

Archaeological evaluation and excavation on land at Croft End, Molehill Green, Takeley, Essex, CM22 6PH

April 2019



by Dr Elliott Hicks

figures by Chris Lister, Ben Holloway and Sarah Carter

fieldwork by Mark Baister with Adam Wightman, Elliott Hicks, Adam Tuffey and
Bronagh Quinn

commissioned by James Emmerson (100 Acres Ltd)

NGR: TL 56415 24808 (centre)

Planning ref.: UTT/17/3675/FUL

CAT project code: 19/03n

ECC code: TACE19

Saffron Walden Museum accession code: SAFWM 2019.17

OASIS ref.: colchest3-346785



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CAT Report 1405

May 2019

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1 Summary

An archaeological evaluation (four trial-trenches) and subsequent excavation (41m²) was carried out on land at Croft End, Molehill Green, Takeley, Essex in advance of the construction of four new dwellings with associated garaging, amenities and groundworks. Two pits and a natural feature were excavated. Pottery retrieved from the larger pit was of a possible Bronze Age date.

2 Introduction (Fig 1)

This is the archive report for an archaeological evaluation by trial-trenching on land at Croft End, Molehill Green, Takeley, Essex, which was carried out 2nd-23rd April 2019. The work was commissioned by James Emmerson of 100 Acres Ltd in advance of the construction of four new dwellings with associated garaging, amenities and groundworks. The work was undertaken by Colchester Archaeological Trust (CAT).

In response to consultation with Essex County Council Place Services (ECCPS), Historic Environment Advisor Richard Havis 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 2018).

All archaeological work was carried out in accordance with a *Brief for archaeological trial trenching*, detailing the required archaeological work, written by Richard Havis (ECCPS 2018). A written scheme of investigation (WSI) was subsequently prepared by CAT in response to the brief and agreed with ECCPS (CAT 2018).

In addition to the brief and WSI, all fieldwork and reporting was done in accordance with Historic England's *Management of Research Projects in the Historic Environment (MoRPHE)*, 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 (CIfA 2014a)*, *Standard and guidance for the collection, documentation, conservation and research of archaeological materials (CIfA 2014b)*.

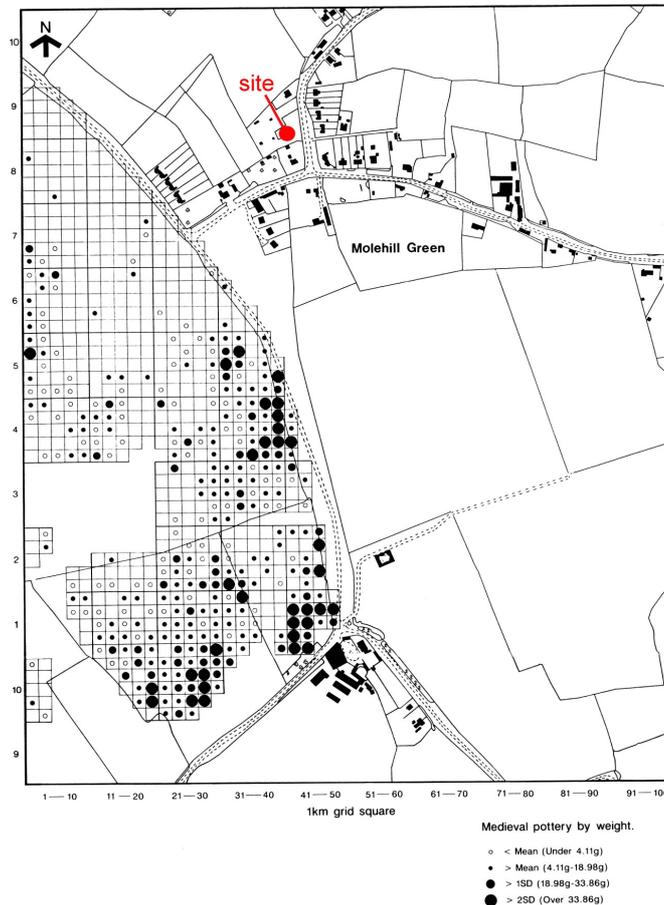
3 Archaeological background

The following archaeological background draws on the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford, Essex.

Molehill Green is an historic hamlet. Of particular note are archaeological deposits found to the southwest of the site at Stansted airport. The airport has been the site of a number of phases of archaeological work as it has evolved and expanded beginning in 1985 once Stansted became classed as a London airport. Between 1985 and 1991, a major fieldwalking programme was conducted, followed by small- to large-scale excavations (EAA 107, 1-2). Of particular note in relation to our site is fieldwalking project Area X, located in the northeast corner of Stansted, along the edge of Molehill Green (see Map 1). Map 1 below shows the distribution of pottery across Area X.

Three small excavation areas were located to target areas with high concentrations of medieval pottery recorded during the fieldwalking. Closest to our site is MGS Area A, a 20m by 25m excavation area that revealed a small 'D'-shaped enclosure, defined by a series of rectilinear and curvilinear gullies. The gullies were quite shallow (ranging from 0.1-0.3m in depth) and hard to interpret (EAA, 107, 2, 375-6; EHER no 6719). MGS Area B was initially a 20m by 15m area, but was later extended. The site was dominated by three linear gullies, two of which lay parallel. It was suggested that these may be the remains of a building with the gullies forming the foundation trenches of the structure. Other key features included two areas of burnt stones, interpreted as being the sites of hearths (EAA, 107, 2, 376; EHER no 6720). MGS Area C had evidence of a

broader range of occupation, as identified by a series of linear gullies, pits and post-holes dating to the 12th-13th centuries, a series of linear gullies dating to the 14th-15th centuries and a backfilled moat dating to the 16th century. Although artefacts recovered from the moat date to the 16th century, these are only indicative of when it went out of use, and the origins of the moat are thought to lie in the 13th century (EAA 107, 2, 379; EHER no 6721).



Map 1 EAA 107, 2, fig 235 showing the current site (in red) in relation to Stansted fieldwalking Area X.

A trench excavated by the Essex Field Archaeology Unit on land on the southern side of School Road in 1979 found an area of burnt clay slabs, thought to be possibly part of a brick kiln, and two raised platforms formed by ditches parallel to the site boundary (EAH 11, 70; EHER no 4711). These were interpreted as toft sites, abandoned in the 19th century when the hamlet may have downsized. However, an evaluation by CAT on land south of School Road in 2019 found no archaeological deposits (CAT Report 1379).

Also of note within the hamlet are the Three Horseshoes Public House, an English Heritage Grade II listed 15th-century timber-framed building incorporated into a 17th-century house (EHER no 37458) and Yew Tree Cottage, an English Heritage Grade II listed 18th-century timber-framed house (EHER no 37463).

4 Aims

The aims of the archaeological evaluation were 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)

5.1 Evaluation results

Four archaeological trial-trenches were machine excavated under the supervision of a CAT archaeologist. T1 was 24m long and 1.8m wide, T2 was 20m long and 1.8m wide, T3 was 14m long and 1.8m wide and T4 was 15m long and 1.8m wide.

The trenches were excavated through modern topsoil (L1, c 0.11-0.33m thick) and subsoil (L2, c 0.21-0.25m thick) onto natural (L3, encountered at a depth of 0.38-0.86m below current ground level). In the area of T1, an L-shaped trench, L3 was sealed by a further layer of subsoil (L4, c 0.55-0.58m thick). A sondage was excavated in T2, to a depth of 0.8m below current ground level, to ensure that the natural had been reached.

No archaeological features were encountered in T2, T3 or T4.

Trench 1 (T1): 24m long by 1.8m wide

?Bronze Age pit F1 was located at the eastern end of the trench. It extended beyond the limit of excavation and so its full dimensions could not be determined, but its exposed extent was 3.1m wide.

Undatable pit F2 was 0.64m wide and 0.28m deep.



Photograph 1 T1 trench shot – looking east northeast

5.2 Excavation results

An area measuring 41m² was located over the eastern end of T1 and machine excavated under the supervision of a CAT archaeologist. It was excavated through L1 (c 0.28-0.34m thick) and L4 (0.55-0.58m thick) onto L3 (encountered at a depth of 0.84-0.96m bcgl).

?Bronze Age pit F1, identified during the evaluation stage, was further excavated. It was 2.98m wide and 0.79m deep.

Natural feature F3 was 0.95m wide and 0.45m deep.



Photograph 2 F1 and F3 – looking south

6 Finds

6.1 Pottery and ceramic building material

by Dr Matthew Loughton

The evaluation only produced seven sherds of pottery and ceramic building material with a weight of 56g. Pit F1 (finds nos. 1 & 3) produced six small sherds of sand- and flint-tempered handmade pottery with a weight of 12g. One sherd is decorated with two (?) incised lines and is possibly of Bronze Age date.

Finally, L4 (2) produced one piece of medieval / post-medieval peg-tile with a weight of 44g.

6.2 Iron object and other finds

by Laura Pooley (flint identified by Adam Wightman)

A piece of burnt flint (5.6g, burnt red) and a natural piece of flint came from F1 (finds no. 3). Both have been discarded.

A strip of corroded iron came from L4 (finds no. 2). The strip is flat, expanded at one end and rounded at the other. It measured 63mm long, 10-15mm wide, 6mm thick and 15.8g. It is unidentified and undated, but is probably a piece of agricultural ironwork originally from the topsoil. Discarded.

7 Discussion

Archaeological evaluation was undertaken at this site due to the extensive medieval remains which have been found in the vicinity. Beyond a single fragment of peg-tile, the investigation did not detect any evidence of medieval or later activity at this site. Rather, a large pit and a linear feature, which lay adjacent to one another, as well as a smaller pit, were uncovered. The larger pit yielded several sherds of pottery. Only one of these sherds was closely-datable, giving a possible Bronze Age date for this feature. A small number of features of Late Bronze Age/Early Iron Age date were recorded during the 1986-91 archaeological work at Stansted airport. Consisting mainly of pits and

postholes, and including three possible post-built structures, they were found 3-5km to the southwest/south-southwest of Molehill Green (on sites BLS, CIS, LBSb and SCS) (EAA 107, 13-24). It is possible that the pits excavated on the current development site are related to the prehistoric activity identified at the airport.

8 Acknowledgements

CAT thanks James Emmerson of 100 Acres Ltd for commissioning and funding the work. The project was managed by C Lister, fieldwork was carried out by M Baister with A Wightman, E Hicks, A Tuffey and B Quinn. Figures are by C Lister, B Holloway and S Carter. The project was monitored for ECCPS by Richard Havis.

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	2018	<i>Health & Safety Policy</i>
CAT	2019	<i>Written Scheme of Investigation (WSI) for archaeological trial-trenching and excavation on land at Croft End, Molehill Green, Takeley, Essex, CM22 6PH</i>
CAT Report 1379	2019	<i>Archaeological evaluation on land south of School Lane, Molehill Green, Takeley, Essex – February 2019</i> , by E Holloway
CifA	2014a	<i>Standard and Guidance for archaeological evaluation</i>
CifA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
EAA 107, 1	2004	<i>Excavations at Stansted Airport, 1986-91 Volume 1: Prehistoric and Romano-British</i> , by R Havis and H Brooks
EAA 107, 2	2004	<i>Excavations at Stansted Airport, 1986-91 Volume 2: Saxon, medieval and post-medieval; Discussion</i> , by R Havis and H Brooks
EAH Vol 11	1979	<i>Essex Archaeology and History 11</i> Section 29 p70 by C Crouchman
ECCPS	2019	<i>Brief for archaeological trial-trenching and excavation on Land at Croft End, Molehill Green</i> , by R Havis
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	2018	<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
CifA	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
EHHER	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	Online Access to the Index of Archaeological Investigations, 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
Roman section	the period from AD 43 to c AD 410 (abbreviation sx or Sx) vertical slice through feature/s or layer/s
WSI	Written Scheme of Investigation

11 Contents of archive

Finds: part of a box (pottery only)

Paper record

One A4 document wallet containing:

The report (CAT Report 1405)

ECC evaluation brief, CAT written scheme of investigation

Original site record (feature and layer sheets, sections)

Site digital photos and log

Inked section drawings

Digital record

The report (CAT Report 1405)

ECC evaluation brief, CAT written scheme of investigation

Graphics

Site digital photos and log

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 Saffron Walden Museum under accession code SAFWM: 2019.17.

Distribution list:

James Emmerson, 100 Acres Ltd
Richard Havis, ECC Place Services Historic Environment Advisors
Essex Historic Environment Record, Essex County Council



Colchester Archaeological Trust

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tel.: 01206 501785

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Checked by: Philip Crummy

Date: 17.5.2019

Appendix 1 Context list

Context number	Finds number	Context	Description	Date
L1	-	Topsoil	Firm, moist medium brown clayey-loam	Modern
L2	-	Subsoil	Firm, moist medium grey/brown loamy-clay	Undated
L3	-	Natural	Firm, moist light orange/grey clay	-
L4	2	Subsoil	Soft/friable, dry/moist medium brown silty-clay	Post-medieval / modern
F1	1, 3	Pit	Friable/firm, moist, medium grey/brown clayey-silt with flecks of charcoal, daub and chalk	?Bronze Age
F2	-	Pit	Friable/firm, moist, orange/grey clayey-silt	Undated
F3	-	Natural feature	Friable/firm, medium grey/brown clayey-silt.	Post-glacial

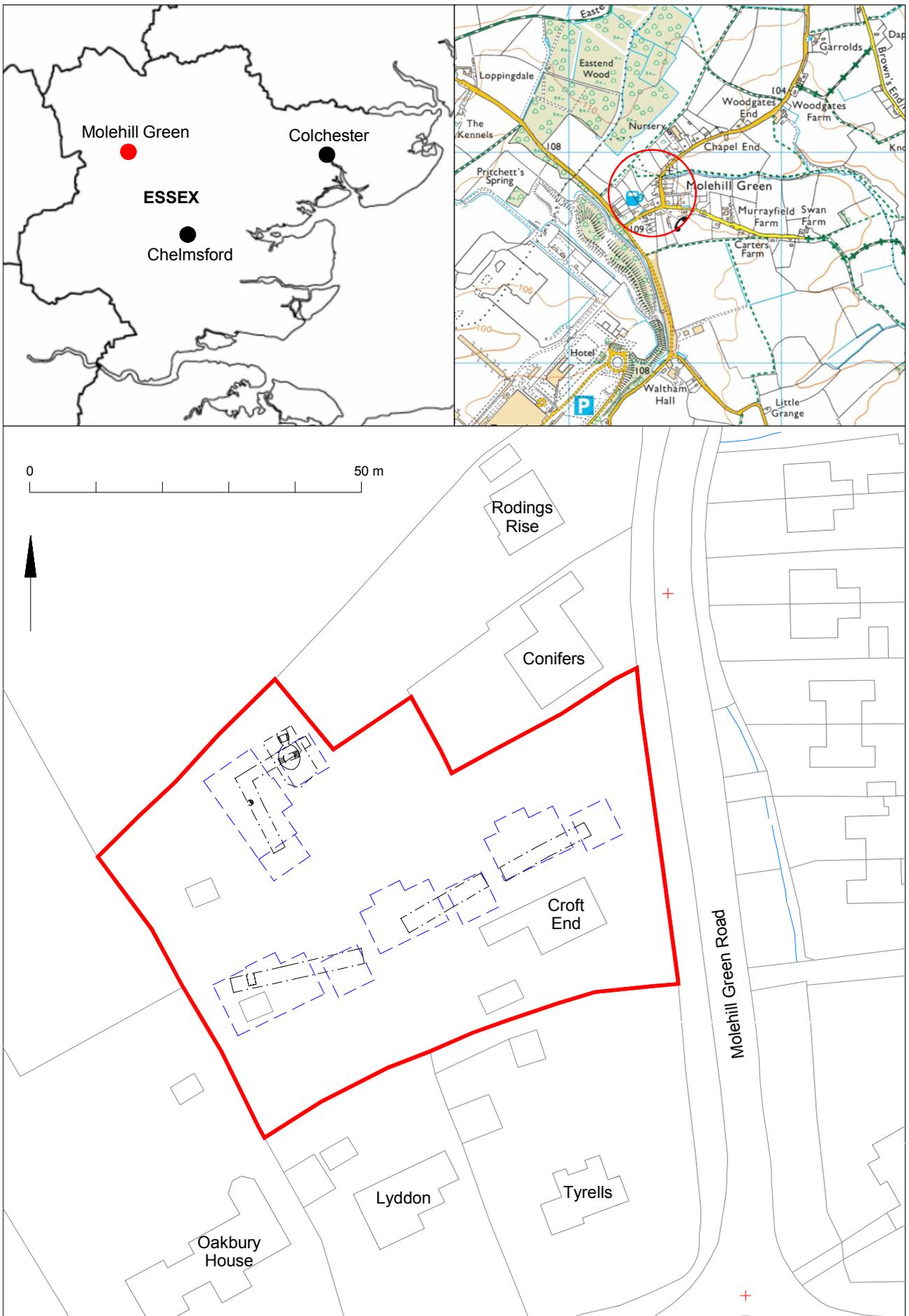


Fig 1 Site location in relation to the proposed development (dashed blue).

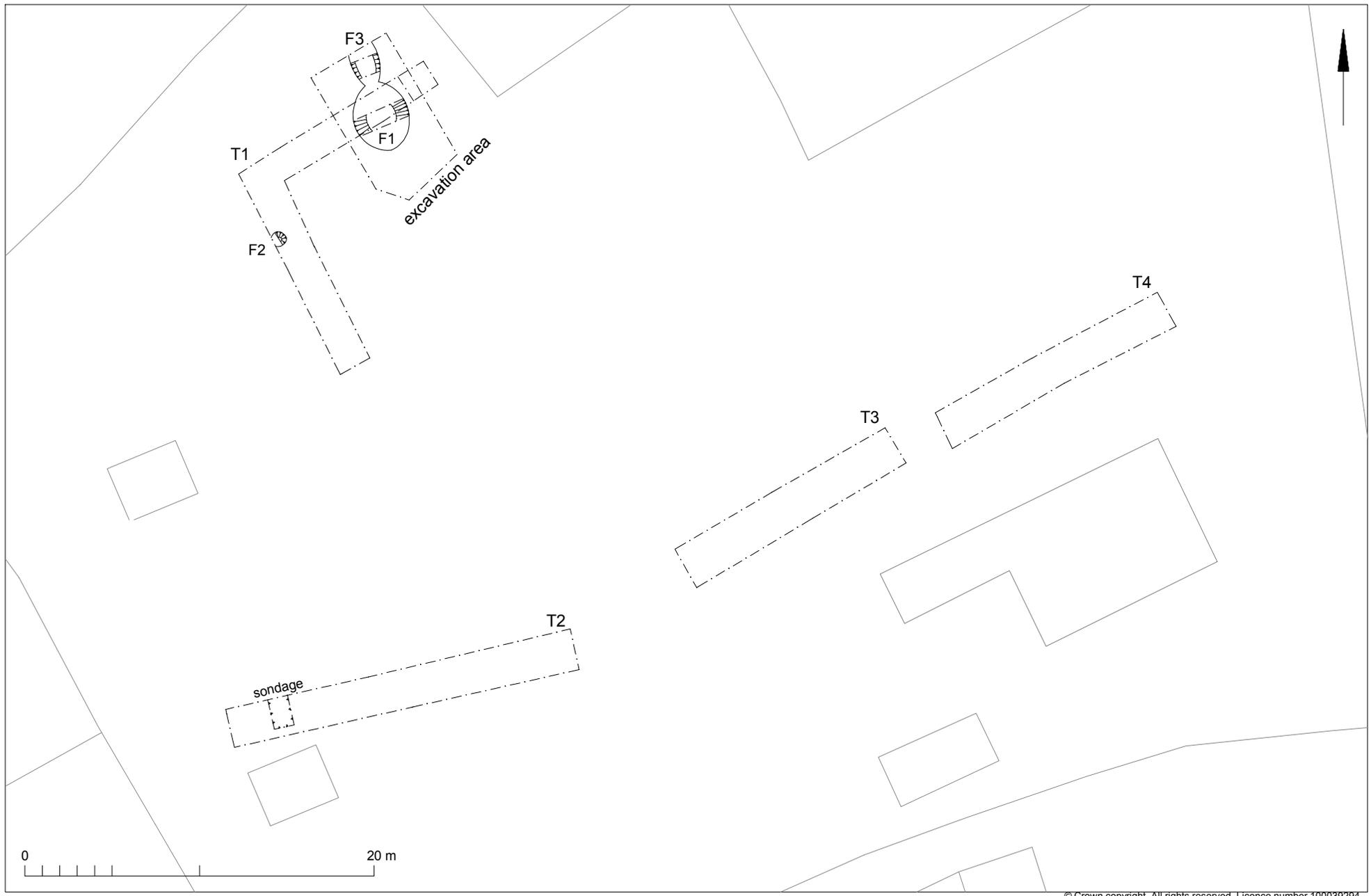


Fig 2 Results

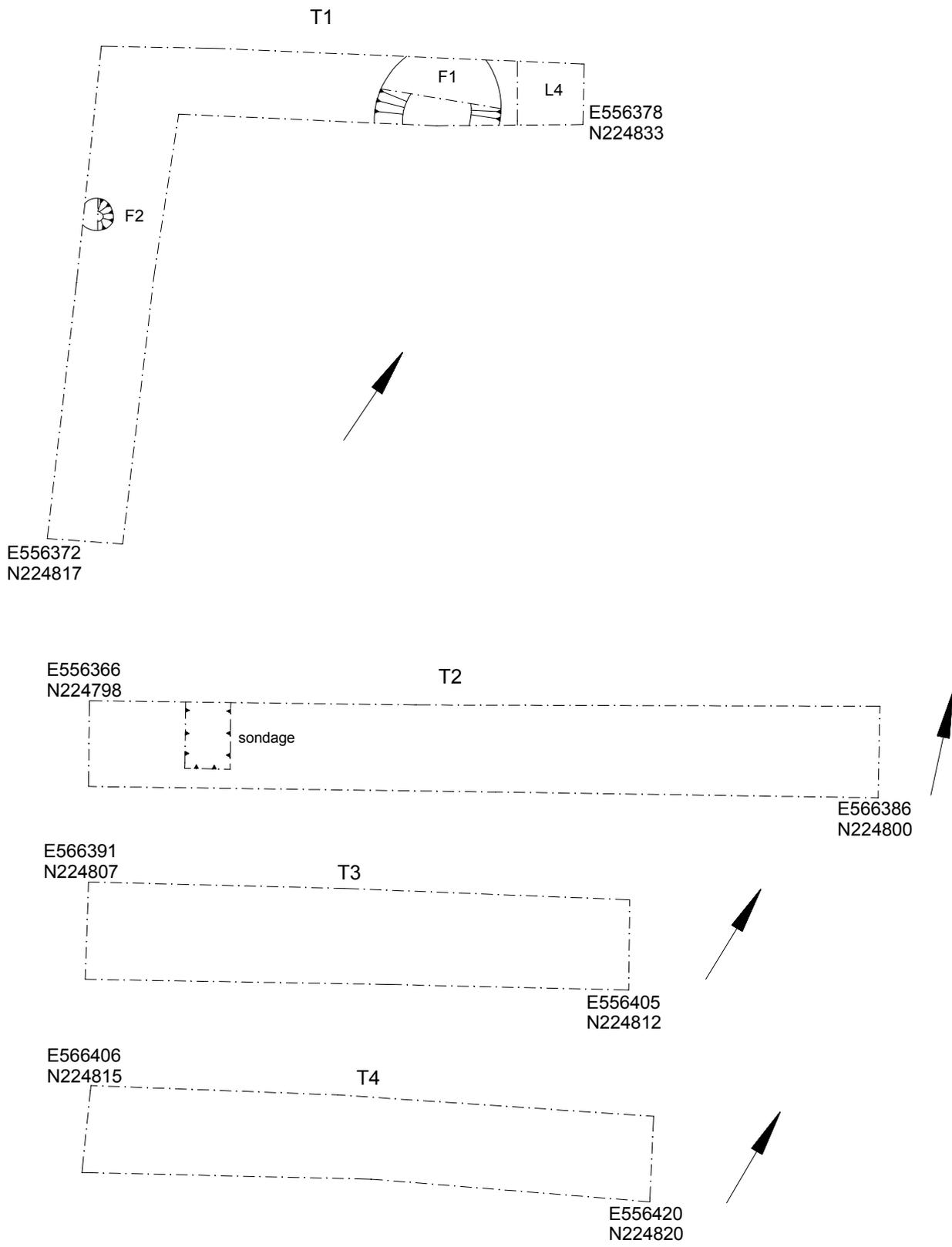


Fig 3 Trench plans



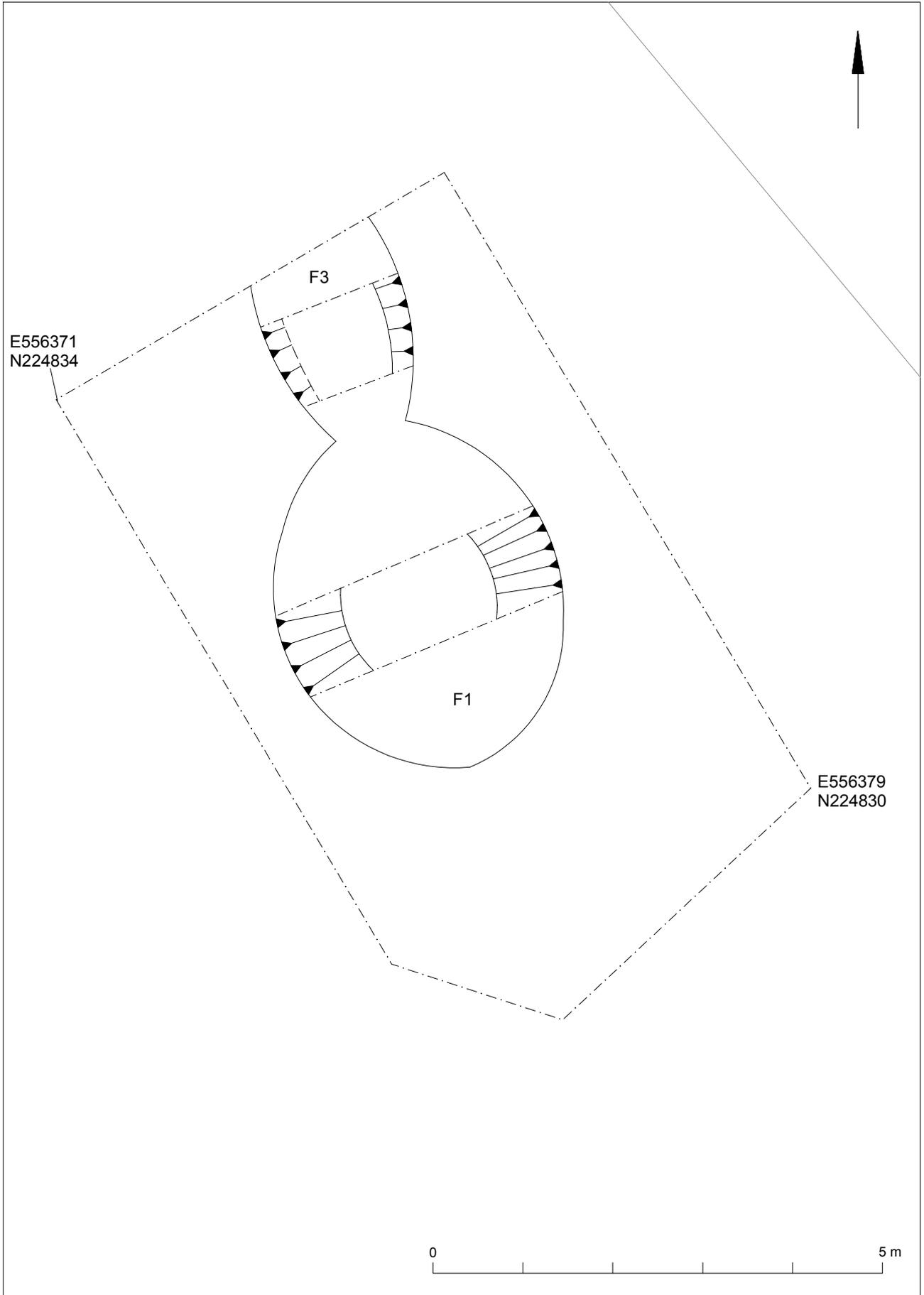


Fig 4 Excavation area

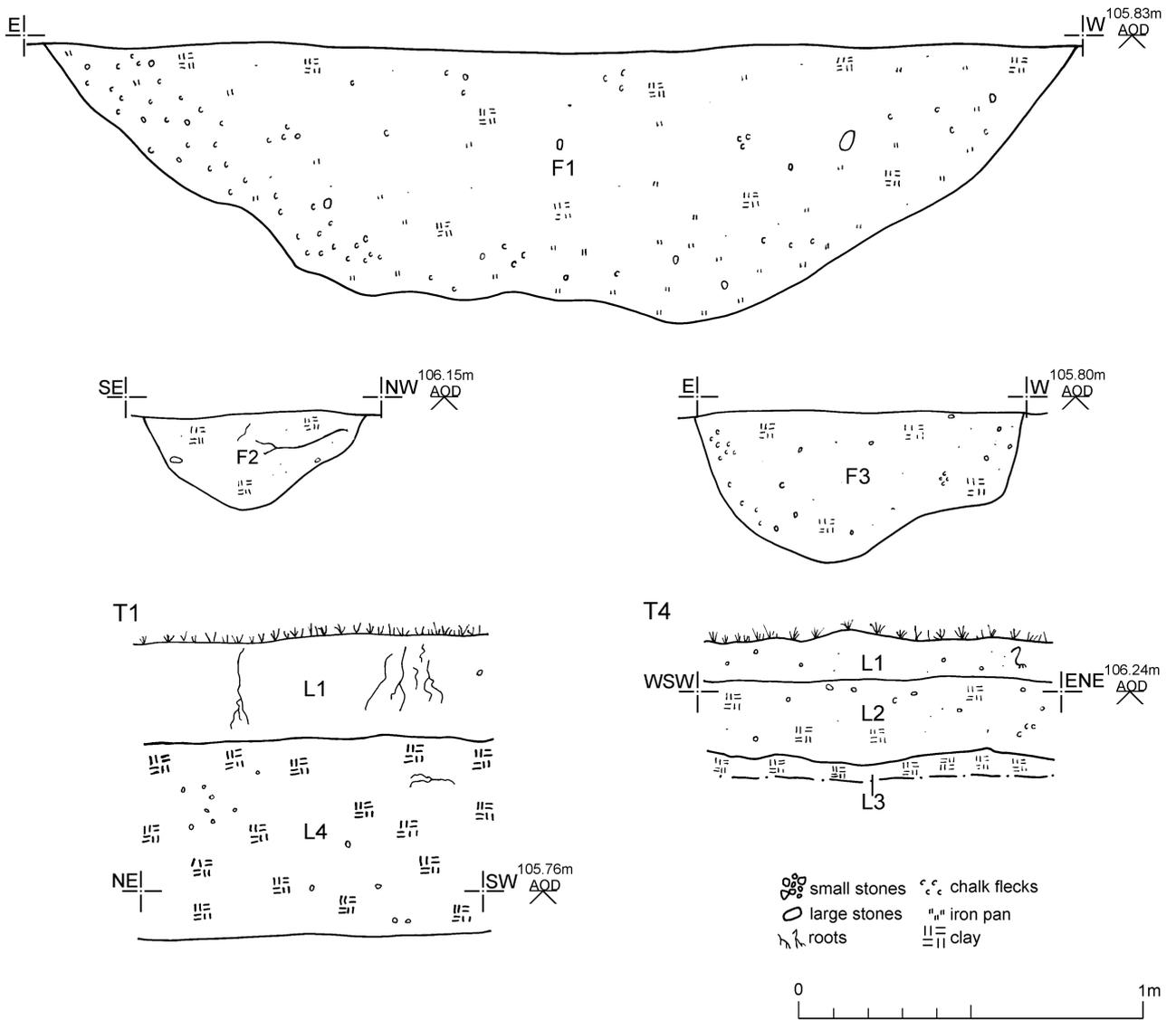


Fig 5 Feature and representative sections.

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OASIS ID: colchest3-346785

Project details

Project name	Archaeological evaluation and excavation on land at Croft End, Molehill Green, Takeley, Essex, CM22 6PH
Short description of the project	An archaeological evaluation (four trial-trenches) and subsequent excavation (41m ²) was carried out on land at Croft End, Molehill Green, Takeley, Essex in advance of the construction of four new dwellings with associated garaging, amenities and groundworks. Two pits and a natural feature were excavated. Pottery retrieved from the larger pit was of a possible Bronze Age date.
Project dates	Start: 02-04-2019 End: 23-04-2019
Previous/future work	No / Not known
Any associated project reference codes	UTT/17/3675/FUL - Planning Application No.
Any associated project reference codes	2019/03n - Contracting Unit No.
Any associated project reference codes	TACE19 - HER event no.
Any associated project reference codes	SAFWM: 2019.17 - Museum accession ID
Type of project	Field evaluation
Site status	None
Current Land use	Other 2 - In use as a building
Current Land use	Other 5 - Garden
Monument type	PIT Bronze Age
Monument type	PIT Uncertain
Significant Finds	POTTERY Bronze Age
Significant Finds	PEG-TILE Post Medieval
Methods & techniques	"Sample Trenches"
Development type	Rural residential
Prompt	Planning condition
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	ESSEX UTTLESFORD TAKELEY land at Croft End, Molehill Green
Postcode	CM22 6PH
Study area	0.37 Hectares
Site coordinates	TL 56415 24808 51.899362365619 0.273691926377 51 53 57 N 000 16 25 E Point
Height OD / Depth	Min: 105.8m Max: 106.56m

Project creators

Name of Organisation	Colchester Archaeological Trust
Project brief originator	HEM Team Officer, ECC
Project design originator	Emma Holloway
Project director/manager	Chris Lister
Project supervisor	Mark Baister
Type of sponsor/funding body	Developer

Project archives

Physical Archive recipient	Saffron Walden Museum
----------------------------	-----------------------

Physical Archive ID SAFWM: 2019.17
Physical Contents "Ceramics"
Digital Archive recipient Saffron Walden Museum
Digital Archive ID SAFWM: 2019.17
Digital Contents "other"
Digital Media available "Images raster / digital photography", "Survey", "Text"
Paper Archive recipient Saffron Walden Museum
Paper Archive ID SAFWM: 2019.17
Paper Contents "other"
Paper Media available "Context sheet", "Miscellaneous Material", "Photograph", "Plan", "Report", "Section"

Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)
Title Archaeological evaluation and excavation on land at Croft End, Molehill Green, Takeley, Essex, CM22 6PH: April 2019
Author(s)/Editor(s) Pooley, L.
Other bibliographic details CAT Report 1405
Date 2019
Issuer or publisher Colchester Archaeological Trust
Place of issue or publication Colchester
Description A4 ringbound loose-leaf
URL <http://cat.essex.ac.uk/all-reports.html>

Entered by Laura Pooley (lp@catuk.org)
Entered on 20 May 2019

**Written Scheme of Investigation (WSI) for
archaeological trial-trenching and excavation
on land at Croft End, Molehill Green, Takeley,
Essex, CM22 6PH.**

NGR: TL 56415 24808 (centre)

Planning reference: UTT/17/3675/FUL

Commissioned by: James Emmerson (100 Acres Ltd)

On behalf of: CJ New Homes Limited

Curating museum: Saffron Walden

Museum accession code: tbc

ECC project code: tbc

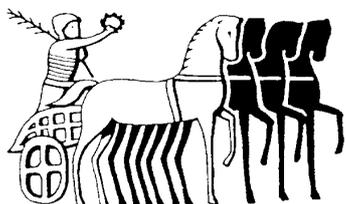
CAT project code: 2019/03n

Oasis project ID: colchest3-346785

Site manager: Chris Lister

ECC monitor: Richard Havis

This WSI written: 26/03/2019



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Roman Circus House,
Roman Circus Walk,
Colchester,
Essex, CO2 7GZ

tel: 01206 501785

email: eh@catuk.org

Site location and description

The proposed development site is located on a plot of land on the western side of School Lane, within the centre of the hamlet of Molehill at Croft End, Molehill Green Takeley, Essex CM22 6PH. The site lies c 3.3km southeast of Elsenham and approximately 415m northeast of Stansted airport, centred at National grid reference TL 56415 24808 (c).

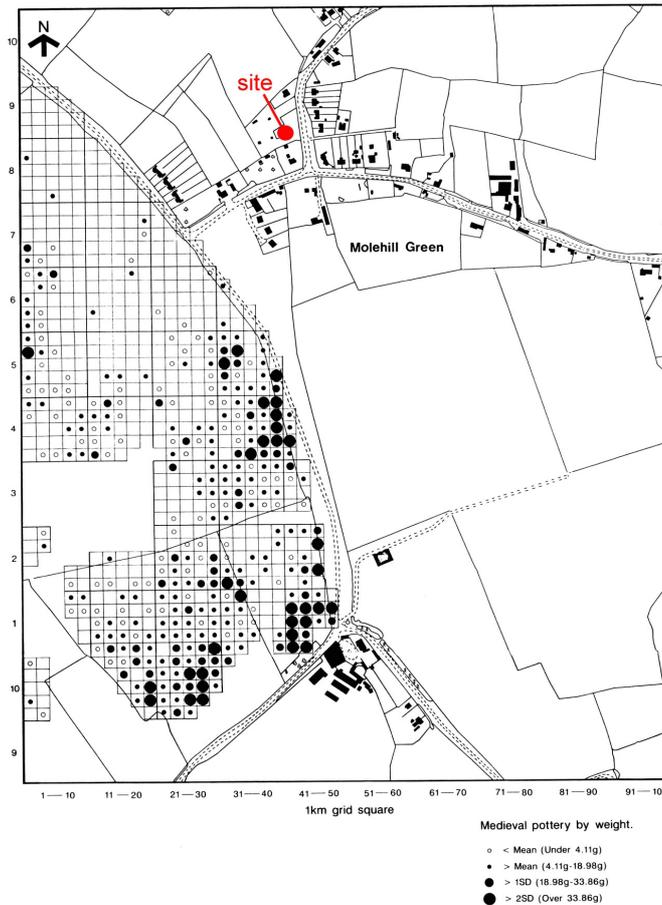
Proposed work

The outline planning application proposes the erection of four detached dwellings with associated garages, amenity space, new access and any associated groundworks.

Archaeological background

The following archaeological background draws on the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford, Essex.

Molehill green is an historic hamlet. Of particular note are archaeological deposits found to the southwest at the site at Stansted airport. The airport has seen a number of phases of archaeological work as it has evolved and expanded. This primarily began in 1985 in once Stansted become classed as a London airport. Between 1985 and 1991, a major fieldwalking programme followed by small to large-scale excavation work took place (EAA 107,1-2). Of particular note in relation to our site is fieldwalking project Area X, located in the northeast corner of Stansted, along the edge of Molehill green. The plan below shows the distribution of pottery collected on the site.



Plan 1: EAA 107, 2, fig 235 showing the current site (in red) in relation to Stansted fieldwalking Area X.

Three small excavation areas were located to target areas with high concentrations of medieval pottery recorded by the fieldwalking. Closest to our site is MGS Area A, a 20 by 25m excavation area that revealed a small 'D'-shaped enclosure, defined by a series of rectilinear and curvilinear gullies. The gullies were quite shallow, (ranging from 0.1-0.3m in depth) and hard to interpret (EAA, **107**, 2, 375-6; EHER no 6719)). MGS Area B was initially a 20 by 15m area, but was later extended. The site was dominated by three linear gullies, two of which lay parallel. It was suggested that these may be the remains of a building with the gullies forming the foundation trenches of the structure. Other key features included two areas of burnt stones, interpreted as being the sites of hearths (EAA, **107**, 2, 376; EHER no 6720). MGS Area C had evidence of a broader range of occupation, as identified by a series of linear gullies, pits and post-holes dating to the 12th-13th centuries, a series of linear gullies dating to the 14th-15th centuries and a backfilled moat dating to the 16th century. Although artefacts recovered from the moat date to the 16th century, this dates when it went out of use. The moat is thought to date back to the 13th century in origin (EAA **107**, 2, 379; EHER no 6721).

A trench excavated in 1979 by the Essex Field Archaeology Unit on land on the southern side of School Road found an area of burnt clay slabs, thought to be possibly part of a brick kiln, and two raised platforms formed by ditches parallel to the site boundary (EAH **11**, 70; EHER no 4711). These were interpreted as toft sites, abandoned in the 19th century when the hamlet may have downsized or moved sideways. However, an evaluation by CAT on land south of School Road in 2019 found no evidence of archaeology (CAT Report 1379).

Also of note within the hamlet is the Three Horseshoes Public House, an English Heritage Grade II listed 15th-century timber-framed building incorporated into a 17th century house (EHER no 37458) and Yew Tree Cottage an English Heritage Grade II listed 18th-century timber-framed house (EHER no 37463).

Planning background

An outline planning application (UTT/17/3675/FUL) was submitted to Uttlesford District Council in December 2017 for the *demolition of existing bungalow; construction of 4 no. two storey detached dwellings with associated garages, amenity space and new access to the public highway.*

As the site lies within an area highlighted by the EHER as having a high potential for archaeological remains a phased full archaeological condition was recommended. This follows the guidelines given in National Planning Policy Framework (MHCLG 2018) and states:

1. No development or preliminary groundworks can commence until a programme of archaeological trial trenching and excavation has been secured and undertaken in accordance with a written scheme of investigation which has been submitted by the applicant, and approved by the planning authority.

Requirement for work (Fig 1)

The required archaeological work is for evaluation by trial-trenching. If archaeological deposits are identified, the trial-trenching may be followed by open area excavation. Details are given in a Project Brief written by ECC Place Services (*Archaeological brief for Trial Trenching and Excavation on Land at Croft End, Molehill Green – ECC 2019*).

Specifically, four archaeological trial-trenches will be excavated, located across the footprints of the proposed new buildings. T1 will be in an L shape measuring 26m long by 1.8m wide, T2 20m long by 1.8m wide and T3-4 18m long by 1.8m wide. This equates to 147.6m² of trenching. Trenches have been located to try and avoid the many obstacles noted on the topographic survey. T4 in particular may need to be moved slightly or stepped on site to avoid trees and the septic tank.

The archaeological work aims to record the location, extent, date and character of any surviving archaeological remains within the area of the proposed development, and assess the potential for further archaeological remains.

This initial trial-trenching evaluation will be followed by a summary report. If significant archaeological deposits are identified, the ECCHEA may decide that the further excavation work is required, comprising open area excavation of those deposits.

Key research aims include:

- evidence associated with the medieval or post-medieval date associated with the development of Molehill Green
- evidence related to earlier occupation of the site

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 2018)
- the Project Brief issued by ECC Historic Environment Advisor (ECC 2019)

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 supervisor plus two archaeologists for one day, followed by one supervisor plus one archaeologist for the second day for the trial-trenching.

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

Trial-trenching 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 micromorphological 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 fieldwork, 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.

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

- 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) and human remains: Julie Curl (*Sylvanus*)
- environmental processing and reporting: Val Fryer / Lisa Gray
- conservation of finds: staff at Colchester 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.

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- | | | |
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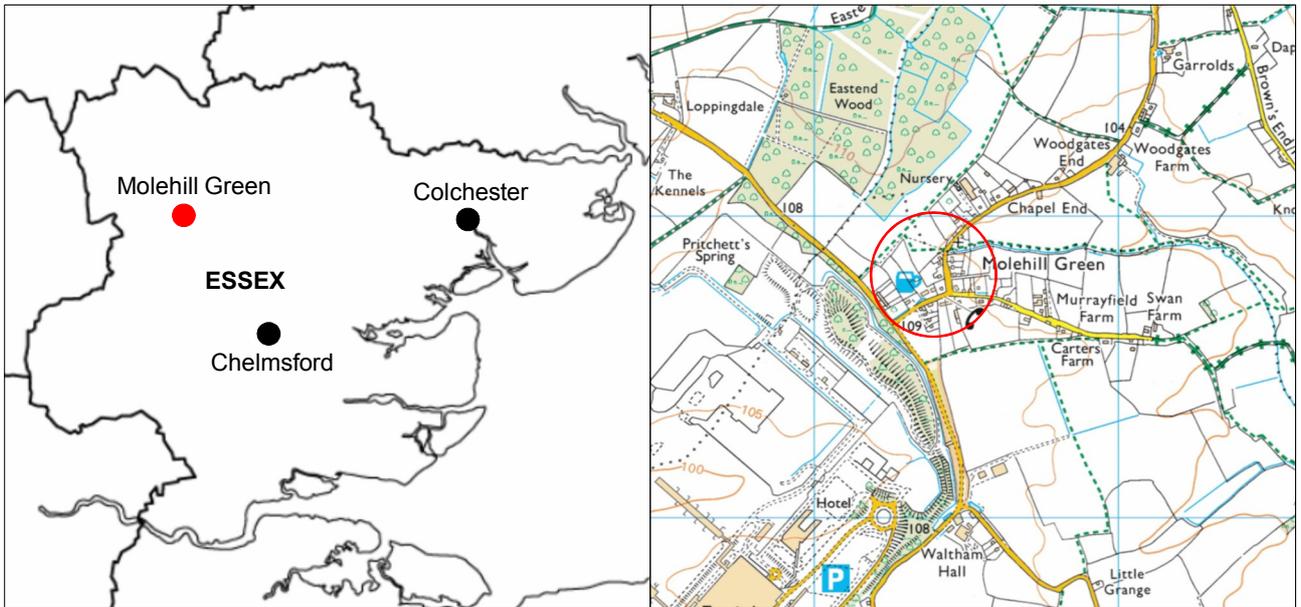
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Fig 1 Site location and trench layout in relation to the proposed development (in blue).