

Archaeological evaluation on land south of Grove Hall, Blind Lane, Tolleshunt Knights, Essex, CM9 8EW

August 2020



by Dr Elliott Hicks

with contributions by Dr Matthew Loughton, Laura Pooley and Alec Wade
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fieldwork by Ben Holloway with Ziya Eksen and Alexander Smith

**commissioned by Natalie Winspear (Brooks Leney)
on behalf of Robert Ashcroft**

NGR: TL 91749 13836 (centre)

Planning ref.: MAL/20/00359

CAT project ref.: 20/08a

ECC code: TOKGH20

OASIS ref.: colchest3-400440



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CAT Report 1591
August 2020

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1 Summary

An archaeological evaluation (two trial-trenches) was carried out on land south of Grove Hall, Blind Lane, Tolleshunt Knights, Essex, in advance of the construction of two agricultural buildings and an area of hardstanding. The site lies within a farmstead located to the south of the hall, which is a listed timber-framed building dating to the 17th century. Excavations revealed a post-medieval area of hardstanding and a ditch and pit dating to the medieval or post-medieval periods, all of which are likely associated with agricultural activity at the farm.

2 Introduction (Fig 1)

This is the report for an archaeological evaluation by trial-trenching on land at south of Grove Hall, Blind Lane, Tolleshunt Knights Essex which was carried out on 13th August 2020. The work was commissioned by Natalie Winspear of Brooks Leney on behalf of Robert Ashcroft in advance of the construction of two agricultural buildings and an area of hard standing, and was undertaken by Colchester Archaeological Trust (CAT).

In response to consultation with Essex County Council Place Services (ECCPS), Historic Environment Advisor Maria Medlycott advised that in order to establish the archaeological implications of this application, the applicant should be required to commission a scheme of archaeological investigation in accordance with the *National Planning Policy Framework* (MHCLG 2019).

All archaeological work was carried out in accordance with an *Archaeological Brief for Trial Trenching and Excavation*, detailing the required archaeological work, written by Maria Medlycott (ECCPS 2020), and a written scheme of investigation (WSI) prepared by CAT in response to the brief and agreed with ECCPS (CAT 2020).

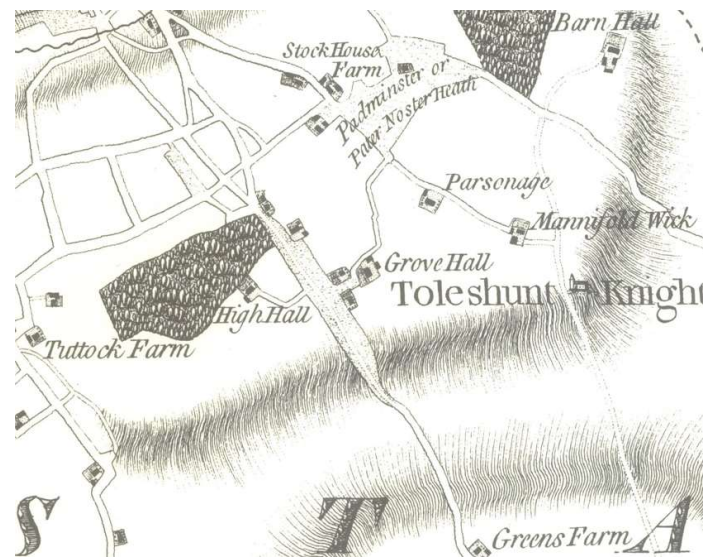
In addition to the brief and WSI, all fieldwork and reporting was done in accordance with English Heritage's *Management of Research Projects in the Historic Environment (MoRPHE)* (English Heritage 2006), and with *Standards for field archaeology in the East of England* (EAA 14 and 24). This report mirrors standards and practices contained in the Institute for Archaeologists' *Standard and guidance for archaeological field evaluation* (ClfA 2014a) and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (ClfA 2014b).

3 Archaeological background

The following archaeological background draws on the Brief and the Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessible to the public via <http://www.heritagegateway.org.uk>).

The proposed development site is located in the village of Tolleshunt Knights, an area potentially containing significant medieval and post-medieval archaeological remains. Grove Hall is a 17th-century timber-framed listed building (NHLE 1121933, EHER 39204). The Chapman and André map of 1777 depicts the hall as part of a complex of buildings set within a network of lanes and linear greens (see Map 1 below). A medieval harness fitting (EHER 51432), a selection of medieval or post-medieval buckles, a jetton and a purse (EHER 54479, 53528), a seal, a plaque of the crucifixion and hammered silver coins (EHER 49506), and a post-medieval finger-ring (EHER 54480) have been found within the vicinity of the hall.

The church of all saints (NHLE 1121928, EHER 11492) lies c 900m east of Grove Hall. The church has its origins in the 12th century with additions made in the 15th and 19th centuries. Just northeast of the church is the possible site of a Roman villa, and Roman tile and a tessellated floor have been uncovered at Barn Hall, approximately 1.6km northeast (EHER 11494).



Map 1 extract from Chapman and André's map of Essex, 1777

A series of cropmarks lies some 1km southeast of the development (EHER 47756). The remains indicated by these cropmarks are probably of prehistoric date, and include a rectangular enclosure, a north-south aligned trackway and associated field boundaries.

Several listed buildings are located to the southwest of the site. These include Oxley House Cottage, a pair of 18th-century timber-framed cottages now combined to form one dwelling (NHLE 1122619, EHER 39191), Oxley House, an early 19th-century house (NHLE 1142519, EHER 39190) and High Hall Farmhouse, a 17th-century timber-framed farmhouse (NHLE 1122631, EHER39193).

Artefacts recovered within the surrounding area also include post-medieval coins (EHER 54481, 54483), medieval coins (EHER 52729, 52730, 53243, 54477), Roman tile (EHER 11498) and a Bronze Age palstave (EHER 11539).

4 Aims

The aim of the archaeological evaluation was to record the extent of any surviving archaeological deposits, and to assess the archaeological potential of the site to allow the ECCHEA to determine if further investigation is required.

5 Results (Figs 2-3)

Two trial-trenches were machine-excavated under the supervision of a CAT archaeologist. Trench T1 was 30m long and 1.8m wide; trench T2 was 50m long and 1.8m wide. The two trenches were arranged to form a cross.

The trenches were cut through modern ploughsoil (L1, c 0.25-0.33m thick, soft friable moist medium brown sandy-silt) onto natural (L2, firm moist orange/brown clay).

Trench 1 (T1): 30m long by 1.8m wide

Medieval/post-medieval ditch F1 was aligned ENE-WSW and was 1.1m wide and 0.24m deep.



Photograph 1 T1 trench shot – looking north northwest

Trench 2 (T2): 50m long by 1.8m wide

Post-medieval hardstanding F2 was uncovered at the western end of the trench. The feature was 0.07-0.11m deep. It extended beyond the limit of excavation, but its exposed extent was approximately 4.5m across.

Medieval/post-medieval pit F3 extended beyond the LOE, and so its full dimensions could not be ascertained, but its exposed extent was 0.67m wide and 0.22m deep.



Photograph 2 T2 trench shot – looking west southwest

6 Finds

6.1 Ceramic finds

by Dr Matthew Loughton

The evaluation produced a small assemblage of ceramic building material (henceforth CBM) and pottery with 24 sherds with a weight of 1.6 kg (Table 1).

Ceramic material	no.	weight/g	MSW/g	Rim EVE
Pottery	4	41	10	0.00
CBM	20	1,566	78	-
All	24	1,607	67	0.00

Table 1 Details on the main types of ceramics and pottery

This material was recovered from three contexts:

F1 ditch: seven sherds of medieval/post-medieval peg-tile with a weight of 769g and one sherd of medieval sandy greyware pottery (fabric F20) with a weight of 12g dating to c 1150-1375/1400.

F2 Hardstanding: eleven sherds of medieval/post-medieval peg-tile with a weight of 691g and two sherds of post-medieval red earthenware pottery with a weight of 23g dating to c 1500-19th/20th century.

F3 Pit: two sherds of medieval/post-medieval peg-tile with a weight of 106g and one sherd of Roman coarse oxidised and related wares with a weight of 6g.

All of these features can be dated to the post-medieval period.

6.2 Small finds and other miscellaneous metalwork

by Laura Pooley

Several metal objects were found with a metal detector in ploughsoil L1. The first was an incomplete copper-alloy crotal bell (SF1) likely dating from the mid 16th to the 17th century. The upper hemisphere included an integral pointed suspension loop with drilled hole and was decorated with a plain sunburst design. Although little remains of the lower hemisphere it appears to be decorated with radiating leaves or feathers.

An iron hinge pivot (SF2) used to hang doors, shutters or windows, and possible metalworking tools resembling a hot chisel (SF3) and punch (SF4) were also recovered along with a tapering iron strip/tool (SF5). Interestingly, two fragments of what could be ironworking debris/waste were also found in L1 (finds no.7; 28.9g). Similar examples of the hinge pivot, hot chisel and punch have been published in Goodall (2011), but the finds from this site could be of medieval or post-medieval date. A fragment of lava quernstone (SF6) also came from L1 in T2.

Other undated metal finds from L1 (finds nos. 6-7) included a fragment of iron horseshoe (81.6g), three iron nails (32.0g) and a fragment of scrap lead (3.5g). These five finds have been discarded.

Fig 4.1 SF1, L1, finds no. 5. Incomplete copper-alloy crotal bell with most of the lower hemisphere missing. The upper hemisphere has two sound holes (both incomplete), an integral pointed suspension loop with drilled hole, and is decorated with a plain sunburst design. Little remains of the lower hemisphere which appears to be decorated with radiating leaves or feathers. 33.5mm long, 25.8mm diameter and 15.7g.

Fig 4.2 SF2, L1, finds no. 7. Hinge pivot. Iron, L-shaped with a long tapering iron shank of rectangular cross-section and a short circular-sectioned arm. 76.7mm and 39.1mm long, 12.7mm wide (max.), 9.7mm thick, 43.8g.

Fig 4.3 SF3, L1, finds no. 7. Hot chisel. Iron bar, rectangular in cross-section, expanded in the centre, tapering to a flat rounded head at one end and a short blade (broken) at the other. 73.8mm long, 12.7mm wide, 11.9mm thick, 29.1g.

Fig 4.4 SF4, L1, finds no. 7. Punch. Iron bar, square in cross-section, slightly expanded in the centre, tapering to a flat head at one end and a point at the other. 58.4mm long, 11.1mm wide, 9.1mm thick, 13.0g.

Fig 4.5 SF5, L1, finds no. 7. Flat iron strip, rectangular in cross-section, flat at one end at tapering to a point. 69.2mm long, 4.6-12.2mm wide, 5.1mm thick, 7.1g.

SF6, L1, finds no. 4. Lava quernstone, fragment, includes one original flat surface but other surface and sides broken and abraded. 255mm long, 124mm wide, 43mm thick, 1.45kg.

6.3 Animal bone *by Alec Wade*

The evaluation at Grove Hall, Tolleshunt Knights, produced just five pieces of animal bone weighing a total of 56g from a single context dating to the post-medieval period (hardstanding F2 in T2).

These were part of the mandibular hinge of a sheep or goat and multiple joining fragments of a cow's metacarpal that had been heavily dog gnawed.

7 Conclusion

Excavations at this site revealed three features. An area of hardstanding lay at the far western end of the site. Dating to the post-medieval period, it is likely that it was related to animal husbandry at the farm. A pit and a ditch were also uncovered. Both produced fragments of peg-tile, placing their origins in the medieval or post-medieval eras, but they probably date to the same period as the area of hardstanding, and are also related to historic activity at the farm.

A particularly rich collection of artefacts hinting at historic activities at the hall and its associated farmstead was recovered from the ploughsoil. A 16th- or 17th-century crotal bell was probably lost during ploughing within this field. A fragment of lava quernstone was also recovered, indicating domestic activity in the vicinity. Additionally, a number of possible metal-working tools, as well as a number of other metal objects including two fragments of ironworking waste were also retrieved, suggesting that metal-working had also occurred in this area. This domestic and metal-working activity may also have occurred during the post-medieval period, but it is possible that they formed part of an earlier phase of activity at the site.

8 Acknowledgements

CAT thanks Kevin Swayne for commissioning and funding the work. The project was managed by C Lister, fieldwork was carried out by B Holloway with Z Eksen and A Smith. Figures are by C Lister, B Holloway and E Holloway. The project was monitored for ECCPS by Maria Medlycott.

9 References

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

Brown, N & Glazebrook, J	2000	<i>Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy.</i> East Anglian Archaeology Occasional Paper 8 (EAA 8)
CAT	2020	<i>Health & Safety Policy</i>
ClfA	2014a	<i>Standard and Guidance for archaeological evaluation</i>
ClfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
ECCPS	2020	<i>Brief for archaeological trial-trenching and excavation on land south of Grove Hall, Blind Lane, Tolleshunt Knights</i> , by M Medlycott
Goodall, I	2011	<i>Ironwork in Medieval Britain: An Archaeological Study</i>
Gurney, D	2003	<i>Standards for field archaeology in the East of England.</i> East Anglian Archaeology Occasional Papers 14 (EAA 14)
Historic England (HE)	2015	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
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.

10 Abbreviations and glossary

Bronze Age	period from c 2500 – 700 BC
CAT	Colchester Archaeological Trust
CBM	ceramic building material, ie brick/tile
ClfA	Chartered Institute for Archaeologists
context	specific location of finds on an archaeological site
ECC	Essex County Council
ECCHEA	Essex County Council Historic Environment Advisor
ECCPS	Essex County Council Place Services
EHER	Essex Historic Environment Record
feature (F)	an identifiable thing like a pit, a wall, a drain: can contain ‘contexts’
layer (L)	distinct or distinguishable deposit (layer) of material
medieval	period from AD 1066 to c 1500
modern	period from c AD 1800 to the present
natural	geological deposit undisturbed by human activity
NGR	National Grid Reference
OASIS	O nline A ccess to the I ndex of A rchaeological I nvestigations, http://oasis.ac.uk/pages/wiki/Main
peg-tile	rectangular thin tile with peg-hole(s) used mainly for roofing, first appeared c AD1200 and continued in use to present day, but commonly post-medieval to modern
post-medieval	from c AD 1500 to c 1800
prehistoric	pre-Roman
Roman	the period from AD 43 to c AD 410
section	(abbreviation sx or Sx) vertical slice through feature/s or layer/s
wsi	written scheme of investigation

11 Contents of archive

Finds: part of one box (metal objects)

Paper record

One A4 document wallet containing:

The report (CAT Report 1591)

ECC evaluation brief, CAT written scheme of investigation

Original site record (trench sheets, sections)

Site digital photos and log

Inked sections

Digital record

The report (CAT Report 1591)
ECC evaluation brief, CAT written scheme of investigation
Site digital photographs, thumbnails and log
Graphic files
Survey data

12 Archive deposition

The paper and digital archive is currently held by the Colchester Archaeological Trust at Roman Circus House, Roman Circus Walk, Colchester, Essex CO2 7GZ, but will be permanently deposited with Colchester Museum under project ref. TOKGH20

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Distribution list:

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on behalf of Robert Ashcroft
ECC Place Services Historic Environment Advisor
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Checked by: Philip Crummy
Date: 03.09.2020

Appendix 1 Pottery list

Cxt	Feature type	Find no.	TR	NR	GR	M SW	Discard	Rim	Handle	Base	Dec.	Stamp	Graf Pre-F	Graf Post-F	Wind	Soot	Pitting	Burn	Overfired	Residue	Abraded	Modif.	Mark	Repair hole	Hole	Disc	Polishing	Fabric Grp	Typology	Vessel function	EVE	Diam.	Vessel H.	Comments	Date
F1	Ditch	1		1	12	12	X																				F20								c.1150-1375/1400
F2	Handstanding	2		2	23	12	X																				F40								c.1500-19th/20th century
F3	Pit	3		1	6	0																					DJ								Roman

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Appendix 2 CBM list

Cxt	Feature type	Find no.	Trench	NR	GR	MSW	Discard	Typology	Sub-type	FL CORN	MINI	FL H.	FL W.	FL TH.	LCA	LCA L.	UCA	UCA L.	Stamp	Sign.	Tally	Graf PF	Animal	Shoe	Scord	Comb.	Roller	Circ. Vt.	Rect. Vt.	Bl. vt.	PH R.	PH SQ	2 Phs	Blind	L	BR.	TH.	Mortar	Burnt	Overfired	Abraded	Modif.	Comments	Date					
F1	Ditch	1		5	629	120	X	PT			0																																double peg holes 13-14 mm	Medieval-Past Medieval					
F1	Ditch	1		2	140	70	X	PT			0																																						
F2	Handstanding	2	T2	10	614	61	X	PT			0																																						
F2	Handstanding	2	T2	1	77	77	X	PT			0																		X																				
F3	Pit	3		2	106	53	X	PT			0																																						

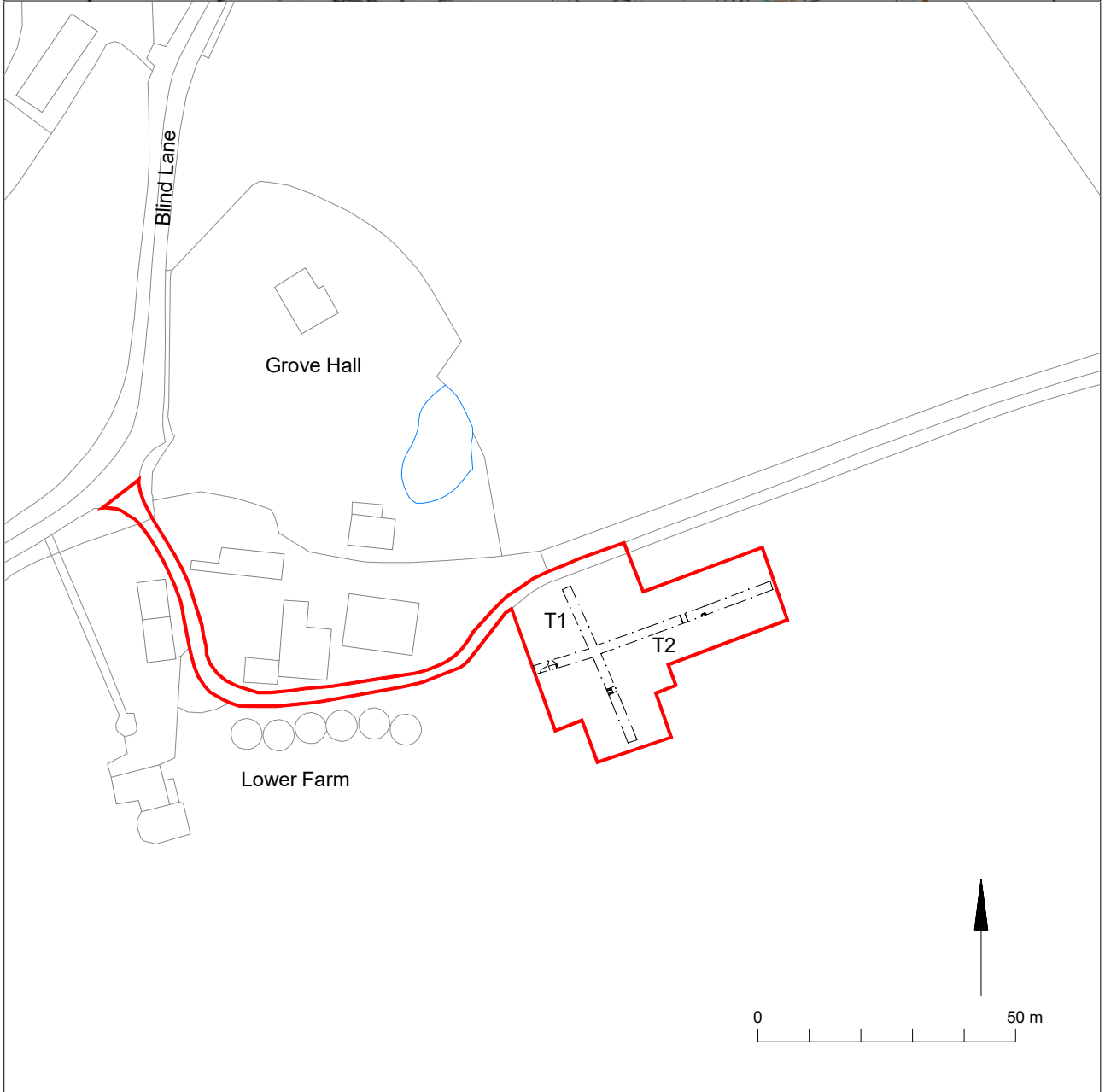
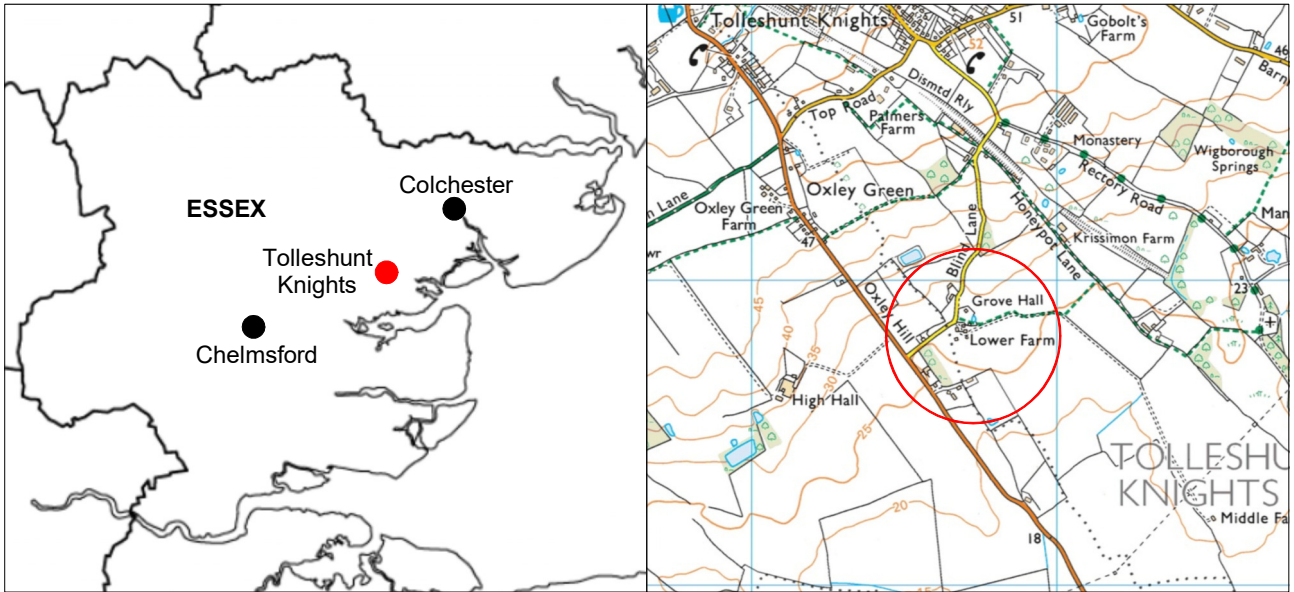


Fig 1 Site location and trench proposal.

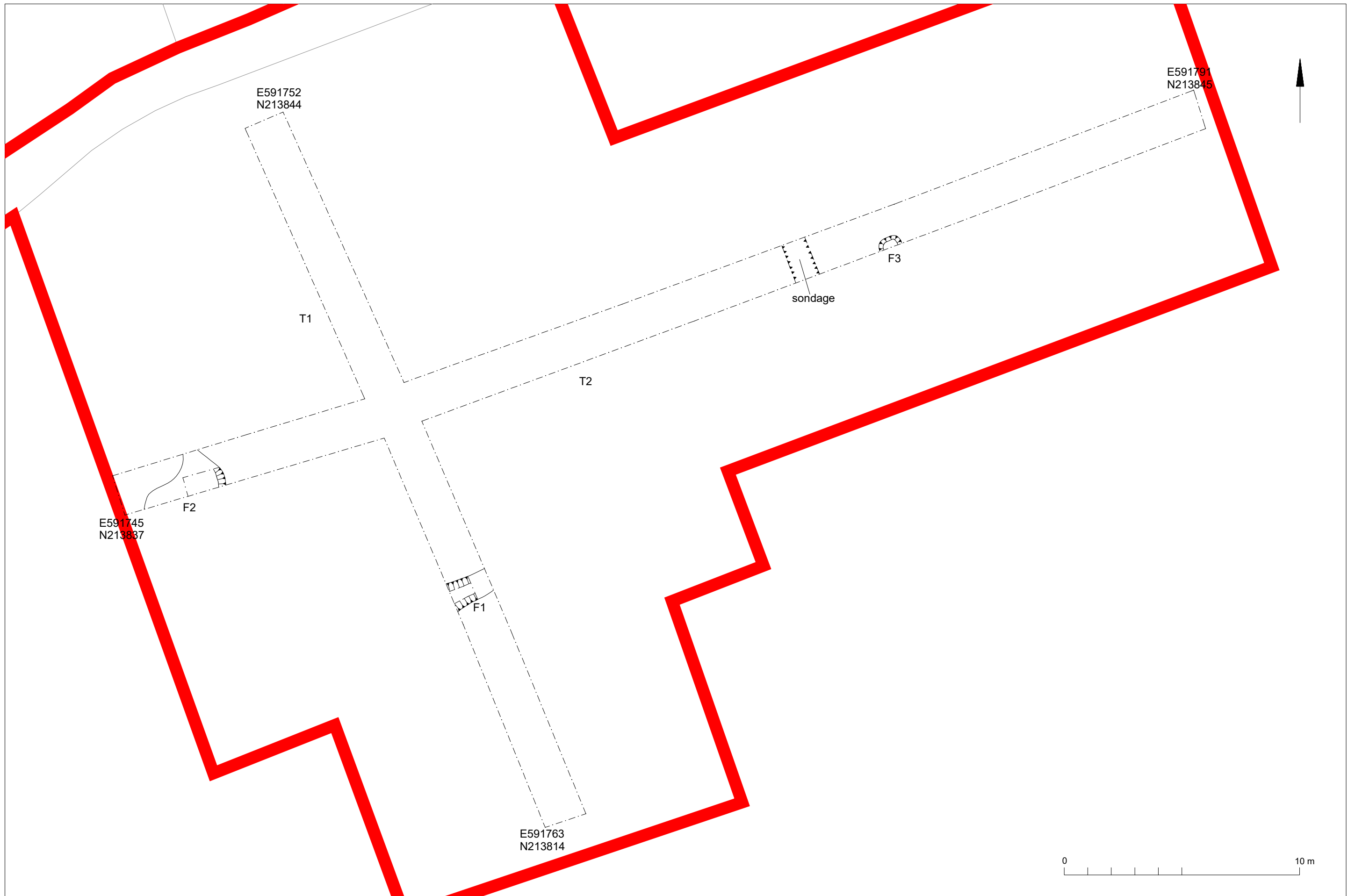


Fig 2 Evaluation results.

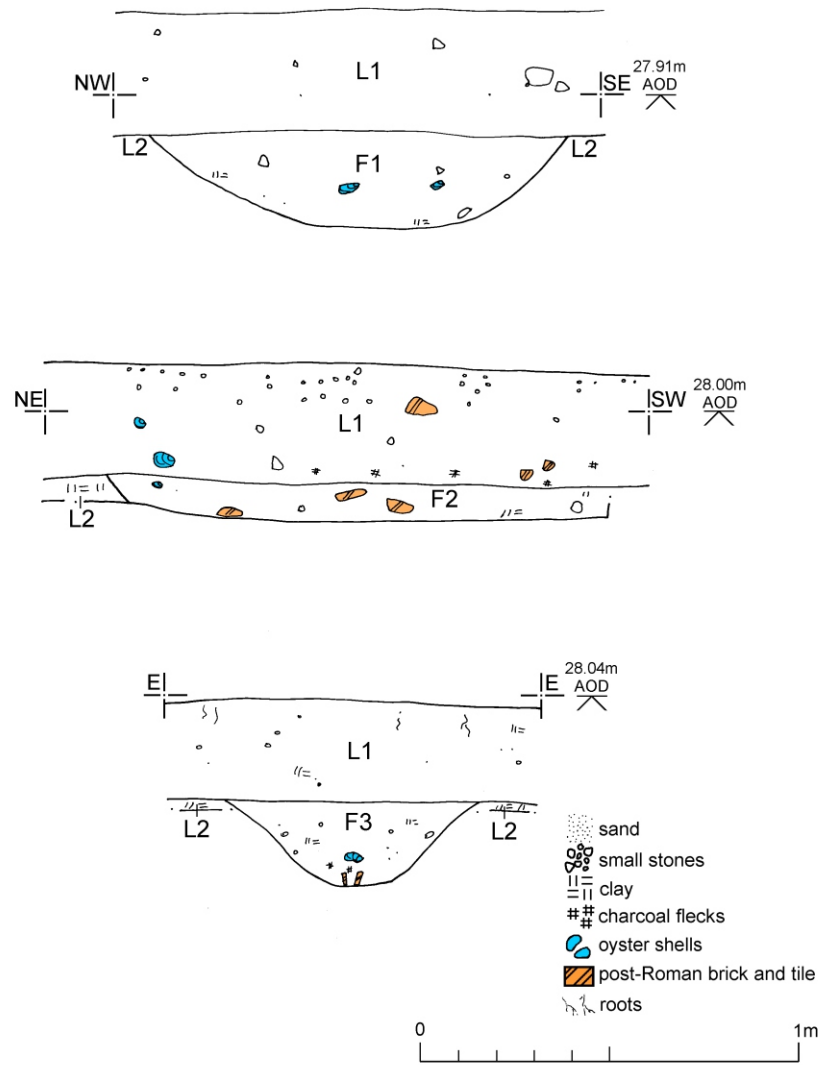


Fig 3 Sections.



Fig 4 Small finds: copper-alloy (1) and iron (2-5).

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Printable version

OASIS ID: colchest3-400440

Project details

Project name	Archaeological evaluation on land south of Grove Hall, Blind Lane, Tolleshunt Knights, Essex, CM9 8EW: August 2020
Short description of the project	An archaeological evaluation (two trial-trenches) was carried out on land south of Grove Hall, Blind Lane, Tolleshunt Knights, Essex, in advance of the construction of two agricultural buildings and an area of hardstanding. The site lies within a farmstead located to the south of the hall, which is a listed timber-framed building dating to the 17th century. Excavations revealed a post-medieval area of hardstanding and a ditch and pit dating to the medieval or post-medieval periods, all of which are likely associated with agricultural activity at the farm.
Project dates	Start: 13-08-2020 End: 13-08-2020
Previous/future work	No / Not known
Any associated project reference codes	2020/08a - Contracting Unit No.
Any associated project reference codes	TOKGH20 - Sitecode
Any associated project reference codes	colchest3-400440 - OASIS form ID
Type of project	Field evaluation
Site status	None
Current Land use	Cultivated Land 2 - Operations to a depth less than 0.25m
Monument type	DITCH Medieval
Monument type	DITCH Post Medieval
Monument type	PIT Medieval
Monument type	PIT Post Medieval
Monument type	HARDSTANDING Post Medieval
Significant Finds	CBM Medieval
Significant Finds	CBM Post Medieval
Significant Finds	POTTERY Roman
Significant Finds	POTTERY Medieval
Significant Finds	POTTERY Post Medieval
Significant Finds	METAL OBJECT Medieval
Significant Finds	METAL OBJECT Post Medieval
Significant Finds	METAL OBJECT Uncertain
Significant Finds	QUERNSTONE Uncertain

Project location

Country	England
Site location	ESSEX MALDON TOLLESHUNT KNIGHTS Land south of Grove Hall, Blind Lane
Postcode	CM6 8EW
Study area	0.16 Hectares
Height OD / Depth	Min: 27.76m Max: 27.85m

Project creators

Name of Organisation	Colchester Archaeological Trust
Project brief originator	HEM Team Officer, ECC

Project design originator Sarah Carter
 Project director/manager Chris Lister
 Project supervisor Ben Holloway
 Type of sponsor/funding body Owner

Project archives

Physical Archive recipient Colchester Museum
 Physical Archive ID TOKGH20
 Physical Contents "Metal"
 Digital Archive recipient Colchester Museum
 Digital Archive ID TOKGH20
 Digital Media available "Images raster / digital photography","Text"
 Paper Archive recipient Colchester Museum
 Paper Archive ID TOKGH20
 Paper Media available "Miscellaneous Material","Photograph","Report","Section"

Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)
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Written Scheme of Investigation (WSI) for archaeological evaluation by trial-trenching and excavation on land south of Grove Hall, Blind Lane, Tolleshunt Knights, CM9 8EW

NGR: TL 91749 13836 (centre)
Parish: Tolleshunt Knights

Planning reference: MAL/20/00359

Commissioned by: Natalie Winspear (Brooks Leney)
Client: Mr Robert Ashcroft

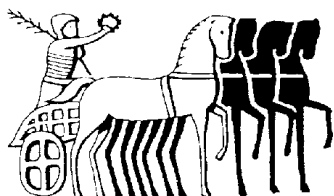
Curating museum: Colchester
ECC project code: TOKGH20

CAT project code: 2020/08a
Oasis project ID: colchest3-400440

Site manager: Chris Lister

ECC monitor: M Medlycott

This WSI written: 04.08.2020



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Site location and description

The proposed development site is located on land south of Grove Hall, Blind Lane, Tolleshunt Knights, Essex (Fig 1). The site is centred at National Grid Reference (NGR) TL 91749 13836.

Proposed work

The planning application proposes to erect two agricultural buildings and area of hard standing.

Archaeological background

The following archaeological background draws on the Brief and the Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessible to the public via <http://www.heritagegateway.org.uk>).

The proposed development site is located in the village of Tolleshunt Knights, in an area of high medieval and post-medieval archaeological potential. Grove Hall is a 17th-century timber-framed listed building (NHLE 1121933, EHER 39204). The 1777 Chapman and André map shows Grove Hall (see Map 1 below) as part of a complex of buildings within a network of medieval green lanes and linear greens. Findspots within the area of the hall include a medieval harness fitting (EHER 51432), a selection of medieval to post-medieval buckles, a jetton and a purse (EHER 54479, 53528), a seal, plaque of the crucifixion and hammered silver coins (EHER 49506), and a post-medieval finger-ring (EHER 54480).



Map 1 An extract of the 1777 Chapman and André map showing Grove Hall.

The church of all saints (NHLE 1121928, EHER 11492) lies 900m east of Grove Hall, it has origins in the 12th century with later 15th and 19th century details. Just north-east of the church is the site of a possible Roman Villa, Roman tile has been discovered along with a tessellated floor at Barn Hall (EHER 11494)

1km to the south-east of the development is the site of probable prehistoric cropmarks (EHER 47756). These include a rectangular enclosure approximately 40m across, a north-south trackway and associated field boundaries.

To the south-west of the site are a few listed buildings. 220m away is Oxley House Cottage, a pair of 18th-century timber-framed cottages now combined to form one (NHLE 1122619, EHER 39191) and Oxley House, an early 19th-century house (NHLE 1142519, EHER 39190). 650m away is High Hall Farmhouse, a 17th-century timber-framed farmhouse (NHLE 1122631, EHER39193).

Findspots in the surrounding area also include a post-medieval coin (EHER 54481) 500m north, medieval coins (EHER 52729, 52730, 53243, 54477) 300m north-west, a post-medieval coin (EHER 54483) 100m south-east, Roman tile (EHER 11498) 600m south-east and a Bronze Age palstave (EHER 11539) 1km north-west.

Planning background

A planning application (MAL/20/00359) was submitted to Maldon District Council in March 2020 proposing the construction two agricultural buildings and an area of hard standing.

As the site lies within an area highlighted by the EHER as having a high potential for archaeological remains, archaeological trial-trenching and excavation was recommended. This follows guidelines given in the National Planning Policy Framework (MHCLG 2019):

L1 Archaeological Assessment

No development including any site clearance or groundworks of any kind shall take place within the site until the applicant or their agents; the owner of the site or successors in title has submitted an archaeological assessment by an accredited archaeological consultant to establish the archaeological significance of the site. Such archaeological assessment shall be approved by the local planning authority and will inform the implementation of a programme of archaeological work. The development shall be carried out in a manner that accommodates such approved programme of archaeological work.

L2 Implementation of Archaeological Fieldwork Programme

No development including any site clearance or groundworks of any kind shall take place within the site until the applicant or their agents; the owner of the site or successors in title has secured the implementation of a programme of archaeological work from an accredited archaeological contractor in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority. The development shall be carried out in a manner that accommodates the approved programme of archaeological work.

Requirement for work (Fig 2)

The required archaeological work will consist of trial-trenching and excavation to determine the location, extent, date, character, condition, significance and quality of any surviving archaeological remains. Details are given in a Project Brief written by ECCPS (*Brief for Archaeological trial trenching and excavation on Land south of Grove Hall, Blind Lane, Tolleshunt Knights – ECC 2020*).

Specifically, two trial-trenches (arranged in a cross-shape) will be excavated across the length and breadth of the proposed development area. The trenches will measure 32m and 48m long by 1.8m wide.

If significant archaeological remains are identified, and only on the instruction of the ECCHEA, the excavation area will be expanded to encompass the entirety of the areas of groundworks.

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 2020)
- the Project Brief issued by ECC Historic Environment Advisor (ECCPS 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 ECCHEA 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 EHER. This will include an uploaded .PDF version of the entire report.

A project or site code will be sought from ECCHEA and/or the curating museum, as appropriate to the project. This code will be used to identify the project archive when it is deposited at the curating museum.

Staffing

The number of field staff for this project is estimated as follows: One CAT officer and two archaeologists for two days.

In charge of day-to-day site work: Ben Holloway/Mark Baister

Evaluation and excavation methodology

Where appropriate, modern overburden and any topsoil stripping/levelling will be performed using a mechanical excavator equipped with a toothless ditching bucket under the supervision and to the satisfaction of a professional archaeologist. If no archaeologically significant deposits are exposed, machine excavation will continue until natural subsoil is reached.

Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

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

There will be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. For linear features 1m wide sections will be excavated across their width to a total of 10% of the overall length. Discrete features, such as pits, will have 50% of their fills excavated, although certain features may be fully excavated. Complex archaeological structures such as walls, kilns, ovens or burials will be carefully cleaned, planned and fully recorded, but where possible left *in situ*. Only if it can be demonstrated that the complex structure/feature is likely to be destroyed by groundworks, and only then after discussion with the ECCHEA, will it be removed.

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

The depth and nature of colluvial or other masking deposits will be established. Therefore, a sondage will be excavated in each trench to test the stratigraphy of the site. This will occur in every trench unless it can be demonstrated that a feature excavated within a particular trench has clearly penetrated into natural.

A representative section will be drawn of each trench, to include ground level, the depth of machining within the trench and the depth of any sondages.

Trained CAT staff will use a metal detector to scan all trenches both before and during excavation. All spoil heaps will also be scanned and 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.

All features and layers or other significant deposits will be planned, and their profiles or sections recorded. The normal scale will be site plans at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be appropriate.

The photographic record will consist of general site shots, and shots of all archaeological features and deposits. A photographic scale (including north arrow) shall be included in the case of detailed photographs. A photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

Trenches will not be backfilled until they have been signed off by the ECCHEA.

Site surveying

The evaluation trench and any features will be surveyed by Total Station, unless the particulars of the features indicate that manual planning techniques should be employed. 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 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 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 process the samples and the flots will be sent to Val Fryer or Lisa Gray for analysis and reporting.

Should any complex, or otherwise outstanding deposits be encountered, VF or 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 ECCHEA. If circumstances indicated it were prudent or necessary to remove remains from the site during the evaluation, 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. 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 ECCHEA 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.

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.

Matthew Loughton (CAT) normally writes our finds reports. Some categories of finds are automatically referred to other CAT specialists:

non-ceramic bulk finds: Laura Pooley
small finds, metalwork, coins, etc: Laura Pooley
animal bones (small groups): Alec Wade / Adam Wightman
flints: Adam Wightman

or to outside specialists:

animal bones (large groups): Julie Curl (*Sylvanus*)
project osteologist (human remains): Julie Curl
environmental processing and reporting: Val Fryer / Lisa Gray
conservation of finds: Norwich Museum / Laura Ratcliffe (LR Conservation)

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

Roman brick/tile: Ernest Black / Ian Betts (MOLA)
Roman glass: Hilary Cool
Prehistoric pottery: Stephen Benfield / Paul Sealey / Nigel Brown
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 ECCHEA.

Post-excavation assessment

An updated post-excavation assessment will be submitted within 2 months or at an alternatively agreed time with the ECCHEA.

Where archaeological results do not warrant a post-excavation assessment then agreement will be sought from the ECCHEA to proceed straight to grey literature / publication.

Results

Notification will be given to ECCHEA 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 2015).

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

The report will contain:

- Location plan of trenches in relation to the proposed development. At least two corners of each excavated area will be given a 10 figure grid reference.
- 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. Appropriate discussion and results section assessing the site in relation to the Regional Research Frameworks (Brown and Glazebrook 2000, Medlycott 2011).
- All specialist reports or assessments
- A concise non-technical summary of the project results.

An OASIS summary sheet shall be completed at the end of the project and supplied to the ECCHEA. This will be completed in digital form with a paper copy included with the archive. A copy (with trench plan) will also be emailed to the Hon. Editor of the Essex Archaeology and History Journal for inclusion in the annual round-up of projects (paul.gilman@me.com).

Publication of the results at least a summary level (i.e. round-up in *Essex Archaeology & History*) shall be undertaken in the year following the archaeological fieldwork. 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

The requirements for archive storage shall 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.

The archive will be deposited with the appropriate museum within 1 month of the completion of the final publication report, with a summary of the contents of the archive supplied to ECCHEA.

Monitoring

ECCHEA 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 ECCHEA one week in advance of its commencement.

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

ECCHEA will be notified when the fieldwork is complete.

The involvement of ECCHEA 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>

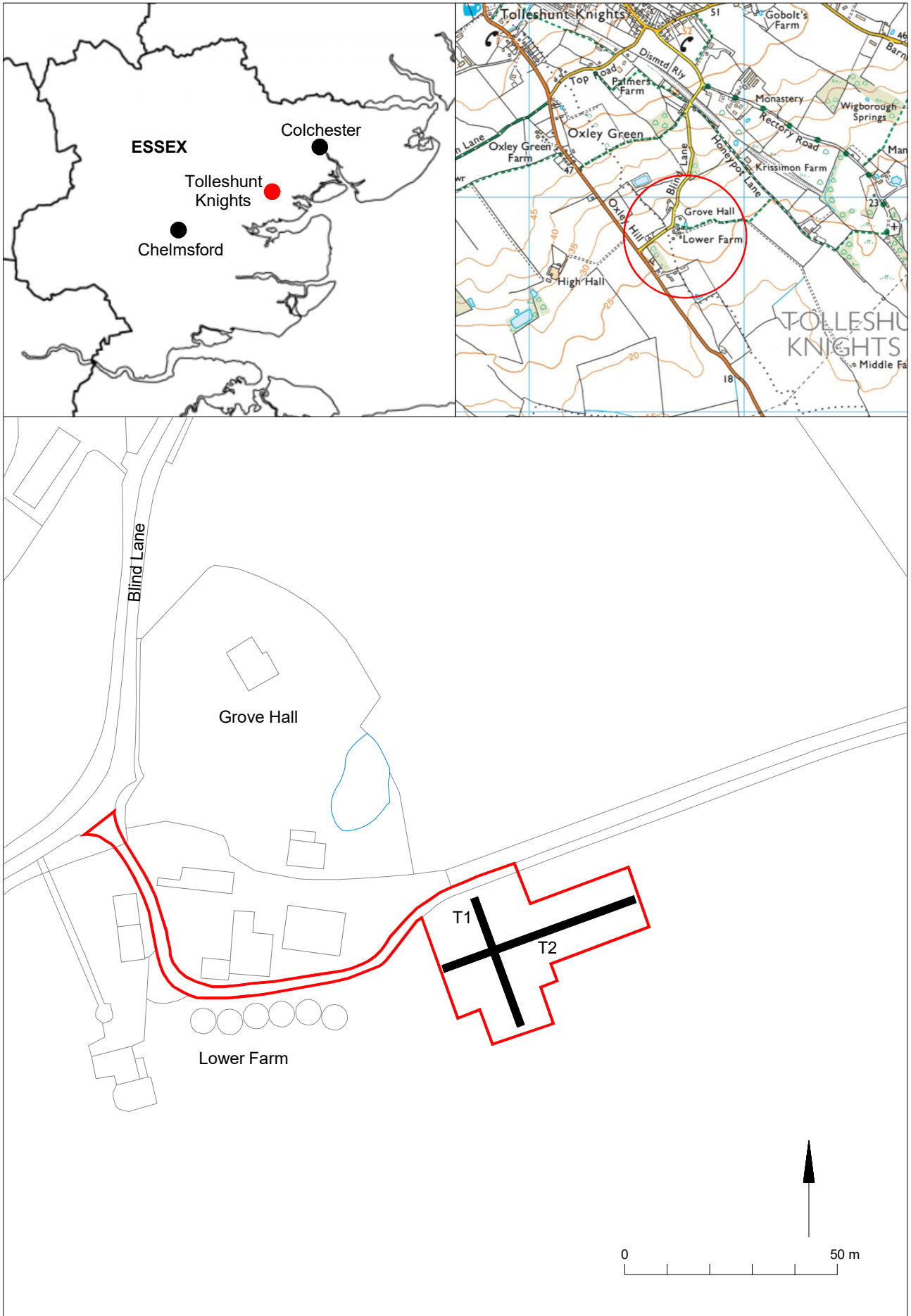
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Fig 1 Site location and trench proposal.