



Colchester Archaeological Trust

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CAT Report 1627 Archaeological monitoring at St Mary's Upper School, Lexden Road, Colchester, Essex, CO3 3RB: July-September 2020	Planning reference: 200963 CHER Event no.: ECC4595 OASIS ref.: colchest3-399254 Grid Reference: TL 98190 25007 (centre) Number of site visits: 2 Dates of visit: 22nd July and 2nd September 2020
Nature of the work: Observation of groundworks for a new extension and a new decking area.	
Reason for condition: The site lies within a known area of Late Iron Age and Roman burial grounds.	
% of total seen: 100% of the groundworks.	
<p>Results: All groundworks were monitored by a CAT archaeologist in response to a brief set by Dr Jess Tipper of Colchester Borough Council Planning Services.</p> <p>Foundation trenching totalling 10.3m in length, 0.5m wide and 1.3m deep was excavated to accommodate the new extension. Further trenching was subsequently excavated for the new decking area. It was 20m long, 0.5m wide and 0.75m deep.</p> <p>The trenching for the new extension was cut through modern block paving and sand bedding (L1, 0.11m thick), a layer of modern made ground (L2, c 0.25m thick, hard, dry light grey/yellow/brown silty-sand with very frequent CBM and concrete pieces) and a layer of buried topsoil (L3, c 0.46m thick, soft, moist dark brown/black silty-loam) onto natural (L4, friable, dry medium orange sand with abundant gravel, encountered at a depth of c 0.82m below current ground level [bcgl]). The trenching for the decking area was cut through L1 (c 0.3-0.32m thick) and L3 (0.38-0.46m thick) onto L4 (encountered at a depth of 0.7-0.76m bcgl).</p> <p>Modern pit F1 was uncovered within the northeastern corner of the foundation trenching for the new extension and in the southeastern corner of the foundation trenching for the decking area. The feature extended beyond the limit of excavation and so its full dimensions could not be ascertained but its exposed extent was 3.6m across.</p>	
	
<p align="center">Photograph 1 Site shot</p>	
Recorded by: Dr Elliott Hicks (eh2@catuk.org)	Date: 28.01.2021
Checked by: Philip Crummy (pc@catuk.org)	Date: 29.01.2021



Fig 1 Site location.

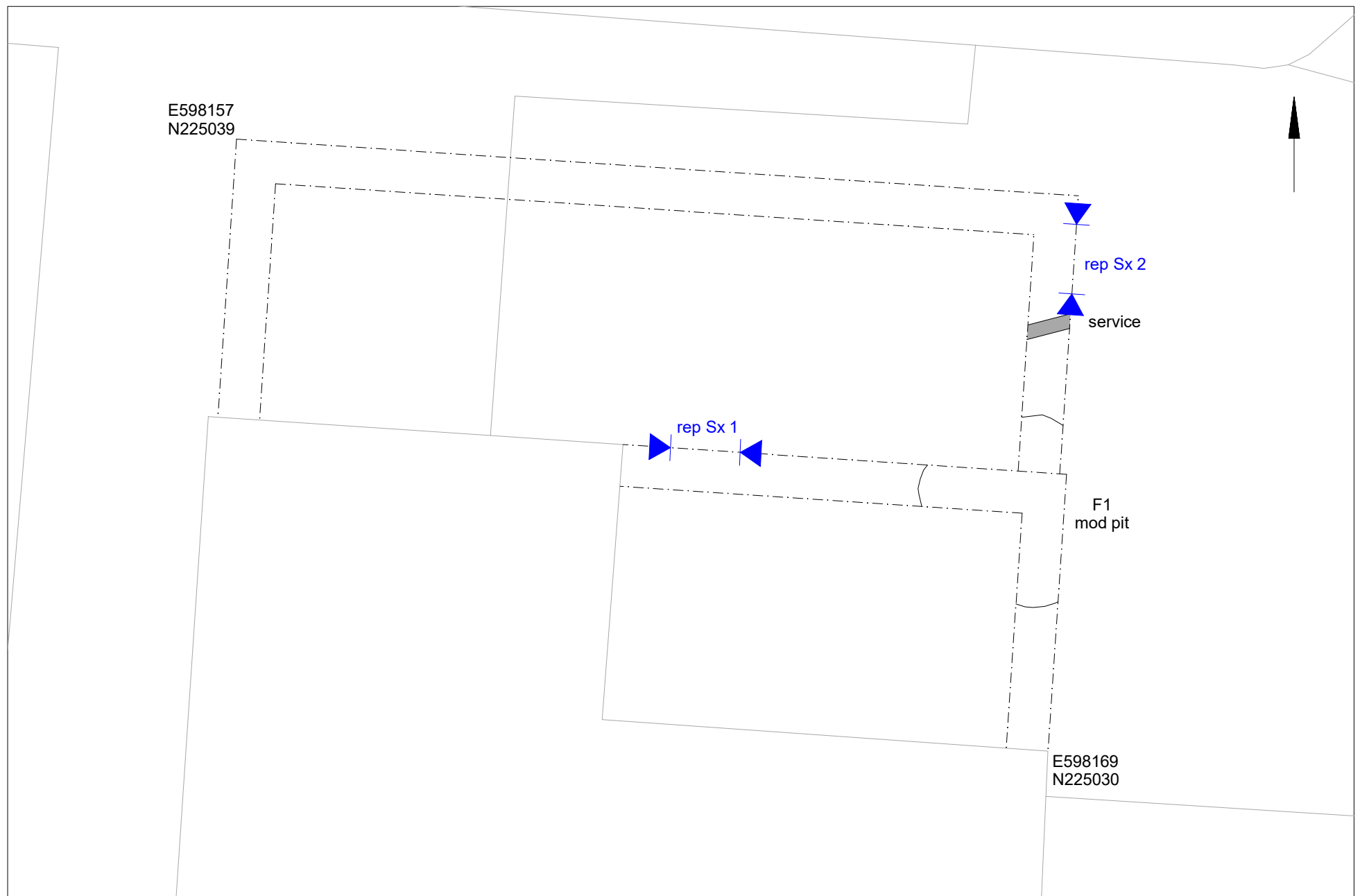


Fig 2 Results.

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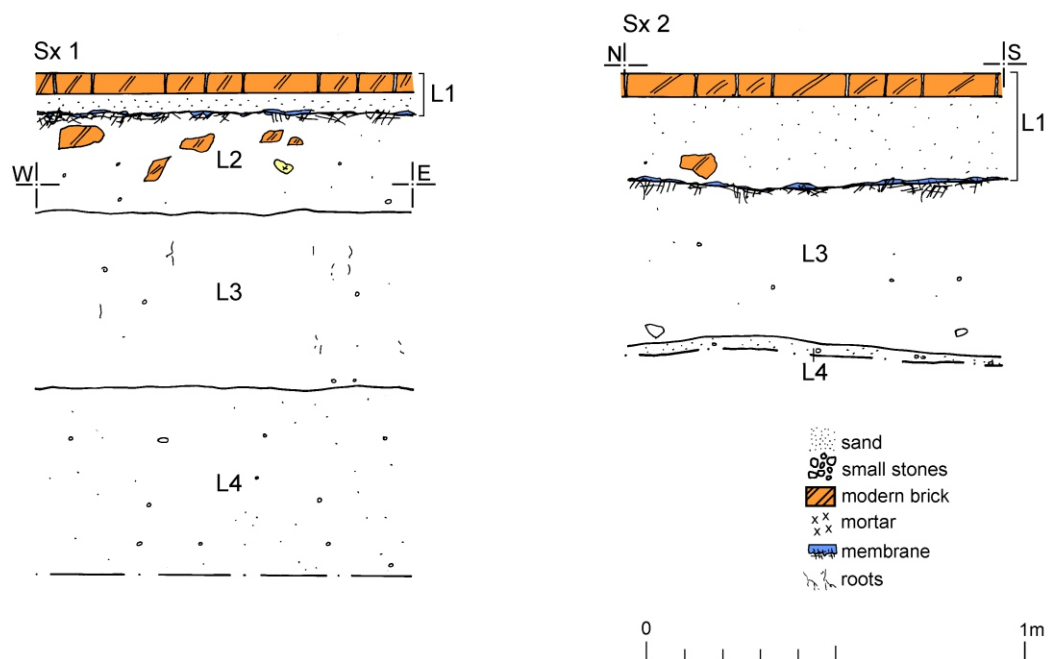


Fig 3 Representative sections.

Written Scheme of Investigation (WSI) for an archaeological investigation at St Mary's Upper School, 91 Lexden Road, Colchester, Essex, CO3 3RB.

NGR: TL 98190 25007 (centre)

District: Colchester

Planning references: 200963

Commissioned by: Craig Woods (Purcell)

Client: St Marys School

Curating museum: Colchester

CHER number: tbc

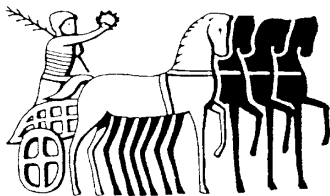
CAT project code: 2020/07e

OASIS project number: colchest3-399254

Site manager: Chris Lister

CBC monitor: Jess Tipper

This WSI written: 17/07/2020



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Site location and description

The proposed development site is located c 1.43km west of the main historic core of Colchester town centre at St Mary's Upper School, 91 Lexden Road, Colchester, Essex (Fig 1). The site is centred on National Grid Reference (NGR) TL 98190 25007. The site to be developed is currently an open paved area.

Proposed work

The development comprises an extension to the rear of the dining room area, remodelling of the kitchen, levelling out of the area to the north of the new extension with a new decking area and any associated groundworks.

Archaeological background

The following archaeological background includes extracts from CAT Report 1067, the Colchester Archaeological Trust report archive and the Colchester Historic Environment Record (CHER, ECC/MCC numbers) accessed via the Colchester Heritage Explorer (www.colchesterheritage.co.uk)

The development site is located within the grounds of St Mary's Upper School which opened in 1908. It is located within the Late Iron Age oppidum of Camulodunum, to the west of the Roman walled town and within an area of Roman cemeteries termed 'the western cemetery' by Hull (1958), but more generally known as the Lexden cemetery and (MCC7525 and MCC7527). The Lexden cemetery area encompasses a number of Iron Age and Roman burial grounds on both sides of Lexden Road (the main Roman road leading from the walled town towards London and Braughing) (Hull 1958 and *CAR 11*). In particular a Roman lead coffin was found immediately to the east of the development site in 1880 (MCC1415), with many other burials found close-by.

The development site is also located on the southern edge of the Late Iron Age and early Roman settlement and industrial complex at Sheepen (MCC7487, Scheduled Monument no. 1002173). Sheepen was extensively excavated in the 1930s (Hawkes & Hull 1947) and 1970s (Niblett 1985; *CAR 11*, 131-7). Finds were prolific, and evidence found included remains of a trackway and workshops, with evidence of metal-working and coin manufacture (Crummy 2001, 15- 16).

The Late Iron Age settlement at Sheepen was defended on its western side by the Sheepen Dyke (MCC498). This was a large earth bank and ditch, which was probably constructed by c AD 10 (*CAR 11* 161-2). A later addition to the Sheepen Dyke extended to the south-west for approximately 340m ('Ditch 1A') and was sectioned in several places in the 1930s (Hawkes & Hull 1947, 111-12). This stretch was possibly added shortly before the Roman invasion. It was projected to cross the southeastern corner of the Kingswode Hoe School. This ditch then continued towards the north bank of a stream, which is represented today by a marked dip in Sussex Road. The Sheepen Dyke was probably levelled and the ditch backfilled shortly after the Roman conquest (Crummy 2001, 90; Hawkes & Hull 1947, 51 & 112).

Many Roman pottery- and tile- kilns have been excavated nearby; to the north/north-east (MCC1822 and MCC7669) and in the grounds of Kingswode Hoe School (MCC8422, Hull 1963, 155-6). Recent investigations at Kingswode Hoe School have also revealed postmedieval/modern features (CAT Report 578) and part of the Sheepen Dyke along with two other Roman ditches (CAT Report 623).

Roman remains of an unspecified nature were found close to the school when 'The Turrets' (89 Lexden Road) was being constructed in 1816 (Hull 1958, 292, MCC2134).

An evaluation in the northeast corner of St Mary's School in 2000 did not reveal any significant archaeological remains (CAT Report 95) and an evaluation in 2017 as part of the re-organisation of the car-parking facilities revealed a single undated pit (CAT Report 1067)

The now demolished Second Post windmill also stood close to the site, it was erected c 1681 (MCC2286).

Planning background

A planning application was made to Colchester Borough Council in May 2020 (application No. 200963) for an *extension of dining room area and remodel of school kitchen plus associated works*.

As the site lies within an area highlighted by the CHER as having a high potential for archaeological deposits, an archaeological condition was recommended by the Colchester Borough Council Archaeological Advisor (CBCAA). After the results of the evaluation an additional monitoring condition was added. The recommended archaeological condition is based on the guidance given in the National Planning Policy Framework (MHCLG 2019).

Requirement for work

The required archaeological work is for an archaeological investigation of all groundworks (including services and landscaping). Details are given in a Project Brief written by CBCAA (CBC 2020).

Specifically:

The investigation is being undertaken to identify and record any surviving archaeological deposits that may exist on site.

If unexpected remains are encountered the CBCAA will be informed immediately and the CBCAA will decide if amendments to the brief are required to ensure adequate provision for archaeological recording.

In the exceptional circumstances that important, well-preserved mosaic floors (or similar remains) are discovered, which cannot otherwise be avoided by the development (and satisfactorily preserved in situ), a contingency will be required for the block-lifting of these archaeological remains, e.g. well-preserved mosaic remains and/or exceptional burnt remains related to the Boudiccan destruction of AD 60/61, and for subsequent conservation and presentation. A decision about the need for conservation and lifting of important archaeological remains will be made in consultation with specialist stakeholders (e.g. Historic England, Colchester Museum and Norfolk Museums Service, Conservation and Design Services).

The method and form of development will also be monitored to ensure that it conforms to the previously agreed locations and techniques upon which the brief is based. Any variations will be discussed with the CBCAA immediately.

General methodology

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

- professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (CIfA 2014a, b)
- Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011)
- relevant Health & Safety guidelines and requirements (CAT 2019)
- the Project Brief issued by the CBCAA (CBC 2020).

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

Notification of the supervisor/project manager's name and the start date for the project will be provided to CBCAA one week before start of work.

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

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

A unique HER event number will be obtained from the CBCAA prior to the commencement of fieldwork. The curating museum will be notified of the details of the project and the event code, which will be used to identify the project archive when depositing at the end of the project.

Staffing

The number of field staff for this project is estimated as follows: One CAT officer for the duration of the groundworks.

Investigation methodology

There will be sufficient on-site attendance by CAT staff to maintain a watch on all contractors' ground works to record, excavate or sample (as necessary) any archaeological features or deposits. The investigation will involve monitoring of all groundworks and inspection of upcast soil.

All topsoil removal and ground reduction will be done with a toothless bucket.

If archaeological features or deposits are uncovered, time will be allowed for these to be planned and recorded.

If any features or deposits uncovered are to be destroyed by the proposed development, time will be allowed for these features to be excavated by hand. This includes a 50% sample of discrete features (pits, etc), 10% of linear features (ditches, etc) and 100% of all complex features and burials (see Human Remains policy below).

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

A metal detector will be used to examine spoil heaps, and the finds recovered.

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

Site surveying

Normal scale for archaeological site plans and sections is 1:20 and 1:10 respectively, unless circumstances indicate that other scales would be more appropriate.

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

Environmental sampling policy

The number and range of samples collected will be adequate to determine the potential of the site, with particular focus on palaeoenvironmental remains including both biological remains (e.g. plants, small vertebrates) and small sized artefacts (e.g. smithing debris), and to provide information for sampling strategies on any future excavation. Samples will be collected for

potential micromorphical and other pedological sedimentological analysis. Environmental bulk samples will be 40 litres in size (assuming the context is large enough).

Sampling strategies will address questions of:

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

CAT has an arrangement with Val Fryer / Lisa Gray whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course. Trained CAT staff will do any processing and the flots passed to Val Fryer / Lisa Gray for analysis and reporting.

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

Human remains

CAT follows the policy of leaving human remains *in situ* unless there is a clear indication that the remains are in danger of being compromised as a result of their exposure or unless advised to do so by the project osteologist or CBCAA.

CBCAA will be notified immediately if any human remains are encountered during the investigation.

If circumstances indicated it were prudent or necessary to remove remains from the site during the monitoring, the following criteria would be applied; if it is clear from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them and seek advice from the project osteologist. Human remains removed from site for analysis this may involve radiocarbon dating (see finds section).

Following HE guidance (HE 2018) if the human remains are not to be lifted, the project osteologist should be available to record the human remain *in situ* (i.e. a site visit). Conditions laid down by the DoJ license will be followed. If it seems that the remains are not ancient, then the coroner, the client, and the CBCAA will be informed, and any advice and/or instruction from the coroner will be followed.

Photographic record

Will include both general and feature-specific photographs, the latter with scale and north arrow. A photo register giving context number, details, and direction of shot will be prepared on site, and included in site archive. Digital site photographs will be taken and archived as per Historic England guidelines (HE 2015a).

Finds

All significant finds will be retained.

All finds, where appropriate, will be washed and marked with site code and context number. CAT may use local volunteers to assist the CAT Finds Officer with this task.

Most of our finds reports are written internally by CAT Staff under the supervision and direction of Philip Crummy (Director) and Howard Brooks (Deputy Director). This includes specialist subjects such as:

ceramic finds (pottery and ceramic building material): Matthew Loughton

animal bones: Alec Wade (or Adam Wightman, small groups only)

small finds, metalwork, coins, etc: Laura Pooley

non-ceramic bulk finds: Laura Pooley

flints: Adam Wightman

environmental processing: Bronagh Quinn

project osteologist (human remains): Meghan Seehra

or to outside specialists:

animal and human bone: Julie Curl (*Sylvanus*)

environmental assessment and analysis: Val Fryer / Lisa Gray

radiocarbon dating: SUERC Radiocarbon Dating Laboratory, Glasgow

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

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

flint: Hazel Martingell

prehistoric pottery: Stephen Benfield / Nigel Brown / Paul Sealey

Roman pottery: Stephen Benfield / Paul Sealey / Jo Mills / Val Rigby /
Gwladys Monteil

Roman brick/tile: Ernest Black / Ian Betts (MOLA)

Roman glass: Hilary Cool

small finds: Nina Crummy

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

All finds of potential treasure will be removed to a safe place, and the coroner informed immediately, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.

Requirements for conservation and storage of finds will be agreed with the appropriate museum prior to the start of work, and confirmed to CBCAA.

A contingency will be made in the budget for scientific assessment/analysis if suitable deposits are identified. This can include soil micromorphological and geochemical analysis of floors and dark earth deposits and/or absolute dating (such as archaeomagnetic and radiocarbon). The Historic England Regional Science Advisor will be consulted for advice.

Results

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

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

The report will be submitted within 6 months of the end of fieldwork, with a copy supplied to CBCAA as a PDF.

The report will contain:

- Location plan of the groundworks in relation to the proposed development. At least two corners of the site will be given 10 figure grid references.
- Section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Archaeological methodology and detailed results including a suitable conclusion and discussion and results referring to Regional Research Frameworks (Medlycott 2011).
- All specialist reports or assessments
- A concise non-technical summary of the project results.

An EHER summary sheet will also be completed within four weeks and supplied to CBCAA.

Results will be published, to at least a summary level (i.e. round-up in *Essex Archaeology & History*) in the year following the archaeological field work. An allowance will be made in the project costs for the report to be published in an adequately peer reviewed journal or monograph series.

Archive deposition

It is a policy of Colchester Borough Council that the integrity of the site archive be maintained (i.e. all finds and records should be properly curated by a single organisation), with the archive available for public consultation. To achieve this desired aim it is assumed that the full archive will be deposited in Colchester Museums *unless otherwise agreed in advance*. (A full copy of the archive shall in any case be deposited).

By accepting this WSI, the client agrees to deposit the archive, including all artefacts, at Colchester & Ipswich Museum.

The requirements for archive storage will be agreed with the curating museum.

If the finds are to remain with the landowner, a full copy of the archive will be housed with the curating museum and provision must be made for additional recording (e.g. photography, illustration and analysis) as appropriate.

The archive will be deposited with Colchester & Ipswich Museum or an alternate repository (approved by COLEM and CBCAA) within 3 months of the completion of the final publication report, with a summary of the contents of the archive supplied to CBCAA. Digital archives will be curated with the Archaeology Data Service, or similar accredited digital archive repository, that safeguard the long-term curation of digital records. Prior to deposition CAT's data management plan (based on the official guidelines from the Digital Curation Centre [DCC 2013]) will ensure the integrity of the digital archive.

The CBCAA will be notified of the archiving timetable throughout the project and once deposition has occurred.

A digital / vector drawing of the site be given to the CBCAA for integration into the HER.

Monitoring

CBCAA will be responsible for monitoring progress and standards throughout the project, and will be kept regularly informed during fieldwork, post-excavation and publication stages.

Notification of the start of work will be given to CBCAA one week in advance of its commencement.

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

CBCAA will be notified when the fieldwork is complete.

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

References

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

Brown, D	2011	<i>Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation</i>
CAR 11	1995	<i>Colchester Archaeological Report 11: Camulodunum II, by Hawkes and Crummy</i>
CAT	2019	<i>Health & Safety Policy</i>
CAT Report 95	2000	An archaeological evaluation at St Mary's School, 91 Lexden

		Road, Colchester: September 2000
CAT Report 578	2010	Archaeological monitoring at Kingswode Hoe School, Sussex Road, Colchester, Essex: August-September 2010
CAT Report 623	2016	Archaeological investigations at Kingswode Hoe School, Sussex Road, Colchester, Essex: October 2011
CAT Report 1067	2016	<i>Archaeological evaluation at St Mary's Upper School, 91 Lexden Road, Colchester, Essex – February 2017.</i> By L Pooley
CBCAA	2020	<i>Brief for an Archaeological Investigation at St Marys School, 91 Lexden Road, Colchester, CO3 3RB.</i> By J Tipper
CifA	2014a	<i>Standard and Guidance for an archaeological watching brief</i>
CifA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
Crummy, P	2001	<i>City of Victory: the story of Colchester – Britain's first Roman town</i>
Digital Curation Centre (DCC)	2013	Checklist for Data Management Plan v. 4.0
Gurney, D	2003	<i>Standards for field archaeology in the East of England.</i> East Anglian Archaeology Occasional Papers 14 (EAA 14).
Hawkes, C.F C, & Hull, M R	1947	<i>Camulodunum, first report on the excavations at Colchester 1930-39</i> , RRCSAL, 14
Historic England (HE)	2015a	<i>Digital Image capture and File Storage: Guidelines for best practice.</i> By S Cole & P Backhouse
Historic England (HE)	2015b	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Historic England (HE)	2018	<i>The Role of the Human Osteologist in an Archaeological Fieldwork Project.</i> By S Mays, M Brickley and J Sidell
Hull, M R	1958	<i>Roman Colchester</i> , RRCSAL, 20
Hull, M R	1963	<i>The Roman potters' kilns of Colchester</i> , RRCSAL, 21
Medlycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England.</i> East Anglian Archaeology Occasional Papers 24 (EAA 24)
MHCLG	2019	<i>National Planning Policy Framework.</i> Ministry of Housing, Communities and Local Government.
Niblett, R	1985	<i>Sheepen: an early Roman industrial site at Camulodunum</i> , CBA Research Report 57

Emma Holloway



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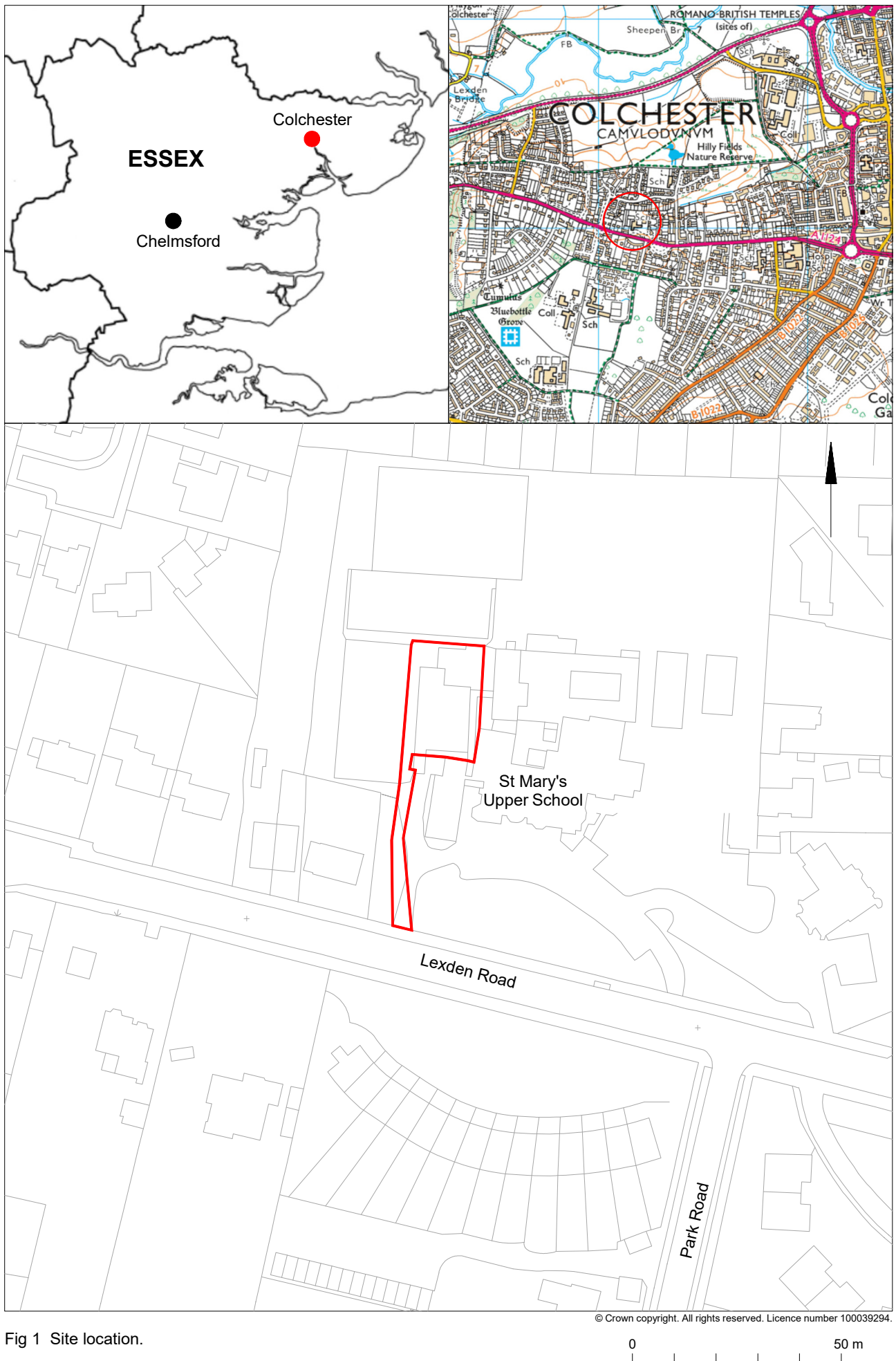


Fig 1 Site location.

OASIS DATA COLLECTION FORM: England

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OASIS ID: colchest3-399254

Project details

Project name	Archaeological investigation at St Mary's Upper School, 91 Lexden Road, Colchester, Essex, CO3 3RB.
Short description of the project	Archaeological monitoring was carried out at St Mary's Upper School, 91 Lexden Road, Colchester, Essex during groundworks for a new extension and a new decking area. The site lies within a known area of Late Iron Age and Roman burial grounds. Despite being located in an archaeologically-sensitive area, however, only a modern pit was recorded.
Project dates	Start: 22-07-2020 End: 02-09-2020
Previous/future work	Yes / Not known
Any associated project reference codes	200963 - Planning Application No.
Any associated project reference codes	2020/07e - Contracting Unit No.
Any associated project reference codes	ECC4595 - Sitecode
Type of project	Recording project
Site status	Conservation Area
Current Land use	Community Service 1 - Community Buildings
Monument type	PIT Modern
Investigation type	""Watching Brief""
Prompt	National Planning Policy Framework - NPPF

Project location

Country	England
Site location	ESSEX COLCHESTER COLCHESTER St Mary's Upper School, 91 Lexden Road, Colchester, Essex
Postcode	CO3 3RB
Study area	0.06 Hectares
Site coordinates	TL 98190 25007 51.887809390794 0.88031863415 51 53 16 N 000 52 49 E Point

Project creators

Name of Organisation	Colchester Archaeological Trust
Project brief originator	CBC Archaeological Officer
Project design originator	Emma Holloway
Project director/manager	Chris Lister
Project supervisor	Chris Lister
Type of sponsor/funding body	School
Name of sponsor/funding body	St Mary's School

Project archives

Physical Archive	No
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Exists?	
Digital Archive recipient	Colchester Museum
Digital Archive ID	ECC4595
Digital Media available	"Images raster / digital photography", "Text"
Paper Archive recipient	Colchester Museum
Paper Archive ID	ECC4595
Paper Media available	"Context sheet", "Miscellaneous Material", "Photograph", "Report", "Section"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological monitoring at St Mary's Upper School, Lexden Road, Colchester, Essex, CO3 3RB: July-September 2020
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Other bibliographic details	CAT Report 1627
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Colchester Borough Council

Rowan House, 33 Sheepen Road, Colchester,
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Place and Client Services

Brief for Archaeological Investigation

AT

St Marys School, 91 Lexden Road, Colchester CO3 3RB

PLANNING APPLICATION NUMBER: 200963

GRID REFERENCE: TL 98190 25007

DEVELOPMENT PROPOSAL: Extension of dining room area and remodel of school kitchen plus associated works

THIS BRIEF ISSUED BY: Jess Tipper
Archaeological Advisor
Tel: 01206 508920
E-mail: jess.tipper@colchester.gov.uk

Date: 15 July 2020

Archaeological Background

- 1.1 The proposed development is located within an area of archaeological interest recorded in the Colchester HER, less than 60m from a designated heritage asset (Scheduled Monument No 1002173, site of pre-Roman settlement). There is high potential for encountering Roman early occupation remains at this location.

Planning Background

- 2.1 In accordance with paragraph 199 of the National Planning Policy Framework, the Local Planning Authority has been advised of the need for the following planning condition relating to archaeological investigation:

No works shall take place until the implementation of a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation which has been previously submitted to and approved, in writing, by the Local Planning Authority. The Scheme 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 archive deposition of the analysis and records of the site investigation.
- e. Nomination of a competent person or persons/organisation to undertake the works.
- f. The site investigation shall thereafter be completed as agreed and approved in writing by the Local Planning Authority.

Reason: To safeguard archaeological assets within the approved development boundary from impacts relating to any groundworks associated with the development scheme and to ensure the proper and timely investigation, recording, reporting and presentation of

archaeological assets affected by this development, in accordance Adopted Development Policy DP14 (2010, Revised 2014) and the Colchester Borough Adopted Guidance titled Managing Archaeology in Development (2015).

- 2.2 The archaeological contractor must submit a copy of their Written Scheme of Investigation (WSI), based upon this brief of minimum requirements, to the Archaeological Advisor for Colchester Borough Council (CBC/AA).
- 2.3 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.
- 2.4 Following acceptance, the WSI should be submitted to the planning officer for formal consultation. The planning officer will be advised that an appropriate scheme of work is in place, and recommend partial discharge of the condition to allow work to commence. The WSI, however, is not a sufficient basis for the full discharge of the planning condition relating to archaeological investigation. Only the full implementation of the scheme (completion of fieldwork and reporting), will enable the condition to be discharged.
- 2.5 The WSI will provide the basis for measurable standards and will be used to establish whether the requirements of the planning condition will be adequately met.

Requirement for Archaeological Investigation

- 3.1 Machinery (fitted with a back-acting ditching bucket) is to be under the supervision and guidance of the archaeological contractor stopping at the uppermost archaeological horizon, to ensure hand excavation and recording of archaeological deposits by the archaeological contractor. The WSI should detail the archaeological excavation, sampling and dating strategies.
- 3.2 The archaeological investigation should provide a record of archaeological deposits which are damaged or removed by any development permitted by the current planning consent. Adequate time is to be allowed for full archaeological excavation and recording of any archaeological deposits revealed during the investigations. The WSI should provide for a contingency for absolute dating (radiocarbon/archaeomagnetic). The WSI should also provide for a contingency for scientific analysis of human remains; CBC must be informed immediately if human remains are encountered during the fieldwork.
- 3.3 If unexpected remains are encountered Colchester BC's Archaeological Advisor must be informed immediately. Amendments to this brief, and the WSI, may be required to ensure adequate provision for archaeological recording.
- 3.4 The method and form of development should be also monitored to ensure that it conforms to previously agreed locations and techniques upon which this brief is based. Amendments to this brief may be required to ensure adequate provision for archaeological recording. Any variation to the approved WSI must be agreed with the Archaeological Officer before they are carried out.

Arrangements for Archaeological Investigation

- 4.1 All arrangements for the excavation of the site, the timing of the work and access to the site, are to be defined and negotiated by the archaeological contractor with the commissioning body.
- 4.2 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 ecological considerations) rests with the commissioning body and its archaeological contractor.
- 4.3 Notification of the start of work shall be given to the Archaeological Officer one week in advance of its commencement, to ensure the scheme of archaeological investigation can be adequately monitored. Monitoring will include the fieldwork, post-excavation and publication stages.

Reporting and Archival Requirements

- 5.1 The project manager must obtain a Colchester HER Event number must be obtained from CBC's Archaeological Officer for the fieldwork; this will be the unique reference number for the work in the Colchester HER.
- 5.2 The report should present the results of the investigation in the spatial and temporal context, relating the site to the information recorded on historic maps held in the Essex Record Office. The WSI should also provide for a contingency in the event of the need for scientific analysis, including environmental studies, absolute dating and conservation of artefacts.
- 5.3 The project manager should consult the intended archive depository (Colchester and Ipswich Museums Service; collections@colchester.gov.uk) before the WSI is prepared regarding the specific requirements for the archive deposition and curation, and regarding any specific cost implications of deposition; agreement in principle for deposition should be obtained prior to approval of the WSI. The intended depository must be prepared to accept the entire archive resulting from the project (both finds and written archive) in order to create a complete record of the project. A clear statement of the form, intended content, and standards of the archive is to be submitted for approval as an essential requirement of the WSI. The WSI should include a Selection Strategy (<https://www.archaeologists.net/selection-toolkit>). An inventory of the site archive should be included in the report.
- 5.4 It is a policy of CBC that the integrity of the site archive be maintained (i.e. all finds and records should be properly curated by a single organisation), with the archive available for public consultation. It is expected that the landowner will deposit the full site archive, and transfer title to, the Colchester and Ipswich Museum Service, and this should be agreed before the fieldwork commences. If this is not possible for all or any part of the finds archive, then provision must be made for additional recording (e.g. photography, illustration, analysis) as appropriate. Finds must be appropriately conserved and stored in accordance with guidelines from the Institute of Conservation (ICON). CBC's Archaeological Advisor should be notified when the archive has been deposited Colchester and Ipswich Museums Service.

- 5.5 The WSI should state proposals for the deposition of the digital archive relating to this project with the Archaeology Data Service, or similar digital archive repository with expertise in curating digital archaeological archives, and allowance should be made for costs incurred to ensure proper deposition (<http://ads.ahds.ac.uk/project/policy.html>). CBC's Archaeological Advisor should be notified when the archive has been deposited with the preferred digital archive repository. The WSI should also include a Data Management Plan.
- 5.6 A report on the fieldwork and archive, consistent with the principles of MoRPHE, must be provided. Its conclusions must include a clear statement of the archaeological value of the results, and their significance in the context of the Regional Research Framework (East Anglian Archaeology, Occasional Papers 3, 8 and 24, 1997, 2000 and 2011). Reporting should be commensurate with results. Where positive results are drawn from the project, the results should be related to the relevant known archaeological information held in the Colchester Historic Environment Record. When no significant features or finds are found, a short report will be sufficient with the following information: location (grid ref., parish, ward, address), planning application number and type of development, date(s) of visit(s), methodology, plan showing areas observed in relation to ground disturbance/proposed development (a digital vector plan when possible), depth of ground disturbance and soil profile in each area, observations as to land use history (truncation, etc.), recorder and organisation, date of report.
- 5.7 A copy of the report, clearly marked DRAFT, must be presented to CBC for approval within six months of the completion of fieldwork unless other arrangements are negotiated. Following acceptance, a .pdf digital copy (in PDF/A or PDF/Archive format) should be presented to the Colchester HER.
- 5.8 Where appropriate, a digital vector plan should be included with the report, which must be compatible with MapInfo GIS software, for integration in the Colchester HER. AutoCAD files should also be exported and saved into a format that can be imported into MapInfo (for example, as a .dxf or .TAB files).
- 5.9 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> must be initiated and key fields completed on Details, Location and Creators forms. When the project is completed, all parts of the OASIS online form must be completed and a copy must be included in the final report and also with the site archive. A .pdf version (in PDF/A or PDF/Archive format) of the entire report should be uploaded.
- 5.10 A copy of the WSI should be appended to the report.
- 5.11 This brief remains valid for six 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.

Detailed 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 an archaeological watching brief (revised 2014) should be used for additional guidance in the execution of the project and in drawing up the report.

Notes

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



001



002



003



004



005



006



007



008



009



010



ECC4595_St-Mary's-School-Colchester_WB_PhotographicLog

Filename With Ext	annotation
ECC4595_Photograph_001.jpg	F1 oblique view - looking northeast
ECC4595_Photograph_002.jpg	Rep sx 1 - looking north
ECC4595_Photograph_003.jpg	Site shot
ECC4595_Photograph_004.JPG	Site shot
ECC4595_Photograph_005.JPG	Working shot
ECC4595_Photograph_006.JPG	Foundation trenching - looking north
ECC4595_Photograph_007.JPG	Rep sx 2 - looking east
ECC4595_Photograph_008.JPG	Site shot
ECC4595_Photograph_009.JPG	Foundation trenching - looking southwest
ECC4595_Photograph_010.JPG	Foundation trenching - looking southeast
ECC4595_Photograph_011.JPG	Foundation trenching - looking east

ECL4595

Site name: COLCHESTER ST MARY'S SCHOOL WD		Site code:	
Interpretation MADE GROUND FOR PAVING		Layer No. L2	
Period MON			
Location /grid ref			
Soil Description (circle or delete as necessary, and add other details)			
Consistence:	very loose soft friable firm hard dry moist wet		
Colour:	very light medium dark yellow orange green grey brown black		
Munsell (if used):	2.5YR 7.5YR 10YR		
Soil type:	sand silt clay loam clay silt sand		
Inclusions:flecks	charcoal oyster daub brick tile		
Inclusions:pieces	gravel %, stone %, tile/brick %, pot %, %		
Recording			
Plan nos.			
sx/profile nos.			
Photos taken	pre-ex	ex	post-ex
Finds			
Bag nos.			
Small find nos.			
Sample nos.			
Notes: (can be continued overleaf) COMPACTED LAYER OF CRUSH AND SANDY SOIL WITH A TERRAM BASE			
Matrix		Location and detail sketch	
<pre> graph TD L2[L2 (this context)] L1[L1] L3[L3] L2 --- L1 L2 --- L3 L2 --- B1[] L2 --- B2[] L2 --- B3[] L2 --- B4[] L2 --- T1[] L2 --- T2[] L2 --- T3[] L2 --- T4[] </pre>		SEE L1	
Completed by: C.T.L	Date: 22/7/20	tick here if continued overleaf →	

ECC4595

Site name: COLCHESTER ST MARY'S SCHOOL WA		Site code:	
Interpretation: MAD GROUND TOP SOIL		Layer No. L3	
Period: MOD - FORMER PLAYING FIELD?			
Location /grid ref			
Soil Description (circle or delete as necessary, and add other details)			
Consistence:	very loose (soft) friable firm hard dry (moist) wet		
Colour:	very light medium (dark) yellow orange green grey (brown) (black)		
Munsell (if used):	2.5YR 7.5YR 10YR		
Soil type:	sand (silt) clay (loam) clay silt sand		
Inclusions:flecks	charcoal oyster daub brick tile		
Inclusions:pieces	gravel %, stone %, tile/brick %, pot %, %		
Recording			
Plan nos.			
sx/profile nos.			
Photos taken	pre-ex	ex	post-ex
Finds			
Bag nos.			
Small find nos.			
Sample nos.			
Notes: (can be continued overleaf)			
UNDISTURBED GOOD TOPSOIL / LOAM DIRECT ONTO NATURAL (FOUNDATION FOR ADJACENT BUILDINGS HICK 300mm)			
Matrix		Location and detail sketch	
Completed by: C.T.L	Date: 22/7/20	tick here if continued overleaf →	

ECC4595

Site name: COLCHESTER ST MARY'S SCHOOLWS		Site code:	
Interpretation NATURAL		Layer No. L4	
Period P. GLACIAL.			
Location /grid ref			
Soil Description (circle or delete as necessary, and add other details)			
Consistence:	very loose soft <u>friable</u> firm hard <u>dry</u> moist wet		
Colour:	very light <u>medium</u> dark yellow <u>orange</u> green grey brown black		
Munsell (if used):	2.5YR 7.5YR 10YR		
Soil type:	<u>sand</u> silt clay loam clay silt sand		
Inclusions:flecks	charcoal oyster daub brick tile		
Inclusions:pieces	gravel <u>40</u> %, stone %, tile/brick %, pot %, %		
Recording			
Plan nos.			
sx/profile nos.			
Photos taken	pre-ex	ex	post-ex
Finds			
Bag nos.			
Small find nos.			
Sample nos.			
Notes: (can be continued overleaf)			
COARSE ORANGE SAND + GRAVEL FOUNDATION CUT MACHINED 420mm INTO THIS.			
Matrix		Location and detail sketch	
<pre> graph TD A1[] --- L4[L4] A2[] --- L4 A3[L3] --- L4 A4[] --- L4 L4 --- B1[] L4 --- B2[] L4 --- B3[] L4 --- B4[] style A3 fill:#fff,stroke:#000 style L4 fill:#fff,stroke:#000 style B1 fill:#fff,stroke:#000 style B2 fill:#fff,stroke:#000 style B3 fill:#fff,stroke:#000 style B4 fill:#fff,stroke:#000 </pre>		SEE L1	
Completed by: C.I.L	Date: 22/7/20	tick here if continued overleaf →	

Site name: <u>COLCHESTER ST MARY'S SCHOOL WB</u>		Site code:	
Interpretation <u>PIT</u>			Feature No. <u>F1</u>
Period <u>MOD</u>			
Location /grid ref			
Soil Description (circle or delete as necessary, and add other details)			
Consistence:	very <u>(loose)</u> soft friable firm hard dry moist wet		
Colour:	very light <u>(medium)</u> dark yellow orange green <u>(grey)</u> <u>(brown)</u> black		
Munsell (if used):	2.5YR 7.5YR 10YR		
Soil type:	sand <u>(silt)</u> clay loam clay silt <u>(sand)</u>		
Inclusions:flecks	charcoal oyster daub brick tile		
Inclusions:pieces	gravel <u>20</u> %, stone %, tile/brick <u>20</u> %, pot %		
Recording			
Plan nos.			
sx/profile nos.			
Photos taken	pre-ex	ex	post-ex
Finds			
Bag nos.			
Small find nos.			
Sample nos.			
Notes: (can be continued overleaf)			
<p><i>'POSSIBLY' RELATED TO REMOVAL OF TREE STUMPS. FULL OF LARGE LUMPS OF CONCRETE + BRICK</i></p>			
Matrix		Location and detail sketch	
Completed by: <u>C.T.C</u>		Date: <u>22/07/20</u>	
		tick here if continued overleaf <input type="checkbox"/>	

1:100 RM 02.09.2020

Colchester, St Mary's School WB

↑ N

Netball Court

Footling trench

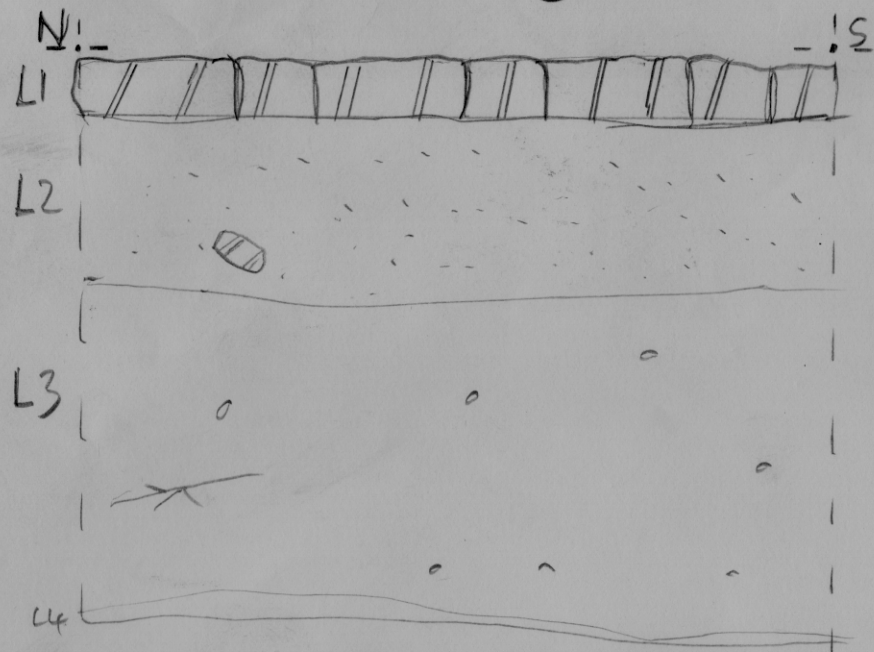
New Build

EC44 6 1 S

1/2 ROP
5x

modern
plastic pf

IM Rep SX 1:10 RM W Facing 02/09/2020



L1 = Modern brick paving

L2 = Sand and Crust made grana

L3 = Top Soil - Firm, Slightly moist,
medium brown-grey sandy silt.

L4 = Natural

Colchester, St Mary's School WB