

# Colchester Archaeological Trust



**CAT Report 1867  
issued November 2022**

**Archaeological evaluation on land north of  
48 Woodrolfe Road, Tollesbury, Essex  
CM9 8SE: October-November 2022**



**CAT project ref.: 2022/09e  
ECC code: TOWR22**

**Archaeological evaluation on land north of  
48 Woodrolfe Road, Tollesbury, Essex  
CM9 8SE: October-November 2022**

**NGR: TL 96290 10634**

**Planning ref.: 21/00702/FUL**

**CAT project ref.: 2022/09e  
CAT Report 1867**

**ECC code: TOWR22  
OASIS id: colchest3-509730**

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**commissioned by Richard Hoggett Heritage  
on behalf of Lewis & Scott Retirement Living**

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<b>Issued:</b>	25/11/2022	

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## 1 Summary

*An archaeological evaluation (13 trial-trenches) was carried out on land north of 48 Woodrolfe Road, Tollesbury, Essex in advance of the construction of a new residential development. The site lies to the north of Woodrolfe Road, a medieval road linking Tollesbury with Woodrolfe Creek and the nearby marshes, and southwest of a series of Late Iron Age or Roman 'red hills'. Excavations at the site revealed a medieval ditch which was likely the product of agricultural activity, and which also produced a small amount of Late Iron Age and Roman pottery. A modern posthole, an undatable pit and a natural feature were also uncovered.*

## 2 Introduction (Fig 1)

This is the report for an archaeological evaluation carried out by Colchester Archaeological Trust (CAT) on land north of 48 Woodrolfe Road, Tollesbury, Essex on 31st October to 3rd November 2022. The work was commissioned by Richard Hoggett Heritage on behalf of Lewis & Scott Retirement Living Limited, and took place in advance of the construction of a new residential development.

In response to consultation with Essex County Council Place Services (ECCPS), the Historic Environment Advisor stipulated 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 2021).

All archaeological work was carried out in accordance with a *Brief for Archaeological trial-trenching and excavation on land north of 48 Woodrolfe Road, Tollesbury* written by Maria Medlycott and detailing the required archaeological work (ECCPS 2020), and a written scheme of investigation (WSI) prepared by CAT in response to the brief and agreed with ECCPS (CAT 2022).

In addition to the brief and WSI, all fieldwork and reporting was done in accordance with *Management of Research Projects in the Historic Environment (MoRPHE)* (Historic England 2016), 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 includes extracts of the ECC brief and the Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessed via <http://www.heritagegateway.org.uk>).

Tollesbury is a large fishing village located on a small peninsula at the mouth of the River Blackwater, c 9 miles northeast of Maldon. There is evidence of human activity in the Tollesbury area dating back to the prehistoric period, but the village itself has its origins in the medieval period. The name derives from a large Anglo-Saxon estate belonging to 'Toll', which included Tollesbury as well as the surrounding villages of Tolleshunt D'Arcy, Tolleshunt Knights and Tolleshunt Major (ECC 2005, 6). The medieval village was centred on the market place with the Church of St Mary at its southern edge. The church is early medieval in date, but is thought to have originated in the Anglo-Saxon period (EHER 45657). Woodrolfe Road itself is the historic thoroughfare linking the settlement of Tollesbury with Woodrolfe Creek and the marshes.

To the northeast of the proposed development lies a line of 'red hills' following along the edge before the marsh (EHER 11507, 11535-6, 11549, 13634 and 16832-3). Red hills are the remnants of Late Iron Age and Roman salt production industries and are usually located close to tidal waters so that sea water is deposited into brine tanks. They are most commonly identified by mounds of red soil filled with fragments of briquetage, fired clay and debris from fire

pits. Some of the red hills lying near Tollesbury have been excavated, most recently in 1994 by the Essex Field Archaeological Unit (Germany 1994).

Tollesbury was one of the richest medieval parishes in the east of Essex due to its dry land and marine resources. Arable land surrounds the village and to the east of the site the salt-marshes were used for sheep grazing (EHER 48466). Post-medieval mapping indicates the presence of oyster pits within the nearby marshes from at least this period and likely earlier (EHER 16708 and 16718). Other historic buildings nearby include a granary or store (EHER 39165) and a group of sail lofts, utilised for the storage of yachts below areas used to dry out sails and nets (EHER 39164 and 11510).

The western edge of the site is bordered by the now disused railway route of the Kelvedon-Tiptree-Tollesbury light railway. The railway line was in use between 1904-51 (EHER 45184). A late post-medieval brickworks was located along this railway line (EHER 15486).

For more information about the local area see the *Maldon District Historic Characterisation Project* (ECC 2008).

## 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 2-4)

Thirteen trial-trenches were machine-excavated under the supervision of a CAT archaeologist. Trenches T2-T7, T9 and T11 were 30m long and 1.8m wide; trench T1 was 21m long and 1.8m wide; trench T8 was 40m long and 1.8m wide; trench T10 was 25m long and 1.8m wide; and trenches T12 and T13 were 7m long and 1.8m wide. Trenches T7 and T11 were excavated in two sections to avoid a sewage pipe and trench T10 was positioned slightly differently from the trench plan proposed in the WSI due to the presence of trees. Trenches T12 and T13, as well as an extension some 5m long on the western side of trench T8, were excavated to uncover more of ditch F4/F5/F6/F7, at the direction of the ECC archaeological monitor.

All of the trenches were cut through modern topsoil (L1, 0.12-0.29m thick) and subsoil (L2, 0.12-0.46m thick) onto natural (L3, encountered at a depth of 0.3-0.64m below current ground level) apart from trench T11, which was cut through L1 (0.28-0.31m thick) onto L3. Sondages were excavated in trenches T2, T3, T6 and T9 to confirm the identification of L3 as natural.

There were no archaeological remains in trenches T1, T2, T5, T6, T7, T9, T10 and T11.

### Trench 3

Undatable pit F1 was situated at the western end of the trench. The feature extended beyond the limit of excavation (LOE), and so its full dimensions could not be ascertained, but its exposed extent was 0.38m wide and 0.09m deep. It had a shallow, U-shaped profile.

### Trench 4

Ditch F7, which produced pottery dating from the mid 12th to the early 13th century, was located at the southern end of the trench. It was aligned WNW-ESE, was 0.51m wide and 0.07m deep, and had a shallow U-shaped profile. The feature continued on to T8, T12 and T13, to the ESE, where it was recorded as F4, F5 and F6, respectively.

Posthole F2 lay at the northern end of the trench. Modern detritus was visible on the surface of the feature and so it was not excavated.

Natural feature F3 was also excavated.



**Photograph 1** T4 trench shot – looking south

#### **Trench 8**

Ditch F4 extended through the centre of the trench on a WNW-ESE alignment. The feature was 0.61m wide and 0.1m deep with a shallow U-shaped profile. The feature represented a continuation of F7 in T4 and F6 in T13, to the WNW, and continued on to T12, to the ESE, where it was recorded as F5. It produced two sherds of pottery dating from the Late Iron Age to the late 3rd century AD, as well as four further pottery sherds dating from the 11th to the early 13th century.

#### **Trench 12**

Ditch F5 was uncovered within the southern half of the trench. It was aligned WNW-ESE, was 0.64m wide and 0.2m deep and had a shallow V-shaped profile. It represented a continuation of F4 in T8, F6 in T13 and F7 in T4, to the WNW. This section produced no dating evidence.



**Photograph 2** T12 trench shot – looking north

#### **Trench 13**

Ditch F6 extended through the southern half of the trench on a WNW-ESE alignment. It was 0.54m wide and 0.11m deep with a shallow U-shaped profile. The feature represented a continuation of F7 in T4, to the WNW, and continued on to T8 and T12, to the ESE, where it was

recorded as F4 and F5, respectively. This section yielded a single mid 12th- to late 14th-century pottery sherd.

## 6 Finds

by Dr Matthew Loughton

A small assemblage of seven sherds, weighing of 60g, was recovered from ditches F4 and F6. Ditch F4 sx 2 produced two sherds (40g) of large storage jars and other vessels in heavily-tempered oxidised wares (fabric HZ OX), dating from the Late Iron Age to AD 200/300. Four sherds (15g) of early medieval sandy wares, dating from the 11th to the early 13th century, were also recovered from F4 sx1. Ditch F6 contained one sherd (5g) of medieval sandy greyware pottery dating to c 1150-1375/1400. Ditches F4 and F6 date to the medieval period (c 1000-1375/1400).

## 7 Conclusion

Excavations at this site revealed a modest number of features: a pit, a posthole, a ditch and a natural feature. Aside from the pit, which was located to the north, these remains were concentrated around the centre of the site. Only one feature produced dating evidence, while another was identified as modern due to its appearance.

The predominating feature was ditch F4/F5/F6/F7, which extended through the centre of the site on a WNW-ESE alignment. It produced four sherds of pottery dating from the 11th to the 13th century, as well as a single sherd of pottery dating from the mid 12th to the late 14th century, giving an approximate date range of the mid 12th to the late 13th century for this feature. It is likely that this feature is a field ditch, the product of agricultural activity in an area bordering the medieval thoroughfare of Woodrolfe Road. Two residual sherds of Late Iron Age to Roman storage jars were also recovered from this feature, evidencing occupation in this area during these earlier periods too. The ditch is not shown on historical mapping of the area.

A modern posthole, F2, was also uncovered, to the north of the abovementioned ditch. Ordnance Survey mapping of the area compiled in the late 19th century depicts the site lying within a network of fields bordering Tollesbury, and presumably this feature is related to agricultural activity.

An undatable pit and a natural feature were also excavated.

## 8 Acknowledgements

CAT would like to thank Richard Hoggett Heritage and Lewis & Scott Retirement Living Limited for commissioning and funding the work. The project was managed by C Lister, A Wightman and L Pooley, with fieldwork carried out by N Rayner and H Furniss with K Davies, C Hill, Z Eksen, G Smith. Figures were compiled by C Lister, L Pooley and E Holloway. The project was monitored for ECCPS by Maria Medlycott and Mark Baister.

## 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)      |
| CAR 7                    | 2000  | <i>Colchester Archaeological Report 7: Post-Roman pottery from excavations in Colchester, 1971-85</i> , by J Cotter   |
| CAT                      | 2022  | <i>Health &amp; Safety Policy</i>   |
| CAT                      | 2022  | <i>Written Scheme of Investigation (WSI) for an archaeological evaluation by trial-trenching on land north of 48 Woodrolfe Road, Tollesbury, Essex, CM9 8SE</i> |
| CIfA                     | 2014a | <i>Standard and Guidance for archaeological evaluation.</i> Revised October 2020  |

CIfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i> . Revised October 2020
CIfA	2014c	<i>Code of Conduct</i> . Revised October 2021
ECC	2005	<i>Tollesbury Conservation Area Review and Character Appraisal</i> , by P Colchester & M Hurst. Updated 2016
ECC	2008	<i>Maldon District Historic Characterisation Project</i> . Essex County Council Historic Environment Branch
ECCPS	2020	<i>Brief for archaeological trial-trenching and excavation at Land north of 48 Woodrolfe Road, Tollesbury</i> , by M Medlycott
Germany, M	1994	<i>Tollesbury Creek, Tollesbury, Essex, Archaeological Evaluation, Trial trenching</i> . Essex County Council Field Archaeology Unit
Gurney, D	2003	<i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers <b>14</b> (EAA <b>14</b> )
Historic England	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 <b>24</b> (EAA <b>24</b> )
MHCLG	2021	<i>National Planning Policy Framework</i> . Ministry of Housing, Communities and Local Government

## 10 Abbreviations and glossary

Anglo-Saxon	period from c 500 – 1066
CAT	Colchester Archaeological Trust
CIfA	Chartered Institute for Archaeologists
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’
Iron Age	period from 700 BC to Roman invasion of AD 43
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	<b>O</b> nline <b>A</b> ccess to the <b>I</b> ndex of <b>A</b> rchaeological <b>I</b> nvestigations, <a href="http://oasis.ac.uk/pages/wiki/Main">http://oasis.ac.uk/pages/wiki/Main</a>
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 (pottery)

### **Paper record**

One A4 document wallet containing:

The report (CAT Report 1867)

ECC evaluation brief, CAT written scheme of investigation

Original site record (trench sheets, sections)

Site digital photos and log

### **Digital record**

The report (CAT Report 1867)

ECC evaluation brief, CAT written scheme of investigation

Site digital photographs, thumbnails and log

Graphic files

Survey data

Site data



## **12 Archive deposition**

The 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. TOWR22 and with the Archaeological Data Service.

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### **Distribution list:**

Richard Hoggett Heritage  
Lewis & Scott Retirement Living Limited  
ECC Place Services Historic Environment Advisor  
Essex Historic Environment Record, Essex County Council

**Appendix 1 Context list**

<b>Context Number</b>	<b>Trench number</b>	<b>Finds Number</b>	<b>Feature / layer type</b>	<b>Description</b>	<b>Date</b>
L1	All	-	Topsoil	Soft/friable, moist medium grey/brown loam with 1% stones	Modern
L2	T1, T2, T3, T4, T5, T6, T7, T8, T9, T10, T12 and T13	-	Subsoil	Friable/firm, dry light/medium orange/brown clayey-silt with 1% stones	Undatable
L3	All	-	Natural	Firm, moist medium orange/brown clay with 5% stones	Post-glacial
F1	3	-	Pit	Firm, moist medium grey/brown sandy-silty-clay	Undatable
F2	4	-	Posthole	Firm, moist dark grey/brown black silty-clay with abundant charcoal	Modern
F3	4	-	Natural feature	Firm/hard, moist light/medium orange/grey/brown silty-clay with 3% gravel	Post-glacial
F4	8	1, 3	Ditch	Firm, moist medium grey/brown silty-clay with 1% stones	Mid 12th to early 13th century
F5	12	-	Ditch	Soft, moist medium grey/brown silty-clay with charcoal flecks and 1% stones	Mid 12th to early 13th century
F6	13	2	Ditch	Soft, moist medium grey/brown silty-clay with 1% stones	Mid 12th to early 13th century
F7	4	-	Ditch	Soft, moist medium yellow/grey/brown silty-clay with charcoal flecks and 1% stones	Mid 12th to early 13th century

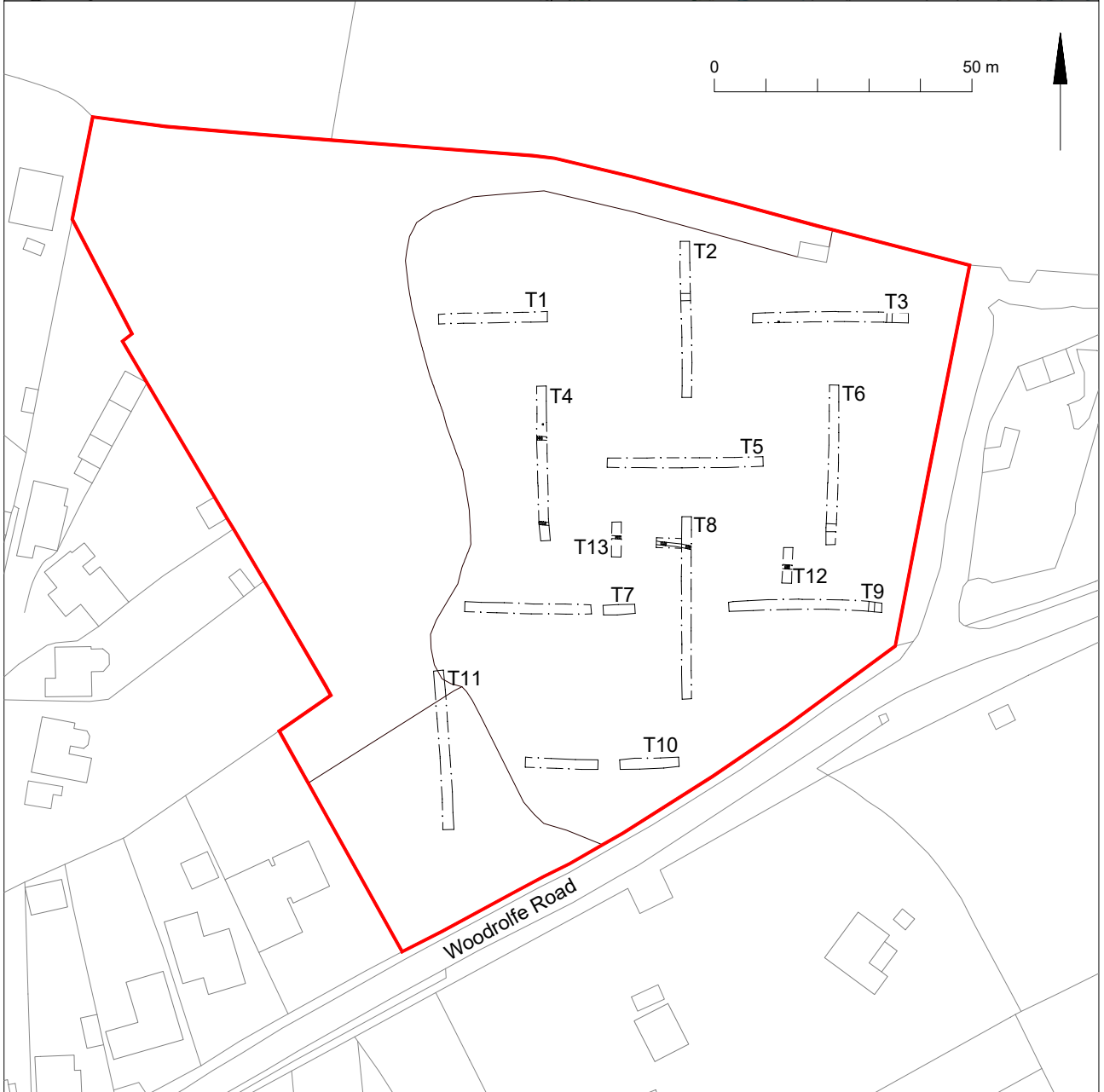
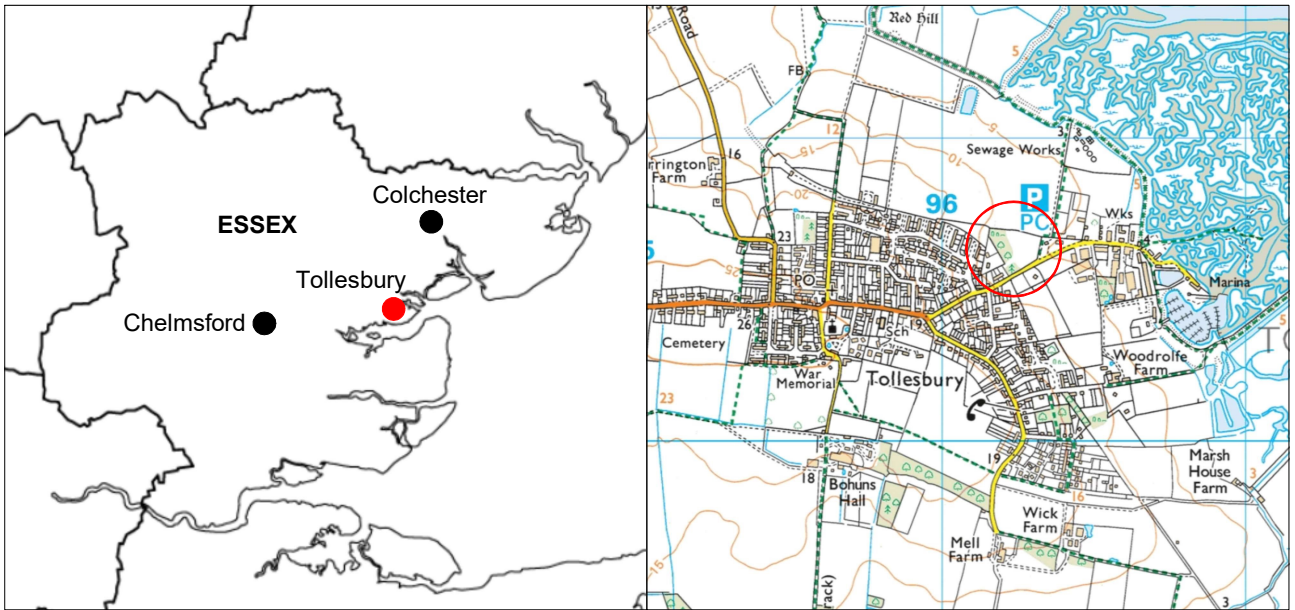


Fig 1 Site location.

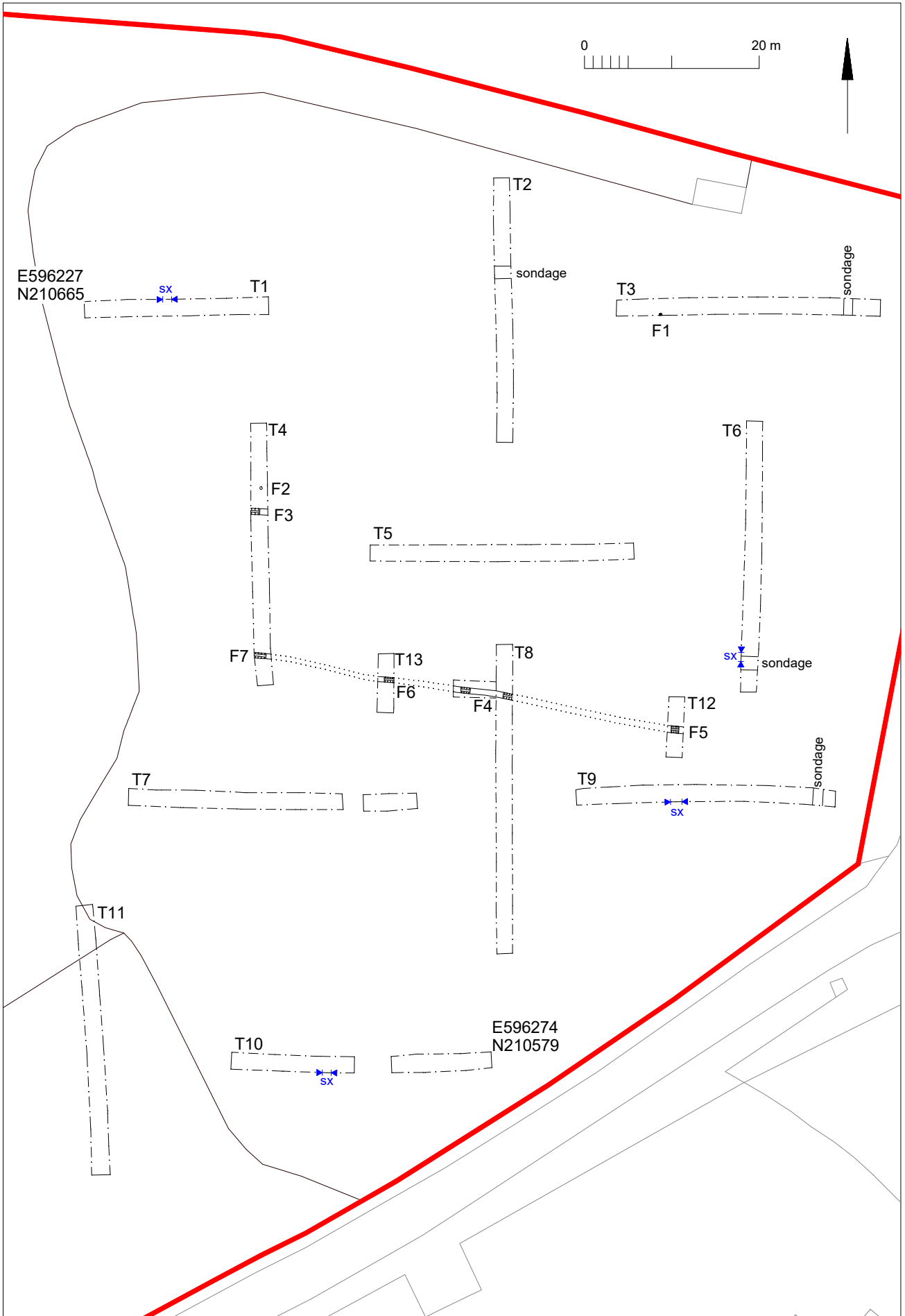


Fig 2 Results.

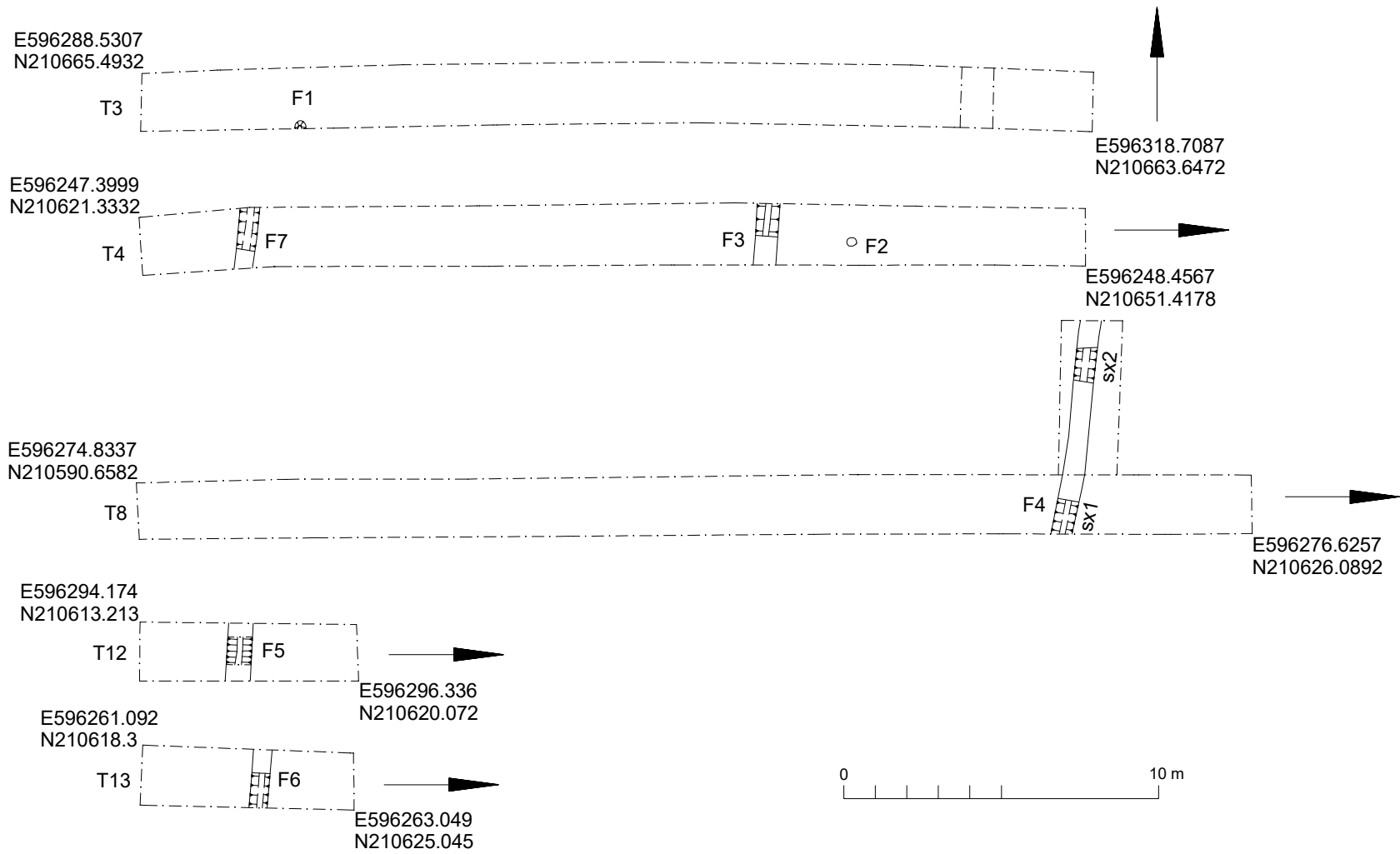


Fig 3 Detailed trench plans.

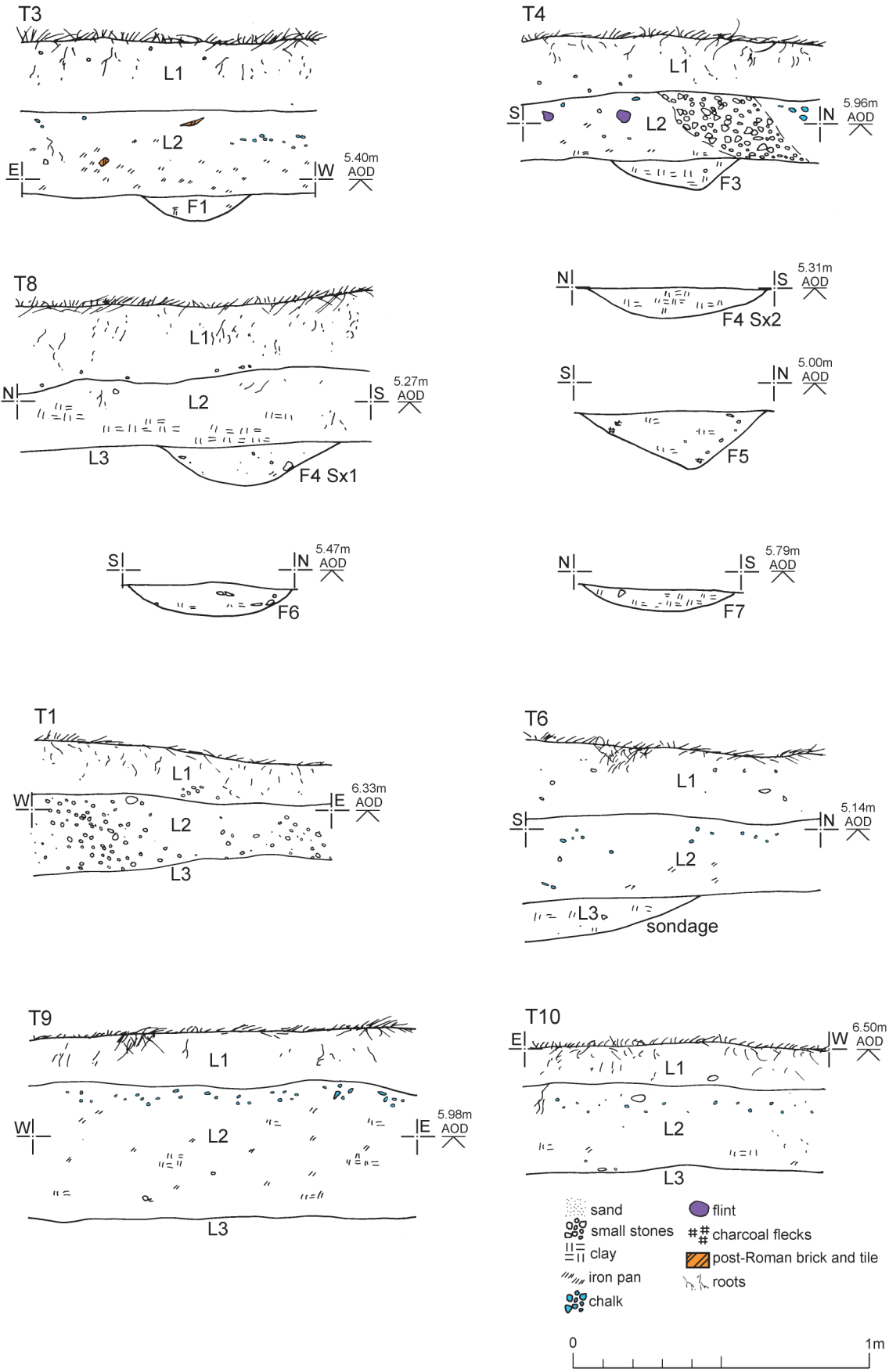


Fig 4 Feature and representative sections.

## Summary for colchest3-509730

OASIS ID (UID)	colchest3-509730
Project Name	Trial Trench at Land north of 48 Woodrolfe Road, Tollesbury, Essex, CM9 8SE
Sitename	Land north of 48 Woodrolfe Road, Tollesbury, Essex, CM9 8SE
Activity type	Trial Trench
Project Identifier(s)	2022/09e
Planning Id	MAL/14/01202
Reason For Investigation	Planning: Post determination
Organisation Responsible for work	Colchester Archaeological Trust
Project Dates	31-Oct-2022 - 03-Nov-2022
Location	Land north of 48 Woodrolfe Road, Tollesbury, Essex, CM9 8SE NGR : TL 96290 10634 LL : 51.7599793453272, 0.842864741215529 12 Fig : 596290,210634
Administrative Areas	Country : England County : Essex District : Maldon Parish : Tollesbury
Project Methodology	Evaluation was carried out as per the brief and the WSI
Project Results	An archaeological evaluation (13 trial-trenches) was carried out on land north of 48 Woodrolfe Road, Tollesbury, Essex in advance of the construction of a new residential development. The site lies to the north of Woodrolfe Road, a medieval road linking Tollesbury with Woodrolfe Creek and the nearby marshes, and southwest of a series of Late Iron Age or Roman 'red hills'. Excavations at the site revealed a medieval ditch which was likely the product of agricultural activity, and which also produced a small amount of Late Iron Age and Roman pottery. A modern posthole, an undatable pit and a natural feature were also uncovered.
Keywords	Pit - UNCERTAIN - FISH Thesaurus of Monument Types Post Hole - 20TH CENTURY - FISH Thesaurus of Monument Types Natural Feature - UNCERTAIN - FISH Thesaurus of Monument Types Ditch - MEDIEVAL - FISH Thesaurus of Monument Types Sherd - LATE IRON AGE - FISH Archaeological Objects Thesaurus Sherd - ROMAN - FISH Archaeological Objects Thesaurus Sherd - MEDIEVAL - FISH Archaeological Objects Thesaurus
Funder	
HER	Essex HER - unRev - STANDARD
Person Responsible for work	E, Hicks
HER Identifiers	
Archives	

# **Written Scheme of Investigation (WSI) for an archaeological evaluation by trial-trenching on land north of 48 Woodrolfe Road, Tollesbury, Essex, CM9 8SE.**

**NGR:** TL 96290 10634 (centre)

**District:** Maldon

**Parish:** Tollesbury

**Planning reference:** 21/00702/FUL

**Commissioned by:** Richard Hoggett Heritage

**Client:** Lewis & Scott Retirement Living Ltd

**Curating museum:** Colchester/ADS Archaeology

**ECC project code:** tbc

**CAT project code:** 2022/09e

**Oasis project ID:** colchest3-509730

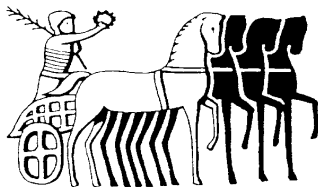
**Contracts Manager:** Chris Lister

**Fieldwork Manager:** Adam Wightman

**Post-excavation Manager:** Laura Pooley

**ECC monitor:** Maria Medlycott

**This WSI written:** 06/10/2022



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## Site location and description

The proposed development site is located in the northeastern edge of the village of Tollesbury on land to the north of 48 Woodrolfe Road, Essex (Fig 1). Site is centred at National Grid Reference (NGR) TL 96290 10634. The land is currently an area of undeveloped open ground, except the western part of the site which contains an area woodland.

## Proposed work

The development comprises of the construction of 25 affordable dwellings for older people. In addition to the dwellings there will be a social community hub building situated within a supportive environment in accordance with Dementia friendly and therapeutic garden principals, landscaping, parking and any other associated groundworks.

## Archaeological background

The following archaeological includes extracts of the ECC brief and the Essex Historic Environment Records (EHER) held at Essex County Council, County Hall, Chelmsford, Essex (accessed via <http://www.heritagegateway.org.uk>).

Tollesbury is a large fishing village located on a small peninsular at the mouth of the River Blackwater, c 9 miles northeast of Maldon. There is evidence of human activity in the Tollesbury area dating back to the prehistoric period, but the village seen today is based on the medieval settlement. The name derives from a large Saxon estate belonging to 'Toll', which included Tollesbury and the Tolleshunt villages (ECC 2005, 6). The medieval village was centred on the market place with the Church of St Mary on its southern edge. The church is early medieval in date, but is thought to be Saxon origin (EHER 45657).

The British Geological Survey geology viewer (1:50,000 scale<sup>1</sup>) shows the bedrock geology for the site is London clay formation (clay, silt and sand). The site is sited on a slope overlooking coastal marshland.

Woodrolfe Road is the historic route linking the Anglo-Saxon, medieval and post-medieval settlement of Tollesbury with Woodrolfe Creek and the marshes.

To the northeast of the proposed development there is a line of 'Red Hills' following along the edge before the marsh (EHER 11507, 11535-6, 11549, 13634 and 16832-3). Red hills are formed during the Late Iron Age and Roman salt industry and usually located close to tidal waters so that sea water is deposited into brine tanks. They are most commonly identified by mounds of red soil filled with fragments of briquetage, fired clay and debris from fire pits. Some of these have been excavated, the most recent in 1994 by the Essex Field Archaeological Unit (Germany, 1994).

Tollesbury was one of the richest medieval parishes in the east of Essex as it has continually exploited both its dry land and marine resources. Arable land surrounds the village and to the east of the site the salt-marshes were used for extensive sheep grazing (EHER 48466), and clusters of oyster pits from at least the post-medieval period as they are noted on early historic mapping (EHER 16708 and 16718). Other associated buildings include a granary/store (EHER 39165) and a group of sail lofts, used for storage of yachts below areas used to dry out sails and nets (EHER 39164 and 11510).

The western edge of the site is bordered by the now disused railway route of the Kelvedon-Tiptree-Tollesbury light railway. The railway line was in use between 1904-1951 (EHER 45184). A late post-medieval brickworks straddled the railway line (EHER 15486).

For more information about the local area see the *Maldon District Historic Characterisation Project* (ECC 2008).

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<sup>1</sup> British Geological Survey – <https://geologyviewer.bgs.ac.uk/>

## Planning background

A planning application (14/01202/OUT) was submitted to Maldon District Council in December 2014 proposing *outline planning for up to 24 No. village houses*. This was refused, but subsequently granted at appeal. A subsequent reserved matters application (19/00197/RES) was refused and the refusal upheld at appeal.

A full planning permission for the *construction of 25 dwellings and a community hub building* was submitted to Maldon District Council in July 2021(21/00702/FUL) and granted planning permission in August 2022. The current evaluation relates to this latest planning consent.

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 2021).

## Requirement for work (Fig 1)

The required archaeological work will consist of an archaeological evaluation by trial-trenching. Details are given in a Project Brief written by ECCPS (*Brief for trial trenching and excavation at Land north of 48 Woodrolfe Road, Tollesbury – ECC 2020*).

The brief requested a trial-trenching sample covering 5% of the site. However, as third of the site is covered in dense trees (which are to be retained) CAT proposes the evaluation to comprise of 11 linear trenches covering the remaining site. All trenches will measure 30m long, by 1.8m wide. This equates to 300m of trenching covering an area of 540m<sup>2</sup>.

The initial work will comprise of the trial trench which will be followed by a site meeting with the ECCHEA. Further archaeological work may be required. This will be decided by the ECCHEA on completion of the trial-trenching and report.

## 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-c)
- East of England Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011) and the recent review updates on <https://researchframeworks.org/eoe/>
- relevant Health & Safety guidelines and requirements (CAT 2022)
- 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 the project (when the WSI is written) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed (Activity type, Location and Reviewers/Admin areas). 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 project officer and three archaeologists for three days.

In charge of day-to-day site work: Ben Holloway/Harvey Furniss/ Sarah Veasey

## **Evaluation 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. All features or deposits will be excavated by hand. This includes a 50% sample of discrete features (pits, etc), at least a 10% of linear features (ditches, etc) in 1m wide sections, and 100% of complex structures/features. Complex archaeological structures such as walls, kilns or ovens 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 proforma 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.

The trench 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 or GPS, 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 Historic England guidance (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.

Most of our finds reports are written internally by CAT Staff under the supervision and direction of Philip Crummy (Director) and Laura Pooley (Post-excavation Manager). This includes specialist subjects such as:

ceramic finds (pottery and ceramic building material): Matthew Loughton  
animal bones: Alec Wade (or Adam Wightman/Pip Parmenter - 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): Megan Seehra

or to outside specialists:

animal and human bone: Julie Curl (*Sylvanus*)  
environmental assessment and analysis: Val Fryer / Lisa Gray  
archaeometallurgy: David Dungworth  
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: Tom Lawrence  
prehistoric pottery: Stephen Benfield / Nigel Brown / Paul Sealey  
Roman pottery: Stephen Benfield / Paul Sealey / Jo Mills / Gwladys Monteil  
Roman brick/tile: 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 ECCHEA.

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.

## 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* (Historic England 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. <https://researchframeworks.org/eoe/>).
- 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](mailto: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.

A PDF copy of the full report will be uploaded by CAT to the OASIS website and the Colchester Archaeological Trust's Online Report Library (<http://cat.essex.ac.uk/>), both of which are publicly accessible.

## **Archive deposition**

The requirements for archive storage shall be agreed with the Curating museum.

If finds are retained from the site the full archive will be deposited with Colchester Museum unless otherwise agreed in advance. (A full copy of the archive shall in any case be deposited). If there are no finds a full digital archive will be deposited with ADS Archaeology.

**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 digital archive resulting from the work will be deposited with the Archaeology Data Service ([www.archaeologydataservice.ac.uk](http://www.archaeologydataservice.ac.uk)) to safeguard the long-term curation of the digital records. The ECCHEA will be notified when the digital archive has been deposited. 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. A summary of the contents of the archives shall be supplied to the ECCHEA at the time of their deposition.

The ECCHEA will be notified when the digital archive has been deposited.

## 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.

## Education and outreach

The CAT website ([www.thecolchesterarchaeologist.co.uk](http://www.thecolchesterarchaeologist.co.uk)) and social media sites are updated regularly with information on current sites. Copies of our reports (grey literature) can be viewed on the website and downloaded for free. Staff regularly give lectures to groups, societies and schools (a fee may apply). CAT also works in partnership with Colchester Archaeological Group (providing a venue for their lectures and library) and the local Young Archaeologists Club.

CAT archaeologists can be booked for lectures and information on fees can be obtained by contacting the office on 01206 501785 (option 1).

## 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	2022	<i>Health &amp; Safety Policy</i>
CifA	2014a	<i>Standard and Guidance for archaeological evaluation.</i> Revised October 2020
CifA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials.</i> Revised October 2020
CifA	2014c	<i>Code of Conduct.</i> Revised October 2021
Digital Curation Centre (DCC)	2013	<i>Checklist for Data Management Plan v. 4.0</i>
ECC	2005	<i>Tollesbury Conservation Area Review and Character Appraisal.</i> By P Colchester and M Hurst. Updated 2016
ECC	2008	<i>Maldon District Historic Characterisation Project.</i> Essex County Council Historic Environment Branch
ECCPS	2020	<i>Brief for trial trenching and excavation at land north of 48 Woodrolfe Road, Tollesbury,</i> by M Medlycott
Germany, M	1994	<i>Tollesbury Creek, Tollesbury, Essex, Archaeological Evaluation, Trial trenching.</i> Essex County Council Field Archaeology Unit
Gurney, D	2003	<i>Standards for field archaeology in the East of England.</i> East Anglian Archaeology Occasional Papers 14 (EAA 14).
Historic England	2015	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Historic England	2018	<i>The Role of the Human Osteologist in an Archaeological Fieldwork Project.</i> By S Mays, M Brickley & J Sidell
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)

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*National Planning Policy Framework*. Ministry of Housing,  
Communities and Local Government.

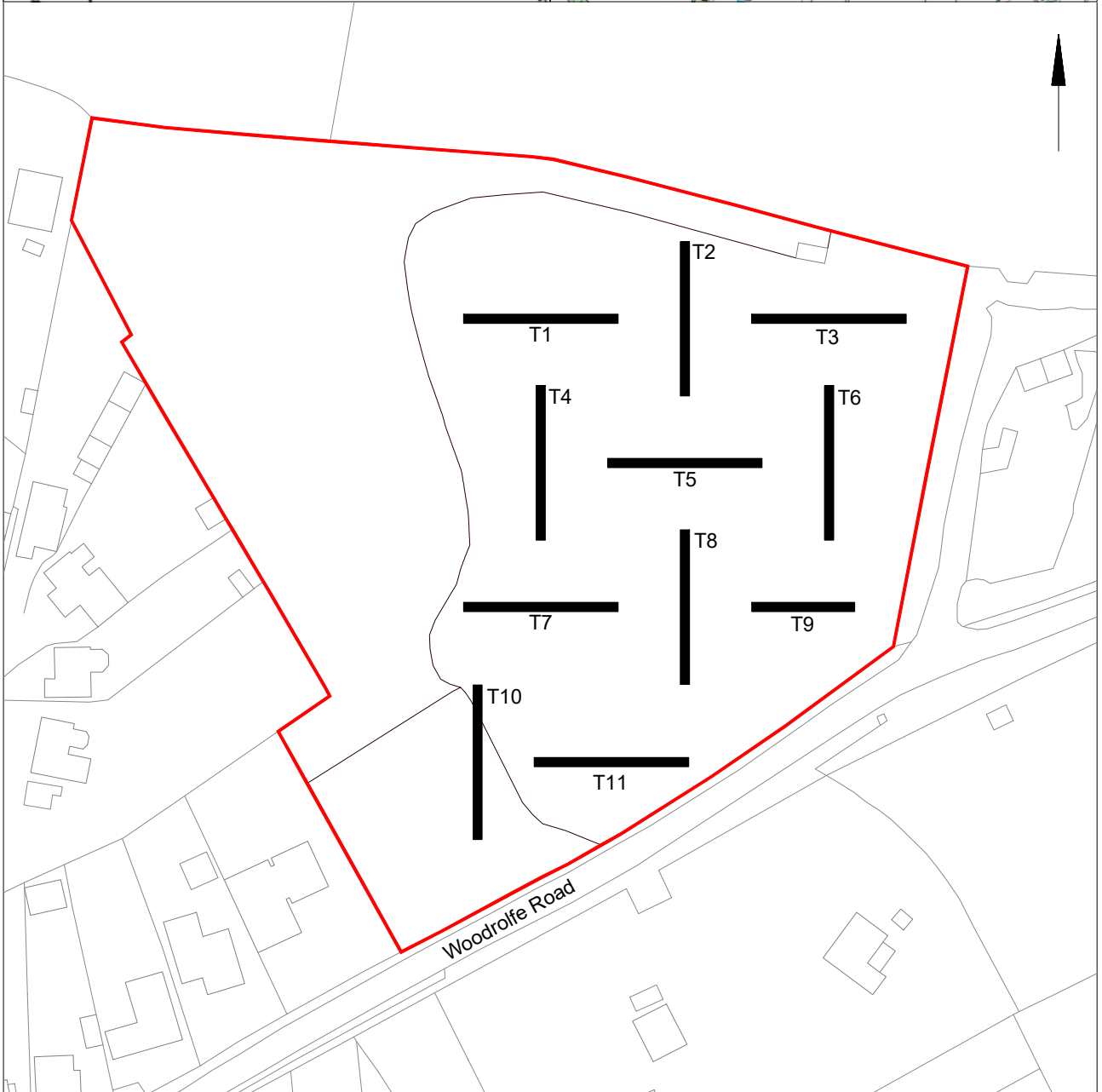
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Fig 1 Site location and trench proposal.

