

**Land adjacent Brockenhurst
Old Norwich Road, Whitton
Suffolk**
Archaeological Evaluation



for
Peter Wells Architects

On behalf of
GE & GW Stennett

HER ref: WHI 032
CA Report: SU0063_1

October 2019



Land adjacent Brockenhurst Old Norwich Road, Whitton Suffolk

Archaeological Evaluation

CA Project: SU0063
CA Report: SU0063_1
OASIS ID - cotswold2-366597



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SUMMARY

Project Name:	Land adjacent Brockenhurst
Location:	Old Norwich Road, Whitton, Suffolk
NGR:	614047 247914
Type:	Evaluation
Date:	30 th September 2019
Planning Reference:	DC/19/00286
Location of Archive:	To be deposited with SCCAS
Site Code:	WHI 032
OASIS ID:	cotswold2-366597
HER Search:	Invoice No. 9229367

An archaeological evaluation was undertaken by Cotswold Archaeology during September 2019 within a plot of land to the south of Brockenhurst, Old Norwich Road, Whitton, Suffolk, in advance of a proposed housing development. Five trenches were excavated which revealed a small number of ditches and pits. The ditches were undated although one appears to be associated with a field system that is potentially medieval or earlier in date, whilst the other is parallel with the road suggesting it may be contemporary. The pits are also undated but are coincidental with a boundary marked on modern maps. It is likely they are associated with this boundary and are the result of the planting of a hedgerow. (Mark Sommers for GE & GW Stennett).





1. INTRODUCTION

- 1.1 In September 2019 Cotswold Archaeology (CA) carried out an archaeological evaluation on behalf of GE and GW Stennett, within an area of land to the south of Brockenhurst, Old Norwich Road, Whitton, Suffolk (centred at NGR: 614047 247914; Fig. 1). The evaluation was undertaken to fulfil a condition on the planning application DC/19/00286, 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 21/06/2019) prepared by Rachael Abraham of the Suffolk County Council Archaeological Service (SCCAS), the archaeological advisors to the Local Planning Authority (Mid Suffolk District Council), and 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 2017) and *Standard and guidance: Archaeological field evaluation* (ClfA 2014). The fieldwork was monitored by Hannah Cutler, the curatorial officer for this project, who visited the site on the 30th September 2019.

The site

- 1.3 The proposed development area comprises a rectangular plot of land, approximately 0.12ha in size, lying to the south of Brockenhurst. At the request of the client the evaluation was extended eastwards, beyond the current application area, to encompass a total site of c.0.24ha. The site fronts onto Old Norwich Road to the west and open farmland to the east, neither of these boundaries are fenced. To the north and south lie private dwellings and gardens which are separated from the site by a mixture of wooden fencing, brick walls and hedges.
- 1.4 A water main ran across the site close to the northern edge. In order to avoid any damage or disturbance to this service a 10m wide exclusion zone had been imposed which precluded trenching in the northern area of the site.

- 1.5 At the time of the evaluation the site comprised an open area of ground, that had recently been cleared of scrub, with occasional spoil heaps and a derelict shed/garage. Access to the site was via the Old Norwich Road.
- 1.6 The site was level at a height of just under 37m OD. The roadway to the west was situated on a raised embankment and the site sloped up steeply to meet it. The land to the north and east dropped away gently down to an unnamed stream c.600m to the northeast. This stream is a tributary to the River Gipping, which lies c.1.6km to the west.
- 1.7 The underlying bedrock geology of the area is recorded by the British Geological Survey (BGS) as clay, silt and sand of the Thames Group. A sedimentary bedrock formed approximately 34 to 56 million years ago in the Palaeogene Period. This is overlain by a superficial geology of sands and gravels, or possibly a diamicton (glacial till), both of the Lowestoft Formation.

2. ARCHAEOLOGICAL BACKGROUND

- 2.1 An Historic Environment Record (HER) search was commissioned from SCCAS, which revealed a total of fifty entries situated within 1km of the site. The abridged descriptions of these can be found in Appendix D; the locations of which are marked in Figure 2.
- 2.2 The earliest sites recorded on HER relate to Neolithic/Early Bronze Age flintwork recovered from a pit within a site (WHI 014) excavated around 400m to the east of the evaluation area, and to the findspot of a Bronze Age palstave (WHI 005) to the east of the WHI 014.
- 2.3 A number sites to the north, northeast and east of the evaluation area have produced a multitude of primarily metal detected finds that date from the Iron Age through to the Roman period (AKE 002, AKE 014, AKE 016, AKE 017, AKE 019, AKE 020, AKE 021, AKE 050, WHI 001, WHI 005, WHI 007 and WHI 009). These finds clearly demonstrate Iron Age and Roman activity in this area but are also a reflection of the number of active metal detectorists and the availability of areas suitable for the use of

such equipment. Features dating to these periods have been recorded have been recorded at sites to the east of the evaluation such as at WHI 005 and WHI 014, which suggest a possible settlement in the local area, and at IPS 504 where a large Iron Age enclosure was investigated. Iron Age and Roman features have also been recorded on a piece of high ground overlooking the river (IPS 247/282), c.950m to the southwest of the evaluation area. Scattered Iron Age features were also recorded at IPS 387, and c.750m to the south at IPS 664.

- 2.4 Saxon material is also recorded at many of the metal detecting sites to the north, northeast and east of the evaluation area (including AKE 011 and AKE 013), again indicating Saxon activity but also the proliferation of metal detecting surveys in this area. A significant Saxon site was recorded at IPS 247, where an enclosure and features dating the Middle and Late Saxon periods, along with a small group of Late Saxon burials, were excavated.
- 2.5 Rise Hall, c.950m to the northeast, is the site of a medieval manor and a possible moat (AKE 010) and another smaller moated area (AKE 009) are thought to be related to this. To the south of the manor lies St Mary's Church (IPS 111) has medieval origins although the present structure is largely 19th century in date. A number of medieval artefacts have been recovered through metal detecting but there are no obvious concentrations suggesting an occupation site. Medieval pottery has also been recovered across many sites in the local area, but this is probably related to the manuring of arable fields with material sought from the nearby town of Ipswich.
- 2.6 A background scatter of post-medieval artefacts have been recovered by detectorists but the only known occupation sites are Rise Hall (AKE 036) to the northwest, and Walnut Tree Farm (WHI 083).

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 *Standard and guidance: Archaeological field evaluation* (ClfA 2014). 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 fieldwork comprised the excavation of five trenches in the locations shown in Figure 3. The trench plan formed part of the WSI and was approved by the curator, designed to sample all areas of the site. The trenches were broadly excavated in the proposed locations with little variation from the approved trench plan. The trenches were set out on OS National Grid (NGR) co-ordinates using a Leica GPS. Following the excavation all trenches were resurveyed in order to record the alterations to the approved trench plan and to obtain accurate height data.
- 4.2 All trenches were excavated by mechanical excavator equipped with a 1.8m wide, toothless ditching bucket. All machine excavation was carried out under constant archaeological supervision to the top of the first significant archaeological horizon or the natural substrate, whichever was encountered first. In some areas a modern surface of rammed hardcore was present below the topsoil which could not be removed. It lay at, or just above, the level of the natural subsoil and its construction would have undoubtedly involved its truncation.
- 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 C, has been entered onto the OASIS online database of archaeological projects in Britain.

5. RESULTS (FIGS 3-7)

5.1 This section provides an overview of the evaluation results; detailed summaries of the recorded contexts can be found in Appendix A. Details of the relative heights of the natural subsoil encountered in the trenches, expressed as metres Above Ordnance Datum (m AOD), appear in Appendix B.

5.2 Five trenches were excavated (numbered 1 to 5) across the evaluation area (Fig. 3). A natural subsoil of yellow sand with occasional gravel was encountered at depths of between 0.4m to 1.1m (see Appendix B). A description of the trenches and the features recorded follows below.

Trench 1 (Figs. 3 and 4)

5.3 This trench was aligned approximately east-west. At the eastern end of the trench the natural subsoil, of yellow sand and gravel with occasional pockets of grey clay with chalk, was encountered at a depth of c.0.5m below the present ground level below an overburden of pale grey/brown silty sand a thin sandy topsoil. The subsoil continued at this depth for c.3m before dipping to a depth of c.1m, indicating a severe truncation. It continued around this depth for the remainder of the trench below layers of clearly made ground. The lowest layer comprised a yellow sand with frequent fragments of red brick and tile, and mortar, which was overlain by grey sand with building rubble and flecks of charcoal, a dirty yellow clay, pale yellow sand, tarmacadam, and finally a sandy topsoil. A brick lined pit, the remnant of an outside toilet, was located approximately 11m from the west end of the trench.

Trench 2 (Figs. 3 and 5)

5.4 This trench was aligned approximately north-south. A natural subsoil, similar to that seen in Trench 1, was encountered at a depth of approximately 0.8m. It lay beneath a 0.4m thick layer of sandy topsoil (0001) which in turn overlay an orange/pale brown dense silty sand with occasional flints and chalk nodules (0002). Although very occasional fragments of red brick and tile were present within this lower deposit there no indication of the large-scale truncation of the natural subsoil seen in Trench 1.

5.5 A single feature (0003), a ditch aligned southwest-northeast, ran across the trench. It measured c.0.7m in width and 0.13m deep. It contained a single fill (0004) of dense, pale yellow/orange silty sand from which no finds were recovered.

Trench 3 (Figs. 3 and 6)

- 5.6 This trench was aligned approximately east-west. Natural subsoil was encountered at a depth of approximately 0.8m beneath a 0.4m thick layer of sandy topsoil (0001) and subsoil of orangey-brown silty sand with occasional small flints (0002).
- 5.7 Three pits (0007, 0009 and 0011) were noted in the western end of the trench. Pits 0007 and 0009 measured roughly 0.8m in diameter and were cut to depths of 0.16m, with sloping sides down a rounded base. Pit 0011 continued beyond the northern edge of the trench but was probably similar. Each contained a fill of dark grey sand from which no finds were recovered.

Trench 4 (Figs. 3 and 7)

- 5.8 This trench was aligned approximately east-west. Natural subsoil was encountered at a depth of approximately 0.6m beneath a 0.3m thick layer of sandy topsoil (0001) and subsoil of orangey-brown silty sand with occasional flints (0002).
- 5.9 A single feature (0005), a ditch aligned north-south, ran across the eastern end of the trench. It measured c.0.7m in width and 0.22m deep. It contained a single fill (0006) of dense, pale brown fine sand from which no finds were recovered.

Trench 5 (Fig. 3)

- 5.10 This trench was aligned approximately north-south. Natural subsoil was encountered at a depth of approximately 0.6m beneath a 0.35m thick layer of sandy topsoil (0001) and a subsoil of orangey-brown silty sand with occasional flints (0002). No features were identified within this trench.

6. THE FINDS

- 6.1 No artefacts were recovered during the fieldwork at this site.

7. THE BIOLOGICAL EVIDENCE

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

8. DISCUSSION

- 8.1 The severe truncation noted in Trench 1 is in the area of a structure marked on 1st, 2nd and 3rd Edition Ordnance Survey maps (25 inch to the mile, published 1882, 1904 and 1926 respectively; see Fig. 8 for a rescaled extract of the 2nd edition map). The location of the outside toilet is also indicated on these maps.
- 8.2 The two ditches and the three pits recorded during the evaluation failed to produce any dating evidence and consequently their archaeological significance is a matter of speculation.
- 8.3 The ditch in Trench 2 (Ditch 0003), is on an alignment at odds with adjacent roadway, which could suggest it is earlier. This ditch is on a comparable alignment with a series of field boundaries on the opposite side of Old Norwich Road and the line of a footpath to the southeast, as marked on early Ordnance Survey maps (for example, Fig. 8). The incongruous alignment of the road suggests it is a later feature that cut across an existing field system. This area is recorded as '*pre-18th century enclosure*' forming *random fields* on the Suffolk Historic Landscape Characterisation Map, as supplied by the Suffolk HER. The associated descriptive text suggests that this landscape type, and by extension, Ditch 0003, could be medieval or earlier in origin.
- 8.4 Ditch 0005 in Trench 4 is aligned with the adjacent road which could suggest it is contemporary, although this is not conclusive as the alignment could simply be coincidental.
- 8.5 The three pits in Trench 3 are aligned with a former boundary marked on both the early Ordnance Survey maps. It is also indicated on modern surveys suggesting it was in existence until recently. Therefore, it is likely the pits are relatively modern and related to the planting of a hedgerow that marked this boundary.

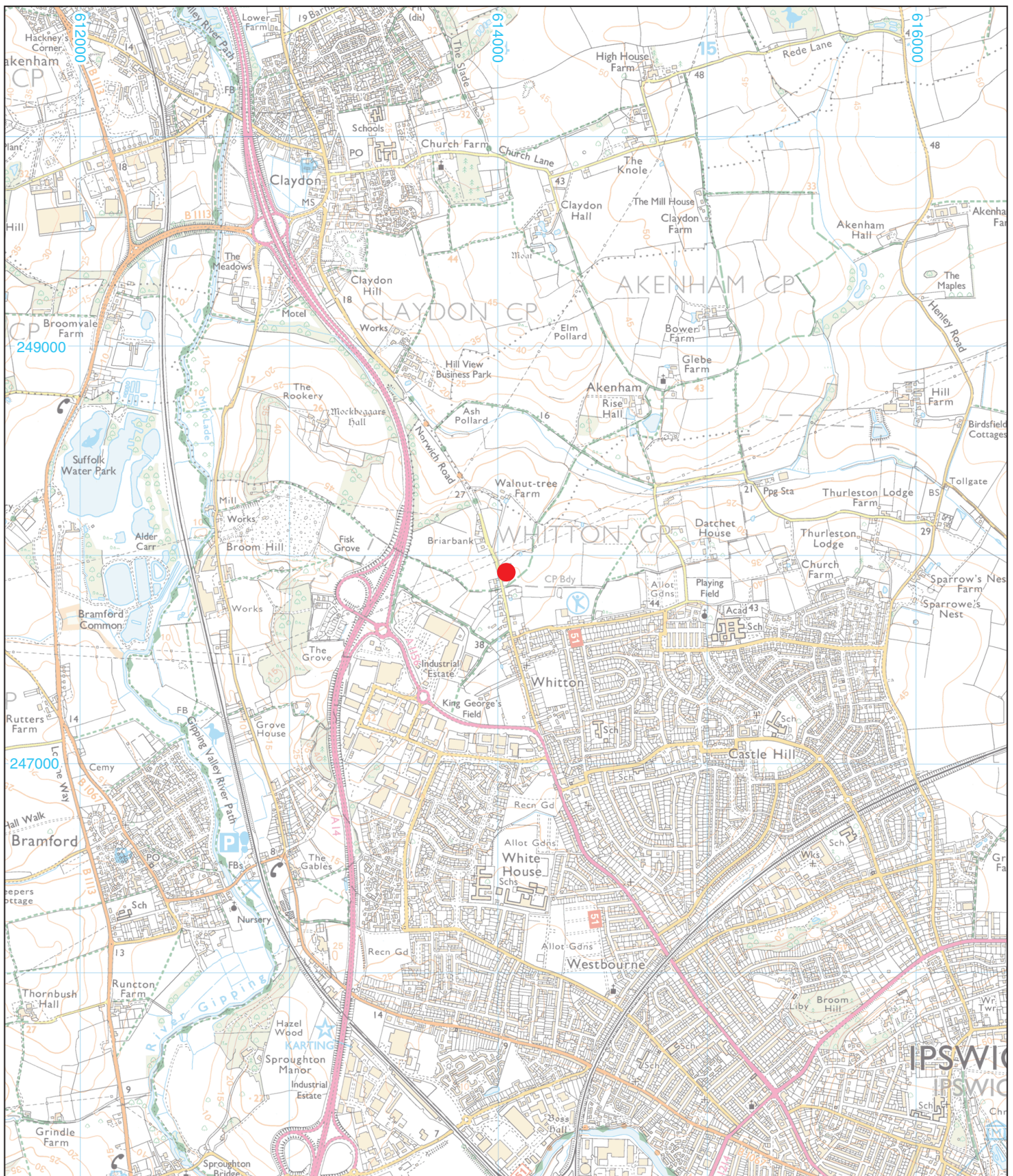
9. CA PROJECT TEAM

Fieldwork was undertaken by Mike Green and Mark Sommers, who also authored the report. The illustrations were prepared by Ryan Wilson. The archive has been compiled by Mark Sommers and prepared for deposition by Ruth Beveridge. The project was managed for CA by John Craven who also edited the final report.

10. REFERENCES

BGS (British Geological Survey) 2019 *Geology of Britain Viewer*
http://maps.bgs.ac.uk/geology_viewer_google/googleviewer.html Accessed 4th October 2019





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PROJECT TITLE

Land adjacent Brockenhurst, Old Norwich Road, Whitton, Suffolk

FIGURE TITLE

Site location plan

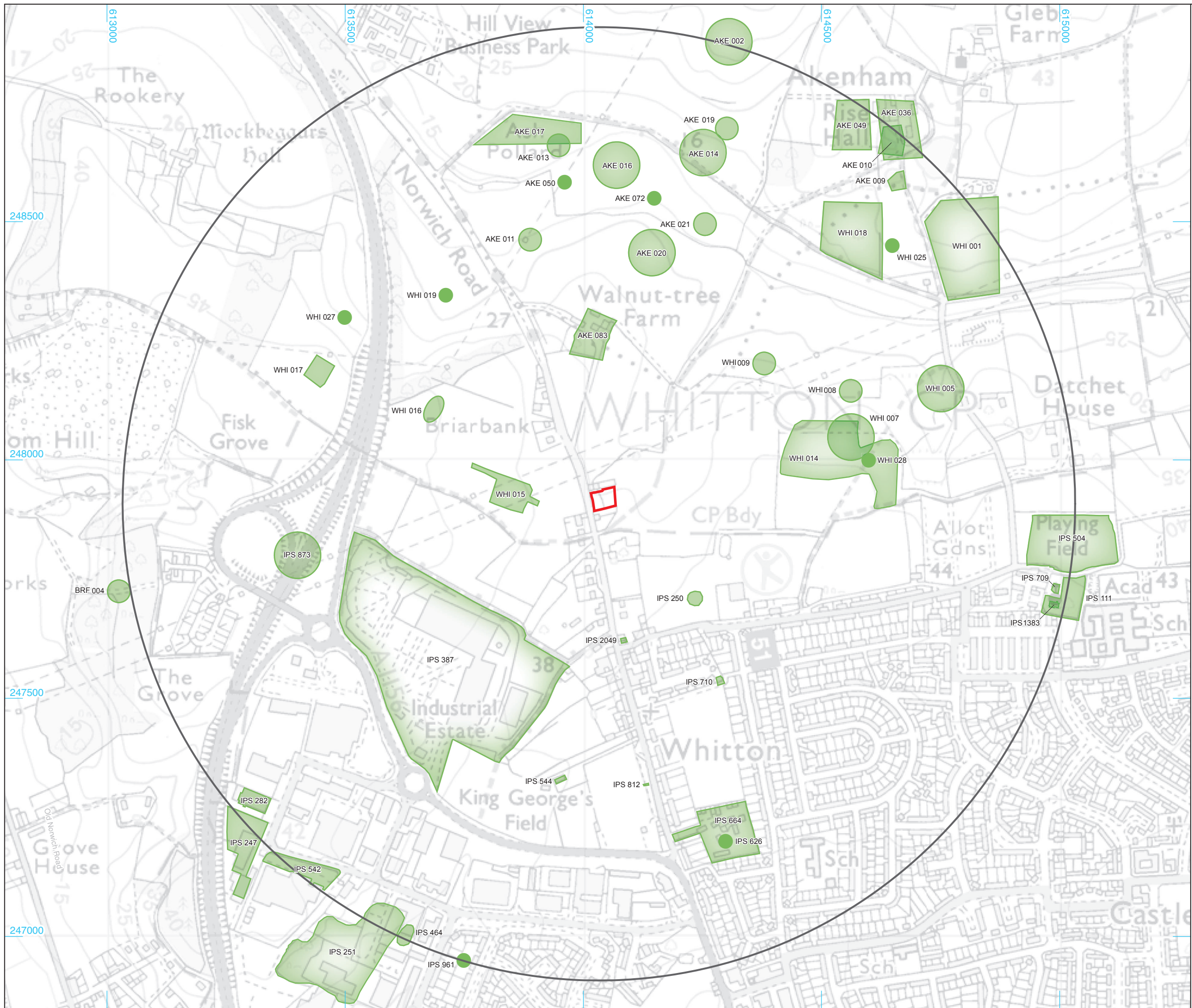


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FIGURE NO.

1



- Site boundary
- Study area
- HER entry



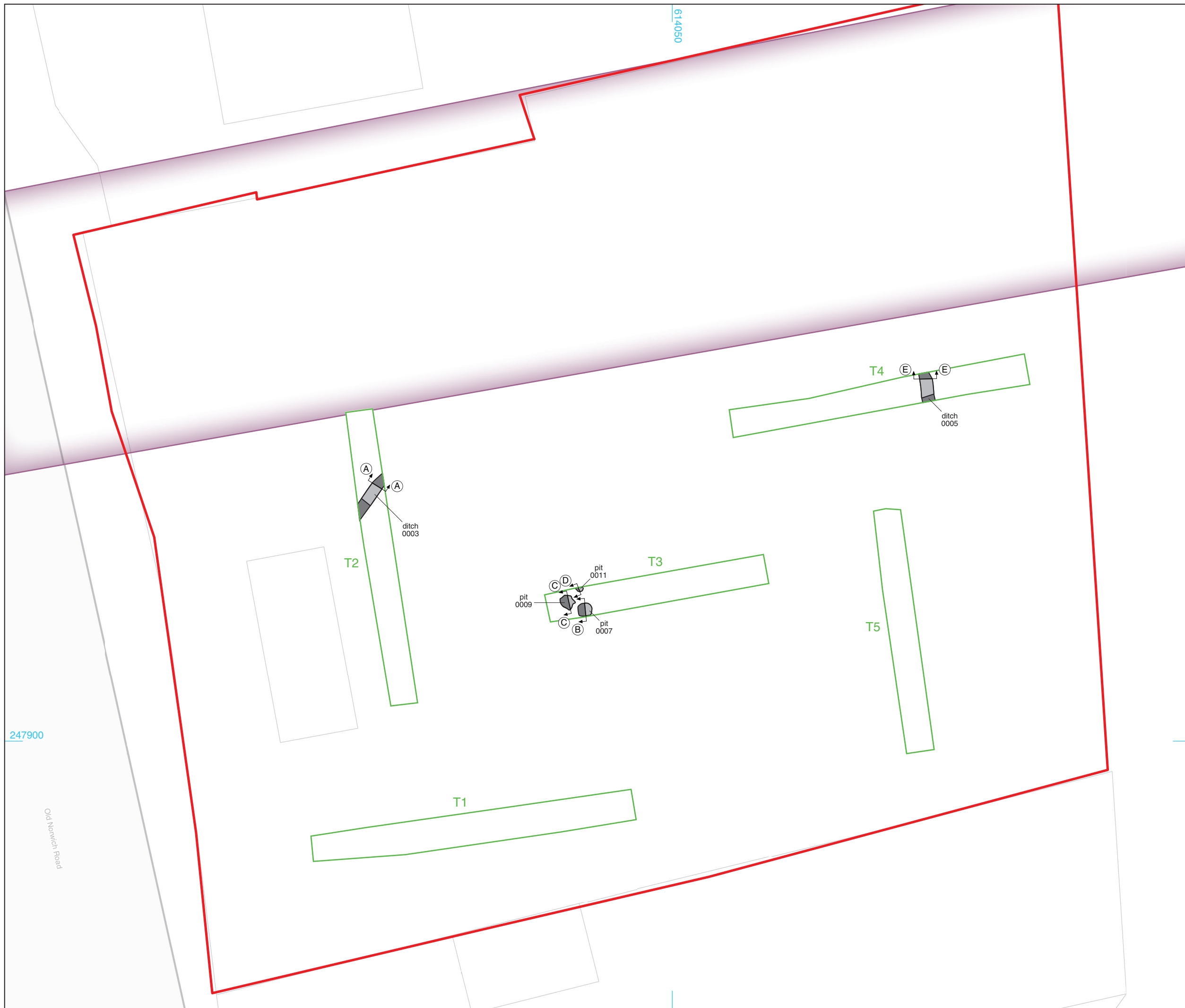
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PROJECT TITLE
 Land adjacent Brockenhurst, Old Norwich Road, Whitton, Suffolk

FIGURE TITLE
 HER entries surrounding site

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- Site boundary
- Evaluation trench
- Archaeological feature (excavated / unexcavated)
- Constraint (Anglian Water)
- A A Section line



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PROJECT TITLE
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FIGURE TITLE
Trench location plan and recorded features

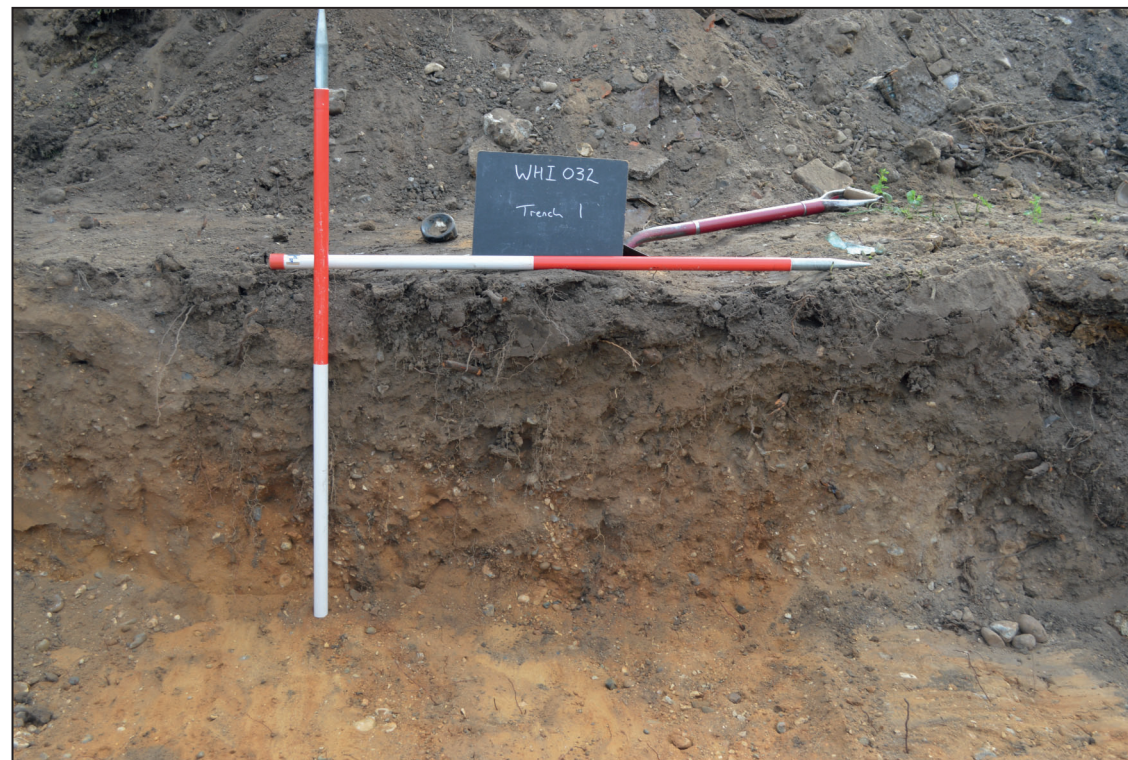
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Trench 1, looking west (2m scale)



Trench 1 representative section, looking south (2m scale)



Trench 1 representative section, looking south (1m scales)

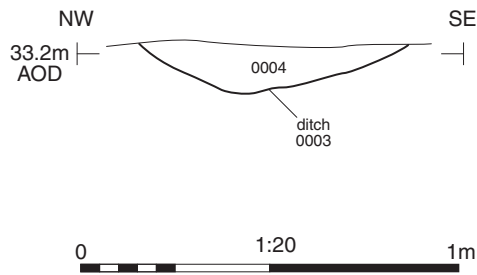

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PROJECT TITLE
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FIGURE TITLE
Trench 1: photographs

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Section AA



Ditch 0003, looking north-east (1m scale)



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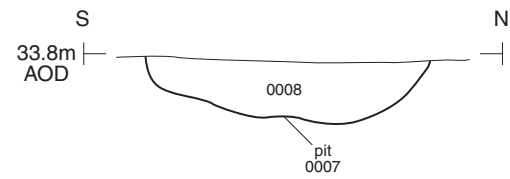
Land adjacent Brockenhurst, Old Norwich Road, Whitton, Suffolk

FIGURE TITLE

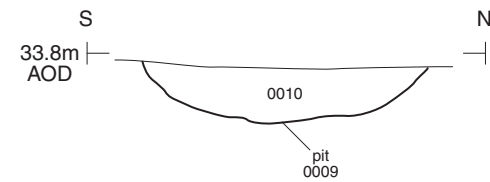
Trench 2: section and photograph

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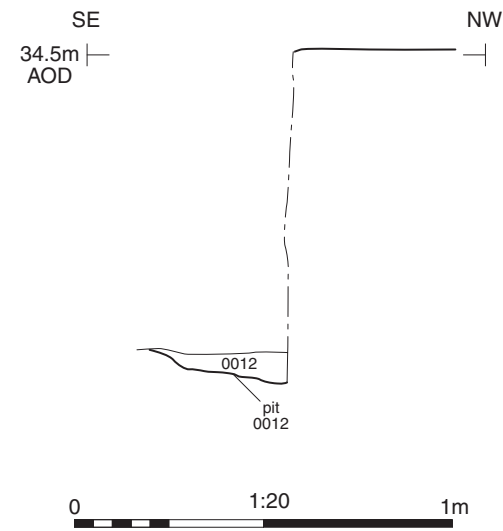
Section BB



Section CC



Section DD



Pit 0007, looking west (1m scales)



Pit 0009, looking west (1m scale)



Pit 0011, looking north (1m scale)

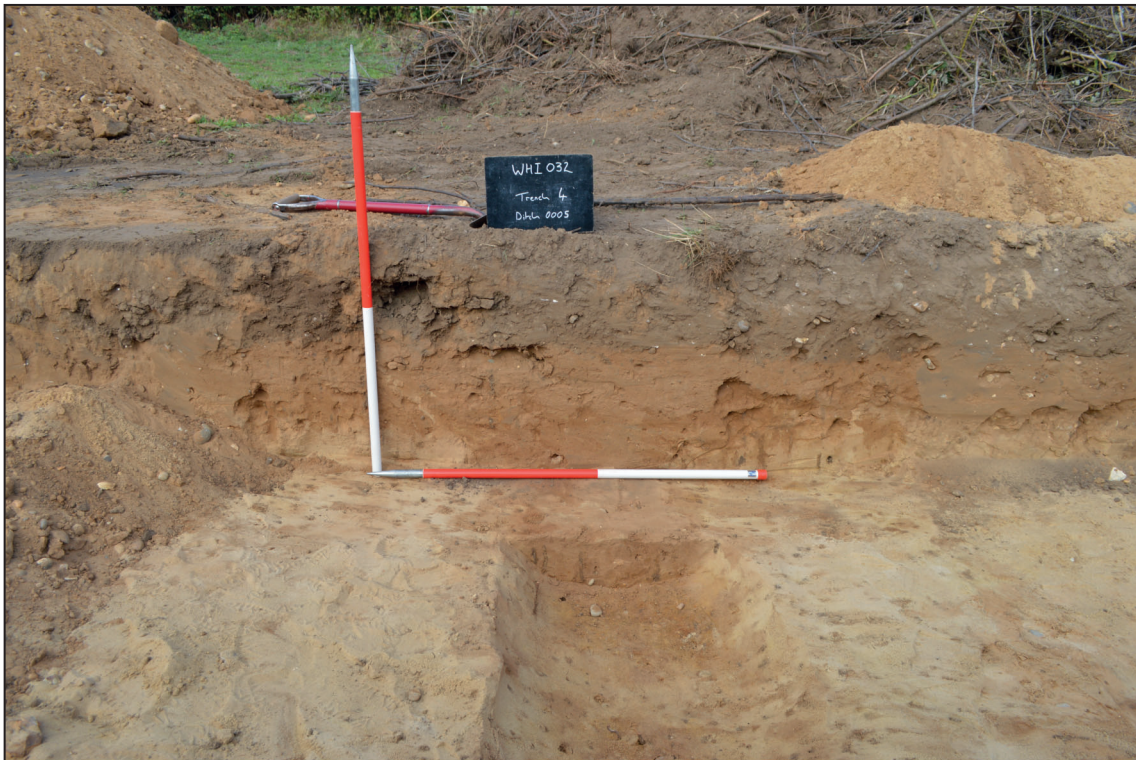
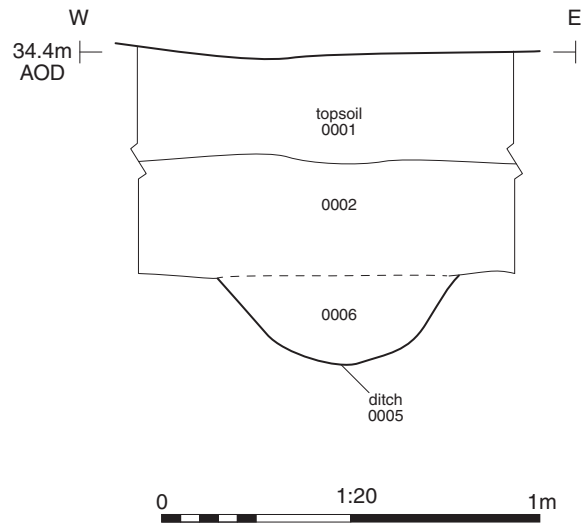

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PROJECT TITLE
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FIGURE TITLE
Trench 3: sections and photographs

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Section EE



Ditch 0005, looking north (1m scales)



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Land adjacent Brockenhurst, Old Norwich Road, Whitton, Suffolk

FIGURE TITLE

Trench 4: section and photograph

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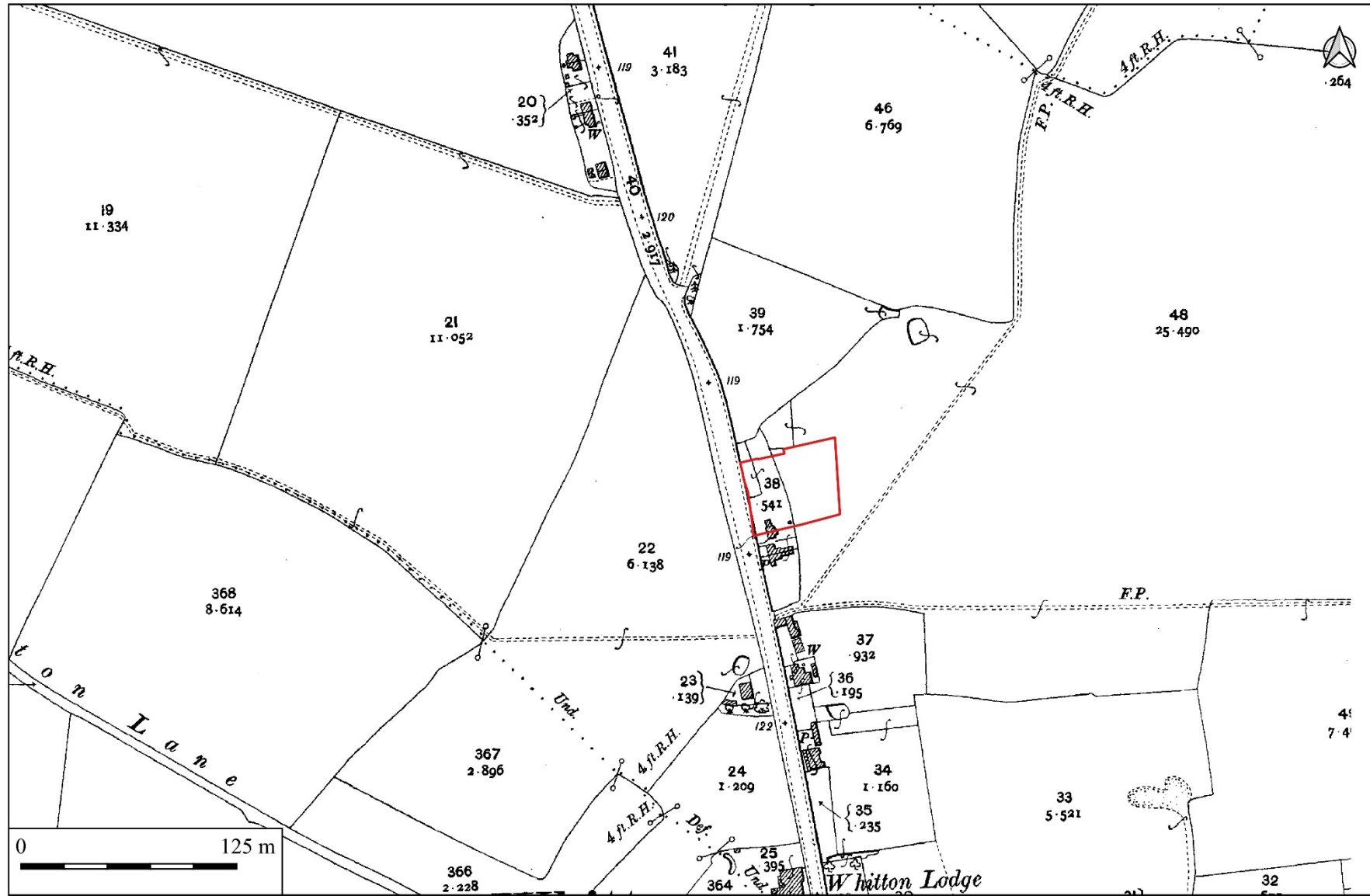


Figure 8. 2nd Edition Ordnance Survey map (25 inch to the mile, rescaled extract)

APPENDIX A: CONTEXT DESCRIPTIONS

Context Number	Feature Number	Trench	Feature Category	Description <i>Interpretation</i>	Length	Width	Depth
0001			Layer	Topsoil - grey brown and sandy. Present in all trenches.			0.4
0002			Layer	Subsoil - dense silty sand with occasional flints and chalk nodules.			0.4
0003	0003	2	Ditch Cut	Linear feature aligned SW-NE with gently sloping sides down to a rounded base. <i>Ditch, boundary marker - not parallel with road which could suggest it predates it</i>		0.7	0.13
0004	0003	2	Ditch Fill	Fill within cut 0003. Comprises dense, pale yellow/orange silty sand			0.13
0005	0005	4	Ditch Cut	Linear feature cut aligned N-S. Steep sides down to a rounded base. <i>Ditch- boundary marker? Parallel with nearby road.</i>		0.72	0.22
0006	0005	4	Ditch Fill	Fill within cut 0005. Consists of pale brown fine sand.			
0007	0007	3	Pit Cut	Sub-circular cut with gently sloping sides down to a rounded/flattish base <i>Small pit - probably related to the planting of a former hedgerow</i>	0.82	0.75	0.18
0008	0007	3	Pit Fill	Fill of cut 0007. Comprises dark grey sand			
0009	0009	3	Pit Cut	Sub-circular cut with gently sloping sides down to a rounded/flattish base <i>Small pit - probably related to the planting of a former hedgerow</i>			
0010	0009	3	Pit Fill	Fill of cut 0009. Comprises dark grey sand			
0011	0011	3	Pit Cut	Sub-circular cut with gently sloping sides down to a rounded/flattish base <i>Small pit - probably related to the planting of a former hedgerow</i>			
0012	0011	3	Pit Fill	Fill of cut 0011. Comprises dark grey sand			

APPENDIX B: LEVELS OF PRINCIPAL DEPOSITS

Levels are expressed as metres Above Ordnance Datum (AOD), as recorded by the GPS survey equipment.

	Trench 1	Trench 2	Trench 3	Trench 4	Trench 5
Trench length	18.5m	18m	13m	18m	15m
Current ground level	W end 34.98m E end 35.03m	N end 33.95m S end 34.32m	W end 34.36m E end 34.62m	W end 34.27m E end 34.57m	N end 34.74m S end 35.40m
Depth of natural subsoil	W end 1.12m (33.86m) E end 0.66m (34.37m)	N end 0.73m (33.22m) S end 0.89m (33.43m)	W end 0.55m (33.81m) E end 0.40m (34.20m)	W end 0.57m (33.70m) E end 0.54m (33.93m)	N end 0.65m (34.09m) S end 0.49mm (34.91m)
Upper figures are depth below modern ground level; lower figures in parentheses are levels in metres AOD.					

APPENDIX C: OASIS REPORT FORM

OASIS DATA COLLECTION FORM: England

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Printable version

OASIS ID: cotswold2-366597

Project details

Project name	Land adjacent to Brockenhurst, Old Norwich Road
Short description of the project	trenched evaluation revealed two ditches and three small pits, all undated. The ditches are possibly medieval or earlier, the pits are likely to be post-medieval.
Project dates	Start: 30-09-2019 End: 16-10-2019
Previous/future work	No / Not known
Any associated project reference codes	WHI 032 - Sitecode
Any associated project reference codes	DC/19/00286 - Planning Application No.
Type of project	Field evaluation
Current Land use	Vacant Land 1 - Vacant land previously developed
Monument type	DITCH Uncertain
Monument type	PIT Uncertain
Significant Finds	NONE None
Methods & techniques	"Sample Trenches"
Development type	Rural residential
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK MID SUFFOLK WHITTON Land adjacent to Brockenhurst, Old Norwich Road
Study area	0.23 Hectares
Site coordinates	TM 1404 4791 52.087550912918 1.124606591999 52 05 15 N 001 07 28 E Point
Height OD / Depth	Min: 33.22m Max: 33.91m

Project creators

Name of Organisation	Cotswold Archaeology
Project brief	Local Authority Archaeologist and/or Planning Authority/advisory body

originator	
Project design originator	Cotswold Archaeology (Suffolk)
Project director/manager	John Craven
Project supervisor	Mark Sommers
Type of sponsor/funding body	Developer

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Suffolk HER
Digital Archive ID	WHI 032
Digital Contents	"other"
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Paper Archive recipient	Suffolk HER
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APPENDIX D: HER DATA

HER ref.	Period	Summary
AKE 002	IA & Rom	Nine Iron Age body sherds, gritted, and a scatter of Roman grey ware and samian sherds, found in plough soil. Metal detecting survey (1998) recovered material from both periods. Roman finds include six coins, five brooch fragments and a bronze mount.
AKE 009	med	Small moated site with a central island 14.0m across and 0.3m high. Ditch is waterfilled on the W side and parts of the N and S sides, the remainder is merely marshy. There are traces of a causeway in the middle of the E side. On the lower W side there are small fragments of a probable retaining wall for the moat. Site lies just S of Rise Hall (see AKE 010) and it is likely it accommodated a timber-framed dovecote.
AKE 010	med	L-shaped piece of water, possibly the remains of a moat. Lies adjacent to the present Rise Hall, a Late Georgian house of red brick. Site of the manor of Rous or Rice Hall, named after the Le Rus family who held the manor in the C13. Later amalgamated with the main Akenham manor under the de Brewse family. Pond at TM 1474 4862 may be a medieval fish pond.
AKE 011	Sax	Findspot of Anglo-Saxon sceatta. Series D, EPA type, probably Frisian origin, circa AD 700-710.
AKE 013	Sax	Findspot of an Anglo-Saxon silver penny of Offa (AD 757-796).
AKE 014	Rom & Pmed	Metal detector finds of Roman coins: bronze sestertius, illegible, corroded and worn, C1/C2; bronze sestertius of (DIVA)/FAUSTINA, AD 141 plus; silver denarius, possibly Elagabalus, rev illegible, c.C3; bronze Ae2 laureat, rev prob FTR Galley, very corroded, AD 348-350; silver siliqua, laureat, rev ? Roma seated left holding victory and spear, clipped to 13mm, c.C4 (S1). Also, a brooch fragment, 4 bronze coins and a harness mount. Additionally, Post-medieval scatter comprising a bronze spur fragment (rowel spur), decorated with lines and small punched circles, a gilded bronze pendant crucifix fragment, a bronze dresshook and a casket key.
AKE 016	Rom & Sax	Roman metal detector finds, includes two C2 coins and two brooches. Also Saxon artefact scatter: Sax(?) bronze pin with decorated biconical head with flat top and ?LSax very worn disc brooch.
AKE 017	Rom, Sax & med	Roman artefact scatter of eleven coins, a Saxon silver pin head and a very worn silver penny (14th-15th C).
AKE 019	IA	Metal detector find of an Iron Age gold stater, Gallo-Belgic.
AKE 020	IA, Rom, med & Pmed	Metal detector finds include silver Iceni 'Bury' series coin, eleven Rom coins, one hairpin and one brooch, two medieval coins and one Post-med.
AKE 021	IA, med & Pmed	Metal detector find of cast linch pin terminal decorated with very fine cast relief decoration in form of spirals enclosing circles and pellet motifs. Also hammered (med?) Arabic coin and two sherds C16-C17 pottery. Additionally, a silver cut penny and bronze jetton were found 1997.
AKE 036	Pmed	The Farm Buildings, Rise Hall, Akenham. 18th century farmstead and 17th century listed farmhouse. Regular courtyard U-shaped plan formed by working agricultural buildings with additional detached buildings. The farmhouse is set away from the

HER ref.	Period	Summary
		yard. The farmstead is extant. Located within a church and manor farm group as a high status farmstead.
AKE 049	Pmed	Various pmed pieces of metalwork found whilst metal detecting in 1998. Includes large bronze foot, probably from tripod vessel and various silver coins.
AKE 050	Rom & Pmed	Roman coin found whilst metal detecting. Also, an elaborate bronze fitting, post-medieval, function unknown.
AKE 072	med	Metal detector finds of silver penny, long cross type, worn, ?Canterbury mint; silver penny, long cross type, worn, ?Edward III, London mint; bronze jetton, 26mm diameter & 0.5mm thick, obv ?lion passant & nonsense inscription BBB:DDD etc, rev double lozenge containing 4 fleurs-de-lys, surrounded by annulets (3 on each side of the lozenge) inscription unclear. Probably a French issue, ?C15.
AKE 083	Pmed	Walnut-tree Farm, Akenham. 19th century farmstead and farmhouse. Dispersed cluster plan formed by working agricultural buildings. The farmhouse is set away from the yard. There has been total change of plan with total loss of the traditional farmstead and replacement of with modern buildings. Located within an isolated position.
IPS 111	med	St Mary's Church, Whitton. Incorporates material from demolished St. Botolph's, Thurleston. Largely a 19th Century restoration (1852 chancel re-modelled, new nave and North aisle).
IPS 247	IA, Rom, Sax & Pmed	Human skeletons and graves found during topsoil stripping for an extension to an existing car park. Graves up to 45cm below modern ground level, cut into brickearth, dated to 10th century. Subsequent evaluation followed recorded features of Late Iron Age/Roman, Roman, Late Saxon and Post medieval date. Full excavation revealed significant occupation of the Early Iron Age, Roman and Middle and Late Saxon periods. A group of six pits containing large quantities of Early Iron Age pottery were uncovered to the south of the Saxon enclosure. These pits had a charcoal rich fill containing sparse tiny fragments of (?)burnt bone. One pit appeared to have been lined with large fragments of both fine and coarse ware pottery.
IPS 250	Un	Cropmark in arable field of small circular enclosure or concentric ring ditch. Outer ring(?) circa 30m in diameter, inner ring circa 20m diameter. Appears to have soilmark of bank between ditches and with the possibility of an entrance to South and/or North West. Air photo indistinct. Also, other features or disturbances, not sufficiently clear to identify, nearby, including 2nd possible ring ditch to North.
IPS 251	Pmed	Brick kiln & works shown on OS 1st edition map of 1838.
IPS 282	Rom	Pit with Gallo-Belgic style beaker pottery identified during evaluation trenching. Subsequent groundwork monitoring also located a ditch, probably of Roman Date.
IPS 387	IA & Pmed	Trenched evaluation located various, mainly Post-medieval ditches, but also three, widely dispersed Mid-Late Iron Age features. Further Iron Age features recorded during monitoring.
IPS 392	Un	Monitoring of footing trenches located a single undated ditch.
IPS 464	Preh	Monitoring did not encounter stratified archaeological deposits or incised features but finds recovered from the topsoil suggest that late prehistoric occupation is likely to have taken place within, or close to, the site.

HER ref.	Period	Summary
IPS 504	IA & med	Monitoring of machine strip led to excavation of large Iron Age enclosure and medieval features prior to the creation of new playing fields.
IPS 542	'Rom'	Report of spoil from Pakenham Romano British fort having been deposited on landscaped area in front of factory – may contain Roman material.
IPS 544	Mod	Construction of new pavilion revealed modern pits and ditches.
IPS 626	Sax/med	Site of Domesday chapel at Whitton. Probably on two pieces of glebe land on field called "Barnes" on 1723 map. Recorded as rectory of Barnes in late 16th/early 17th century documents. Roughly on site of present Thomas Wolsey school (no evidence recovered during redevelopment of the school).
IPS 664	IA & med	Evaluation revealed a single pit containing Iron Age pottery, and unstratified medieval pottery. Subsequent excavation revealed a second pit feature containing Iron Age pottery.
IPS 709	Pmed	School shown on OS maps prior to the 1940's as a buttressed building used for schooling boys and girls, on land bordering the north side of St. Mary's Church, Whitton cum Thurleston. Does not appear on the 1840 Tithe Map, nor on 1970's OS map. Field on which school was built was previously known as 'Green Piece' on the Tithe Map.
IPS 710	Pmed	Windmill shown at this location on the 1840 Tithe Map for Whitton cum Thurleston. The mill is still evident on the 1880 OS map, on which it is described as being used for corn grinding. The structure is no longer shown on the 1900's OS map, and the land appears to be used as part of an orchard. It is now built over.
IPS 812	Pmed	Evaluation revealed an undated area of hardstanding, formed of flint pebbles and cobbles, and a late post-medieval ditch.
IPS 873	Pmed	Probable 19th Century well, found during construction of bypass.
IPS 961	Pmed	'Old Brick Kiln' marked on OS 1st ed map of 1838. Next to 'Brick Kiln', IPS 251.
IPS 1383	med	Church Building, St Mary's in Whitton.
IPS 2049	Pmed	2-storey red brick house (brick-encased in the 19th century) dating from the mid/late 16th century and extensively altered throughout the 17th-19th century. Has a 2-bay range of a type frequently added to medieval houses with open halls during the 16th century. The building would have likely had an earlier structure and would not have stood alone.
WHI 001	Rom, med & Pmed	'Akenham coin hoard' and scatter. Dispersed in ploughsoil, 59 silver coins and one gold ingot (weight approx. 2g), deposition circa 220 AD, Also: coins - sestertius of Ant. Pius (found 1977), C4 bronze coins, finger ring and scabbard chape. Detecting rally, sept 1994 - various rom coins, brooch fragments including Hod Hill and Colchester Derivatives, and token. Rally also revealed various silver pennies including Henry III (1216-1272), Henry/Richard/John (1154-1216), a bronze strap end and buckle along with various pmed finds, Including a bronze finger ring, farthing, harness ring, glass seal and a cross shaped pendant.
WHI 005	BA, Rom & med	Metal detector finds, consisting of: Bronze Age palstave; Roman (Colchester derivative Polden Hill, variant) brooch and fragment of bracelet. Also, a medieval lead seal matrix, a cut silver half penny and a farthing, all C13.

HER ref.	Period	Summary
WHI 007	Rom & med	Metal detector finds of very worn dupondius, a bronze Colchester derivative Polden Hill variant brooch and bronze brooch fragment, rosette type and brooch fragment derived from Hod Hill type, but heavier and two further coins, a bronze trumpet brooch and another brooch (trumpet style). Also a medieval plain dagger chape and Henry VIII (& later) silver coins.
WHI 008	med	Metal detector finds of five medieval silver coins and a bronze vessel fragment.
WHI 009	Rom, Sax, med & Pmed	Findspot: Silver penny fragment - St Edmund memorial type (?post Cuerdale). Also, bronze brooch fragment (Rom), sax lead disc brooch, and pmed bronze tap and dress hook found whilst metal detecting.
WHI 014	Neo/BA, IA & Rom	Fieldwalking and metal detecting survey revealed a general scatter of prehistoric worked flint and Roman pottery in the areas where features of this date were identified. Also, a thin spread of medieval artefacts across the whole site, probably associated with the manuring of fields. Archaeological evaluation revealed features of mainly Iron Age and Roman date, concentrated in two areas of the site. The first was situated between the two fields that make up the site and suggests some form of settlement during the Iron Age and Roman periods. Residual flint artefacts of earlier date were identified across the site and a single pit containing flintwork of Neolithic or Early Bronze Age date was also identified. An area of dark material associated with burnt flint and a possible fragment of Bronze Age pottery was interpreted as the possible remains of a 'burial mound'. A second area of interest revealed further ditches, pits and finds of Late Iron Age to Early Roman data along with undated features. The ditch alignments were tentatively examined across the site and it was proposed that some may relate to a Late Iron Age to Roman field system. A second phase of evaluation revealed further Late Iron Age to Early Roman features.
WHI 015	Un	Cropmarks of a large rectilinear enclosure, 78m by 48m, of unknown date. Contains numerous small pits and a ditch. To the north is a length of trackway 132m long and between 3-5m in width.
WHI 016	Un	Cropmarks of an elongated oval enclosure possibly prehistoric in date, 48m in length and 24m wide.
WHI 017	Un	Cropmarks of an incomplete possible enclosure of unknown date, 48m by 40m.
WHI 018	Un	Earthworks of a field system and an extractive pit of unknown date within the grounds of Rise Hall.
WHI 019		Geophysical Survey - Land off Old Norwich Road (outline Record only, results not entered on HER).
WHI 025	med	Metal detector finds of a buckle and a silver short cross penny.
WHI 027	Rom	Findspot: three abraded Rom grey ware sherds.
WHI 028	Preh & med	Fieldwalking, 20m transects on very thick crop located thin scatter of flint flakes (Preh?) & med sherds. Metal detector find of penny of Edward II(?).

Land adjacent Brockenhurst, Old Norwich Road, Whitton Suffolk

Written Scheme of Investigation for an Archaeological Evaluation



for
Peter Wells Architects

on behalf of
GE & GW Stennett

CA Project: SU0063
OASIS ID: 366597
WHI032

September 2019



Land adjacent Brockenhurst, Old Norwich Road, Whitton, Suffolk

Written Scheme of Investigation for an Archaeological Evaluation

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FIGURE 1. SITE LOCATION PLAN

FIGURE 2. TRENCH LOCATION PLAN

1. INTRODUCTION

- 1.1 A program of archaeological evaluation to assess the site of residential development on land adjacent to Brockenhurst, Old Norwich Road, Whitton, Suffolk (Fig. 1) for heritage assets is required by a condition on planning application DC/19/00286, in accordance with paragraph 199 of the National Planning Policy Framework (MHCLG 2019).
- 1.2 The work required is detailed in a Brief (dated 21/06/2019, Appendix C) produced by Rachael Abraham of Suffolk County Council Archaeological Service (SCCAS), the archaeological advisor to the Local Planning Authority (LPA) Mid Suffolk District Council.
- 1.3 Cotswold Archaeology (CA) has been contracted to carry out the project. This Written Scheme of Investigation (WSI) details how the requirements of the Brief will be met, and has been submitted to SCCAS for approval, prior to lodging with the planning authority. It provides the basis for measurable standards and will be adhered to in full. Any subsequent changes to the specifications agreed in this WSI will be communicated directly to SCCAS for approval.
- 1.4 This WSI has been guided in its composition by *Standard and guidance: Archaeological field evaluation* (ClfA 2014), *Standards for Field Archaeology in the East of England* (Gurney 2003), the *Management of Research Projects in the Historic Environment (MORPHE): Project Manager's Guide* (Historic England 2015) and any other relevant standards or guidance contained within Appendix B.
- 1.5 It should be noted that this document represents a WSI for the archaeological evaluation ONLY; this document alone will NOT result in the discharge of the archaeological condition. The evaluation is only a first stage in a potential program of works and further fieldwork, reporting and publication may be required if archaeological deposits are identified. Such works could have considerable time and cost implications for the development and the client is advised to consult with SCCAS as to their obligations following receipt of the evaluation report. Any future stages of work will require new documentation (Brief, WSI etc.).

The site

- 1.6 The application area measures c.0.12ha and the proposed development consists of four residential properties along the road frontage, plus access and parking to the north. The area to be evaluated, at the request of the client, measures c.0.24ha and extends to the east of the application area.
- 1.7 The site consists of a plot of scrub ground on the eastern side of Old Norwich Road, at TM 1405 4791. It bordered by residential plots to south and north and farmland to the east, c.300m to the north of the historic core of Whitton. A lean-to/shed lies along the centre of the current site frontage
- 1.8 The site lies at a height of c.35m above Ordnance Datum (AOD) on a plateau of relatively high ground c.1.6km east of the River Gipping. It lies below the level of the road, with a steep slope descending c.0.8m from the pavement edge into the site, which otherwise consists of broadly flat ground sloping very gently up to the east.
- 1.9 The British Geological Survey (BGS) website records the sites superficial deposits as being diamicton of the Lowestoft Formation. These superficial deposits overlie a sedimentary bedrock of clay, silt and sand, belonging to the Thames Group (BGS 2019).

2. ARCHAEOLOGICAL BACKGROUND

- 2.1 The SCCAS Brief states that the site lies *'in an area of archaeological potential recorded on the County Historic Environment Record. Prehistoric enclosures and features have been recorded through aerial photography and during current archaeological investigations immediately to the west of this site (WHI 015, 016 and 020), with further Iron Age and Roman features identified by archaeological investigations to the east and south-west (WHI 014, IPS 387). Multi-period finds scatters have also been located within the vicinity of the site (WHI 007, 008, 009, Misc). As a result, there is high potential for the discovery of below-ground heritage assets of archaeological importance within this area.'*
- 2.2 A full search of the SCCAS Historic Environment Record (HER) has been commissioned and will be used to inform the final report and interpretation of the fieldwork results. Initial examination of the HER data available online (Suffolk Heritage

Explorer 2019) shows, in addition to the entries mentioned above, a cropmark of a small circular enclosure or concentric ring ditch c.350m to the southeast (IPS 250).

- 2.3 Examination of historic Ordnance Survey mapping available online (National Library of Scotland 2019) shows that in 1881 the western half of the site lay within a linear roadside plot which also encompassed No's 1 and 2 Walnut Tree Cottage, a small plot to their south and the future site of Brockenhurst, with the eastern part of the site lying on the western side of a large open field. No's 1 and 2 Walnut Tree cottage are clearly shown much as they are today, with an additional building to their north lying within the application area. Subsequent maps of 1902, 1924 and 1938 show no change, other than the loss of a small subplot at the northern end. The application therefore appears to have been partially occupied by a house or substantial outbuilding until the mid/late 20th century and a brief site inspection has noted that the topsoil in the area of the demolished structure contains numerous fragments of brick and building rubble.

3. AIMS AND OBJECTIVES

- 3.1 The objectives of the evaluation are 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), the evaluation has been designed to be minimally intrusive and minimally destructive to archaeological remains. The information gathered will enable SCCAS 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* (MHCLG 2019).
- 3.2 If significant archaeological remains are identified, reference will be made to the Regional Research Framework for the East of England (Medlycott 2011), so that the remains can, if possible, be placed within their local and regional context.

4. METHODOLOGY

Preparation

- 4.1 An event number has been obtained from the Suffolk HER and will be included on all future project documentation. An OASIS online record (366597) has been initiated and key fields in details, location and creator forms have been completed.

Excavation and recording

- 4.2 The project Brief requires 5% of the 0.24ha application area to be evaluated, with trenches positioned to samples all areas of the site. This amounts to c.70m of 1.8m wide trenches, or 120sqm, and a proposed trench plan is included above (Fig. 2). The positioning of trenching is heavily affected by the presence of an Anglian Water main and its easement which crosses the northern part of the site from east to west, and the extant shed on the road frontage. 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.
- 4.3 The trenching will be set out on OS National Grid (NGR) co-ordinates using Leica GPS and scanned for live services by trained Cotswold Archaeology staff using CAT and Genny equipment in accordance with the Cotswold Archaeology *Safe System of Work for avoiding underground services*. The final 'as dug' trench plan will be recorded with GPS.
- 4.4 Once marked out, the line of the trenching will be metal-detected by an experienced CA metal-detectorist, prior to commencement of excavation.
- 4.5 The trenching will be excavated using a machine equipped with a back-acting arm and toothless ditching bucket (measuring at least 1.8m 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. The trenching is likely to range from 0.4m to 1.2m deep. Modern deposits, topsoil and subsoil will be stored separately adjacent to the trench.
- 4.6 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 CBC 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.

- 4.7 The trenching sides, bases 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.
- 4.8 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.
- 4.9 Sample excavation of archaeological deposits will be limited and minimally intrusive, sufficient to achieve the aims and objectives identified in Section 3 above. Where appropriate excavation will not compromise the integrity of the archaeological record, and will be undertaken in such a way as to allow for the subsequent protection of remains either for conservation or to allow more detailed investigations to be conducted under better conditions at a later date. All exposed archaeological features will be investigated and recorded by hand, unless otherwise agreed with SCCAS. Investigation slots through all linear features will be at least 1m in width. The sampling strategy will comprise a 50% sample of non-structural discrete features (e.g. pits and postholes) and a minimum 1m wide section across linear features including ditches, gullies, beam slots etc. Metal detecting will be undertaken at regular intervals as features are excavated. Unless otherwise agreed with the SCCAS, surviving structural elements and domestic/industrial features (e.g. hearths, walls etc) will be exposed and sufficiently cleaned to determine their date and function wherever possible but otherwise left in-situ.
- 4.10 Following machining, all archaeological features revealed will be planned and recorded in accordance with *CA Technical Manual 1: Fieldwork Recording Manual*. Each context will be recorded on a pro-forma context sheet by written and measured description; principal deposits will be recorded by drawn plans (scale 1:20 or 1:50, or electronically using Leica GPS or Total Station (TST) as appropriate) and drawn sections (scale 1:10 or 1:20 as appropriate). Where detailed feature planning is undertaken using GPS/TST this will be carried out in accordance with *CA Technical*

Manual 4: Survey Manual. Photographs (digital colour) will be taken as appropriate. All finds and samples will be bagged separately and related to the context record. All artefacts will be recovered and retained for processing and analysis in accordance with *CA Technical Manual 3: Treatment of Finds Immediately after Excavation.*

- 4.11 Trenches will not be backfilled without the prior approval of SCCAS unless otherwise agreed. 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.

Artefact retention and discard

- 4.12 All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed.
- 4.13 All finds will be brought back to the CA Suffolk Office finds department at the end of each day for processing, quantifying, packing and, where necessary, preliminary conservation. Finds will be processed and receive an initial assessment during the fieldwork phase and this information will be fed back to site to inform the on-site evaluation methodology. Any finds of Treasure will, following excavation and recording, be lifted and removed to the CA Suffolk office on the day of recovery. All reasonable and practicable steps will be taken to ensure that no significant, sensitive (e.g. human remains) or intrinsically valuable finds or remains are left exposed overnight. In the event of significant discoveries the need for additional site security will be reviewed with the client and SCCAS.

Human remains

- 4.14 In the case of the discovery of human remains (skeletal or cremated), at all times they should be treated with due decency and respect. For each situation, the following actions are to be undertaken:
- If human remains are encountered guidelines from the Ministry of Justice will be followed and the Coroner and SCCAS informed.
 - In line with the recommendations *Guidance for best practice for the treatment of Human remains excavated from Christian Burial Grounds in England* (APABE 2017) human burials should not be disturbed without good reason. SCCAS will be consulted to determine the subsequent work required but it is expected that

the evaluation will attempt to establish the extent, depth and date of burials whilst leaving remains in-situ. During the evaluation any exposed human remains will be securely covered and hidden from the public view at all times when they are not attended by staff.

- Where further disturbance is unavoidable, or full exhumation of the remains is deemed necessary, this will be conducted in accordance with the law and following the provisions of the Coroners Unit in the Ministry of Justice. All excavation and post-excavation processes will be in accordance with the standards set out in *CIfA Technical Paper No 7 Guidelines to the Standards for recording Human Remains* (CIfA 2004).
- On completion of full recording and analysis, the remains, where appropriate, will be reburied or kept as part of the project archive. At the conclusion of the work backfilling will be carried out in a manner sensitive to the preservation of such remains.

Environmental remains

- 4.15 Due care will be taken to identify deposits which may have environmental potential, and where appropriate, a programme of environmental sampling will be initiated. This will follow the Historic England environmental sampling guidelines outlined in *Environmental Archaeology, A guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* ((Campbell et al 2011), and *CA Technical Manual 2: The Taking and Processing of Environmental and Other Samples from Archaeological Sites*. The sampling strategy will be adapted for the specific circumstances of this site, in close consultation with the CA Environmental Officer, but will follow the general selection parameters set out in the following paragraphs.
- 4.16 Secure and phased deposits, especially those related to settlement activity and/or structures will be considered for sampling for the recovery of charred plant remains, charcoal and mineralised remains. Any cremation-related deposits will be sampled appropriately for the recovery of cremated human bone and charred remains. If any evidence of *in situ* metal working is found, suitable samples for the recovery of slag and hammer scale will be taken. Bulk environmental samples will be 40l minimum or 100% of context where less than 40l is available.

- 4.17 Where sealed waterlogged deposits are encountered, samples for the recovery of waterlogged remains, insects, molluscs and pollen, as well as any charred remains, will be considered. The taking of sequences of samples for the recovery of molluscs and/or waterlogged remains will be considered through any suitable deposits such as deep enclosure ditches, barrow ditches, palaeo-channels, or buried soils. Monolith samples may also be taken from this kind of deposit as appropriate to allow soil and sediment description/interpretation as well as sub-sampling for pollen and other micro/macrofossils such as diatoms, foraminifera and ostracods.
- 4.18 The need for any more specialist samples, such as OSL, archaeomagnetic dating and dendrochronology will be evaluated and will be taken in consultation with the relevant specialist.
- 4.19 The processing of the samples will be done in conjunction with the relevant specialist following the Historic England general environmental processing guidelines (Campbell *et al* 2011). Flotation or wet sieve samples will be processed to 0.25mm. Other more specialist samples such as those for pollen will be prepared by the relevant specialist. Further details of the general sampling policy and the methods of taking and processing specific sample types are contained within *CA Technical Manual 2: The Taking and Processing of Environmental and Other Samples from Archaeological Sites*.

Treasure

- 4.20 CA will comply fully with the provisions of the Treasure Act 1996 and the Code of Practice referred to therein. If an object qualifies as Treasure it will be reported to the Suffolk Finds Liaison Officer (who then reports to the Coroner) within 14 days of the object's discovery and identification, the client will further be informed. Treasure objects will immediately be removed to secure storage, with appropriate on-site security measures taken if required. Any material eventually declared as Treasure by a Coroner's Inquest will, if not acquired by a museum, be returned to the client and/or landowner. Employees of Suffolk Archaeology, their subcontractors, or any volunteers under their control will not be eligible for any share of a treasure reward.

5. STAFF AND TIMETABLE

- 5.1 This project will be under the management of John Craven MCIfA, Project Manager, CA.
- 5.2 The staffing structure will be organised thus: the Project Manager will direct the overall conduct of the evaluation as required during the period of fieldwork. Day to day responsibility however will rest with the Project Officer who will be on-site throughout the project.
- 5.3 The field team will consist of a maximum of 3 staff (eg 1 Project Officer and 2 Archaeologists).
- 5.4 It is envisaged that the project will require approximately 1 days fieldwork. Analysis of the results and subsequent reporting will take up to a further 3 weeks.
- 5.5 Specialists who will be invited to advise and report on specific aspects of the project as necessary are:

Ceramics	Sue Anderson M Phil, MCIFA, FSA (freelance) Steve Benfield BA (CA) Richenda Goffin BA MCIfA (CA) Sarah Percival MA MCIFA (freelance)
Metalwork	Dr Ruth Beveridge (CA)
Flint	Michael Green (CA) Sarah Bates BA (freelance)
Animal Bone	Julie Curl (freelance))
Human Bone	Sue Anderson M Phil, MCIFA, FSA (freelance)
Environmental Remains	Anna West BSc (CA)

- 5.6 Depending upon the nature of the deposits and artefacts encountered it may be necessary to consult other specialists not listed here. A full list of specialists currently used by Cotswold Archaeology is contained within Appendix A.

6. POST-EXCAVATION, ARCHIVING AND REPORTING

- 6.1 Following completion of fieldwork, all artefacts and environmental samples will be processed, assessed, conserved and packaged in accordance with CA Technical Manuals and SCCAS guidelines (SCCAS 2017). A recommendation will be made regarding material deemed suitable for disposal/dispersal.
- 6.2 An illustrated report will be compiled on the results of the fieldwork and assessment of the artefacts, palaeoenvironmental samples etc. The report will include:
- (i) an abstract containing the essential elements of the results preceding the main body of the report.
 - (ii) a summary of the project's background;
 - (iii) description and illustration of the site location;
 - (iv) a methodology of the works undertaken;
 - (v) integration of, or cross-reference to, appropriate cartographic and documentary evidence and the results of other research undertaken, where relevant to the interpretation of the evaluation results;
 - (vi) a description of the project's results;
 - (vii) an interpretation of the results in the appropriate context;
 - (viii) a summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
 - (ix) a site location plan at an appropriate scale on an Ordnance Survey, or equivalent, base-map;
 - (x) a plan showing the location of the trenches and exposed archaeological features and deposits in relation to the site boundaries;
 - (xi) plans of each trench, or part of trench, in which archaeological features are recognised. These will be at an appropriate scale to allow the nature of the features exposed to be shown and understood. Plans will show the orientation of trenches in relation to north. Section drawing locations will be shown on these plans. Archaeologically sterile areas will not be illustrated unless this can provide information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;
 - (xii) appropriate section drawings of trenches and features will be included, with OD heights and at scales appropriate to the stratigraphic detail being represented. These will show the orientation of the drawing in relation to north/south/east/west. Archaeologically sterile trenches will not be illustrated

unless they provide significant information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;

- (xiii) photographs showing significant features and deposits that are referred to in the text. All photographs will contain appropriate scales, the size of which will be noted in the illustration's caption;
- (xiv) a consideration of evidence within the context of the Regional Research Framework for the East of England (Medlycott 2011).
- (xv) a summary table and descriptive text showing the features, classes and numbers of artefacts recovered and soil profiles with interpretation;
- (xvi) specialist assessment or analysis reports where undertaken;
- (xvii) an evaluation of the methodology employed and the results obtained (i.e. a confidence rating);
- (xviii) A copy of the project OASIS form as an appendix;
- (xix) A copy of the project WSI as an appendix.

6.3 Specialist artefact and palaeoenvironmental assessment will take into account the wider local/regional context of the archaeology and will include:

- (i) specialist aims and objectives
- (ii) processing methodologies (where relevant)
- (iii) any known biases in recovery, or problems of contamination/residuality
- (iv) quantity of material; types of material present; distribution of material
- (v) for environmental material, a statement on abundance, diversity and preservation
- (vi) summary and discussion of the results to include significance in a local and regional context

6.4 Copies of the draft report will be distributed to the Client or their Representative and to the LPA's Archaeological Advisor thereafter for verification and approval. Thereafter, copies of the approved report will be issued to the Client, LPA's Archaeological Advisor and the Suffolk Historic Environment Record (HER). Reports will be issued in digital format (PDF/PDFA as appropriate) except where hard copies have been specifically requested, and will be supplied to the HER along with shapefiles containing location data for the areas investigated, if required.

6.5 Should no further work be required, an ordered, indexed, and internally consistent site archive will be prepared and deposited in accordance with *Archaeological Archives*:

A Guide to Best Practice in Creation, Compilation, Transfer and Curation (Archaeological Archives Forum 2007).

Academic dissemination

- 6.6 Subject to any contractual constraints, a summary of information from the project will be entered onto the OASIS online database of archaeological projects in Britain [OASIS reference number 366597], including the upload of a digital (PDF) copy of the final report, which will appear on the Archaeology Data Service (ADS) website once the OASIS record has been verified.
- 6.7 A summary note will be produced, suitable for inclusion within the annual 'Archaeology in Suffolk' section of the Proceedings of the Suffolk Institute of Archaeology and History.
- 6.8 A digital .pdf copy of the approved report will be supplied to the Historic England Science Advisor if it contains the results of palaeoenvironmental investigation, industrial residue assessments or other scientific analyses.

Public dissemination

- 6.8 In addition to the ADS website, a digital (PDF) copy of the final report will also be made available for public viewing via Cotswold Archaeology's *Archaeological Reports Online* web page, generally within 12 months of completion of the project (<http://reports.cotswoldarchaeology.co.uk/>).

Archive deposition

- 6.9 The project archive, consisting of the complete artefactual assemblage, and all paper and digital records, will be held in the CA Archaeological Store at Needham Market, Suffolk, until deposition, within 6 months of completion of fieldwork, with the SCCAS Archive store. If CA is engaged to carry out any subsequent stages of fieldwork then deposition of the evaluation archive may be delayed until the full archive is completed. The project archive will be consistent with MoRPHE (Historic England 2015) and ICON guidelines.
- 6.10 An unbound copy of the report will be included with the project archive.

- 6.11 The project costing includes a sum to meet SCCAS archive charges. A form transferring ownership of the finds archive to SCCAS will be completed and included in the project archive.
- 6.12 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) to the satisfaction of SCCAS. 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.
- 6.13 Exceptions from the deposition of the archive described above include:
- Objects that qualify as Treasure, as detailed by the Treasure Act 1996. Any material which is eventually declared as Treasure by a Coroners Inquest will, if not acquired by a museum, be returned to CA and the project archive. Employees of CA, or volunteers etc present on site, will not be eligible for any share of a treasure reward.
 - Human skeletal remains. The client/landowner by law will have no claim to ownership of human remains and any such will be stored by CA, in accordance with a Ministry of Justice licence, until a decision is reached upon their long term future, i.e. reburial or permanent storage.
- 6.14 CA will retain copyright of all documentation and records but a form granting SCCAS a perpetual, royalty free, licence will be included in the archive.

7. HEALTH, SAFETY AND ENVIRONMENT

- 7.1 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.

8. INSURANCES

- 8.1 CA holds Public Liability Insurance to a limit of £10,000,000 and Professional Indemnity Insurance to a limit of £10,000,000.

9. MONITORING

- 9.1 SCCAS will be given 1 weeks notice of the commencement of the fieldwork. SCCAS will be kept regularly informed about developments both during the site works and subsequent post-excavation work.

10. QUALITY ASSURANCE

- 10.1 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* (CIfA 2014) and the *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology* (CIfA 2014). All CA Project Managers and most Project Officers hold either full Member or Associate status within the CIfA.
- 10.2 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.

11. PUBLIC ENGAGEMENT, PARTICIPATION AND BENEFIT

- 11.1 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 and Cotswold Archaeology websites, as set out in Section 6 above, in due course.

12. STAFF TRAINING AND CPD

- 12.1 CA has a fully documented mandatory Performance Management system for all staff

which reviews personal performance, identifies areas for improvement, sets targets and ensures the provision of appropriate training within CA's adopted training policy. In addition, CA has developed an award-winning Career Development Programme for its staff, which ensures a consistent and high quality approach to the development of appropriate skills.

- 12.2 As part of the company's requirement for Continuing Professional Development, all members of staff are also required to maintain a Personal Development Plan and an associated log which is reviewed within the Performance Management system. All staff are subject to probationary periods on appointment, with monthly review; for site-based staff additional monthly Employee Performance Evaluations measure and record skills and identify training needs.

13. REFERENCES

- APABE (Advisory Panel on the Archaeology of Burials in England) 2017 *Guidance for best practice for the treatment of Human remains excavated from Christian Burial Grounds in England, 2nd Edition*.
- Campbell. G, Moffett. L and Straker V., 2011, Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition). Portsmouth: English Heritage.
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Websites

- BGS (British Geological Survey) 2019 *Geology of Britain Viewer* <http://mapapps.bgs.ac.uk/geologyofbritain/home.html> Accessed 11/09/2019.
- NLS (National Library of Scotland) 2019 <https://maps.nls.uk> Accessed 11/09/2019.
- Suffolk Heritage Explorer 2019 <https://heritage.suffolk.gov.uk> Accessed 11/09/2019.

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)

Other Finds

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	Ed McSloy BA MCIFA (CA) Jacky Sommerville BSc MA PCIFA (CA) Michael Green (CA) Sarah Bates BA (freelance)
(Palaeolithic)	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)
Biological Remains	
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)
Geoarchaeology	Dr Keith Wilkinson BSc PhD MCIFA (ARCA)
Soil micromorphology	Dr Richard Macphail BSc MSc PhD (University College London)
Scientific Dating	
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)
Conservation	Karen Barker BSc (freelance) Pieta Greaves BSc MSc ACR (Drakon Heritage and Conservation) Julia Park-Newman (Conservation Services, freelance)

APPENDIX B: ARCHAEOLOGICAL STANDARDS AND GUIDELINES

- AAF 2007 *Archaeological Archives. A guide to best practice in creation, compilation, transfer and curation.* Archaeological Archives Forum
- AAI&S 1988 *The Illustration of Lithic Artifacts: A guide to drawing stone tools for specialist reports.* Association of Archaeological Illustrators and Surveyors Paper 9
- AAI&S 1994 *The Illustration of Wooden Artifacts: An Introduction and Guide to the Depiction of Wooden Objects.* Association of Archaeological Illustrators and Surveyors Paper 11
- AAI&S 1997. *Aspects of Illustration: Prehistoric pottery.* Association of Archaeological Illustrators and Surveyors Paper 13
- AAI&S nd *Introduction to Drawing Archaeological Pottery.* Association of Archaeological Illustrators and Surveyors, Graphic Archaeology Occasional Papers 1
- ACBMG 2004 *Draft Minimum Standards for the Recovery, Analysis and Publication of Ceramic Building Material. (third edition)* Archaeological Ceramic Building Materials Group
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- Bayley, J. (ed) 1998 *Science in Archaeology. An agenda for the future.* English Heritage (London)
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- Brickley, M. and McKinley, J.I., 2004 *Guidelines to the Standards for Recording Human Remains.* IFA Paper No 7, Institute of Field Archaeologists (Reading)
- Brickstock, R.J. 2004 *The Production, Analysis and Standardisation of Romano-British Coin Reports.* English Heritage (Swindon)
- Brown, A. and Perrin, K. 2000 *A Model for the Description of Archaeological Archives.* English Heritage Centre for Archaeology/ Institute of Field Archaeologists (Reading)
- Brown, D.H. 2007 *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation.* IFA Archaeological Archives Forum (Reading)
- Buikstra, J.E. and Ubelaker D.H. (eds) 1994 *Standards for Data Collection from Human Skeletal Remains.* (Fayetteville, Arkansas)
- ClfA, 2014, *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology.* Chartered Institute for Archaeologists (Reading)
- ClfA, 2014, *Standard and Guidance for Archaeological Desk-based Assessment.* Chartered Institute for Archaeologists (Reading)
- ClfA, 2014, *Standard and Guidance for Archaeological Watching Brief.* Chartered Institute for Archaeologists (Reading)
- ClfA, 2014, *Standard and Guidance for Archaeological Excavation.* Chartered Institute for Archaeologists (Reading)
- ClfA, 2014, *Standard and Guidance for Archaeological Investigation and Recording of Standing Buildings or Structures.* Chartered Institute for Archaeologists (Reading)
- ClfA, 2014, *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials.* Chartered Institute for Archaeologists (Reading)
- ClfA, 2014, *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives.* Chartered Institute for Archaeologists (Reading)
- ClfA, 2014, *Standard and Guidance for Archaeological Field Evaluation.* Chartered Institute for Archaeologists (Reading)
- Clark, J., Darlington, J. and Fairclough, G. 2004 *Using Historic Landscape Characterisation.* English Heritage (London)
- Coles, J.M., 1990 *Waterlogged Wood: guidelines on the recording, sampling, conservation and curation of structural wood.* English Heritage (London)
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- EH 2003b *Twentieth-Century Military Sites. Current approaches to their recording and conservation* English Heritage (Swindon)
- EH 2004a *Dendrochronology. Guidelines on producing and interpreting dendrochronological dates*. English Heritage (Swindon)
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- EH 2006a *Guidelines on the X-radiography of Archaeological Metalwork*. English Heritage (Swindon)
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- EH 2006c *Science for Historic Industries: Guidelines for the investigation of 17th- to 19th-century industries*. English Heritage (Swindon)
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- EH 2008a *Luminescence Dating. Guidelines on using luminescence dating in archaeology*. English Heritage (Swindon)
- EH 2008b *Geophysical Survey in Archaeological Field Evaluation. English Heritage Research and Professional Services Guidelines No 1* (second edition). English Heritage (Swindon)
- EH 2008c *Research and Conservation Framework for the British Palaeolithic*. English Heritage/Prehistoric Society (Swindon)
- EH 2008d *Investigative Conservation. Guidelines on how the detailed examination of artefacts from archaeological sites can shed light on their manufacture and use*. English Heritage (Swindon)
- EH 2010 *Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of archaeological wood*. English Heritage (London)
- EH 2011 *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation*. English Heritage Centre for Archaeology Guidelines (London)
- EH 2012, *Guidelines for the Care of Waterlogged Organic Artefacts: guidelines on their recovery, analysis and conservation*.
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APPENDIX C: SCCAS BRIEF**Brief for a Trenched Archaeological Evaluation**

AT

Land adjacent to Brockenhurst, Old Norwich Road,
Whitton

PLANNING AUTHORITY:	Mid Suffolk District Council
PLANNING APPLICATION NUMBER:	DC/19/00286
HER NO. FOR THIS PROJECT:	To be arranged with the Suffolk HER Officer (archaeology.her@suffolk.gov.uk)
GRID REFERENCE:	TM 140 479
DEVELOPMENT PROPOSAL:	Housing
AREA:	<i>0.24 ha (including adjacent land parcel)</i>
THIS BRIEF ISSUED BY:	Rachael Abraham Senior Archaeological Officer Tel. : 01284 741232 E-mail: Rachael.abraham@suffolk.gov.uk
Date:	21 st June 2019

Summary

1.1 Planning permission has been granted with the following conditions relating to archaeological investigation:

3. 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 scheme of investigation shall include an assessment of significance and research questions; and:

- a. The programme and methodology of site investigation and recording.
- b. The programme for post investigation assessment.
- c. Provision to be made for analysis of the site investigation and recording.

- d. Provision to be made for publication and dissemination of the analysis and records of the site investigation.
- e. Provision to be made for archive deposition of the analysis and records of the site investigation.
- f. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.
- g. The site investigation shall be completed prior to development, or in such other phased arrangement, as agreed and approved in writing by the Local Planning Authority.

4. No building shall be occupied until the site investigation and post investigation assessment has been completed, submitted to and approved in writing by the Local Planning Authority, in accordance with the programme set out in the Written Scheme of Investigation approved under Condition 1 and the provision made for analysis, publication and dissemination of results and archive deposition.

- 1.2 This brief stipulates the minimum requirements for the archaeological investigation and should be used in conjunction with the Suffolk County Council Archaeology Service's (SCCAS) Requirements for Archaeological Evaluation 2017. These should be used to form the basis of the Written Scheme of Investigation (WSI).
- 1.3 The archaeological contractor, commissioned by the applicant, must submit a copy of their WSI to SCCAS for scrutiny, before seeking approval from the LPA.
- 1.4 Following acceptance by SCCAS, it is the commissioning body's responsibility to submit the WSI to the LPA for formal approval. No fieldwork should be undertaken on site without the written approval of the LPA. The WSI, however, is not a sufficient basis for the discharge of a planning condition relating to archaeological investigation. Only the full implementation of the scheme, both completion of fieldwork and reporting (including the need for any further work following this evaluation), will enable SCCAS to advise the LPA that a condition has been adequately fulfilled and can be discharged.
- 1.5 The WSI should be approved before costs are agreed with the commissioning client, in line with the Chartered Institute for Archaeologists' guidance. Failure to do so could result in additional and unanticipated costs.
- 1.6 The WSI will *provide the basis for measurable standards* and will be used to establish whether the requirements of the brief will be adequately met. If the approved WSI is not carried through in its entirety (unless a variation is agreed by SCCAS), the evaluation report may be rejected.
- 1.7 Decisions on the need for any further archaeological investigation (e.g. excavation) will be made by SCCAS, in a further brief, based on the results presented in the evaluation report. Any further investigation must be the subject of a further WSI, submitted to SCCAS for scrutiny and formally approved by the LPA.

Archaeological Background

- 2.1 This site lies in an area of archaeological potential recorded on the County Historic Environment Record. Prehistoric enclosures and features have been recorded through aerial photography and during current archaeological investigations immediately to the west of this site (WHI 015, 016 and 020), with further Iron Age and Roman features identified by archaeological investigations to the east and south-west (WHI 014, IPS 387). Multi-period finds scatters have also been located within the vicinity of the site

(WHI 007, 008, 009, Misc). As a result, there is high potential for the discovery of below-ground heritage assets of archaeological importance within this area.

Planning Background

- 3.1 The below-ground works will cause ground disturbance that has potential to damage any archaeological deposit that exists.
- 3.2 The Planning Authority were advised that any consent should be conditional upon an agreed programme of work taking place before development begins in accordance with paragraph 199 of the National Planning Policy Framework, to record and advance understanding of the significance of any heritage assets (that might be present at this location) before they are damaged or destroyed.

Fieldwork Requirements for Archaeological Investigation

- 4.1 A linear trenched evaluation is required of the development area to enable the archaeological resource, both in quality and extent, to be accurately quantified.
- 4.2 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.
- 4.3 Trial trenches are to be excavated to cover 5% by area, which is 120m². Linear trenches are thought to be the most appropriate sampling method, using, where possible, a systematic grid array. Trenches are to be a minimum of 1.80m wide unless special circumstances can be demonstrated; this will result in c. 70m of trenching at 1.80m in width.
- 4.4 A scale plan showing the proposed location of the trial trenches should be included in the WSI and the detailed trench design must be approved by SCCAS before fieldwork begins.
- 4.5 Metal detector searches must take place at all stages of the evaluation by a named, experienced metal detector user, including reference either to their contributions to the PAS database or to other published archaeological projects they have worked on. Metal detecting should be carried out before trenches are stripped, with trench bases and spoil scanned once trenches have been opened.

Arrangements for Archaeological Investigation

- 5.1 The composition of the archaeological contractor's staff must be detailed and agreed by SCCAS, including any subcontractors/specialists. Ceramic specialists, in particular, must have relevant experience from this region, including knowledge of local ceramic sequences.

- 5.2 All arrangements for the evaluation of the site, the timing of the work and access to the site, are to be defined and negotiated by the archaeological contractor with the commissioning body.
- 5.3 The project manager must also carry out a risk assessment and ensure that all potential risks are minimised, before commencing the fieldwork. The responsibility for identifying any constraints on fieldwork (e.g. designated status, public utilities or other services, tree preservation orders, SSSIs, wildlife sites and other ecological considerations rests with the commissioning body and its archaeological contractor.
- 5.4 The archaeological contractor will give SCCAS ten working days notice of the commencement of ground works on the site. The contractor should update SCCAS on the nature of archaeological remains during the site works, particularly to arrange any visits by SCCAS that may be necessary. The method and form of development will also be monitored to ensure that it conforms to agreed locations and techniques in the WSI.

Reporting and Archival Requirements

- 6.1 The project manager must consult the Suffolk HER Officer to obtain a parish code for the work. This number will be unique for each project and must be used on site and for all documentation and archives relating to the project.
- 6.2 An archive of all records and finds is to be prepared and must be adequate to perform the function of a final archive for deposition in the Archaeological Service's Store or in a suitable museum in Suffolk.
- 6.3 It is expected that the landowner will deposit the full site archive, and transfer title to, the Archaeological Service or the designated Suffolk museum, and this should be agreed before the fieldwork commences. The intended depository should be stated in the WSI, for approval.
- 6.4 The project manager should consult the intended archive depository before the archive is prepared regarding the specific requirements for the archive deposition and curation (including the digital archive), and regarding any specific cost implications of deposition.
- 6.5 A report on the fieldwork and archive must be provided. Its conclusions must include a clear statement of the archaeological value of the results, and their significance. The results should be related to the relevant known archaeological information held in the Suffolk HER, and an HER search should be commissioned. In any instances where it is felt that an HER search is unnecessary, this must be discussed and agreed with the relevant Case Officer. **ANY REPORTS WHICH DO NOT INCLUDE AN UP TO DATE HER SEARCH WILL NOT BE APPROVED. ALL REPORTS MUST CLEARLY DISPLAY THE INVOICE NUMBER FOR THE HER SEARCH, OTHERWISE THEY WILL BE RETURNED.**
- 6.6 An opinion as to the necessity for further evaluation and its scope may be given, although the final decision lies with SCCAS. No further site work should be embarked upon until the evaluation results are assessed and the need for further work is established.
- 6.7 Following approval of the report by SCCAS, a single copy of the report should be presented to the Suffolk HER as well as a digital copy of the approved report.

- 6.8 All parts of the OASIS online form <http://ads.ahds.ac.uk/project/oasis/> must be completed and a copy must be included in the final report and also with the site archive. A digital copy of the report should be uploaded to the OASIS website.
- 6.9 Where positive results are drawn from a project, a summary report must be prepared for the *Proceedings of the Suffolk Institute of Archaeology and History*.
- 6.10 **This brief remains valid for 12 months. If work is not carried out in full within that time this document will lapse; the brief may need to be revised and re-issued to take account of new discoveries, changes in policy and techniques.**

Standards and Guidance

Further detailed requirements are to be found in our Requirements for Trenched Archaeological Evaluation 2017 and in SCCAS Archive Guidelines 2017.

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

The Chartered Institute for Archaeologists' *Standard and Guidance for archaeological field evaluation* (revised 2014) should be used for additional guidance in the execution of the project and in drawing up the report

Notes

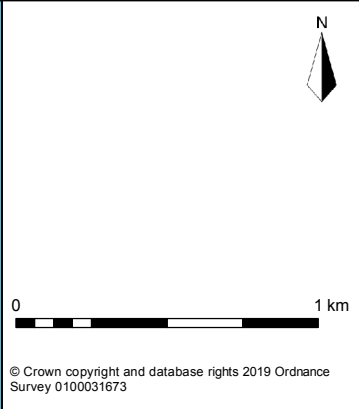
There are a number of archaeological contractors that regularly undertake work in the County and SCCAS will provide advice on request. SCCAS does not give advice on the costs of archaeological projects. The Chartered Institute for Archaeologists maintains a list of registered archaeological contractors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

The Historic Environment Records Data available on the Heritage Gateway and Suffolk Heritage Explorer is **NOT** suitable to be used for planning purposes and will not be accepted in lieu of a full HER search.

Any reference to HER records in any WSI's or reports should be made using the Parish Code (XXX 000) and **NOT** the MSF0000 number.



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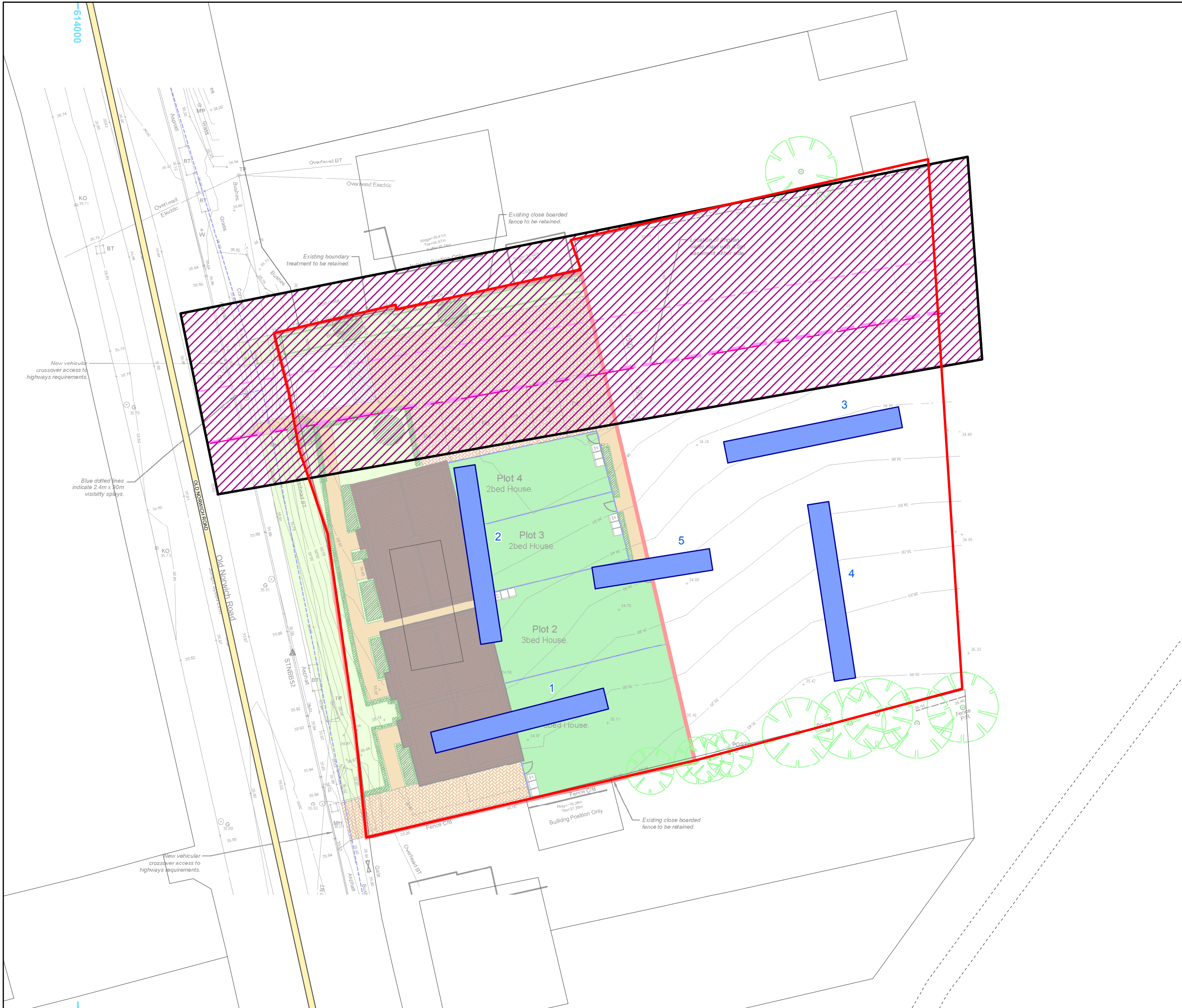
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PROJECT TITLE
 Land adjacent to Brockenhurst,
 Old Norwich Road, Whitton

FIGURE TITLE
 Site location plan

DRAWN BY	JC	PROJECT NO.	SU0063	FIGURE NO.
CHECKED BY		DATE	12/09/2019	
APPROVED BY	KW	SCALE @	A4 1:25,000	1

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Legend

- Site boundary
- Proposed evaluation trench
- Exclusion zone

0 15m

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Cotswold Archaeology

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PROJECT TITLE
 Land adjacent to Brockenhurst
 Old Norwich Road, Whitton

FIGURE TITLE
 Trench location plan
 showing proposed development

DRAWN BY	KW	PROJECT NO	SU0063	FIGURE NO.
CHECKED BY	xx	DATE	12/09/2019	2
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