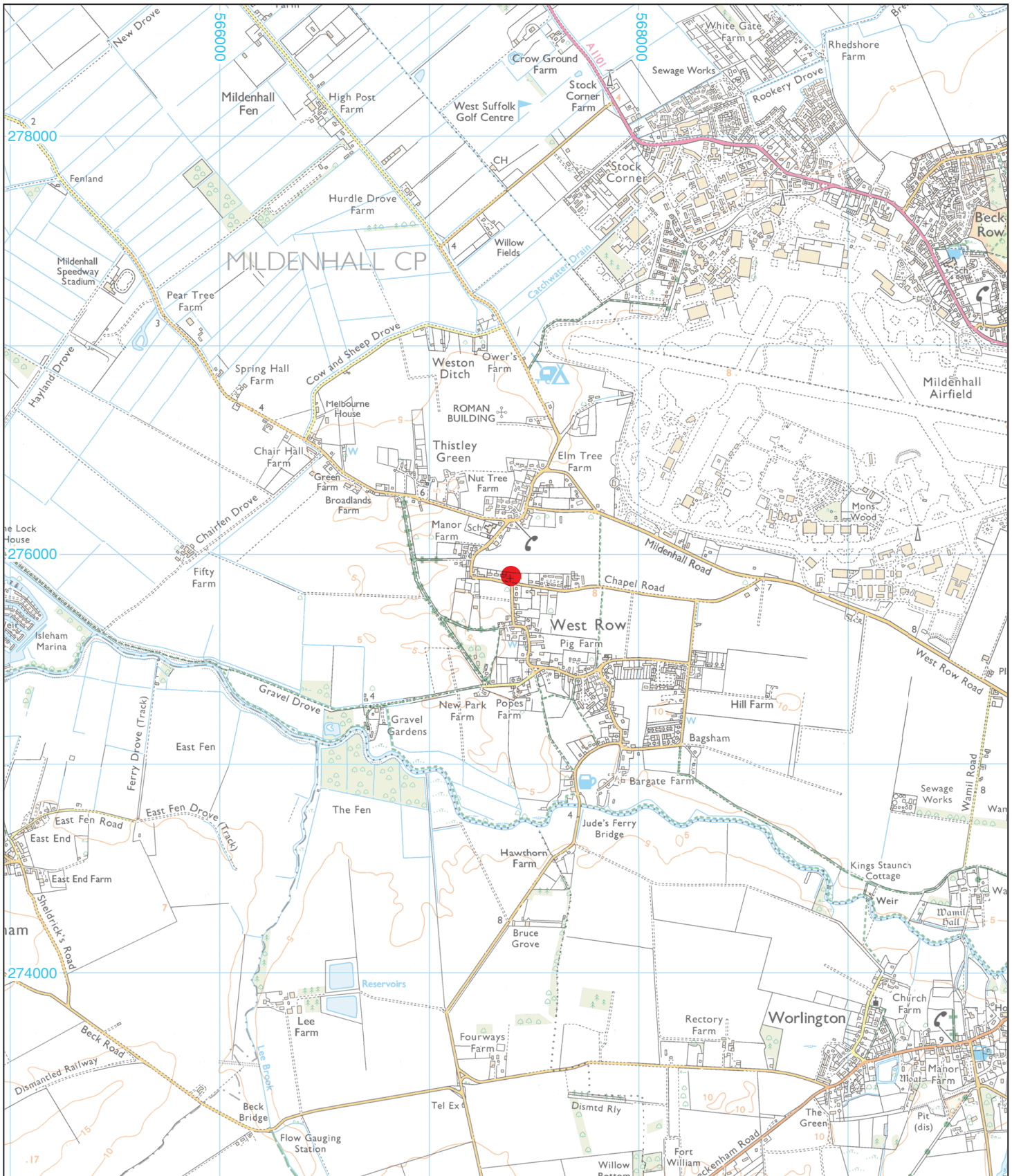
1869

?W · J · B

18[ ]







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**PROJECT TITLE**  
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**FIGURE TITLE**  
 Site location plan

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 Ordnance Survey 0100031673



- Site boundary
- Evaluation trenches



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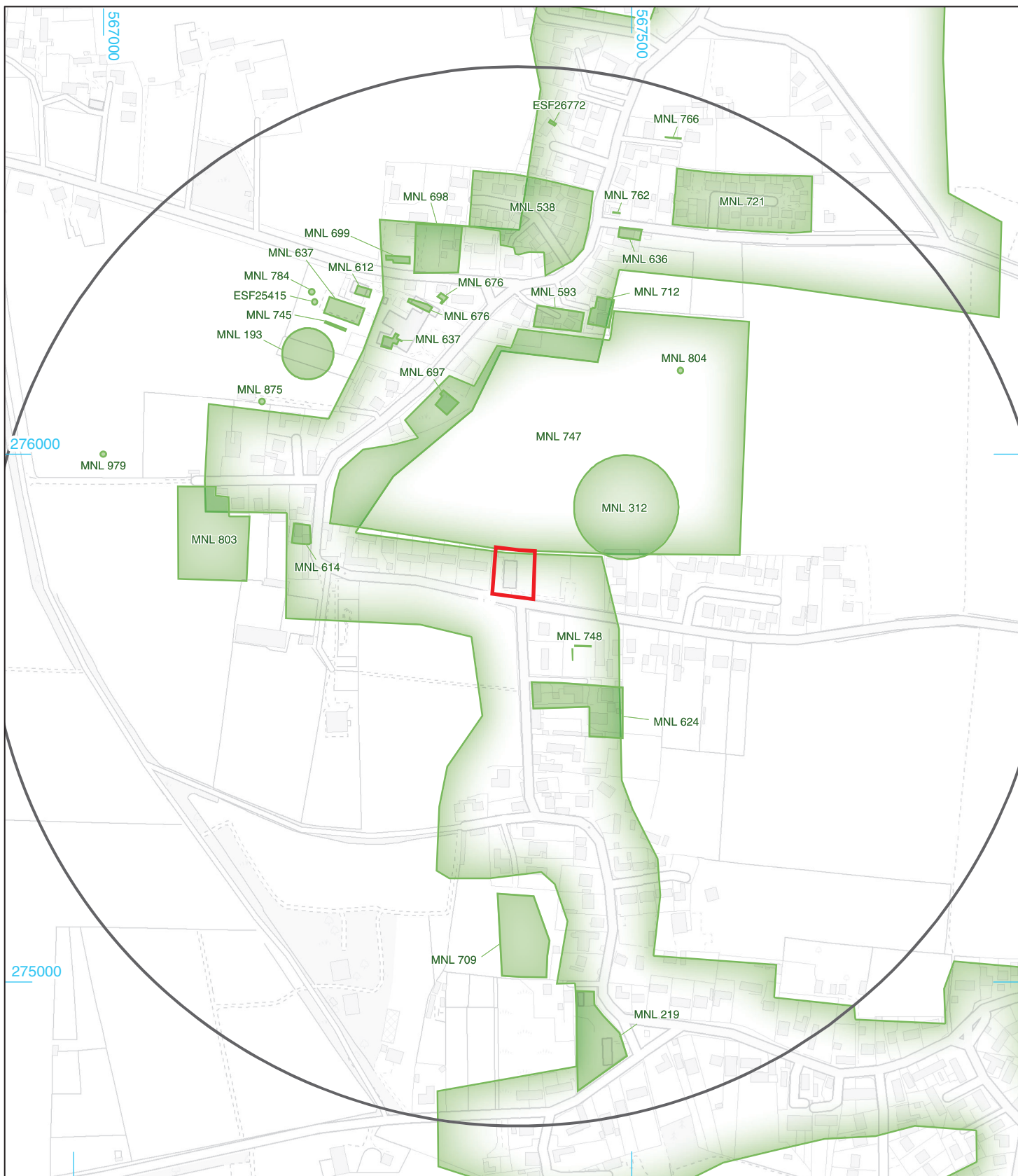
Trench location plan




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FIGURE NO.

2

0 1:250 10m



-  Site boundary
-  Study area
-  HER entry



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**FIGURE TITLE**

Site location showing selected HER entries

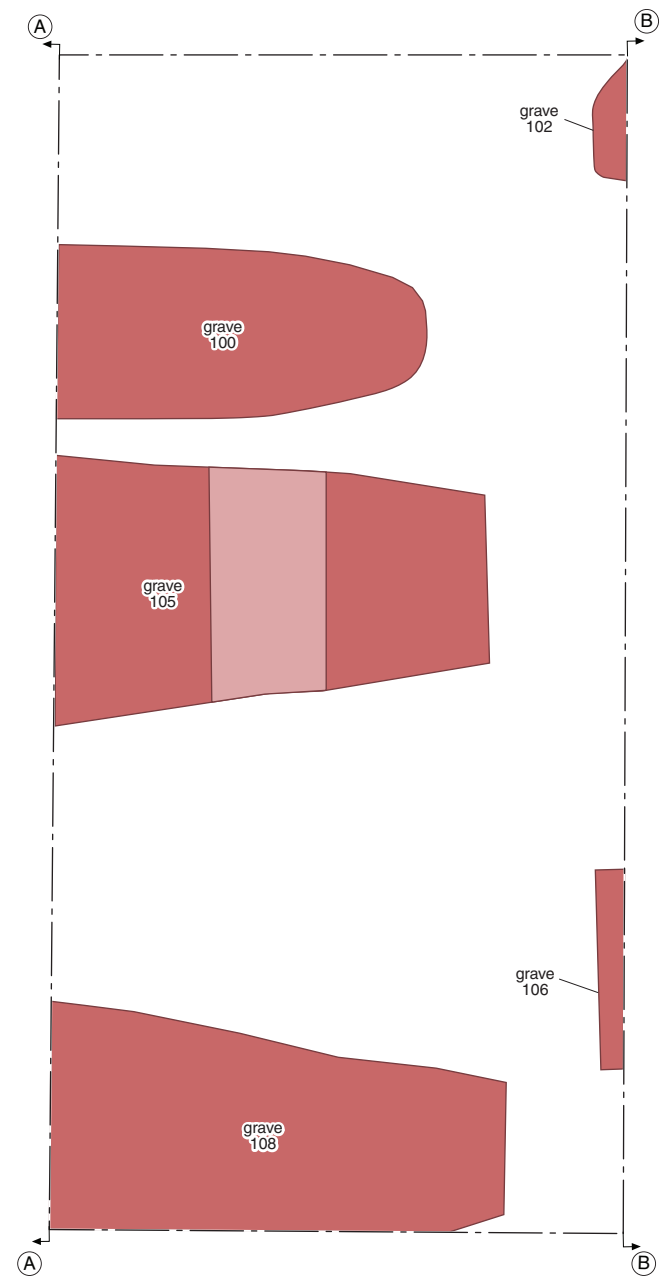
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**FIGURE NO.**





**3**



Trench 1



Trench 1, looking south (1m scale)

 Evaluation trench  
 Grave (excavated / unexcavated)  
 Location of section  


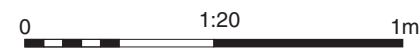
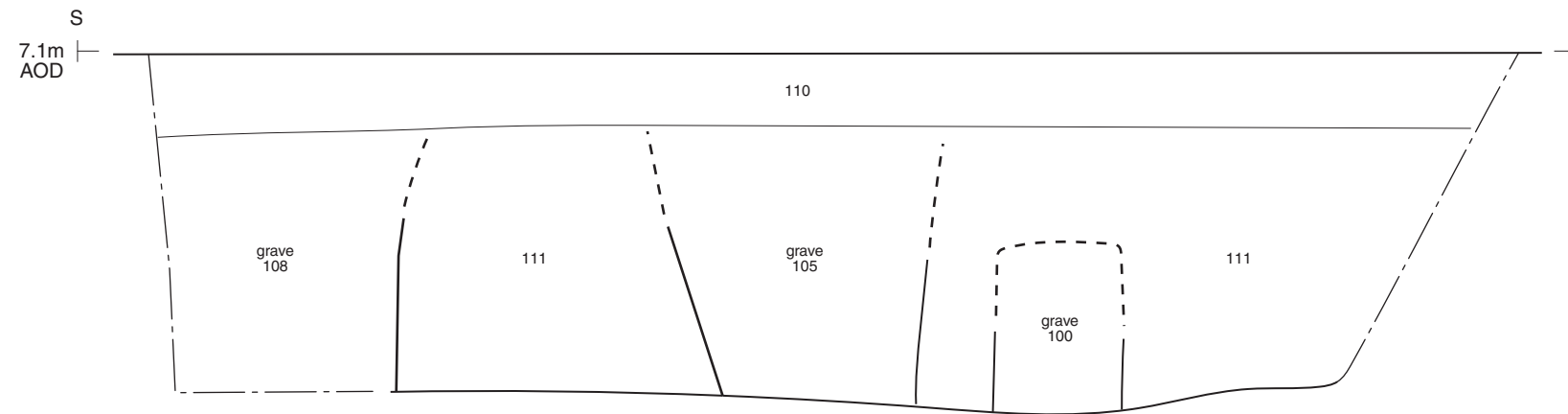
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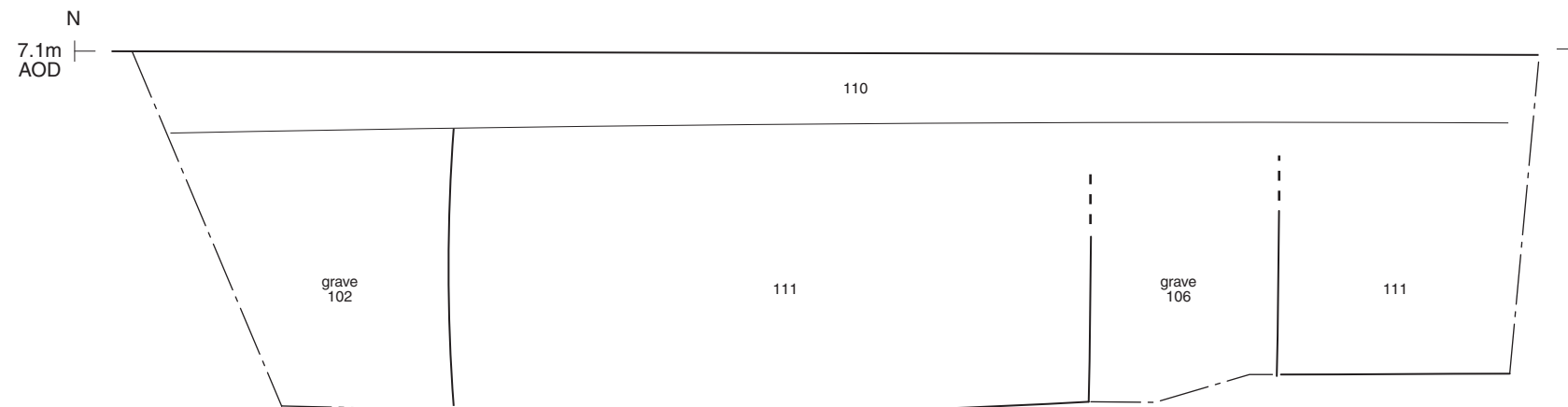
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 Trench 1 plan and photograph

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Section AA



Section BB



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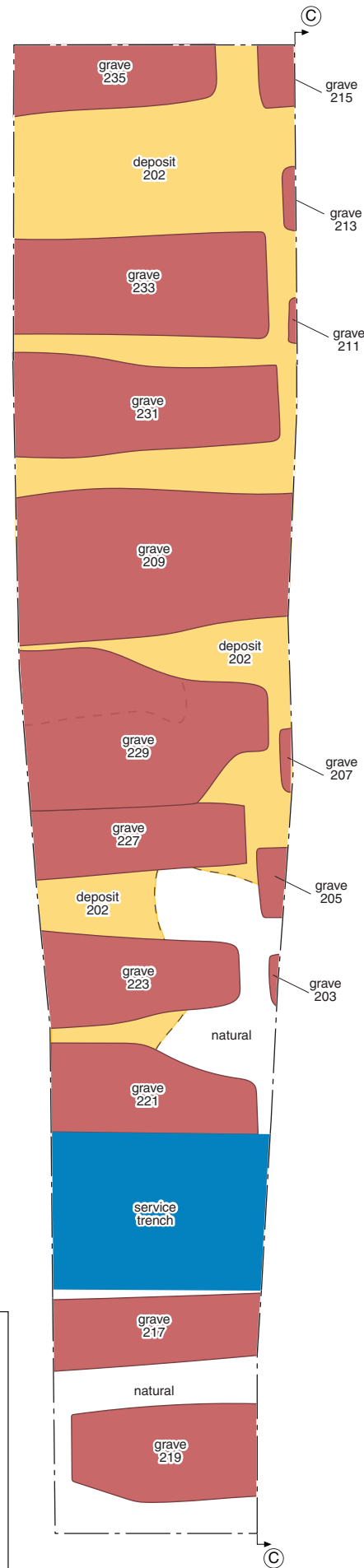
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FIGURE TITLE  
Trench 1 sections

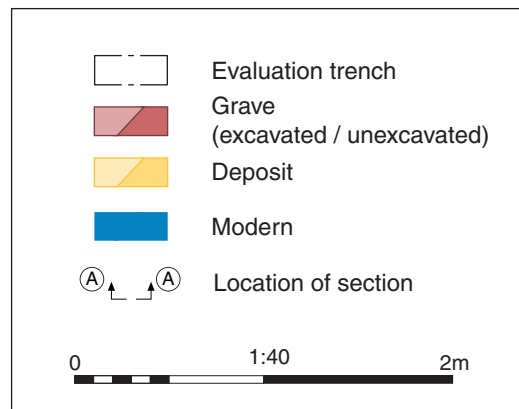
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Trench 2



Trench 2, looking south (1m scale)



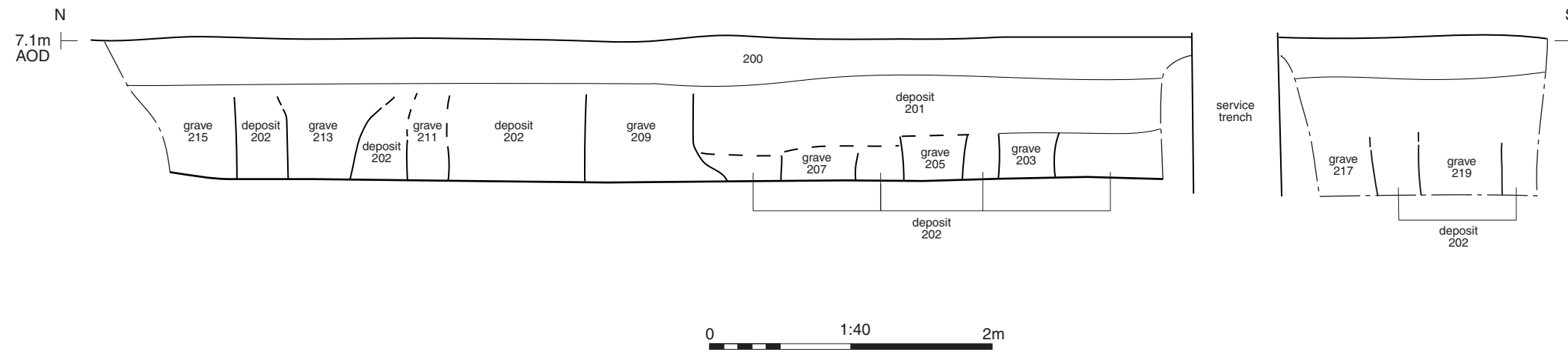
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FIGURE TITLE  
 Trench 2 plan and photograph

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Section CC



South end of Trench 2, looking east (1m scale)

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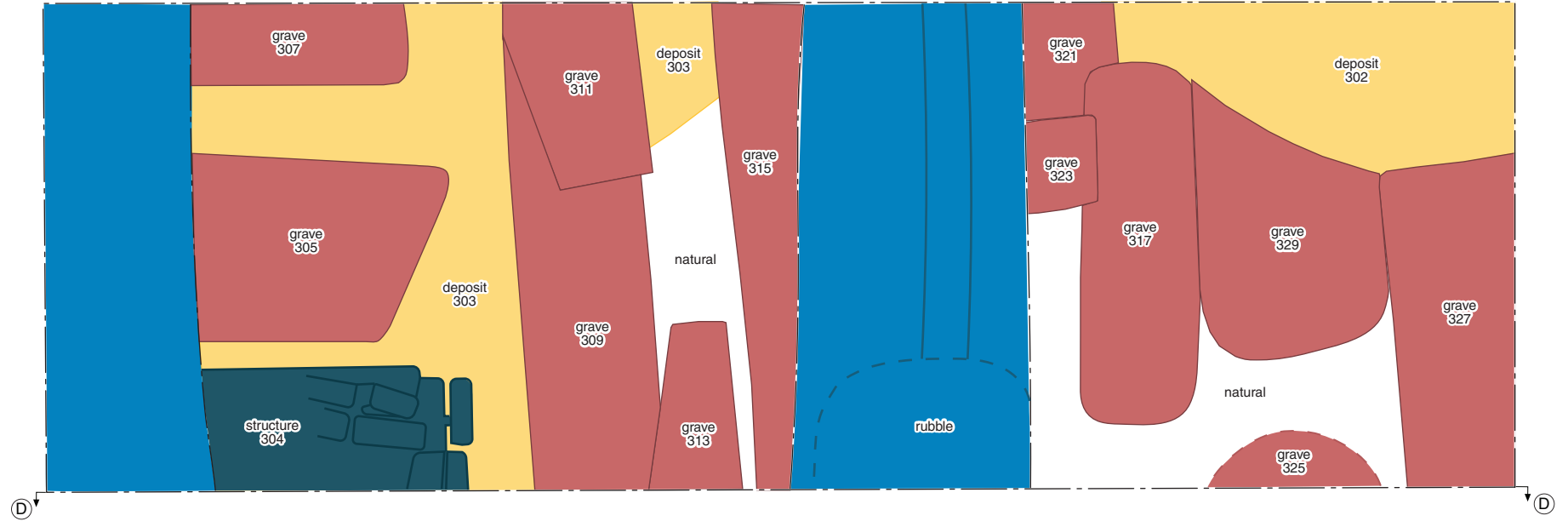
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**FIGURE TITLE**  
 Trench 2 section and photograph

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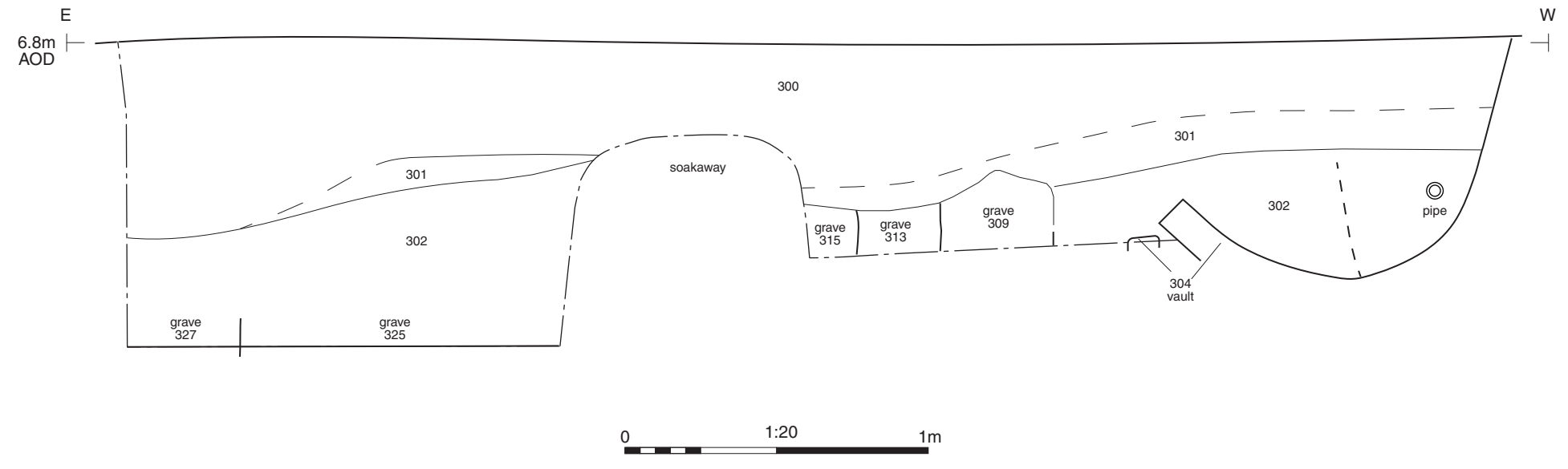
Trench 3



Evaluation trench  
 Grave  
 Deposit  
 Structure  
 Modern  
 Location of section

0 1:20 1m

Section DD



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 Suffolk

FIGURE TITLE  
**Trench 3 plan and section**

DRAWN BY	GB	PROJECT NO.	SU0061	FIGURE NO.
CHECKED BY	DJB	DATE	24/02/2020	8
APPROVED BY	LE	SCALE@A3	1:20	





*Trench 3, east end, looking south (1m scale)*



*Trench 3, west end, showing vault structure and water pipe (1m scale)*



[Andover 01264 347630](tel:01264347630)  
[Cirencester 01285 771022](tel:01285771022)  
[Exeter 01392 573970](tel:01392573970)  
[Milton Keynes 01908 564660](tel:01908564660)  
[Suffolk 01449 900120](tel:01449900120)  
[www.cotswoldarchaeology.co.uk](http://www.cotswoldarchaeology.co.uk)  
[e enquiries@cotswoldarchaeology.co.uk](mailto:enquiries@cotswoldarchaeology.co.uk)

*PROJECT TITLE*

West Row Baptist Church, Mildenhall,  
Suffolk

*FIGURE TITLE*

**Trench 3 photographs**

DRAWN BY **GB** PROJECT NO. **SU0061**  
 CHECKED BY **DJB** DATE **24/04/2020**  
 APPROVED BY **LE** SCALE@A4 **NA**

*FIGURE NO.*

**9**

## APPENDIX A: CONTEXT DESCRIPTIONS

Context Number	Trench	Feature Type	Category	Feature Number	Description	Length	Width	Depth	Interpretation
0100	1	Grave	Cut	0100	Partially exposed E-W orientated grave, visible in the western trench section and continuing beyond it. Straight edges, vertical sides, rounded E end. Not excavated		0.45		
0101	1	Grave	Fill	0100	Mid grey brown chalky silt. Loose-friable. Grades into cemetery soil 0111				
0102	1	Grave	Cut	0102	Partially exposed E-W orientated grave, just visible in the NE corner of the trench and continuing beyond it. Vertical sides, squarish E end. Visible in section cutting from directly below the topsoil. No full dimensions established, not excavated				
0103	1	Grave	Fill	0102	Friable mix of chalk and pale brown chalky silt				
0104	1	Grave	Cut	0104	Partially exposed E-W orientated grave, visible in the western trench section and continuing beyond it. Vertical cut, straight, tapering sides in plan to a square E end. Partially excavated to establish depth of burial- in situ knees revealed at 5.16m AOD			<1.9	
0105	1	Grave	Fill	0104	Mid grey brown chalky silt with mortar inclusions, including some large lumps. Grades into cemetery soil 0111				
0106	1	Grave	Cut	0106	Partially exposed E-W orientated grave, visible in the western trench section and continuing beyond it. Straight edges, vertical sides, square E end. Not excavated		0.55		
0107	1	Grave	Fill	0106	Mid grey brown chalky silt, friable. Grades into cemetery soil 0111				
0108	1	Grave	Cut	0108	Partially exposed E-W orientated grave, visible in the NE corner of the trench base and section and continuing beyond it. Vertical cut, straight, tapering sides to a square W end. Not excavated, no full dimensions established				
0109	1	Grave	Fill	0108	Mid grey brown chalk and silt mix, friable. Grades into cemetery soil 0111 high in the trench section				
0110	1	Bioturbation	Layer		Topsoil- mid-dark brown friable silty loam. Occasional fragments of broken headstones noted			0.2	
0111	1	Bioturbation	Layer		Mid brown friable sandy silt with regular chalk flecks. Appears made-up/reworked.				Cemetery soil
0112	1	Skeleton		0104					
0200	2	Bioturbation	Layer		Topsoil- mid-dark brown friable silty loam				
0201	2	Bioturbation	Layer		Mid brown friable sandy silt with regular chalk flecks. Appears made-up/reworked. Large fragments of broken headstones noted. Diffuse horizon with 0202				Cemetery soil
0202	2	Bioturbation	Layer		Layer of dark brown humic silt over natural subsoil which gradually becomes paler, less humic and more sandy towards existing ground level. Diffuse horizon with 0201				Likely subsoil layer. Same as 0303?
0203	2	Grave	Cut	0203	Square W end of an E-W grave partially exposed in the eastern side of the trench		0.3		

Context Number	Trench	Feature Type	Category	Feature Number	Description	Length	Width	Depth	Interpretation
0204	2	Grave	Fill	0203	Mid grey brown sandy silt with regular chalk flecks and lumps. Friable-loose. Diffuse horizon with 0201				
0205	2	Grave	Cut	0205	Square W end of an E-W grave partially exposed in the eastern side of the trench		0.44		
0206	2	Grave	Fill	0205	Mid grey brown sandy silt with regular chalk flecks and lumps. Friable-loose. Diffuse horizon with 0201				
0207	2	Grave	Cut	0207	Square W end of an E-W grave partially exposed in the eastern side of the trench		0.4		
0208	2	Grave	Fill	0207	Pale grey brown sandy silt with frequent chalk flecks and lumps. Friable-loose. Diffuse horizon with 0201				
0209	2	Grave	Cut	0209	Large E-W grave, slightly irregular sides in plan		0.96		
0210	2	Grave	Fill	0209	Dense friable chalk mixed with pale-mid grey brown sandy silt				
0211	2	Grave	Cut	0211	Square W end of an E-W grave partially exposed in the eastern side of the trench		0.26		
0212	2	Grave	Fill	0211	Mid grey brown sandy silt with regular chalk flecks and lumps. Friable-loose. Diffuse horizon with 0201				
0213	2	Grave	Cut	0213	Square W end of an E-W grave partially exposed in the eastern side of the trench		0.4		
0214	2	Grave	Fill	0213	Mid grey brown sandy silt with regular chalk flecks and lumps. Friable-loose. Diffuse horizon with 0201				
0215	2	Grave	Cut	0215	Square W end of an E-W grave partially exposed in the north-eastern corner of the trench				
0216	2	Grave	Fill	0215	Mid grey brown sandy silt with regular chalk flecks and lumps. Friable-loose.				
0217	2	Grave	Cut	0217	Mid brown sandy silt with regular chalk flecks and lumps. Friable-loose.				
0218	2	Grave	Fill	0217	Mid brown compact-friable sandy silt with regular chalk flecks				
0219	2	Grave	Cut	0219	Partially exposed E-W orientated grave, visible in the eastern trench section and continuing beyond it. Vertical cut, straight, tapering sides in plan to a square W end. Partially excavated to establish depth of burial but digging became impossible at a depth of c.1.8m from existing ground level				
0220	2	Grave	Fill	0219	Mid grey brown compact-friable sandy silt with frequent chalk flecks and lumps				
0221	2	Grave	Cut	0221	E-W grave cut, partially exposed, continues under a service trench and beyond W LOE. Appears large, somewhat irregular N side, square-ish E end				Possible multiple burial?
0222	2	Grave	Fill	0221	Mid grey brown sandy silt with occasional-regular chalk flecks and lumps. Friable. Diffuse horizon with 0201				
0223	2	Grave	Cut	0223	Partially exposed E-W orientated grave, visible in the eastern trench section and continuing beyond it. Vertical cut, straight N side, slightly irregular S side but broadly tapering sides in plan with a square E end with rounded corners		0.61		

Context Number	Trench	Feature Type	Category	Feature Number	Description	Length	Width	Depth	Interpretation
0224	2	Grave	Fill	0223	Dark brown slightly humic sandy silt. Iron nails/coffin fittings noted and left in situ				
0225	2	Grave	Other	0223	Small section of heavily decayed wood and associated coffin staining. E-W orientated, close to N edge of grave cut. Appears to be thin, vertical plank, likely of softwood but not certain				
0226	2	Skeleton		0223					
0227	2	Grave	Cut	0227	Approximately rectangular E-W grave, square E end		0.4		
0228	2	Grave	Fill	0227	Dense friable chalk mixed with pale-mid grey brown sandy silt				
0229	2	Grave	Cut	0229	E-W grave cut, partially exposed, continues beyond W LOE. Appears large, somewhat irregular N and S sides. Square-ish E end on the N side may suggest more than one cut				Possible multiple grave?
0230	2	Grave	Fill	0229	Dense chalk mixed with pale-mid grey brown sandy silt. Loose-friable- N side collapsed into a void below the stripped surface				
0231	2	Grave	Cut	0231	Fairly narrow E-W grave, slightly tapering towards a square E end. Continues beyond western LOE				
0232	2	Grave	Fill	0231	Friable mid yellowish brown sandy silt with regular chalk				
0233	2	Grave	Cut	0233	Large grave cut, approximately rectangular, E-W. Continues beyond western LOE, square E end		0.66		
0234	2	Grave	Fill	0233	Loose mid grey brown sandy silt with regular chalk flecks. E end collapsed into a void below the stripped surface				
0235	2	Grave	Cut	0235	Approximately rectangular grave partially exposed in the N end of the trench and continuing beyond western LOE. E end appears square, slightly rounded corners				
0236	2	Grave	Fill	0235	Mid grey brown sandy silt with regular chalk flecks and lumps. Friable				
0300	3	Bioturbation	Layer		Topsoil- mid-dark brown friable silty loam				
0301	3	Bioturbation	Layer		Thin layer of disturbed topsoil mixed with chalk and rubble			<0.2	
0302	3	Bioturbation	Layer		Mid brown friable sandy silt with regular chalk flecks. Appears made-up/reworked				Cemetery soil
0303	3	Bioturbation	Layer		Dark brown humic silt directly over natural chalky subsoil which gradually turns paler up from the natural. Diffuse horizon with 0302				Same as 0202?
0304	3	Grave	Other	0304	White brick structure, slightly domed, probable capping of a vault or burial chamber. Consists of white, unfrogged bricks c.23cm x 11cm x 7cm, roughly set and bonded with a chalky white lime mortar. Located in the SW corner of the trench continuing beyond the S and W limits. Uncertain whether it represents the E end of an E-W grave or the N end of a N-S grave but on balance, probably part of an E-W row with 0305 and 0307				
0305	3	Grave	Cut	0305	E-W grave partially exposed in the W end of the trench. Straight sides, square E end. Not excavated		0.56		
0306	3	Grave	Fill	0305	Pale brown chalky sandy silt, friable, with regular chalk lumps				

Context Number	Trench	Feature Type	Category	Feature Number	Description	Length	Width	Depth	Interpretation
0307	3	Grave	Cut	0307	E-W grave partially exposed in the NW corner of the trench. Straight sides, square E end. Not excavated				
0308	3	Grave	Fill	0307	Mid greyish brown sandy silt with regular chalk flecks. Friable				
0309	3	Grave	Cut	0309	N-S grave cut. Vertical cut, straight, virtually parallel sides, neither end exposed. Not excavated		0.4		
0310	3	Grave	Fill	0309	Loose-friable mix of predominantly chalk lumps and flecks in a pale grey brown sandy silt				
0311	3	Grave	Cut	0311	NNW-SSE grave cut, S end exposed in the base of the trench. Vertical cut, straight, tapering sides and a square end. Not excavated				
0312	3	Grave	Fill	0311	Mid greyish brown sandy silt with frequent chalk flecks and regular chalk lumps. Friable				
0313	3	Grave	Cut	0313	Northern end of small, N-S orientated grave cut partially exposed in the S side of the trench. Vertical cut, straight, tapering sides to a narrow, square N end. No visible relationship with 0315 in plan but section suggests 0313 is cut by 0315		<0.29		Coffin shaped child/infant burial
0314	3	Grave	Fill	0313	Mid-dark brown friable sandy silt. Slightly humic, regular chalk flecks				
0315	3	Grave	Cut	0315	W side of a large, approximately N-S orientated grave cut. Slightly irregular but broadly straight visible side, E side continues under a N-S pipe bisecting the trench and left in situ. May be a tapering cut, may just not be exactly N-S, impossible to tell without the other side exposed. Not excavated.				
0316	3	Grave	Fill	0315	Mid-dark brown friable sandy silt. Regular chalk flecks and lumps				
0317	3	Grave	Cut	0317	Small, rectangular N-S orientated grave cut with straight sides and rounded corners. Not excavated	1.12	0.34		
0318	3	Grave	Fill	0317	Dark brown slightly humic sandy silt, paler in the NE corner outside of a probable coffin stain. Items of iron coffin fittings/nails left in situ.				
0319	3	Skeleton		0317					
0320	3	Coffin		0317	Fragment of a well preserved vertical ?softwood plank on the western side of grave 0317, presumably remains of a wooden coffin. Iron nails/coffin furniture also present, alongside what looks to be coffin staining on the E side of the grave				
0321	3	Grave	Cut	0321	Possible grave cut partially exposed in the eastern end of Trench 3. Continues beyond N LOE and area left high to avoid a modern pipe to a soakaway so dimensions, form and orientation unclear.				
0323	3	Grave	Cut	0323	Square end of an E-W orientated grave in the eastern end of Trench 3, continuing beyond area left high to avoid modern pipe. Full dimensions not established but looks small, possibly a juvenile grave		0.28		
0324	3	Grave	Fill	0323	Mid-dark reddish brown friable sandy silt				

Context Number	Trench	Feature Type	Category	Feature Number	Description	Length	Width	Depth	Interpretation
0325	3	Grave	Cut	0325	Possible grave cut or feature partially exposed against the southern LOE. Edges not completely convincing and not visible cutting the cemetery soil in the trench section				
0326	3	Grave	Fill	0325	Mid-dark grey brown sandy silt with occasional-regular chalk lumps				
0327	3	Grave	Cut	0327	Probable rectangular approximately N-S grave cut, partially exposed in the SE corner of Trench 3. Dimensions not fully established but looks like a square N end				
0328	3	Grave	Fill	0327	Mid brown friable sandy silty with occasional chalk lumps				
0330	3	Grave	Fill	0329	Friable mid grey brown sandy silt with regular chalk flecks				
0322	3	Grave	Fill	0321	Dense pale yellowish brown degraded chalk or possibly mortar in a mid grey brown sandy silt. Friable				
0329	3	Grave	Cut	0329	N-S grave cut, dimensions and form not fully established but looks quite large approximately rectangular with a straight W side and rounded corners on its S end. E side not defined- imperceptible from or obscured by cemetery soil 0302		0.6		
0237	2	Grave	Cut	0237	Small grave cut, not visible during machining but revealed when its loose fill collapsed out of the western trench section. Excavated into the fill of grave 0233				Associated with 0233?
0238	2	Grave	Fill	0237	Loose mid grey brown sandy silt with regular chalk flecks. Very small and fragile bones and probable coffin nails collected and re-buried in void in grave 0229				

**APPENDIX B: OASIS SUMMARY****OASIS ID: cotswold2-365783****Project details**

Project name	MNL 1061 West Row Baptist Church, West Row, Mildenhall
Short description of the project	Trenched evaluation in advance of an extension to the existing church building
Project dates	Start: 13-01-2020 End: 24-02-2020
Previous/future work	No / Not known
Any associated project reference codes	DC/17/2656/FUL - Planning Application No.
Any associated project reference codes	MNL 1061 - HER event no.
Type of project	Field evaluation
Monument type	BURIAL Post Medieval
Significant Finds	N/A None
Methods & techniques	"Sample Trenches"
Development type	Public building (e.g. school, church, hospital, medical centre, law courts etc.)
Prompt	Direction from Local Planning Authority - PPS
Position in the planning process	After full determination (eg. As a condition)

**Project location**

Country	England
Site location	SUFFOLK FOREST HEATH MILDENHALL MNL 1061 West Row Baptist Church, West Row
Study area	0.17 Hectares
Site coordinates	TL 6738 7588 52.354962165806 0.45806203642 52 21 17 N 000 27 29 E Point
Height OD / Depth	Min: 6m Max: 7m

**Project creators**

Name of Organisation	Cotswold Archaeology
Project brief originator	Suffolk County Council Archaeological Services
Project design originator	Dr Abby Antrobus
Project director/manager	Stuart Boulter
Project supervisor	Linzi Everett
Name of sponsor/funding body	West Row Baptist Church

**Project archives**

Physical Archive recipient	Suffolk County Council Archaeological Services
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Physical Archive ID	MNL 1061
Physical Contents	"other"
Digital Archive recipient	ADS
Digital Archive ID	MNL 1061
Digital Contents	"none"
Digital Media available	"Images raster / digital photography", "Text"
Paper Archive recipient	Suffolk County Council Archaeological Services
Paper Archive ID	MNL 1061
Paper Contents	"none"
Paper Media available	"Correspondence", "Photograph", "Unpublished Text"

### Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	West Row Baptist Church, Mildenhall, Suffolk
Author(s)/Editor(s)	Everett, L.
Other bibliographic details	SU0061_1
Date	2020
Issuer or publisher	Cotswold Archaeology
Place of issue or publication	Needham Market



## APPENDIX C: HER DATA

HER ref.	Period	Summary
MNL 193	Un	Two coiled finger rings (one thicker than other).
MNL 193	Rom	Large Rom scatter: finds include flue tile, Nene Valley colour coat, shell filled ware, oyster shells etc.
MNL 219	PMed	Church of St Peter (West Row).
MNL 312	Neo	Fine flint knife and thin white flint axehead.
MNL 538	PMed	Large amount of platform gunflint production waste visible in levelled material of former garage workshops, also monitoring revealed a well and a possible cellar.
MNL 593	PMed	Evidence of settlement activity from the 17-19th centuries.
MNL 612	Rom/Med	A series of ditches, two pits and a posthole all Roman in date, also large irregular hollow pre-dating the Roman ditches and a medieval ditch.
MNL 613	Rom	A single ditch of Roman (3rd to 4th century) date.
MNL 614	PMed	Monitoring revealed a late medieval/early post-medieval pit or posthole, one undated posthole, and a post-medieval brick and chalk lump domed well capping structure.
MNL 624	PMed	Evaluation identified two probable post medieval / modern pits.
MNL 636	PMed	Blacksmiths workshop to rear of 19 Beeches Road. Virtually untouched since abandonment as smithy (in early 1950s?)
MNL 637	Rom	Evaluation identified substantial evidence of Roman activity in the 2nd-4th centuries.
MNL 676	Med	Indicative area of the historic settlement core of West Row.
MNL 697	Med	Site of the White Horse Inn, West Row. Timber framed. Now (2013) demolished.
MNL 698	PMed	Site of the Bedlam Yard, West Row. Now MSF27239 (2013) demolished.
MNL 699	Med	Site of heavily timbered timber framed house, The Green, West Row, Demolished circa 1970s.
MNL 709	PMed	Post medieval quarry or marl pits identified during evaluation trenching at Land adjacent to Whites Cottage
MNL 712	PMed	Post medieval and a possible medieval pit identified during evaluation trenching at the Rear of 33-39 Beeches Road
MNL 721	Un	Undated pit and ditch identified during evaluation trenching at Land North of Mildenhall Road.
MNL 745	Rom	A substantial Roman boundary ditch, a second ditch and a pit were identified during the excavation of a single evaluation trench at West Row Primary School.
MNL 747	Rom/Med	Evidence of a Roman settlement and Medieval pits and ditches at Beaches Road, West Row revealed by metal MSF33783 detecting survey and evaluation.
MNL 762	PMed	A single pit and a spread of chalk rubble containing 18th century material.
MNL 766	PMed	18th-19th century ceramic items and animal bones found in the spoil during the archaeological evaluation.
MNL 803	Un	Archaeological evaluation identified mostly undated features.
MNL 875	Med	Sagging base of Med vessel. Formerly recorded as MNL MISC.
MNL 979	BA	Small bronze side looped spearhead from West Row, 116.5mm long, formerly in Fenton collection. Formerly recorded as MNL MISC

# West Row Baptist Church, West Row, Suffolk

*Written Scheme of Investigation for Archaeological Evaluation*



*For:  
West Row Baptist Church*

CA Project: SU0061  
OASIS ID: 365783  
HER Ref: MNL 1061

September 2019



# West Row Baptist Church, West Row, Suffolk

## Written Scheme of Investigation for Archaeological Evaluation

CA Project: SU0061  
OASIS ID: 365783  
HER reference: MNL 1061



DOCUMENT CONTROL GRID						
REVISION	DATE	AUTHOR	CHECKED BY	STATUS	REASONS FOR REVISION	APPROVED BY

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## Summary Project Details

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<b>Site Name</b>	West Row Baptist Church, West Row, Suffolk
<b>Site Location/Parish</b>	West Row
<b>Grid Reference</b>	TL 6738 7588
<b>Access</b>	Off Chapel Road
<b>Planning Application No</b>	DC/17/2656/FUL
<b>HER code</b>	MNL 1061
<b>OASIS ref.</b>	cotswold2-365783
<b>Type</b>	Trench evaluation in advance of proposed building extension
<b>Area</b>	0.17ha
<b>Project start date</b>	TBA
<b>Fieldwork duration</b>	Estimated 3 days
<b>Number of personnel on site</b>	Projected as 2 CA staff

## Personnel and contact numbers

---

<b>CA Project Manager</b>	Stuart Boulter	Office: 01449 900122 Mobile: 07885 223524
<b>Project Officer (first point of on-site contact)</b>	Linzi Everett	Office: 01449 900124 Mobile: 07753 788606

## Emergency contacts

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<b>Local Police</b>	Kingsway, Mildenhall, Bury St Edmunds, IP28 7HS	01473 613500 101 or emergency 999
<b>Site First Aider</b>	Linzi Everett	Mobile: 07753 788606
<b>Location of nearest A&amp;E</b>	Hardwick Lane, Bury St Edmunds, IP33 2QZ	01284 713000

## Hire details

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<b>Plant:</b>	Holmes Plant	01473 890766
<b>Welfare</b>	On site provision by main contractor	N/A
<b>Tool hire:</b>	N/A	N/A

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## **Contents**

1. Background
2. Fieldwork
3. Post-excavation
4. Health and safety
5. Insurances
6. Quality assurance
7. Public engagement, participation and benefit
8. Staffing
9. Bibliography

## **Figures**

1. Site location
2. Trench location plan

## **Appendices**

Appendix A: Cotswold Archaeology specialists

## 1. Background

1.1 Cotswold Archaeology (CA) has been contracted by the West Row Baptist Church to carry out an archaeological evaluation prior to the construction of an extension to West Row Baptist Church, Mildenhall, Suffolk, (centred at NGR: 5674 2759; Figure 1), in accordance with conditions on planning application DC/17/2656/FUL. The first element of this work involves the preparation of a Written Scheme of Investigation (this document).

1.2 The recommendation for the condition was made by the archaeological adviser to the local planning authority, Forest Heath District Council, Abby Antrobus of Suffolk County Council Archaeological Service (SCCAS). In a Brief dated 07/12/2018 she states that:

*'Planning permission has been granted with the following conditions relating to exhumation of remains and archaeological investigation:*

*3. Prior to any development on this site the applicant shall submit to the Local Planning Authority for written approval the relevant permissions (or exemptions) for the exhumation of the graves that are currently sited under the footprint of the building extension.*

*4. No development shall take place within the area indicated [the whole site] until the implementation of a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority.'*

The purpose of such work is the recording and advancement of understanding of any heritage assets present at the location before they are destroyed during the groundworks and will be carried out in accordance to the SCCAS Brief.

1.3 The groundworks covered by the condition are:

- An extension on the south and west sides of the existing church building
- Any associated groundworks, e.g. for soakaways or services

1.4 The contents of the WSI and this Method Statement comply with the Standards for Field Archaeology in the East of England (Gurney 2003) and all relevant national legislation, standards and guidance, as well as the following national and regional

guidance:

- *National Planning Policy Framework (NPPF) Department of Communities and Local Government (DCLG) (March 2012);*
- *Code of Conduct* (Chartered Institute for Archaeologists 2014);
- *Standard and Guidance Archaeological Excavation* (Chartered Institute for Archaeologists, 2014);
- *Management of Research Projects in the Historic Environment: The Morphe Project Managers' Guide* (Historic England, 2015);

1.5 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 cost.

1.6 The site is located within the village of West Row, part of the parish of Mildenhall, at a height of approximately 6m above Ordnance Datum, c.1.3km to the north of the River Lark and overlooking the fen-edge to the west and north (Fig. 1).

1.7 The site geology is recorded by the British Geological Survey (<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>) as Zig Zag Chalk Formation - Chalk. Sedimentary Bedrock formed approximately 94 to 101 million years ago in the Cretaceous Period. Local environment previously dominated by warm chalk seas. There is no superficial geology recorded for the site.

1.8 The SCCAS Brief states that:

*'Five marked graves are recorded within part of the footprint of the new extension, dating from 1905-1911. However, the church is recorded as being built in 1809, and there is potential for unmarked graves across the footprint.'*

*The area around the church is shown as a burial ground on the OS map of 1882. To date, burial records or registers have not been located.*

*The underlying soil is likely to be chalky, which would lead to good levels of preservation, although there are also pockets of sand.*

*The presence or absence of vaults is not known.*

*Additionally, the site lies to the south of evidence of a Roman settlement (MNL 747), and there is potential for development to encounter earlier remains.'*

## **2. Pre-start and Fieldwork**

- 2.1 Before the commencement of any fieldwork, a search will be carried out to establish whether any burial records or other documents relevant to the proposed development area exist. The Brief notes a reference to a folder with information on the church between 1815-1965 held by Suffolk Records Office.
- 2.2 The archaeological evaluation will be carried out by full-time professional employees of CA. The project team will be led in the field by an experienced member of staff of Senior Project Officer grade/experience (Linzi Everett).
- 2.3 The project Brief requires c.30m of 1.8m wide trench to be excavated in an L shape within accessible areas of the footprint of the new extension. A proposed plan of three trenches is included (Fig. 2). If necessary minor modifications to the trench plan may be made onsite to respect any previously unknown buried services, areas of disturbance, contamination or other obstacles
- 2.4 The trenches are intended to sample the footprint and estimate the number of graves that may be covered by the new works as well as characterise any other archaeological remains on the site.
- 2.5 The trenches will be excavated using a machine equipped with a back-acting arm and toothless ditching bucket (measuring at least 1.5m wide), under the supervision of an archaeologist. All overburden (topsoil and subsoil) will be removed stratigraphically until either the first archaeological horizon or natural deposits are encountered.



- 2.6 If a trench requires access by staff for hand excavation and recording, it will not exceed a depth of 1.2m. If the trench depth is not sufficient to meet the archaeological requirements of the Brief it will be brought to the attention of SCCAS so that further requirements can be established. Deeper excavation can be undertaken, where practicable, provided the trench sides are stepped or battered and/or suitable trench support is used. However, such a variation will incur further costs to the client and time must be allowed for this to be established and agreed.
- 2.7 Fieldwork standards will be guided by '*Standard and Guidance for archaeological field evaluation*' (Chartered Institute for Archaeologists 2014) and '*Guidelines to the Standards for Recording Human Remains*' (Brickley, M., and McKinley, J 2004).
- 2.8 Metal detector searches (non-discriminating against iron) will take place throughout the project, both prior to and during machine excavation, and the subsequent hand-excavation phase, by an experienced CA metal-detectorist.
- 2.9 All features will be examined in enough detail to try and establish their date and function. The trench sides, base and archaeological surfaces will be cleaned by hand as necessary to identify archaeological deposits and artefacts and allow decisions to be made on the method of further investigation by the Project Officer. Further use of the machine, i.e. to investigate thick sequences of deposits by excavation of test pits etc, may be undertaken as necessary after consultation with SCCAS.
- 2.10 **Burials:** It is presumed that burials identified within the investigation area will remain *in situ* at this stage, but that one or two examples should be excavated in order to establish depth, survival and preservation. It is unlikely that exhumation would need to be undertaken during this phase of work but should it become necessary, this scenario is covered in Section 3.7.
- 2.11 **Non-burial features:** After sectioning, features that are, or could be, interpreted as structural will be fully excavated or, in the case of bonded structures etc., exposed and cleaned to facilitate their recording. Any fabricated surface (floors etc.) will be fully exposed and cleaned.
- 2.12 An overall features plan and levels AOD will be recorded using suitable surveying equipment, depending on the specific requirements of the project. Feature sections and plans will be recorded at a scale of 1:10, 1:20 or 1:50 as appropriate. All

recording conventions used will be compatible with the County HER.

- 2.13 The site will be recorded under a unique HER number and archaeological contexts will be recorded a '*unique continuous numbering sequence*' on pro forma Context Recording sheets and entered into an associated database.
- 2.14 A digital photographic record will be made throughout the evaluation.
- 2.15 All pre-modern finds (with the exception of unstratified animal bone and disarticulated human bone) will be kept and no discard policy will be considered until all the finds have been processed and assessed. Any disarticulated human bone will be collected, bagged and reburied within the backfilled trenches.
- 2.16 All finds will be brought back to the CA premises for processing, preliminary assessment, conservation and packing. Most finds analysis work will be done in house, but in some circumstances, it may be necessary to send some categories of finds to external specialists.
- 2.17 In the unlikely situation where bulk environmental soil samples are required, these will be a maximum of 40 litres each and will only be taken from suitable features and retained until an appropriate specialist has assessed their potential for palaeoenvironmental remains. Decisions can then be made on the need for further analysis following this assessment. A suitable feature will be deemed one that is sealed and stratigraphically secure, datable and exhibits potential for the survival of palaeoenvironmental material; usually at least two of these criteria will need to be met in order for it to be worth taking a sample. If necessary advice will be sought from Historic England's (formerly English Heritage's) Regional Advisor in Archaeological Science on the need for specialist environmental sampling. Environmental samples from graves will allow for the retrieval of small bones and other biological evidence.
- 2.18 It is assumed that the consent for the overall project will have included provision for the exhumation of human remains if it is found to be unavoidable. Human remains will be treated at all stages with care and respect and will be dealt with in accordance with the law. They will be recorded in-situ and subsequently lifted, packed and marked to standards compatible with those described in the IFA's Technical Paper 13 Excavation and post-excavation treatment of Cremated and Inhumed Human Remains, by McKinley and Roberts. Unless specific requirements

are subsequently requested by the Archaeological Advisor, it is assumed that exhumed human remains will not leave the site and will be reburied at the earliest opportunity.

- 2.19 Trenches will not be backfilled without the prior approval of SCCAS. Trenches will be backfilled, subsoil first then topsoil, and compacted to ground-level, unless otherwise specified by the client. Original ground surfaces will not be reinstated but will be left as neat as practicable.

### **3. Post-excavation**

- 3.1 The unique project HER number will be clearly marked on all documentation and material relating to the project.
- 3.2 The post-excavation finds work will be managed by CA's Post-excavation and Finds Manager, Richenda Goffin. Specialist finds staff whether in-house personnel or external specialists are experienced in local and regional types of material in their field.
- 3.3 Artefacts and ecofacts will be held by CA until analysis of the material is complete.
- 3.4 Site data will be entered on a computerised database compatible with the County HER. Site plans and sections will be digitised and will form part of the site archive. Ordnance Datum levels will be written on the section sheets. The photographic archive will be fully catalogued.
- 3.5 Finds will be processed, marked and bagged/boxed to County HER requirements. Where appropriate finds will be marked with a site code and a context number.
- 3.6 Bulk finds will be fully quantified on a computerised database compatible with the County HER. Quantification will fully cover weights and numbers of finds by context with a clear statement on the degree of apparent residuality observed.
- 3.7 While it is assumed that no human remains, articulated or otherwise, will be removed from the site, in the unlikely scenario where it did become necessary for remains to be studied by an osteoarchaeologist (Sue Anderson), they would first be processed (washed and marked) and then sent for examination. The examination would adhere to the detailed method statement below:

*Recording will follow the standards for UK assemblages as described in Brickley and McKinley (2004). Measurements will be taken using the methods described by Brothwell (1981), together with a few from Bass (1971) and Krogman (1978). Sexing and ageing techniques will follow Brothwell (1981), the Workshop of European Anthropologists (WEA 1980) and Buikstra and Ubelaker (1994), with the exception of adult tooth wear scoring which will follow Bouts and Pot (1989). Stature will be estimated according to the regression formulae of Trotter and Gleser (Trotter 1970). All systematically scored non-metric traits are listed in Brothwell (1981), and grades of cribra orbitalia and osteoarthritis can also be found there. Pathological conditions will be identified with the aid of Ortner and Putschar (1981) and Cotta (1978). Disarticulated bone will be re-united with the individual to which it belonged as far as possible, but recorded in a different colour on the skeleton sheet.*

- 3.8 Metal finds on site will be stored in accordance with ICON guidelines, initially recorded assessed for significance before dispatch to a conservation laboratory within four weeks of the end of the excavation. All pre-modern silver, copper alloy and ferrous metal artefacts will be x-rayed and coins will be x-rayed if necessary for identification. Sensitive finds will be conserved if necessary and deposited in bags/boxes suitable for long term storage to ICON standards. All coins will be identified to a standard acceptable to normal numismatic research.
- 3.9 Pottery will be recorded and archived to a standard consistent with the Draft Guidelines of the Medieval Pottery Research Group and Guidelines for the archiving of Roman Pottery, SGRP (ed. M.G. Darling, 1994) and to The Study of Later Prehistoric Pottery: General Policies and Guidelines for analysis and Publications, Occasional Papers No.1 and No. 2, 3rd Edition (Revised 2010, Prehistoric Ceramic Research Group).
- 3.10 Environmental samples will be processed and assessed to standards set by the Historic England (formerly English Heritage) Regional Scientific Advisor with a clear statement of potential for further analysis and significance.
- 3.11 Animal and human bone will be quantified and assessed to a standard acceptable to national and regional Historic England specialists.
- 3.12 An industrial waste assessment will cover all relevant material (i.e. fired clay finds as

well as slag).

- 3.13 Once the fieldwork phase of the project is completed a post-excavation assessment report (hereafter PXA) will be prepared which will contain a stand-alone summary and a description of the excavation methodology. It will also contain a clear separation of the objective account of the archaeological evidence from its archaeological interpretation and recommendations to assist the Archaeological Advisor regarding the need for and scope of any subsequent analysis, publication and reporting. In some instances, a full PXA report is not required and this will be discussed and formally agreed with the Archaeological Advisor within four weeks of the end of the fieldwork.
- 3.14 The Suffolk County HER is registered with the Online Access to Index of Archaeological Investigations (OASIS) project. CA will complete a suitable project-specific OASIS form at <http://ads.ahds.ac.uk/project/oasis>. The completed form will be reproduced as an appendix to the final report.
- 3.15 A draft of the interim report will be submitted to the Archaeological Advisor for approval.
- 3.16 Upon completion of reporting works ownership of all archaeological finds will be given over to the relevant authority. There is a presumption that this will be SCCAS, who will hold the material in suitable storage to facilitate future study and ensure its proper preservation. 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).
- 3.17 The project archive shall be compiled in accordance with the guidelines issued by SCCAS. The client is aware of the costs of archiving and provision will be made to cover these costs in our agreement with them. The archive will be deposited with the County Archaeology Store unless another suitable repository is agreed with SCCAS.
- 3.18 Any human remains that were removed from the site for study will be stored by CA until such time that they can be reburied at the West Row Baptist Church.
- 3.19 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.

3.20 Exceptions from the deposition of the archive described above include objects that qualify as Treasure, as detailed by the Treasure Act 1996:

- The client (and landowner if different) will be informed as soon as any such objects are discovered/identified and the find will be reported to the Coroner within fourteen days of discovery or identification. The British Museum and the local Portable Antiquities Scheme (PAS) Finds Liaison Officer will subsequently be informed of the find.
- Treasure objects will immediately be moved to secure storage at CA and appropriate security measures will be taken on site if required.
- Upon discovery of potential treasure, the landowner will be asked if they wish to waive or claim their right to a treasure reward, which is 50% of the market value. Employees of CA present on site, will not be eligible for any share of a treasure reward.
- If the landowner waives their share, the British Museum and Coroner will be informed, and the object returned to the project archive for deposition in an appropriate repository. If the landowner wishes to claim an inquest will be held and, once officially declared as Treasure and valued, the item will if not acquired by a museum, be returned to CA and the project archive.

## **4. Health and Safety**

4.1 CA will conduct all works in accordance with the Health and Safety at Work Act 1974 and all subsequent Health and Safety legislation, CA Health and Safety and Environmental policies and the CA Safety, Health and Environmental Management System (SHE), as well as any Principal Contractor's policies or procedures. A site-specific Construction Phase Plan (form SHE 017) will be formulated prior to commencement of fieldwork.

## **5. Insurances**

5.1 CA holds Public Liability Insurance to a limit of £10,000,000 and Professional

Indemnity Insurance to a limit of £10,000,000.

## **6. Quality assurance**

- 6.1 CA is a Registered Organisation (RO) with the Chartered Institute for Archaeologists (RO Ref. No. 8). As a RO, CA endorses the *Code of Conduct* (ClfA 2014) and the *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology* (ClfA 2014). All CA Project Managers and most Project Officers hold either full Member or Associate status within the ClfA.
- 6.2 CA operates an internal quality assurance system in the following manner. Projects are overseen by a Project Manager who is responsible for the quality of the project. The Project Manager reports to the Chief Executive who bears ultimate responsibility for the conduct of all CA operations. Matters of policy and corporate strategy are determined by the Board of Directors, and in cases of dispute recourse may be made to the Chairman of the Board.

## **7. Public engagement, participation and benefit**

- 7.1 This project will not afford opportunities for public engagement or participation during the course of the fieldwork. However, the results will be made publicly available on the ADS, as set out in Section 3 above, in due course.

## **8. Staffing**

- 8.1 The following staff will comprise the Project Team:

- 1 x Project Manager (supervisory only, not based on site full-time)
- 1 x Project Officer (full time)
- 1 x Project Assistant (full time)
- 1 x Finds/Post-excavation manager (part time, as required)
- 1 x Finds Specialist (part time, as required)
- 1 x Environmental Supervisor (as required)
- 1 x Finds Assistant or Supervisor (part time, as required)
- 1 x Senior Graphics Assistant (part time, as required)

- 8.2 Project Management will be undertaken by Stuart Boulter and the Senior Project Officer in charge on site will be Linzi Everett. Site Assistants and other staff will be drawn from CA's qualified and experienced staff. CA will not employ

volunteer, amateur or student staff, whether paid or unpaid, to undertake any of the roles outlined in 8.1.

## 9. Bibliography

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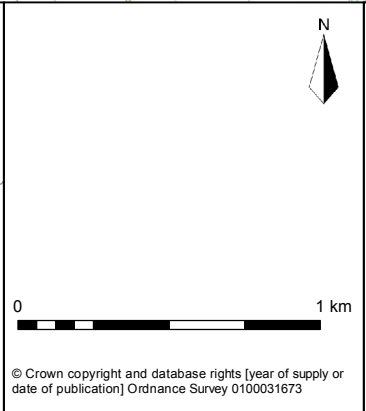
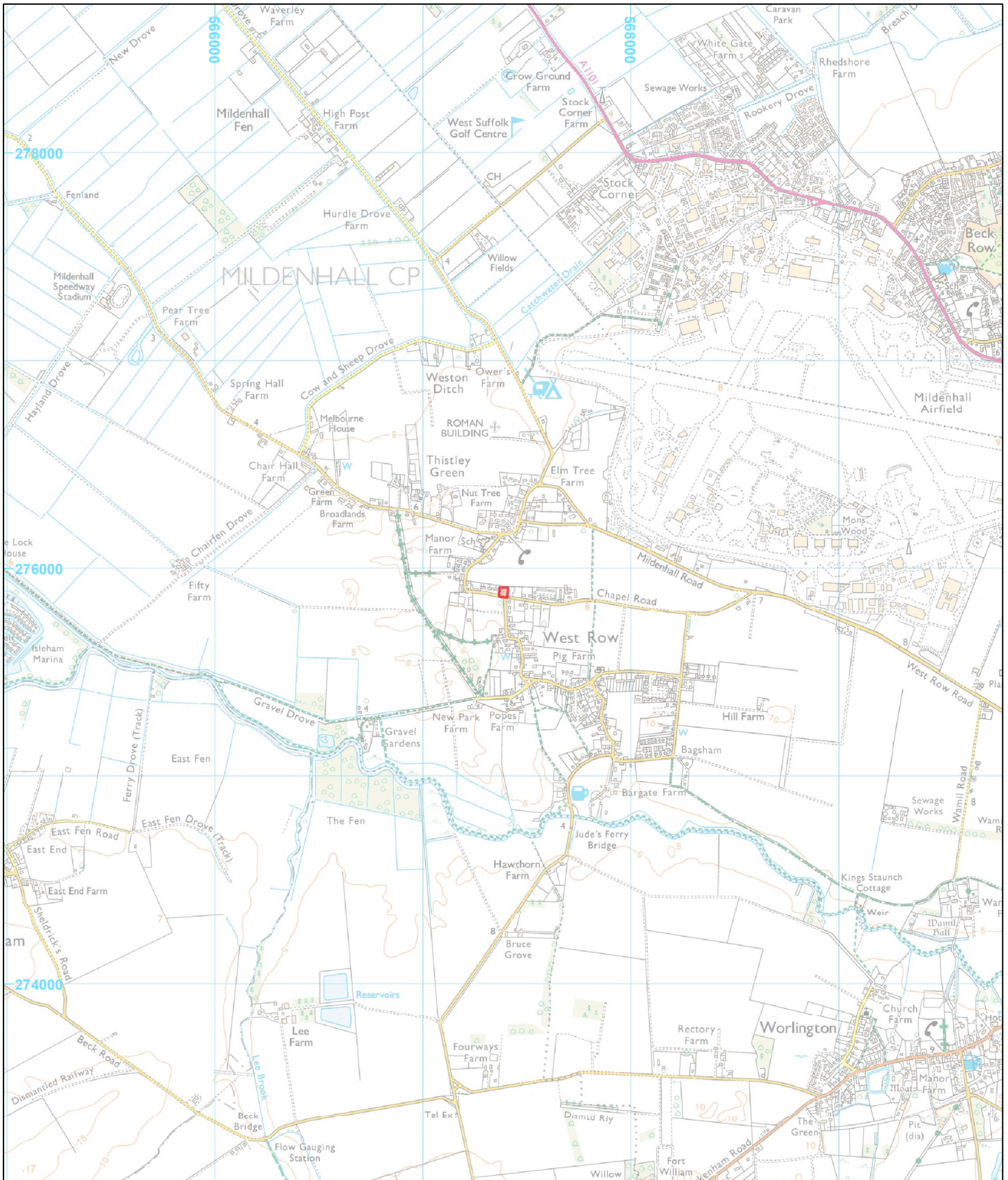
## Appendix A: Cotswold Archaeology specialists

### **Ceramics**


Neolithic/Bronze Age	Ed McSloy BA MCIFA (CA) Emily Edwards (freelance) Dr Elaine Morris BA PhD FSA MCIFA (University of Southampton) Anna Doherty MA (Archaeology South-east) Sarah Percival MA MCIFA (freelance) Steve Benfield BA (CA)
Iron Age/Roman	Ed McSloy BA MCIFA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Steve Benfield BA (CA)
(Samian)	Gwladys Montell MA PhD (freelance) Steve Benfield BA (CA)
(Amphorae stamps)	Dr David Williams PhD FSA (freelance)
Anglo-Saxon	Paul Blinkhorn BTech (freelance) Dr Jane Timby BA PhD FSA MCIFA (freelance) Sue Anderson, M Phil, MCIFA, FSA (freelance)
Medieval/post-medieval	Ed McSloy BA MCIFA (CA) Kayt Marter Brown BA MSc MCIFA (freelance) Stephanie Ratkai BA (freelance) Paul Blinkhorn BTech (freelance) John Allan BA MPhil FSA (freelance) Richenda Goffin BA MCIFA (CA) Sue Anderson M Phil, MCIFA, FSA (freelance)
South West	Henrietta Quinnell BA FSA MCIFA (University of Exeter)
Clay tobacco pipe	Reg Jackson MLitt MCIFA (freelance) Marek Lewcun (freelance) Kieron Heard (freelance) Richenda Goffin BA MCIFA (CA)
Ceramic Building Material	Ed McSloy MCIFA (CA) Dr Peter Warry PhD (freelance) Sue Anderson M Phil, MCIFA, FSA (freelance) Richenda Goffin Roman painted wall plaster, CBM, BA MCIFA (CA) Steve Benfield BA (CA)
<b>Other Finds</b>	
Small Finds	Ed McSloy BA MCIFA (CA) Richenda Goffin, (non-metalwork) BA MCIFA (CA) Steve Benfield CA Dr I Riddler (freelance) Dr Alison Sheridan, National Museum of Scotland

Metal Artefacts	Katie Marsden BSc (CA) Dr Ruth Beveridge (CA) Dr Jörn Schuster MA DPhil FSA MCIFA (freelance) Dr Hilary Cool BA PhD FSA (freelance) Dr I Riddler (freelance)
Lithics  (Palaeolithic)	Ed McSloy BA MCIFA (CA) Jacky Sommerville BSc MA PCIFA (CA) Michael Green (CA) Sarah Bates BA (freelance) Dr Francis Wenban-Smith BA MA PhD (University of Southampton)
Worked Stone	Dr Ruth Shaffrey BA PhD MCIFA (freelance) Dr Kevin Hayward FSA BSc MSc PhD PCIFA (freelance)
Inscriptions	Dr Roger Tomlin MA DPhil, FSA (Oxford)
Glass	Ed McSloy MCIFA (CA) Dr Hilary Cool BA PhD FSA (freelance) Dr David Dungworth BA PhD (freelance; English Heritage) Dr Sarah Paynter (Historic England) Dr Rachel Tyson (freelance) Dr Hugh Wilmott (University of Sheffield)
Coins	Ed McSloy BA MCIFA (CA) Dr Ruth Beveridge (CA) Dr Peter Guest BA PhD FSA (Cardiff University) Dr Richard Reece BSc PhD FSA (freelance) Jude Plouviez (freelance) Dr Andrew Brown (British Museum) Dr Richard Kelleher (Fitzwilliam Museum) Dr Philip de Jersey (Ashmolean Museum)
Leather	Quita Mould MA FSA (freelance)
Textiles	Penelope Walton Rogers FSA Dip Acc. (freelance) Sue Harrington (freelance)
Iron slag/metal technology	Dr Tim Young MA PhD (Cardiff University) Dr David Starley BSc PhD Lynne Keys (freelance)
Worked wood	Michael Bamforth BSc MCIFA (freelance)
<b>Biological Remains</b>	
Animal bone	Dr Philip Armitage MSc PhD MCIFA (freelance) Dr Matilda Holmes BSc MSc ACIFA (freelance) Julie Curl (freelance) Lorrain Higbee (Wessex Archaeology)
Human Bone	Sharon Clough BA MSc MCIFA (CA) Sue Anderson M Phil, MCIFA, FSA (freelance)
Environmental sampling	Sarah Wyles BA PCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Anna West BSc (CA) Val Fryer (freelance)
Pollen	Dr Michael Grant BSc MSc PhD (University of Southampton) Dr Rob Batchelor BSc MSc PhD MCIFA (QUEST, University of Reading)
Diatoms	Dr Tom Hill BSc PhD CPLHE (Natural History Museum)

	Dr Nigel Cameron BSc MSc PhD (University College London)
Charred Plant Remains	Sarah Wyles BA PCIFA (CA) Sarah Cobain BSc MSc ACIFA (CA)
Wood/Charcoal	Sarah Cobain BSc MSc ACIFA(CA) Dana Challinor MA (freelance) Dr Esther Cameron (freelance)
Insects	Enid Allison BSc D.Phil (Canterbury Archaeological Trust) Dr David Smith MA PhD (University of Birmingham)
Mollusca	Sarah Wyles BA PCIFA (CA) Dr Keith Wilkinson BSc PhD MCIFA (ARCA)
Ostracods and Foraminifera	Dr John Whittaker BSc PhD (freelance)
Fish bones	Dr Philip Armitage MSc PhD MCIFA (freelance)
<b>Geoarchaeology</b>	
Soil micromorphology	Dr Keith Wilkinson BSc PhD MCIFA (ARCA) Dr Richard Macphail BSc MSc PhD (University College London)
<b>Scientific Dating</b>	
Dendrochronology	Robert Howard BA (NTRDL Nottingham)
Radiocarbon dating	SUERC (East Kilbride, Scotland) Beta Analytic (Florida, USA)
Archaeomagnetic dating	Dr Cathy Batt BSc PhD (University of Bradford)
TL/OSL Dating	Dr Phil Toms BSc PhD (University of Gloucestershire)
<b>Conservation</b>	
	Karen Barker BSc (freelance) Pieta Greaves BSc MSc ACR (Drakon Heritage and Conservation) Julia Park-Newman (Conservation Services, freelance)



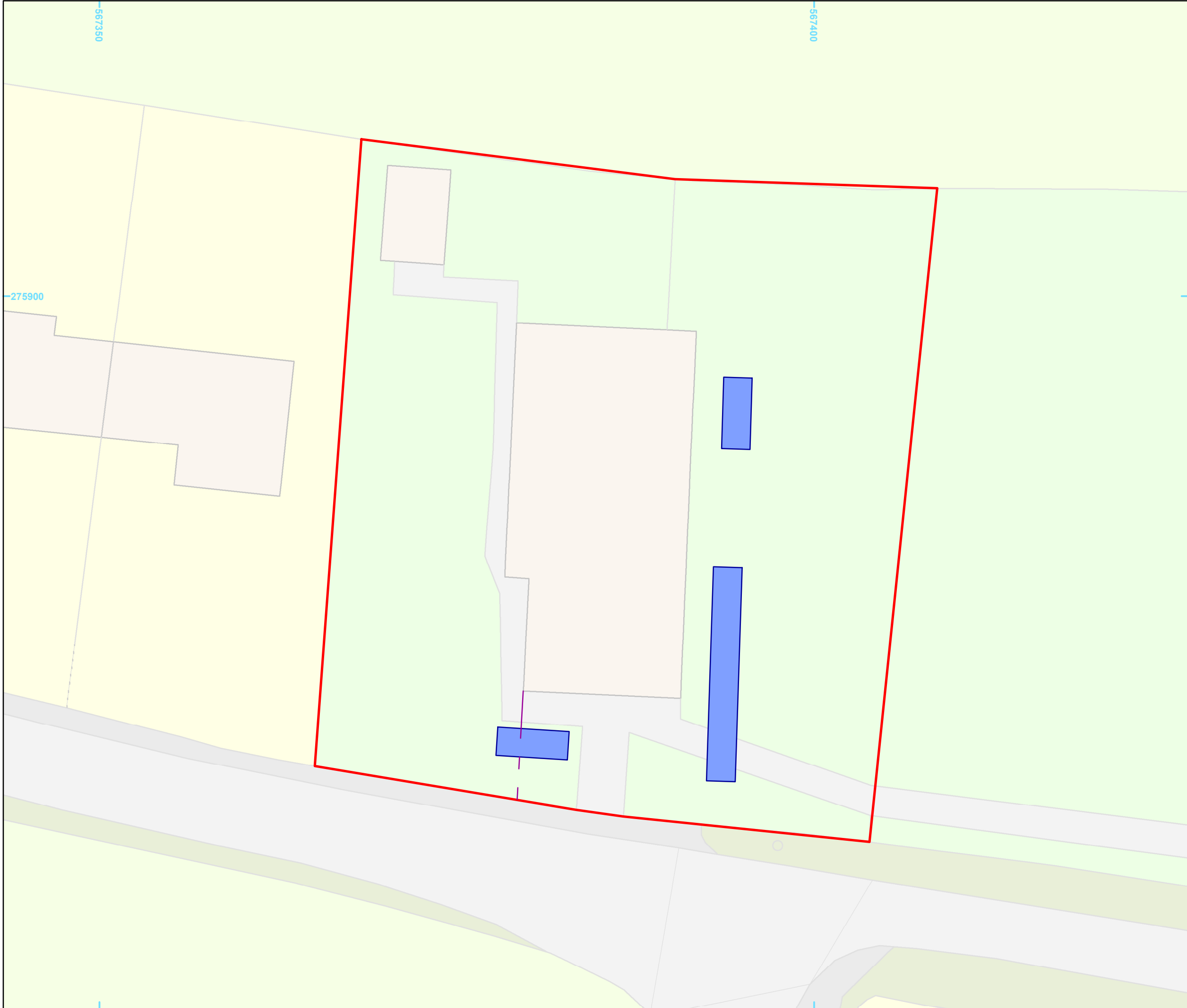
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**Cotswold Archaeology**

**PROJECT TITLE**  
 West Row Baptist Church  
 Mildenhall, Cambridgeshire

**FIGURE TITLE**  
 Site location plan

<b>DRAWN BY</b> JSJ	<b>PROJECT NO.</b> SU0061	<b>FIGURE NO.</b> 01
<b>CHECKED BY</b> JSJ	<b>DATE</b> 04/09/2019	
<b>APPROVED BY</b> SB	<b>SCALE @</b> A4 1:25,000	



**Legend**

- Site boundary
- Proposed evaluation trench
- Projected Water Pipe



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**PROJECT TITLE**  
 West Row Baptist Church  
 Mildenhall, Cambridgeshire

**FIGURE TITLE**  
 Proposed Trench Plan

<b>DRAWN BY</b> JSJ	<b>PROJECT NO</b> SU0061	<b>FIGURE NO.</b>
<b>CHECKED BY</b> JSJ	<b>DATE</b> 04/09/2019	<b>02</b>
<b>APPROVED BY</b> SB	<b>SCALE@A3</b> 1:250	

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