

Report on Trenched Archaeological Evaluation at 'The Dell, 5 Nelson Way, Beccles, Suffolk'

Title	Trenched Archaeological Evaluation at 'The Dell, 5 Nelson Way, Beccles, Suffolk'
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Derivation	Initial draft CB511R v.1.0
Grid reference	TM 41704 89805
Planning Authority	Waveney District Council
Planning reference	DC/15/2593/FUL
HER event number	ESF25045
HER parish code	BCC 099
OASIS reference	chrisbir1-268962
Origination Date	26 January 2017
Reviser(s)	Chris Birks
Date of revision	14 March 2017
Sequence	Report CB511R v.1.0 Beccles, Report CB511R v.1.1 Beccles
Version	1.1
Status	Approved final copy
Summary of Changes	Confirmation of approval, updated OASIS form and addition of approved Written Scheme of Investigation (CB511 v.1.2) as appendix
Sections revised	1.3, 6.3.5, <i>Appendix 2</i> and addition of <i>Appendix 3</i>
Circulation	SCCAS/CT, Agent, Client
Required Action	Please respond to author before 16 February 2017
File Name/Location	C:\Users\Chris\Desktop\Chris Business\Year 13 Apr2016 to Apr2017\ReportForSCCAS\Beccles Care Home\Report CB511R v.1.1 Beccles.docx
Approval	Approved
Comments	Approved by Rachael Abraham, Senior Archaeological Officer SCCAS on 22 February 2017

SCCAS/CT Suffolk County Council Archaeological Service/Conservation Team

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Reference No. CB511R v.1.1
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Archaeology Report

CB511R v.1.1

**The Dell, 5 Nelson Way, Beccles,
Suffolk**

ESF25045

Prepared for:

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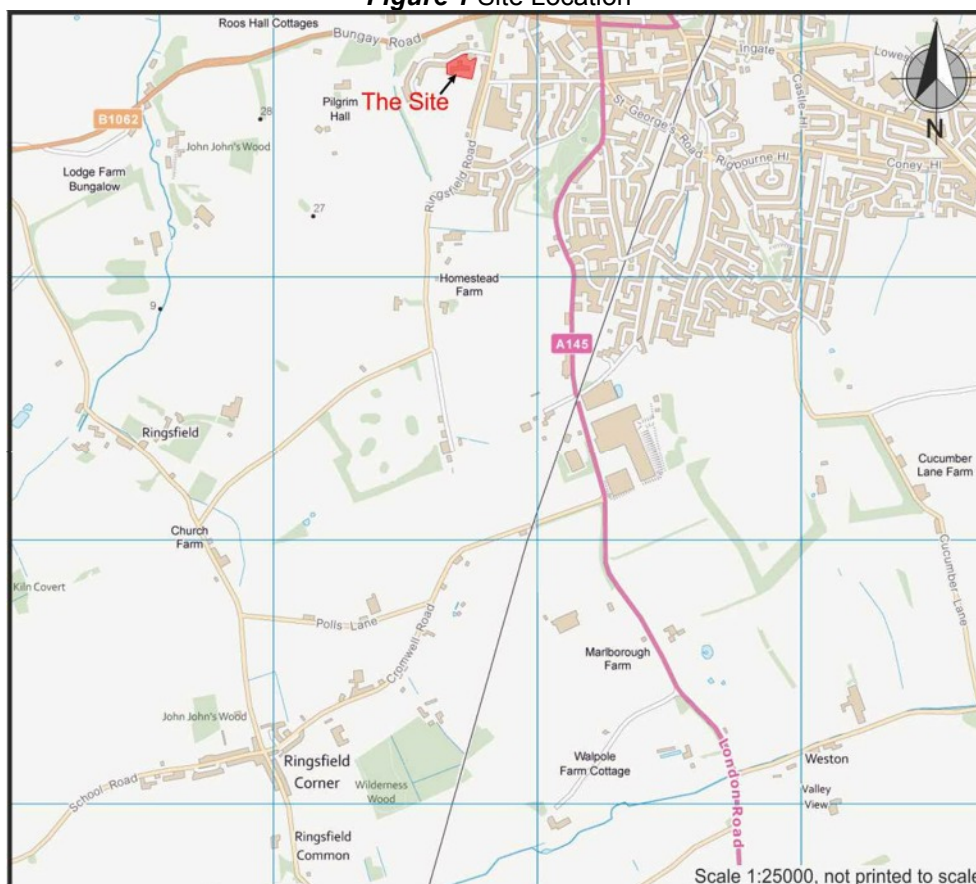
Summary

A programme of trenched archaeological evaluation was carried out at 'The Dell, 5 Nelson Way, Beccles, Suffolk' (Historic Environment Record event number ESF25045) as a planning condition associated with the construction of a new care home. Despite the potential for archaeological remains, none were present. Construction, use and demolition of the building formerly on this site have caused a great deal of disturbance to deposits and it is unlikely that archaeological remains exist beyond the areas evaluated.

1.0 Introduction

- 1.1 A Trenched Archaeological Evaluation resulting from development proposals at 'The Dell, 5 Nelson Way, Beccles, Suffolk' (grid reference TM 41704 89805, centred at, Fig. 1) has been requested by the Conservation Team of Suffolk County Council's Archaeological Service (Rachael Abraham 19 October 2016), Waveney District Council planning reference number DC/15/2593/FUL.
- 1.2 Written Scheme of Investigation, CB511, v.1.0 details how Chris Birks (hereafter 'the Contractor') would undertake these works and was prepared for Mr Mark Howard at Real Consulting on behalf of Cygnet Care Limited (hereafter 'the Client'). A copy was submitted to the Conservation Team of Suffolk County Council's Archaeological Service on 20 October 2016 for consideration in accordance with *Standard and guidance for commissioning work or providing consultancy advice on archaeology and the historic environment* by the Chartered Institute for Archaeologists (2014). Comments were received on 08 November 2016 and a revised copy, CB511, v.1.1, was resubmitted for consideration on 09 November 2016. Approval was received on 11 November 2016 prior to preparation of the final copy, CB511, v.1.2.
- 1.3 Report CB511R v.1.0 summarises the results and a copy was submitted to the Conservation Team of Suffolk County Council's Archaeological Service for consideration. Approval was received on 22 February 2017 prior to preparation of this final copy, CB511R v.1.1.

Figure 1 Site Location



2.0 Project Background

- 2.1 This development site is located to the north of two ring ditches visible as cropmarks on aerial photographs, recorded in the County Historic Environment Record (HER) as BCC 015 and 016 and other archaeological remains and findspots dating from the Saxon, medieval, Post-medieval and Modern periods are recorded. Consequently there is potential that heritage assets with archaeological interest (buried archaeological remains) will be present at the site and that their significance will be affected by the proposed development.
- 2.2 A Trenched Archaeological Evaluation is required to determine the presence/absence, date, extent, state of preservation and significance of any archaeological layers or subsoil archaeological features. The results of the evaluation will aid decisions regarding a mitigation strategy that may include a further phase of Archaeological Evaluation, Archaeological Excavation or Continuous Archaeological Recording (Archaeological Monitoring) during the development if features of importance are found and these cannot be preserved *in-situ*.
- 2.3 The Planning Authority were advised that any consent should be conditional upon an agreed programme of work taking place before development begins in accordance with *National Planning Policy Framework para 141 (2012)* and *Standard and guidance for commissioning work or providing consultancy advice on archaeology and the historic environment* by the Chartered Institute for Archaeologists (2014) to record and advance the understanding of the significance of any heritage assets (that might be present at this location) before they are damaged or destroyed.
- 2.4 Suffolk HER event number ESF25045 and Online Access to the Index of Archaeological Investigations (OASIS) id chrisbir1-268962 apply.

3.0 Geology and Topography

- 3.1 The geology of Great Britain is recorded by the British Geological Survey and published on their website (<http://www.bgs.ac.uk>). The site lies upon a solid geology of Crag Sands and Crag Sands and Gravel comprising a suite of shallow-water marine and estuarine sands, gravels, silts and clays deposited on the southwest flank of the North Sea Basin. The sands are characteristically dark green from glauconite but weather bright orange with haematite 'iron pans'. The gravels in the lower part of the group are almost entirely composed of flint. Those higher in the group include up to 10% of quartzite from the Midlands, igneous rocks from Wales, and chert from the Upper Greensand of southeastern England. The lower boundary is defined by a sharp, planar unconformity upon strata extending from the Chalk Group in the west to the London Clay Formation of the Thames Group in the east. Usually there is a glauconitic conglomerate of rounded flints at the base of the Crag Group. The upper boundary is overlain by deposits of the Dunwich Group, Albion Glacigenic Group, Britannia Catchments Group or British Coastal Deposits Group. Also interdigitates with the Dunwich Group, from which it can be distinguished by the marine origin of the sediments (all Dunwich Group formations are fluvial), may be distinguished from the Albion Glacigenic Group by the absence of Northern British erratics in the Crag Group.
- 3.2 Superficial deposits comprise Corton Woods Sands and Gravel Member that is composed of medium gravels and fine- to coarse-grained sands. The gravels comprise mainly flint, with subordinate quartz and quartzite. The gravels tend to be strongly imbricated in coastal sections. Inland there are few exposures and they comprise pebbly, well-rounded, medium-grained sands.
- 3.3 The Lowestoft Formation forms an extensive sheet of chalky till, together with outwash sands and gravels, silts and clays. The till is characterised by its chalk and flint content. The carbonate content of the till matrix is about 30%, and tills within the underlying Happisburgh Formation have less than 20%.
- 3.4 The development site comprises an area of approximately 0.7 ha. (7000m²) centred at TM 41704 89805 (*Fig. 2*) on the southwest side of the main built up area of Beccles. A large building, now demolished, covered a large part of the site. The site lies with an area of residential development

probably since the 1960s. The land slopes quite steeply downwards from south (at c. 26.5m OD) to the border with Nelson Way in the north (at c. 21.5m OD) and some distance further north to the River Waveney (at c. 2m OD).

4.0 Archaeological & Historical Background

4.1 Introduction

- 4.1.1 The HER has a total of 21 entries for sites within the study area comprising 3 HER Portable Antiquities Scheme monuments, 3 HER events and 15 HER monuments. The HER only represents the archaeological material that has been reported and represents the *known* resource. It is not therefore, a complete reflection of the whole archaeological resource of this area as other sites may remain undiscovered; this is considered as the *potential* resource.
- 4.1.2 Finds reported to the Portable Antiquities Scheme (HER Portable Antiquities Scheme monuments) are described without providing exact locations as these are confidential.
- 4.1.3 A small number of archaeological interventions (HER events) have been carried out within the study area since 2003. A summary of records relating to the development site and the 1km study area is provided in date order of the work in order to provide a clear timeline of the events and they are located on a drawing in relation to the proposed development site (*Fig. 3*).
- 4.1.4 HER monuments are summarised by period and shown in *Fig 4*. There are 5 periods represented in the record – prehistoric, Saxon, medieval, Post-medieval and Modern. Any relevant information from the National Mapping Programme is included in the descriptions of HER monuments.
- 4.1.5 Listed buildings are protected under the Listed Buildings and Conservation Areas Act of 1990. This ensures that buildings placed on the *Statutory List of Buildings of Special Architectural or Historic Interest* are given statutory protection against unauthorised demolition, alteration and extension. Buildings are listed because they are of special architectural importance, due to their architectural design, decoration and craftsmanship; also because they are of historical interest. This includes buildings that illustrate important aspects of the nation's social, economic, cultural or military history or have a close association with nationally important persons or events. There are three grades of listing:
- Grade I buildings are those of exceptional interest;
 - Grade II* are particularly important buildings of more than special interest; and
 - Grade II are of special interest, warranting every effort to preserve them.
- 4.1.6 A search of Historic England and HER Listed Building entries revealed 6 Listed Buildings within the 1km study area (*Fig. 5*).
- 4.1.7 The Suffolk Historic Landscape Characterisation (HLC) project characterises the historic landscape of Suffolk through the identification and mapping of a range of defined Historic Landscape Types, each based on a current land use and an assessment of its historical origin, thus giving the type a 'time depth'. This provides both a historical context to descriptions of the Suffolk landscape, and a means to enhance understanding and management of historic landscapes. A search of entries within the 1km study area was carried out and a brief description is provided for the relevant landscape characterisations (*Fig. 6*).
- 4.1.8 Figures relating to HER events, HER monuments, Listed Buildings and HLC have been kindly reproduced with the permission of the Suffolk County Council Archaeological Service.
- ### 4.2 Portable Antiquities Scheme
- 4.2.1 No entries within the HER Portable Antiquities Scheme monuments are present within the development site.

4.2.2 Three entries within the HER Portable Antiquities Scheme monuments are present within the 1km study area including a Middle Saxon/Late Saxon Strap-end, a Post-medieval copper alloy bridle boss and a Post-medieval Buckle.

4.3 Suffolk HER Events

4.3.1 No HER events are recorded within the development site excepting the current scope of work (ESF25045).

4.3.2 Two HER events are recorded within the 1km study area (*Fig. 3*).

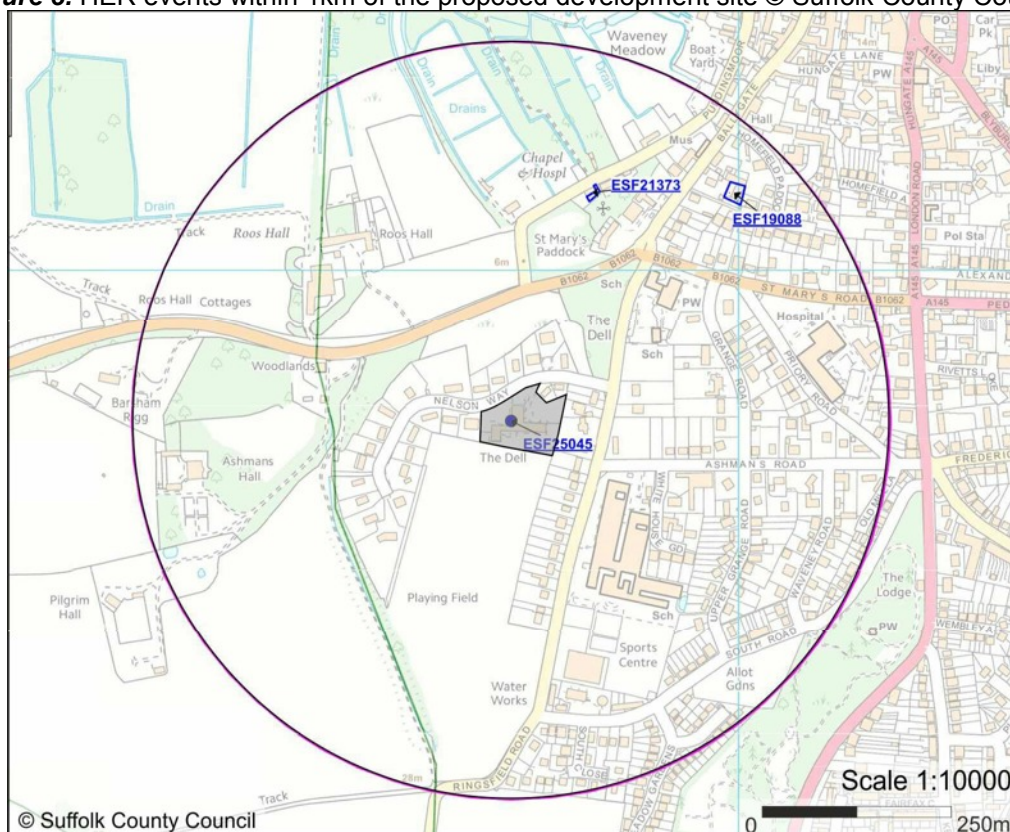
4.3.3 2003. Archaeological watching brief ESF19088

4.3.3.1 An archaeological watching brief at 41 Ballygate to the northeast of the development site in 2003 identified a large Post-medieval pit, roughly circular. It most likely represents a sand extraction/quarry pit, backfilled in the late 19th century (Gardner 2003).

4.3.4 2008. Archaeological monitoring ESF21373

4.3.4.1 Archaeological monitoring was carried out at Spital Well House in 2008 to the northeast of the development site during the excavation of footings for a garage to the side of the property and an extension to the rear. No archaeological remains were observed (SCCAS 2008).

Figure 3. HER events within 1km of the proposed development site © Suffolk County Council



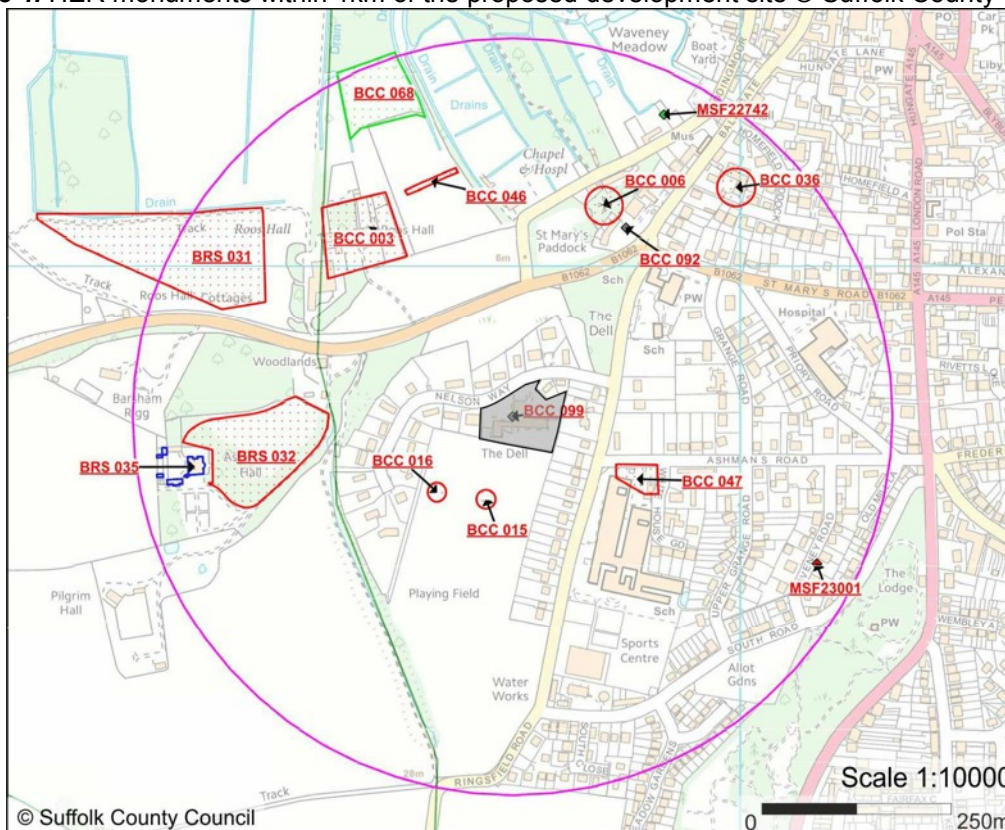
Black shaded - development site
Pink - 1km study area
Blue - HER event

4.4 Suffolk HER monuments

4.4.1 No HER monuments are present within the proposed development site.

4.4.2 A total of 15 HER monuments within the 1km study area are summarised by period and shown in *Fig. 4*. There are 5 periods represented in the record – prehistoric, Saxon, medieval, Post-medieval and modern.

Figure 4. HER monuments within 1km of the proposed development site © Suffolk County Council



Black shaded - development site
 Pink - 1km study area
 Red - HER monument

4.4.3 Prehistoric

4.4.3.1 The cropmark of a ring ditch, approximately 30m in diameter, has been identified from aerial photographs (BCC 015), close to second smaller ring ditch, approximately 15m in diameter (BCC 016) nearby to the south of the development site on playing fields.

4.4.4 Saxon

4.4.4.1 The findspot of Anglo-Saxon metalworks lies to the northwest of the development site (BCC 068), found in 2006 through metal-detecting. Finds include a 9th to 10th century strap-end, medieval and Post-medieval items.

4.4.5 Medieval

4.4.5.1 St Mary's chapel and hospital lies to the north/northeast of the developments site (BCC 006). It was a chapel and leper hospital dedicated to St Mary Magdalen that stood on the west side of Ballygate Street on a site now known as St Mary's Hill, near Leman's School. It was first mentioned in 1267 and was still maintaining the poor in the 17th century. Messent (1934) stated that the original buildings have been demolished, but re-used materials may be seen in some walls in the vicinity. The present St Mary's (House) is probably of early-19th century date and there appears to be no earlier work incorporated in it. An excavation was apparently carried out in May 1979 before the building of five bungalows on the site, and a report was published by Paul Durbidge (not referenced). A human skull was found on 27 August 1980 by workmen digging a trench for a gas pipe. Excavation found reinterred bones and an undisturbed burial but with no dateable evidence.

4.4.5.2 Rose or Roos Hall to the northwest of the development site is a small two-storeyed brick house and Listed Building partly surrounded by a moat (BCC 003). The water pipes bear the date of its erection, 1583, and the initials of Thomas Colby, the builder, and Beatrice Felton, his wife. This was the manor or lordship of Roos Hall which appears to have taken

its name from the family of de Roos, who were lords of the manor in the beginning of the 13th century. Roos Hall was described as a red brick, three-storeyed house, with enriched turrets and chimneys and heavily pedimented windows. The number of storeys is contradictory. A good, if small, example of its type, and little altered. The water pipes referred to by Tymms still exist. The moat has been filled in except for a fragment on the south side of the house which has been incorporated into the gardens of the house as a rockery. An 1816 engraving of Roos Hall shows a large wide moat, now presumably largely filled in. At the bottom of the moat is a series of pools and channels made from brick covered by concrete.

4.4.5.3 A medieval drain or water channel to the northwest of the development site is visible on aerial photographs as a cropmark to the east of Roos Hall, possibly part of the original water supply for the Hall Moat (BCC 046). Although marked on the First Edition Ordnance Survey map c. 1884, this feature has been transcribed due to its probable historic relationship with Roos Hall moat.

4.4.5.4 A small scatter of medieval artefacts was found to the northeast of the development site during metal detecting in 1997 (BCC 092). The scatter consisted of a gilded bronze casket mount fragment, a bronze double oval buckle and a bronze ring thimble of late medieval or early Post-medieval date.

4.4.6 Post-medieval

4.4.6.1 The location of several drains of probable medieval or Post-medieval date to the immediate west of Roos Hall and northwest of the development site are visible on aerial photographs (BRS 031). Only those features not marked on the First Edition Ordnance Survey map of c. 1884 have been transcribed. It is apparent from that map that the cropmarks fit closely into the mapped pattern of late-19th century drains and most probably belong to an earlier phase of drainage, although their exact date is unclear. The clear compatibility of some drains with the known regular pattern may be indicative of a Post-medieval date, but some of the less regular and narrowly-spaced cropmarks may belong to earlier reclamation attempts, possibly contemporary with the moat at Roos Hall.

4.4.6.2 A large Post-medieval pit was identified during a watching brief in advance of a small residential development 41 Ballygate to the northeast of the development site in 2003 (BCC 036)

4.4.6.3 A Post-medieval bronze jetton and lead token was found in garden of a property recorded in the HER as 'Underhill, 'Puddingmoor, though the exact location is unknown (BCC Misc).

4.4.6.4 Two windmills are shown on Ogilby's map of 1675; one at the approximate location of "Bullocks Mill" which was built, according to Flint (1979) in c. 1736 and the other close to Beccles Bridge and the location of Sayer's Mill was built in c. 1826 (BCC Misc).

4.4.6.5 Ashmans Hall lies to the west/southwest of the development site – a Grade II* listed country house built c. 1820 for Robert Rede (BRS 035). See listed building entry.

4.4.6.6 Cropmarks forming over the paths and beds of a possible 19th century formal garden to the east of Ashmans Hall and west/southwest of the development site can be seen on aerial photographs (BRS 032).

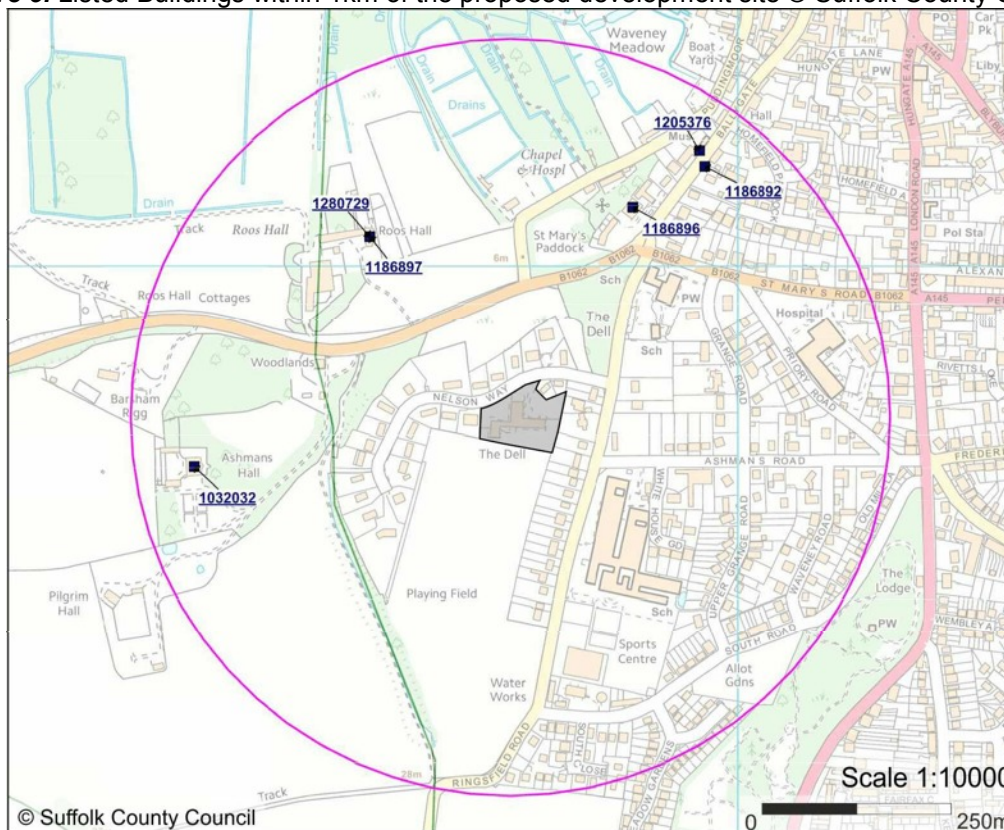
4.4.7 Modern

4.4.7.1 Eight air raid shelters of Second World War date to the southeast of the development site are visible on aerial photographs as earthworks on the northern edge of Sir John Leman School playing fields (BCC 047). They appear to be semi-sunken shelters; the accommodation probably consisting of timber or sheet-metal lined trenches covered with earthwork mounds approximately 10m to 12m long and 6m wide. Access was gained via entrances at either end. It was the responsibility of schools to provide such shelters for staff and pupils unable to use domestic or communal shelters during the school day (Dobinson 1996).

4.5 Listed Buildings

- 4.5.1 No Listed Buildings are present within the proposed development site.
- 4.5.2 A search of Historic England and HER Listed Building records revealed 6 Listed Buildings within the 1km study area, (Fig. 5).

Figure 5. Listed Buildings within 1km of the proposed development site © Suffolk County Council



Black shaded - development site
Pink - 1km study area
Blue - Listed Building

- 4.5.3 Roos Hall lies to the northwest of the development site (TM 41514 90039) and is Grade I Listed. The Historic England Listing (List entry Number: 1280729) includes the following description.
 - 4.5.3.1 *16th century. Initials TBC for Thomas Colby for whom the hall was built and d. 1593 which is considered the completion date. 3 storeys and attic. Red brick embattled parapet, crow stepped gables. Octagonal buttresses at corners with moulded brick pinnacles. Plain tiles. Brick octagonal chimneys with moulded caps and bases. 3 windows to entrance front, brick mullion transom, with drip moulds. Ground and 1st floors have pediments. These windows have imitation stone quoins and heads in cement in some cases removed to show original treatment. Main entrance door with 4-centred arch in moulded brick with square headed drip mould. Interior: stairs in oak with solid oak treads. There is an older staircase leading to the attic. There is original panelling. Several contemporary fireplaces in stone. The hall was purchased by Sir John Suckling about 1600 and the property has recently returned to the present head of the family, who now resides there (1948).*
- 4.5.4 A range of outbuildings to the north of Roos Hall and northwest of the development site (TM 41514 90039) is Grade II Listed. The Historic England Listing (List entry Number: 1186897) includes the following description.
 - 4.5.4.1 *To the North of Roos Hall is a range of buildings of lower elevation.*

4.5.5 Lemn House (28 Ballygate) lies to the northeast of the proposed development site (TM 41950 90153) and is Grade II Listed. The Historic England Listing (List entry Number: 1205376) includes the following description.

4.5.5.1 *16th century with considerable later additions. 2 storeys and attic with 4 dormers. Frontage, about 75 ft, with 7 windows with label mouldings and wood 4-centred arched heads, some original perhaps, 1762 (see below). Small porch at back with ogee brick arched window with sashes in flush frame, and curious glazing bars reflecting ogee curves. Over this porch is a bell turret. One original 16th century window frame at the back and 7 replacements of probable 16th century casements. 16th century remains in the attic. The front is of worked flints with many red brick headers. Suffolk yellow brick quoins and window jambs. Brick gable ends corbelled at eaves. Wood cornice with pointed arched enrichment above bed mould. 2 doors 6-panel (modern) in 18th century wood case in 16th century style with 4-centre wood frame under square lintol with stone label moulding. There is an inscription in slate surrounded with stone moulding on the end a wall stating that "Sir John Lemn Knt., Alderman of London founded this school ... AD MDCXXI and This building was prepared and beautified under direction of O Holmes, and E Brooke Portreeves of the Corporation and other Governors of this Charity AD MDCCCLXII". There is a small apparently contemporary tablet inside with Latin inscription stating that Sir John Lemn endowed the School in 1631, and a date in iron wall ties of 1670 on the north gable end. There is evidence of the earlier date of the building in Sir John Lemn's will dated 8 July 1631 which reads:- "I give and Bequeath all that messuage ... now used for a school house ... situated in Beccles ... in a certain street called Ballygate". Regarding the extensive alterations made at the date 1792, all records of the administration of the Charity exist, and the minutes of the meeting in 1762 and 1763 have been referred to and the following extract made:- January 1762 "141 Timbers and 1 Pollard sold to Mr Randall Abbott for £253, 33 Pollards for 14.7 to pay for alterations now being done". 8 January 1762 "Alterations and additions to the School house indicated and described in certain estimates and plan by Mr Chs Wright." 6 March 1763 "The sum of £272 16s 6d was ordered to be laid out in and about certain alterations to the school house which were undertaken to be done for that sum by Chs Wright of Beccles and whereas several subsequent alterations and additions have been made and other ones adjudged still necessary. It is therefore hereby agreed that a sum not exceeding £100 shall be raised as soon as may be by the sale of wood and timber off lands belonging to the said School." The above sum would cover very extensive alterations, including facing the front with flint and bonding with the brick headers. In the present century the house became a private residence again and internal alterations were made.*

4.5.6 39 Ballygate lies to the northeast of the proposed development site (TM 41957 90132) and is Grade II Listed. The Historic England Listing (List entry Number: 1186892) includes the following description.

4.5.6.1 *Early 17th century with alterations. 2 storeys. 2 windows. Red brick, lime-washed. Believed to date from 1654. 1st floor applied mock timber frame. Toothed eaves band. Pantiles. End chimneys. Ledged entrance door. Casement windows, some mullion transom, leaded. Interior: hewn ledged doors with wrought iron strap hinges, including in-and-out boarded door.*

4.5.7 Ashmans Hall lies to the west/southwest of the proposed development site (TM 41282 89735) and is Grade II* Listed. The Historic England Listing (List entry Number: 1032032) includes the following description.

4.5.7.1 *II* Large country house. Circa 1820 for Robert Rede. White brick, with a stone band at first floor level and a stone parapet with cornice. Slated roof. 2 storeys. Approximately square main block with lower curved wings to the west enclosing the stable yard. 5-bay entrance front arranged 1:3:1, the centre bays recessed. Inset sash windows with slender glazing bars under flat brick arches; the outer bays each had a tripartite ground floor window set in*

an arched recess, that to the right now blocked. All the windows are damaged or missing. Recessed portico of 4 stone Ionic columns with entablature. Central doorway with 8-panel door in 2 leaves, architrave and cornice on console brackets. 9-bay right hand return front, with a central 3-light 2-storey semi-circular bay with domed roof. The rear elevation is similar to the main front but without the entrance portico. The curved wings are arcaded to the stable yard. The wings terminate in 2-storey blocks, 5 x 2 bays, the centre bay set forward and pedimented and with the openings set within a full-height arched recess. Fine central domed staircase hall, perhaps modelled on the one at nearby Worlingham Hall. The entrance to the hall has a screen of 2 Doric columns flanked by arched recesses. Imperial stair of stone, with a wrought iron balustrade and mahogany handrail. There is a first floor gallery comprising 4 pairs of Ionic columns with arched recesses between each pair and a dentil cornice: much of this is now damaged or missing. At the time of survey (May 1985) the house was derelict and considerably damaged internally with many of the ceilings collapsed.

4.5.8 St Mary's House (now flats) and former stables to the northeast of St Mary's House lie to the northeast of the proposed development site (TM 41862 90078) and are Grade II Listed. The Historic England Listing (List entry Number: 1186896) includes the following description.

4.5.8.1 *Early-19th century. 2 storeys. Suffolk yellow brick. Wood modillion cornice. Slates. Plinth. 5 windows, sash with glazing bars and flat arches. 6-panel door with patterned fanlight, in wood case with panelled reveals continuing under arch, Doric 3/4 columns and modillion entablature. This house was occupied by a succession of headmasters of a school which was endowed by Dr Henry Falconbridge LLD under a will dated 1712, but which became effective in 1770 after the death of intervening beneficiaries. St Mary's was left as such by Dr Falconbridge for use as a school, which was held in a succession of buildings including the Town Hall. During the present century the extensive stabling was converted for use as school-rooms, and a modern tablet with the Falconbridge coat of arms, and HF17 1712 inscribed, was put up to record the origin of the school.*

4.6 Suffolk Historic Landscape Characterisation

4.6.1 A search of entries within the site and 1km study was carried out (Fig. 6). A brief description is provided for the relevant historic landscape characterisations (HLC).

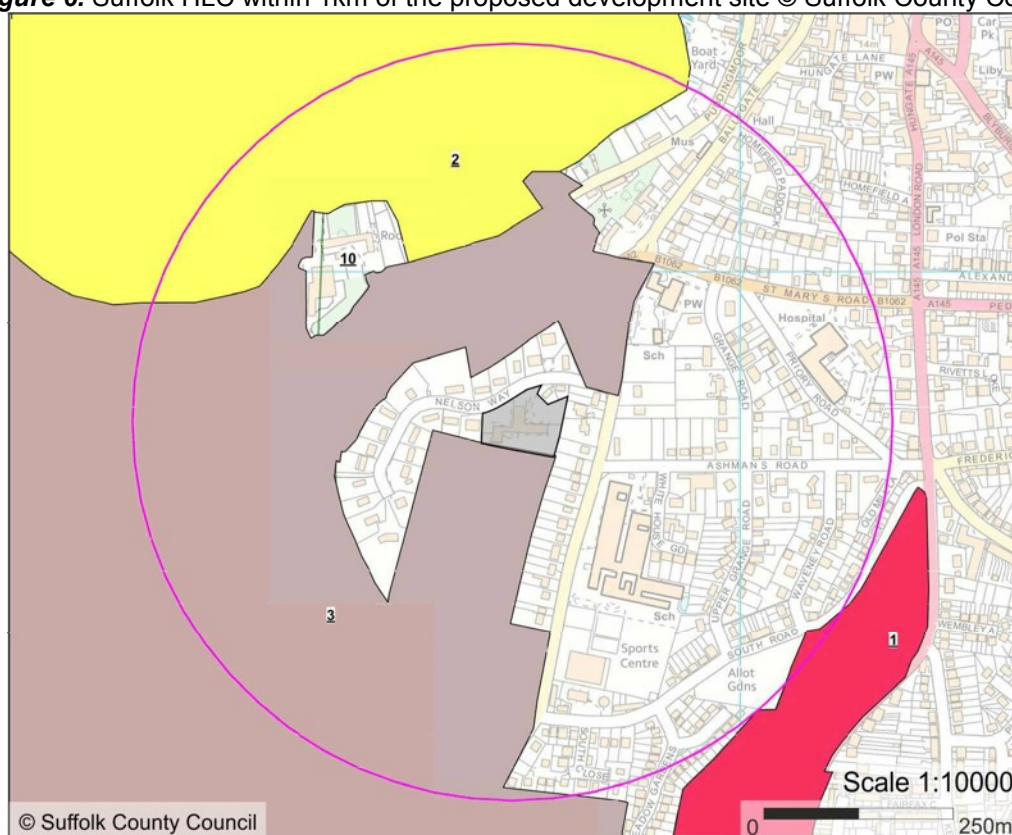
4.6.2 Areas to the southeast of the development site are characterised as **Type 1. Pre-18th century Enclosure**. This category refers to land that was enclosed into fields for agriculture before 1700. In most of Suffolk the landscape is one of 'ancient enclosure', in contrast to areas like the Midlands, where extensive areas of common fields (large 'open' fields subdivided into separately-owned strips) were enclosed using parliamentary acts in the 18th and 19th centuries. In many of the areas of 'ancient enclosure' in Suffolk there is little evidence for a medieval phase of common-field farming: some areas had limited areas of common fields (as in north Suffolk) but in others there were none (as is often the case in south Suffolk). The identification of these earlier landscapes, that date back to the medieval period and in some cases even earlier, was a priority behind the development of the HLC mapping. These earlier landscapes are of great historic significance and have different management needs to later field systems. No sub-types are defined.

4.6.3 Areas to the northeast of the development site are characterised as **Type 2. 18th Century and later Enclosure**. Advances in farming techniques, allied to significant social changes concerning the holding of land resulted in the 'agricultural revolution' of the 18th century. Prominent amongst the changes was the ending of the system of common-field farming whereby farmers cultivated separately-owned strips in large 'open' fields. Some common fields were enclosed by means of parliamentary acts, while others were enclosed by agreement. This type of 'planned' enclosure resulted in a landscape with regularly-shaped units with straight boundaries. Boundaries are usually composed of single species hedges (usually hawthorn) or tree lines (e.g. the 'pine lines' of Breckland). Common fields were present in large parts of north-

west Suffolk and, to a lesser extent, in the Stour Valley and the Sandlings, but were much less frequent in other parts of Suffolk, being absent in many parts of south Suffolk. Agricultural advancements in draining, fertilising and irrigation also resulted in the conversion of areas of common pasture, heath, fen and marsh to arable. No sub-types are defined.

- 4.6.4 Areas to the west, north and south of the development site are characterised as **Type 3. Post-1950 Agricultural Landscape**. Areas that have had their character altered as a result of agricultural changes in the post-war period. Historic field patterns have disappeared or been weakened through the removal and remodelling of hedges and other field boundaries. Other important changes are in landuse, as in the conversion of meadows into arable land. Overall, these changes have produced 20th-century landscapes, but aspects of their previous character can be determined by reference to earlier mapping, such as the First Edition Ordnance Survey or tithe maps. No sub-types are defined.
- 4.6.5 The development site and areas to the west, north and east are characterised as **Type 10. Built up area**, no sub-types are defined.

Figure 6. Suffolk HLC within 1km of the proposed development site © Suffolk County Council



Black shaded - development site
Pink - 1km study area
Black numbered - HLC

5.0 Aims and Objectives

5.1 Specific aims of the project are;

- 5.1.1 To establish the states of preservation of archaeological features and/or deposits, assess their potential for analysis, undertake an agreed programme of analysis, produce an archive and report and disseminate the results by means of an appropriate form of publication (usually a Contractor's Report, Journal Note or Article, or Monograph). This forms part of the research agenda for the eastern counties of England in *Research and Archaeology Revisited: A Revised Framework for the East of England* (Medlycott 2011).

- 5.1.2 Provide supporting information of activities on site through environmental sampling of suitable deposits which may also contribute to regional environmental archaeology research aims.
- 5.2 Generic Aims of the project are to;
 - 5.2.1 Establish the extent, condition, nature, date, phasing, character, function, status and significance of any archaeological remains.
 - 5.2.2 Create datasets relating to the stratigraphic, artefactual and environmental information recovered during excavations for analysis.
 - 5.2.3 Prepare a report commensurate with the findings.

6.0 Method Statement

6.1 Introduction

- 6.1.1 The primary purpose of the evaluation is to excavate archaeological trenches within the proposed development area in order to recover as much information as possible on the extent, date, phasing, character, function, status and significance of the site. The states of preservation of archaeological features or deposits within the area indicated were determined. This was achieved through the following methodology.

6.2 Trenched Archaeological Evaluation

- 6.2.1 An OASIS online record was initiated and key fields completed on Details, Location and Creators forms prior to fieldwork commencing.
- 6.2.2 The Suffolk Historic Environment Record (HER) Officer was contacted in advance of work starting to obtain a HER event number and site code and for the site and to commission a search of HER records.
- 6.2.3 Consultation of a service plan/s (to be provided by the Client) and CAT-scan of the area was carried out prior to any excavations. Any service runs were clearly marked on site using spray line marker, and avoided during excavations.
- 6.2.4 A tracked hydraulic-type excavator with qualified driver and toothless ditching bucket was required for the mechanical excavation of modern overburden deposits.
- 6.2.5 The proposed development area is stated in the *Brief* as measuring 0.7 ha. (7000m²) and the proposed new care home is located centrally within the site (*Fig. 2*). The building formerly on this site, now demolished, covered a great deal of the site.
- 6.2.6 Trenches were excavated in order to provide an approximate 5% sample (350m²) of the proposed development area positioned outside the location of demolished building, excepting Trench 2 which was located within the footprint of the demolished building to assess the extent of below ground disturbance, to provide as even a spread of trenches across the proposed development area as possible (*Fig. 2*). Precise trench locations were established on site.
- 6.2.7 The trenches characterised the full archaeological sequence down to undisturbed 'natural' deposits.
- 6.2.8 Topsoil and subsoil deposits were removed in spits of no more than 0.1m under constant archaeological supervision and direction until archaeological remains or undisturbed 'natural' deposits were encountered.
- 6.2.9 Topsoil, subsoil, archaeological features, deposits and spoil were metal detected during machine (including each spit of topsoil) and manual excavation and finds were recovered, labelled and bagged, and retained for later analysis by relevant specialists.
- 6.2.10 Spoil arisings were stored at a safe distance of c. 1m from the trench.

6.2.11 In the event of encountering archaeological remains, no further machine excavation was made and archaeological features were to be sample excavated by hand, using appropriate tools, as follows;

Linear features	10%
Pits, post-holes	50%
Structural remains	50% (depending upon extent of remains)
Burials	<i>No burials were encountered</i>

- 6.2.12 Archaeological features and deposits were recorded on Chris Birks *pro-forma* context sheets. Section and plan drawings were recorded at an appropriate scale (1:50;1:20;1:10) depending upon the level of detail required.
- 6.2.13 Due to the lack of archaeological remains, a general photographic record was made using colour digital images.
- 6.2.14 Appropriate registers for contexts, drawings, photographs and environmental samples were made.
- 6.2.15 Any finds of archaeological significance were collected, bagged and labelled for processing, cataloguing and subsequent analysis by relevant finds specialists.
- 6.2.16 Forty litre bulk samples, or the full context if this is less, were taken from well-sealed and dated contexts for environmental analysis in accordance with *Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (Campbell *et al* 2011) and Murphy and Wiltshire (1994).
- 6.2.17 A single-context planning methodology was employed and a matrix of the sequence of deposits was made on-site as necessary.
- 6.2.18 The Conservation Team of Suffolk County Council's Archaeological Service monitored fieldwork on 24 January 2017 and provided advice accordingly.
- 6.2.19 Temporary fencing and appropriate signage was displayed.
- 6.2.20 The trenches were backfilled without compaction or reinstatement once the Conservation Team of Suffolk County Council's Archaeological Service approved fieldwork as complete.

6.3 Post-excavation Analysis and Report

- 6.3.1 Artefactual remains recovered during excavations were cleaned, catalogued and analysed by relevant finds specialists following fieldwork, in accordance with *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (Chartered Institute of Field Archaeologists 2014).
- 6.3.2 An assessment of the recorded evidence was made in accordance with *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015).
- 6.3.3 The analysis of stratigraphical/structural records, Artefactual and environmental materials was made for inclusion in a site report.
- 6.3.4 The site report includes the following according to *Standard and guidance for archaeological field evaluation* (Chartered Institute of Field Archaeologists 2014);
- 6.3.4.1 a non-technical summary explains the principal reason for the work, its objectives and main results. It includes reference to authorship and the commissioning body.
 - 6.3.4.2 project, planning, geological, archaeological and historical backgrounds.
 - 6.3.4.3 aims and objectives, as described in the Written Scheme of Investigation.
 - 6.3.4.4 methodology, as described in the Written Scheme of Investigation.

- 6.3.4.5 results. These include a series of summary objective statements, organised clearly in relation to the methods used, and describing contextual data and associated finds and/or environmental data. Descriptive material is clearly separated from interpretative statements. Technical terminology (including dating or period references) is explained and the results are accompanied by appropriate drawings and photographs and by supporting data contained in appendices.
- 6.3.4.6 finds, human remains, environmental and other relevant specialists' report as required.
- 6.3.4.7 conclusions. Conclusions have been drawn to summarise and interpret the results and place them into context (local, national or otherwise). A confidence rating on techniques used, or on limitations imposed by particular factors (e.g. weather or problems of access) has been included. A confidence rating on techniques used, or on limitations imposed by particular factors (e.g. weather or problems of access) has been included. An opinion as to the necessity for further archaeological intervention and its scope has been provided in the report, although the final decision lies with the Conservation Team of Suffolk County Council's Archaeological Service.
- 6.3.4.8 archive. The archive will be prepared consistent with the principles of *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015) and *Archaeological Archives in Suffolk, Guidelines for preparation and deposition* (SCCAS Conservation Team 2014) and submitted to the Suffolk County Council's Archaeological Service for long-term storage.
- 6.3.4.9 appendices, to include context, finds and environmental sample summaries.
- 6.3.4.10 illustrations. Figures have been prepared at appropriate scales to include site location and plan drawings and plan and section drawings, relating their locations. Figures and/or plates have also been included to locate HER entries, historic maps and aerial photographs to the proposed development site. Accompanying colour digital images of remains described in the results have been provided as necessary including title, orientation and scale information.
- 6.3.4.11 references and bibliography. A list of all sources referred to in the report, including electronic sources, has been provided.
- 6.3.4.12 a document control grid to track revisions to the report and a list of contents with descriptions of figures and plates has been included in the report and disclaimers have been described.
- 6.3.5 A *draft* copy of the report, CB511 v.1.0, was submitted for consideration by the Conservation Team of Suffolk County Council's Archaeological Service. The addition of the approved Written Scheme of Investigation was requested and included in this *final* copy, CB511 v.1.1.
- 6.3.6 One bound paper copy plus a digital copy of the *final* Contractor's (site) report will be submitted to the Suffolk Historic Environment Service; one copy to the Client and one copy to Historic England as required. These copies will not be issued until all payments have been received in full.
- 6.3.7 Any further works required by the Conservation Team of Suffolk County Council's Archaeological Service in the event that remains of importance are found that cannot be preserved *in-situ* are not included in the present scope of works for trenched archaeological evaluation. This may involve excavation and recording of an area to be specified by the Conservation Team of Suffolk County Council's Archaeological Service. A brief would be provided by the Conservation Team of Suffolk County Council's Archaeological Service and a Written Scheme of Investigation would be required from an archaeological contractor.
- 6.3.8 The OASIS online form will be completed and submitted to the Conservation Team of Suffolk County Council's Archaeological Service, including an uploaded .pdf version of the report. A digital copy of the report will be submitted for inclusion on the Archaeology Data Service database (<http://ads.ahds.ac.uk/catalogue/library/greylit>) upon completion of the project.

7.0 Results

Figure 2

7.1 Introduction

- 7.1.1 Archaeological excavations were carried out on 23 and 24 January 2017. Site conditions were good and access was gained from Nelson Way to the north of the site. The weather remained dry and sunny but cold.
- 7.1.2 Context numbers were allocated during fieldwork according to trench number and a summary is provided in *Appendix 1*.

7.2 Trench 1

- 7.2.1 Trench 1 was positioned as close as possible to the south side of Nelson Way. It was approximately southwest-to-northeast orientated and measured c. 3m long by 1.8m wide. Initial excavations from the southwest end of the trench removed c. 0.3m of grass-covered mid to dark brown silty sand topsoil [100] with rare small-sized rounded flints and occasional small- to medium-sized fragments of ceramic building material and mid to dark brown silty sand [101] with frequent small- to medium-sized fragments of ceramic building material and occasional medium- to large-sized pieces of concrete. An approximately southwest-to-northeast orientated live water main was encountered at a depth of c. 1.2m beneath present ground level within [101] – the backfill of an associated trench. A working standpipe c. 5m to the southwest indicated this water main was live and as the orientation of the pipe continued along the alignment of the trench to be excavated, no further excavations were carried out.
- 7.2.2 No archaeological remains were present in Trench 1.

7.3 Trench 2

- 7.3.1 Trench 2 was approximately north-to-south orientated and measured 24.8m long by 1.8m wide. This trench was positioned within the footprint of the demolished building to assess the extent of below ground disturbance. Trench 2 lay within part of the location of a basement associated with the former building (*Plate 1*). The trench was excavated to a maximum depth of 0.5m beneath present ground level (at the south end of the trench) removing light to mid brown slightly silty sand [200] with frequent demolition rubble that extended the majority of the trench. Extending c. 5.2 m from the north end of Trench 2, c. 0.3m of mid brown slightly silty sand [201] with occasional small-sized rounded flints overlay very light yellow/cream soft sand [202] with rare small-sized rounded pieces of sandstone; both undisturbed 'natural' deposits.

Plate 1. Trench 2, looking approximately northwest



- 7.3.2 No archaeological remains were present in Trench 2.
- 7.4 **Trench 3**
- 7.4.1 Trench 3 was approximately southwest-to-northeast orientated and measured 26.6m long by 1.8m wide. The trench was excavated to a depth of c. 0.35m beneath present ground level removing mid to dark brown silty sand topsoil [300] with occasional small-sized rounded flints and occasional small-sized fragments of ceramic building material. Topsoil [300] overlay undisturbed 'natural' deposits [301] that comprised light to mid orange brown sand with occasional small-sized rounded flints and rare small-sized round chalk pieces with areas of light cream silty clay and light to mid brown silty clay c. 1.5m from the southwest end of the trench.
- 7.4.2 No archaeological remains were present in Trench 3.
- 7.5 **Trench 4**
- 7.5.1 Trench 4 was approximately north-to-south orientated and measured 26.4m long by 1.8m wide. At the south end of the trench, it was excavated to a depth of c. 0.8m beneath present ground level removing c. 0.3m of grass-covered mid to dark brown silty sand topsoil [400] with occasional small-sized rounded flints and rare small-sized fragments of ceramic building material that overlay a geotextile membrane c. 1.4m from the south end of the trench towards the north. Topsoil [400] overlay c. 0.5m of mid to dark brown silty sand [401] with occasional small-sized rounded flints and light yellow/grey clay [402] with occasional medium-sized sub-rounded flints and moderate small-sized round chalk pieces c. 3m from the south end of the trench. Towards the north, deposit [401] extended beyond the maximum depth of excavation.
- 7.5.2 Additional mechanical excavation was carried out c. 5m from the north end of Trench 4 to ensure that deposit [401] represented an undisturbed 'natural' deposit. Excavations continued to a maximum safe depth of 1.2m beneath present ground level and deposit [401] continued throughout, becoming slightly lighter in colour. No further excavations were carried out.
- 7.5.3 No archaeological remains were present in Trench 4.
- 7.6 **Trench 5**
- 7.6.1 Trench 5 was approximately east-to-west orientated and lay towards the south side of the site. Initial excavations for a length of 12.2m (*Fig. 2*, Trench 5A) were carried out to a depth of c. 0.5m beneath present ground level removing c. 0.3m of mid brown sand [500] with frequent small- to medium-sized subangular and rounded flints (a modern make-up layer) and c. 0.2m of dark brown/grey silty sand demolition rubble [501] that included fragments of ceramic building material and whole bricks, granite kerb stones, fragments of drain pipe and electrical wire. Light grey clay [502] undisturbed 'natural' deposit with moderate to frequent small-to medium-sized chalk pieces was revealed within the west part of the trench. A modern ceramic land drain crossed Trench 5 towards the west end of the trench, cutting deposit [502].
- 7.6.2 Due to the modern disturbance in Trench 5A, an additional trench (*Fig. 2*, Trench 5B) was excavated as far as possible towards the south side of the site. It was approximately east-to-west orientated and measured 18.5m long and 1.8m wide. Initially, c. 0.3m of mid brown sand [500] with frequent small- to medium-sized subangular and rounded flints was removed that overlay light grey clay [502] with moderate to frequent small-to medium-sized chalk pieces.
- 7.6.3 A modern drainage trench extended the length of Trench 5B that contained a water drain within the dark grey/black silty sand clay fill with flint shingle (*Plate 2*). Frequent small- to large-sized fragments of ceramic building material and moderate medium- to large-sized pieces of concrete were present in the backfill of the drainage trench. No further excavations were carried out.
- 7.6.4 No archaeological remains were present in Trench 5.

Plate 2. Example of disturbance in Trench 5B, looking west



Scale is 2m in 0.5m intervals

7.7 Trench 6

- 7.7.1 Trench 6 was approximately north-to-south orientated and measured 26m long by 1.8m wide. The location of the trench towards the south side of the site was restricted by Root Protection Areas for the existing trees. It was excavated to a depth of c. 0.3m beneath present ground level removing dark grey/brown silty clay topsoil [600] with occasional small-sized rounded flints and occasional small-sized ceramic building material fragments that overlay undisturbed 'natural' deposits [601] that comprised light grey to light yellow/brown clay with frequent small-to-medium-sized rounded chalk pieces.
- 7.7.2 The remains of a grubbed-out approximately east-to-west orientated foundation that contained frequent medium- to large-sized brick and concrete fragments and an *in-situ* water drain were present in Trench 6.
- 7.7.3 No archaeological remains were present in Trench 6.

7.8 Trench 7

- 7.8.1 Trench 7 was approximately north-to-south orientated and lay towards the east side of the site. Initial excavations for a length of 16.4m (*Fig. 2*, Trench 7A) were carried out to a depth of c. 0.5m beneath present ground level removing c. 0.3m of mid brown silty sand [700] with frequent small- to medium-sized subangular and rounded flints and occasional small- to medium-sized ceramic building material fragments that overlay light grey clay undisturbed 'natural' deposit [701] with moderate to frequent small-to medium-sized round chalk pieces. The majority of the north half of Trench 7 had evidence of modern disturbance and an irregular-linear-shaped feature contained large amounts of demolition rubble.
- 7.8.2 Due to the modern disturbance in Trench 7A, an additional trench (*Fig. 2*, Trench 7B) was excavated as far as possible towards the east side of the site. It was approximately north-to-south orientated and measured 12.2m long and 1.8m wide. Initially, c. 0.3m of mid brown silty sand [700] with frequent small- to medium-sized subangular and rounded flints and occasional

small- to medium-sized ceramic building material fragments was removed that overlay undisturbed 'natural' deposits [702] that comprised light grey clay with moderate to frequent small-to medium-sized round chalk pieces and mid orange brown sand with occasional small- to medium-sized subangular and rounded flints.

7.8.3 No archaeological remains were present in Trench 7.

7.9 Trench 8

7.9.1 Trench 8 was approximately southwest-to-northeast orientated and measured 19m by 1.8m. It was excavated to a maximum depth of 0.5m beneath present ground level removing c. 0.4m of grass-covered dark brown silty sand topsoil [800] with rare small-sized rounded flints and undisturbed 'natural' deposits [801] that comprised light grey clay with moderate to frequent small-to medium-sized chalk pieces and rare large-sized flint nodules and mid orange brown sand with occasional small- to medium-sized subangular and rounded flints.

7.9.2 No archaeological remains were present in Trench 8.

8.0 Conclusions

8.1 The author has a high confidence rating of the results. Due to the presence of tree Root Protection Areas and live mains services, it was not possible to excavate the entire 5% sample of the development site and, where possible, trenches were extended to maximise the area excavated.

8.2 Previous site investigations at the site identified a low potential for Asbestos Containing Materials (ACM) to have been present within deposits. Risk Assessments included control procedures for encountering ACM though none were observed during the current programme of trenched archaeological evaluation.

8.3 Despite the potential for archaeological remains to have been present, none were observed. A great deal of disturbance to deposits including undisturbed 'natural' deposits was evidenced. This disturbance was due to the construction, use and demolition of the former building that covered a large part of this site. The least disturbance of deposits was observed in Trench 4 close to the west boundary of the site and trenches 7 and 8 towards the east boundary. In Trench 4, a clay undisturbed 'natural' deposit was exposed at the south end of the trench and the remainder of the undisturbed 'natural' deposits comprised silty sands with flint gravel. It is possible that the clay deposit continued with increasing depth towards the north though no excavated evidence was obtained to confirm this. Where deposits were recorded as topsoil in other trenches, it is likely that these are the remnants of subsoil deposits, those above having been truncated through the construction and/or demolition of the former building. This building also contained a basement at its north side, the excavations for which had extended considerably into undisturbed 'natural' deposits as evidenced in Trench 2.

8.4 This site slopes quite steeply downwards from south-to-north and whilst the topography has been altered through previous development on the site, it is likely to have remained similar in history. Activities are more likely to have occurred on the higher, more level ground towards the south, where the probable prehistoric ring ditches are located, or on the flood plain of the River Wissey to the north.

8.5 It is the author's opinion that there is a very low potential for archaeological remains to survive on this site. A mitigation strategy will be prepared by the Suffolk County Council Archaeological Service in association with Waveney District Council.

Acknowledgments

The project was undertaken by Chris Birks on behalf of Cygnet Care Limited who also funded the work. Plant was provided by Draper Nichols Limited and thanks to Alan Sparkes who operated the plant. Thanks also to Mark Howard at Real Consulting Limited.

Fieldwork was undertaken by Chris Birks the report was written by Chris Birks.

Many thanks to Rachael Abraham at the Suffolk County Council Archaeological Service and to Grace Campbell and Ben Donnelly-Symes at the Suffolk Historic Environment Record office.

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SCCAS - Suffolk County Council Archaeological Service

Appendix 1 Context Summary

Context No.	Type	Description	Date
100	D	Mid to dark brown silty sand topsoil with rare small-sized rounded flints and occasional small- to medium-sized fragments of ceramic building material	CB/24 Jan 17
101	D	Mid to dark brown silty sand with frequent small- to medium-sized fragments of ceramic building material and occasional medium- to large-sized pieces of concrete	CB/24 Jan 17
200	D	Light to mid brown slightly silty sand with frequent demolition rubble	CB/24 Jan 17
201	D	Mid brown slightly silty sand with occasional small-sized rounded flints	CB/24 Jan 17
202	D	Very light yellow/cream soft sand with rare small-sized rounded pieces of sandstone	CB/24 Jan 17
300	D	Mid to dark brown silty sand topsoil with occasional small-sized rounded flints and occasional small-sized fragments of ceramic building material	CB/24 Jan 17
301	D	Light to mid orange brown sand with occasional small-sized rounded flints and rare small-sized round chalk pieces with areas of light cream silty clay and light to mid brown silty clay undisturbed 'natural' deposits	CB/24 Jan 17
400	D	Mid to dark brown silty sand topsoil with occasional small-sized rounded flints and rare small-sized fragments of ceramic building material	CB/24 Jan 17
401	D	Mid to dark brown silty sand with occasional small-sized rounded flints	CB/24 Jan 17
402	D	Light yellow/grey clay with occasional medium-sized sub-rounded flints and moderate small-sized round chalk pieces undisturbed 'natural' deposit	CB/24 Jan 17
500	D	Mid brown sand with frequent small- to medium-sized subangular and rounded flints (modern make-up deposit)	CB/24 Jan 17
501	D	Dark brown/grey silty sand demolition rubble	CB/24 Jan 17
502	D	Light grey clay undisturbed 'natural' deposit with moderate to frequent small-to medium-sized chalk pieces	CB/24 Jan 17
600	D	Dark grey/brown silty clay topsoil with occasional small-sized rounded flints and occasional small-sized ceramic building material fragments	CB/24 Jan 17
601	D	Light grey to light yellow/brown clay with frequent small-to-medium-sized rounded chalk pieces undisturbed 'natural' deposits	CB/24 Jan 17
700	D	Mid brown silty sand with frequent small- to medium-sized subangular and rounded flints and occasional small- to medium-sized ceramic building material fragments	CB/24 Jan 17
701	D	Light grey clay undisturbed 'natural' deposit] with moderate to frequent small-to medium-sized chalk pieces	CB/24 Jan 17
702	D	Light grey clay with moderate to frequent small-to medium-sized chalk pieces and mid orange brown sand with occasional small- to medium-sized subangular and rounded flints undisturbed 'natural' deposits	CB/24 Jan 17

Context No.	Type	Description	Date
800	D	Dark brown silty sand topsoil with rare small-sized rounded flints	CB/24 Jan 17
801	D	Light grey clay with moderate to frequent small-to medium-sized chalk pieces and rare large-sized flint nodules and mid orange brown sand with occasional small- to medium-sized subangular and rounded flints undisturbed 'natural' deposits	CB/24 Jan 17

Appendix 2 OASIS Record

OASIS ID: [chrisbir1-268962](#)

Project details

Project name	The Dell, 5 Nelson Way, Beccles, Suffolk
Short description of the project	A programme of trenched archaeological evaluation was carried out at 'The Dell. 5 Nelson Way, Beccles, Suffolk' as a planning condition associated with the construction of a new care home. Despite the potential for archaeological remains, none were present. Construction, use and demolition of the building formerly on this site have caused a great deal of disturbance to deposits and it is unlikely that archaeological remains exist beyond the areas evaluated.
Project dates	Start: 23-01-2017 End: 24-01-2017
Previous/future work	No / Not known
Any associated project reference codes	ESF25045 - HER event no.
Type of project	Field evaluation
Current Land use	Other 3 - Built over
Monument type	NONE None
Significant Finds	NONE None
Methods & techniques	""Sample Trenches""
Development type	Urban care home
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	After full determination (eg. As a condition)

Project location

Country	England
Site location	SUFFOLK WAVENEY BECCLES The Dell, 5 Nelson Way, Beccles, Suffolk
Study area	7000 Square metres
Site coordinates	TM 417 898 52.452014144401 1.557611972353 52 27 07 N 001 33 27 E Point

Project creators

Name of Organisation	Chris Birks
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Chris Birks
Project director/manager	Chris Birks
Project supervisor	Chris Birks
Type of sponsor/funding	Landowner

body

Name of sponsor/funding body
Cygnet Care Limited

Project archives

Physical Archive Exists? No

Digital Archive Exists? No

Paper Archive recipient Suffolk County Council

Paper Archive ID ESF25045

Paper Contents "none"

Paper Media available "Context sheet","Plan","Report","Unpublished Text"

Paper Archive notes Report includes colour digital images

Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)

Title Report on Trenches Archaeological Evaluation at 'The Dell, 5 Nelson Way, Beccles, Suffolk'

Author(s)/Editor(s) Birks, C.

Other bibliographic details Report Number CB511R v.1.1

Date 2017

Issuer or publisher Chris Birks

Place of issue or publication Contractor's Report

Description Digital copy in .pdf format. Hard copy - bound A4 single-side printed report with site location plan, text, colour digital images and fold-out A3 drawings

Entered by Chris Birks (chris@chrisbirksarchaeology.co.uk)

Entered on 14 March 2017

OASIS:

Please e-mail [Historic England](#) for OASIS help and advice
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Cite only: <http://www.oasis.ac.uk/form/print.cfm> for this page

Appendix 3 Written Scheme of Investigation

***Trenched Archaeological
Evaluation***

at

**'The Dell, 5 Nelson Way,
Beccles, Suffolk'**

Title:	Trenched Archaeological Evaluation at 'The Dell, 5 Nelson Way, Beccles, Suffolk'
Author(s):	Chris Birks, chris@chrisbirksarchaeology.co.uk, 01603-737804/07963-969623
Derivation:	Initial draft CB511 v.1.0
Grid reference:	TM 417 898
Planning Authority:	Waveney District Council
Planning reference:	DC/15/2593/FUL
Origination Date:	20 October 2016
Reviser(s):	Chris Birks
Date of revision:	14 November 2016
Sequence:	WSI CB511 v.1.0 Beccles, WSI CB511 v.1.1 Beccles, WSI CB511 v.1.2 Beccles
Version:	1.2
Status	Approved final copy
Summary of Changes	Confirmation of approval by SCCAS/CT, addition of Health and Safety Policy Statement and Risk Assessments
Sections revised:	1.2, 8.2.1, 8.4.2
Circulation:	SCCAS/CT, Waveney District Council, Client
Required Action:	Client to complete and return contract
File Name/Location:	C:\Users\Chris\Desktop\Chris Business\Year 13 Apr2016 to Apr2017\OngoinProjects\FW to start\Beccles Care Home\WSI CB511 v.1.2 Beccles.docx
Approval:	Approved 11 November 2016
Comments:	Approved by Rachael Abraham, Senior Archaeological Officer SCCAS on 11 November 2016. Client copy includes <i>Cost Breakdown</i> and <i>Contract</i>

SCCAS/CT Suffolk County Council Archaeological Service/Conservation Team

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**Written Scheme of Investigation for
Trenched Archaeological Evaluation at
'The Dell, 5 Nelson Way, Beccles, Suffolk'**

Prepared for:

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Appendix 1 Health and Safety Policy Statement and Risk Assessments

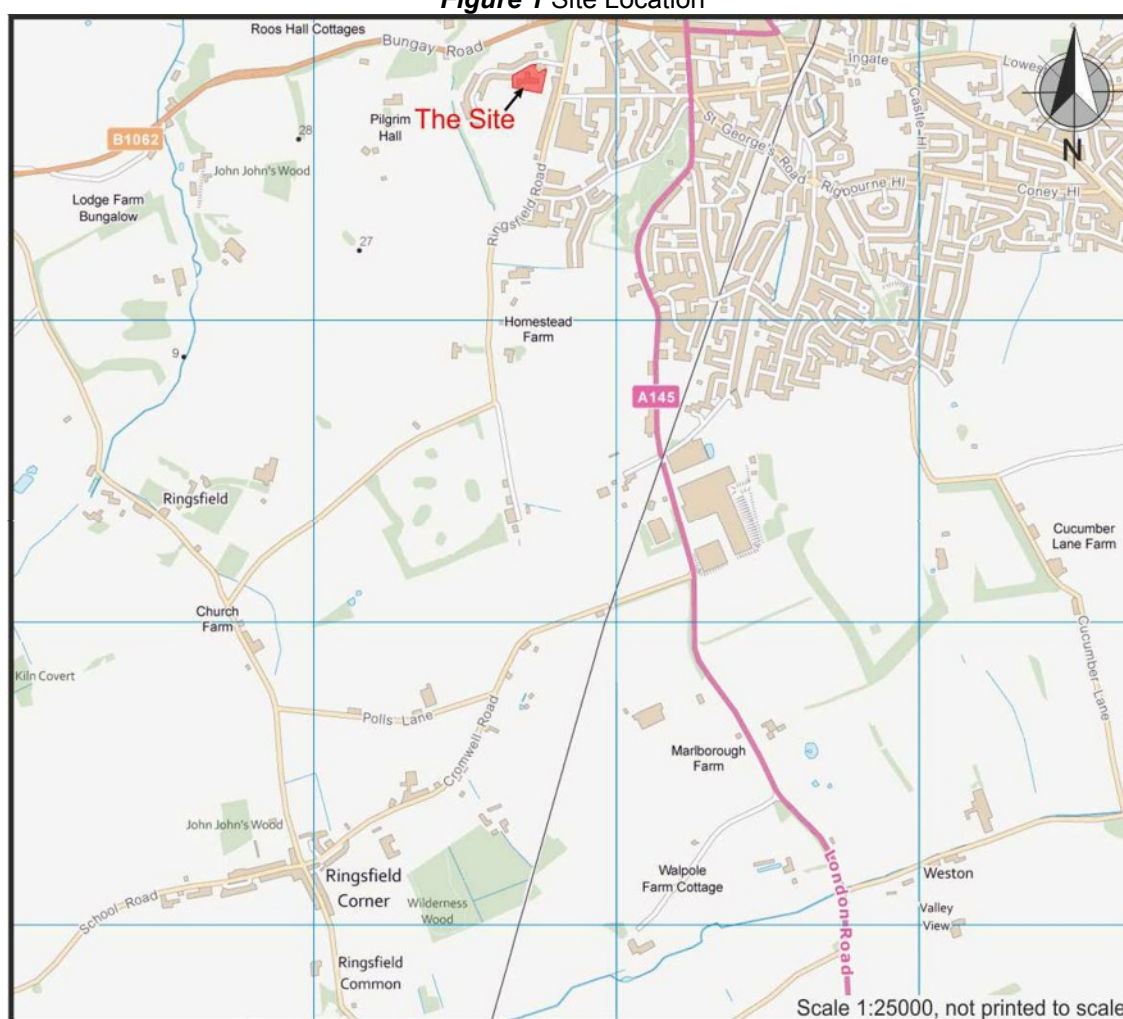
Figure 1. Site location

Figure 2. Site plan

1.0 Introduction

- 1.1 A Trenched Archaeological Evaluation resulting from development proposals at 'The Dell, 5 Nelson Way, Beccles, Suffolk' (grid reference TM 417 898, centred at, *Fig. 1*) has been requested by the Conservation Team of Suffolk County Council's Archaeological Service (Rachael Abraham 19 October 2016), Waveney District Council planning reference number DC/15/2593/FUL.
- 1.2 Written Scheme of Investigation, CB511, v.1.0 details how Chris Birks (hereafter 'the Contractor') would undertake these works and was prepared for Mr Mark Howard at Real Consulting on behalf of Cygnet Care Limited (hereafter 'the Client'). A copy was submitted to the Conservation Team of Suffolk County Council's Archaeological Service on 20 October 2016 for consideration in accordance with *Standard and guidance for commissioning work or providing consultancy advice on archaeology and the historic environment* by the Chartered Institute for Archaeologists (2014). Comments were received on 08 November 2016 and a revised copy, CB511, v.1.1, was resubmitted for consideration on 09 November 2016. Approval was received on 11 November 2016 prior to preparation of this final copy, CB511, v.1.2.

Figure 1 Site Location



2.0 Project Background

- 2.1 The proposed development site lies within a wider area of known heritage assets and comprises a relatively large area with potential for heritage assets with archaeological interest (buried archaeological remains) to be present and that the significance of these may be affected by the proposed development.

- 2.2 A Trenched Archaeological Evaluation is required to determine the presence/absence, date, extent, state of preservation and significance of any archaeological layers or subsoil archaeological features. The results of the evaluation will aid decisions regarding a mitigation strategy that may include a further phase of Archaeological Evaluation, Archaeological Excavation or Continuous Archaeological Recording (Archaeological Monitoring) during the development if features of importance are found and these cannot be preserved *in-situ*.
- 2.3 The Planning Authority were advised that any consent should be conditional upon an agreed programme of work taking place before development begins in accordance with *National Planning Policy Framework para 141 (2012)* and *Standard and guidance for commissioning work or providing consultancy advice on archaeology and the historic environment* by the Chartered Institute for Archaeologists (2014) to record and advance the understanding of the significance of any heritage assets (that might be present at this location) before they are damaged or destroyed.

3.0 Archaeological & Historical Background

- 3.1 This site is located to the north of two ring ditches visible as cropmarks on aerial photographs, recorded in the County Historic Environment Record as BCC 015 and 016. Consequently there is potential that heritage assets with archaeological interest (buried archaeological remains) will be present at the site and that their significance will be affected by the proposed development.

4.0 Aims and Objectives

- 4.1 Specific aims of the project are;
- 4.1.1 To establish the states of preservation of archaeological features and/or deposits, assess their potential for analysis, undertake an agreed programme of analysis, produce an archive and report and disseminate the results by means of an appropriate form of publication (usually a Contractor's Report, Journal Note or Article, or Monograph). This forms part of the research agenda for the eastern counties of England in *Research and Archaeology Revisited: A Revised Framework for the East of England* (Medlycott 2011).
- 4.2 Provide supporting information of activities on site through environmental sampling of suitable deposits which may also contribute to regional environmental archaeology research aims.
- 4.3 Generic Aims of the project are to;
- 4.3.1 Establish the extent, condition, nature, date, phasing, character, function, status and significance of any archaeological remains.
- 4.3.2 Create datasets relating to the stratigraphic, artefactual and environmental information recovered during excavations for analysis.
- 4.3.3 Prepare a report commensurate with the findings.

5.0 Method Statement

5.1 Introduction

- 5.1.1 The primary purpose of the evaluation is to excavate archaeological trenches within the proposed development area in order to recover as much information as possible on the extent, date, phasing, character, function, status and significance of the site. The states of preservation of archaeological features or deposits within the area indicated will be determined. This will be achieved through the following methodology.

5.2 Trenched Archaeological Evaluation

- 5.2.1 An OASIS online record will be initiated and key fields completed on Details, Location and Creators forms prior to fieldwork commencing.
- 5.2.2 The Suffolk Historic Environment Record (HER) Officer will be contacted in advance of work starting to obtain a HER event number and site code and for the site and to commission a search of HER records.

- 5.2.3 Consultation of a service plan/s (to be provided by the Client) and CAT-scan of the area will be carried out prior to any excavations. Any service runs will be clearly marked on site using spray line marker, and avoided during excavations. If avoidance is not possible, the relevant trench may need repositioning or the service run will need to be moved at the expense of the Client.
- 5.2.4 A tracked hydraulic-type/wheeled excavator with qualified driver and toothless ditching bucket will be required for the mechanical excavation of modern overburden deposits.
- 5.2.5 The proposed development area is stated in the *Brief* as measuring 0.7 ha. (7000m²) and the proposed new care home is located centrally within the site (*Fig. 2*). The building formerly on this site, now demolished, covered a great deal of the site.
- 5.2.6 It is proposed that seven (7) trenches each measuring 26m by 1.8m (Trench 1 to 7) and one (1) trench measuring 13m by 1.8m (Trench 8) will be excavated in order to provide an approximate 5% sample (350m²) of the proposed development area positioned outside the location of demolished building, excepting Trench 2 which will be located within the footprint of the demolished building to assess the extent of below ground disturbance, to provide as even a spread of trenches across the proposed development area as possible (*Fig. 2*). Precise trench locations will be established on site and in consultation with the Suffolk County Council Archaeological Service.
- 5.2.7 In the unlikely event that deposits extend beyond 1.2m beneath present ground level (less in the presence of loose or unstable deposits) the trench edges will be stepped prior to any further excavation beyond this depth in agreement with the Conservation Team of Suffolk County Council's Archaeological Service.
- 5.2.8 Should the water table be encountered it may be necessary to employ the use of a suitable pump and provisions for the storage/removal of this water will need to be made at additional cost. Environmental considerations may require the use of a settlement tank/s should water be pumped to a water course and these decisions will need to be made in association with the relevant authority.
- 5.2.9 The trenches will characterise the full archaeological sequence down to undisturbed 'natural' deposits unless otherwise agreed with the Conservation Team of Suffolk County Council's Archaeological Service.
- 5.2.10 Topsoil and subsoil deposits will be removed in spits of no more than 0.1m under constant archaeological supervision and direction until archaeological remains or undisturbed 'natural' deposits are encountered.
- 5.2.11 Topsoil, subsoil, archaeological features & deposits and spoil will be metal detected during machine (including each spit of topsoil) and manual excavation and finds will be recovered, labelled and bagged, and retained for later analysis by relevant specialists.
- 5.2.12 Spoil arisings will be stored at a safe distance of c. 1m from the trench. If they are to be removed from site, this will remain the responsibility of the Client who should note that all deposits must be metal detected prior to removal.
- 5.2.13 Should archaeological remains be encountered, no further machine excavation will be made and archaeological features will be sample excavated by hand, using appropriate tools, as follows;
- | | |
|--------------------|--|
| Linear features | 10% |
| Pits, post-holes | 50% |
| Structural remains | 50% (depending upon extent of remains) |
| Burials | See 5.2.14 to 5.2.17 |
- 5.2.14 If burials are encountered, their location (including depth) will be recorded and the Conservation Team of Suffolk County Council's Archaeological Service and the Ministry of Justice (MoJ) will be informed immediately. They will remain undisturbed *in situ* and be covered with a suitable geotextile membrane prior to backfilling of the trench. No further excavations associated with the development may continue at these locations until decisions regarding their treatment have been

made by the Conservation Team of Suffolk County Council's Archaeological Service and the MoJ and would be subject to a further programme of archaeological work and additional cost.

- 5.2.15 If there is a reason, to be determined by the Conservation Team of Suffolk County Council's Archaeological Service, for human remains to be removed during the current programme of archaeological work, human skeletal remains within the confines of the excavations will be archaeologically excavated and recorded and the remains will be removed for subsequent reburial or deposition with the Suffolk Museums Service archive under licence from the Ministry of Justice, to be applied for in the event of encountering human burials, and in accordance with *Guidance for Best Practice for Treatment of Human Remains Excavated From Christian Burial Grounds in England* (Historic England 2005). Subject to agreement with the Conservation Team of Suffolk County Council's Archaeological Service, there may be a need to extend the sides of excavated areas to ensure that complete burials can be excavated. Contingency sums are provided.
- 5.2.16 If some or all of the human remains are in sealed coffins or in a crypt, or to include preserved soft tissue, or be less than 100 years old, the relevant Environmental Health Officer for the district will be informed. In any of these events, the Conservation Team of Suffolk County Council's Archaeological Service will consider the appropriate treatment of such remains which would incur additional costs, to be established as the need arises.
- 5.2.17 Analysis of any human skeletal remains removed during the excavations will be carried out by a relevant specialist to an appropriate level depending on the number, date and surviving condition of the burials. Analysis of the human bone will include a complete demographic, skeletal and dental pathology profile as per Brickley & McKinley (2004). Provision for specific soil samples, dating and other scientific bone analysis will be made according to Campbell *et al* (2011) and in agreement with the Conservation Team of Suffolk County Council's Archaeological Service and the Science Advisor, East of England Heritage Protection Department, Historic England, as required.
- 5.2.18 Archaeological features and deposits will be recorded on Chris Birks *pro-forma* context sheets. Section and plan drawings will be recorded at an appropriate scale (1:50;1:20;1:10) depending upon the level of detail required.
- 5.2.19 A photographic record of archaeological remains will be made using colour digital images and 35mm black & white transparencies. A general photographic record will be made using colour digital images.
- 5.2.20 Appropriate registers for contexts, drawings, photographs and environmental samples will be made.
- 5.2.21 All finds of archaeological significance will be collected, bagged and labelled for processing, cataloguing and subsequent analysis by relevant finds specialists.
- 5.2.22 Forty litre bulk samples, or the full context if this is less, will be taken from well-sealed and dated contexts for environmental analysis. Sampling and analysis of suitable archaeological features/deposits for palaeoenvironmental remains and scientific dating of deposits, artefacts or ecofacts will be carried out in accordance with *Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (Campbell *et al* 2011) and Murphy and Wiltshire (1994). Environmental sampling will be discussed with the Conservation Team of Suffolk County Council's Archaeological Service and in consultation with the Science Advisor, East of England Heritage Protection Department, Historic England, as required.
- 5.2.23 A single-context planning methodology will be employed and a matrix of the sequence of deposits will be made on-site as necessary.
- 5.2.24 The Conservation Team of Suffolk County Council's Archaeological Service will be monitoring the project during fieldwork and providing advice accordingly.
- 5.2.25 Temporary fencing and appropriate signage will be displayed.
- 5.2.26 The trenches will be backfilled without compaction or reinstatement once the Conservation Team of Suffolk County Council's Archaeological Service has approved fieldwork as complete. If

compaction or reinstatement is required by the Client, this will be subject to additional costs, to be arranged. They may remain open at the request of the Client who will then assume responsibility for safety implications.

5.2.27 Time (as agreed in consultation with the Client and the Conservation Team of Suffolk County Council's Archaeological Service) will be required to carry out this work and the Client is expected to acknowledge this, and that further excavation or other incursion upon the site is not carried out until completion of the archaeological works. Fieldwork will only be considered to be complete with confirmation by the Conservation Team of Suffolk County Council's Archaeological Service. Should an extreme quantity or exceptional archaeological remains be encountered during excavations, these shall be reported immediately to the Conservation Team of Suffolk County Council's Archaeological Service. No responsibilities to delays in the Client's work programme as a result of this will be accepted by the Contractor.

5.3 Post-excavation Analysis and Report

5.3.1 Artefactual remains recovered during excavations will be cleaned, catalogued and analysed by relevant finds specialists following fieldwork, in accordance with *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (Chartered Institute of Field Archaeologists 2014). In the first instance, this will be carried out by Chris Birks. Any further analysis will be carried out by relevant finds specialists as appropriate.

5.3.2 An assessment of the recorded evidence will be made in accordance with *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015).

5.3.3 The analysis of stratigraphical/structural records, Artefactual and environmental materials will be made for inclusion in a site report.

5.3.4 The site report will include the following according to *Standard and guidance for archaeological field evaluation* (Chartered Institute of Field Archaeologists 2014);

5.3.4.1 a non-technical summary will explain the principal reason for the work, its objectives and main results. It will include reference to authorship and the commissioning body.

5.3.4.2 project, planning, geological, archaeological and historical backgrounds.

5.3.4.3 aims and objectives, as described in the Written Scheme of Investigation.

5.3.4.4 methodology, as described in the Written Scheme of Investigation.

5.3.4.5 results. These will include a series of summary objective statements, organised clearly in relation to the methods used, and describing contextual data and associated finds and/or environmental data. Descriptive material will be clearly separated from interpretative statements. Technical terminology (including dating or period references) will be explained and the results will be accompanied by appropriate drawings and photographs and by supporting data contained in appendices.

5.3.4.6 finds, human remains, environmental and other relevant specialists' report as required.

5.3.4.7 conclusions. Conclusions will be drawn to summarise and interpret the results and place them into context (local, national or otherwise). A confidence rating on techniques used, or on limitations imposed by particular factors (e.g. weather or problems of access) will be included. A confidence rating on techniques used, or on limitations imposed by particular factors (e.g. weather or problems of access) will be included. An opinion as to the necessity for further archaeological intervention and its scope may be provided in the report, although the final decision lies with the Conservation Team of Suffolk County Council's Archaeological Service.

5.3.4.8 archive. The archive will be prepared consistent with the principles of *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015) and *Archaeological Archives in Suffolk, Guidelines for preparation and deposition*

(SCCAS Conservation Team 2014) and submitted to the Suffolk County Council's Archaeological Service for long-term storage.

- 5.3.4.9 appendices, to include context, finds and environmental sample summaries.
- 5.3.4.10 illustrations. Figures will be prepared at appropriate scales to include site location and plan drawings and plan and section drawings, relating their locations. Figures and/or plates may also be included to locate HER entries, historic maps and aerial photographs to the proposed development site. Colour digital images of archaeological remains described in the results will be provided as necessary including title, orientation and scale information.
- 5.3.4.11 references and bibliography. A list of all sources referred to in the report, including electronic sources, will be provided.
- 5.3.4.12 a document control grid to track revisions to the report and a list of contents with descriptions of figures and plates will be included in the report and disclaimers will be described.
- 5.3.5 An assessment report and updated project design, as outlined in *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015) will be provided to the Conservation Team of Suffolk County Council's Archaeological Service and Historic England within six months of completion of fieldwork as required.
- 5.3.6 A *draft* copy of the report will be submitted for consideration by the Conservation Team of Suffolk County Council's Archaeological Service. Any required amendments will be considered and made prior to submission of a *final* report. The *draft* copy will only be provided to the Client as proof of production on request and must not be distributed elsewhere.
- 5.3.7 One bound paper copy plus a digital copy of the *final* Contractor's (site) report will be submitted to the Suffolk Historic Environment Service; one copy to the Client and one copy to Historic England as required. These copies will not be issued until all payments have been received in full.
- 5.3.8 Where positive results are drawn, a summary report will be prepared for the *Proceedings of the Suffolk Institute of Archaeology and History*.
- 5.3.9 Any further works required by the Conservation Team of Suffolk County Council's Archaeological Service in the event that remains of importance are found that cannot be preserved *in-situ* are not included in the present scope of works for trenched archaeological evaluation. This may involve excavation and recording of an area to be specified by the Conservation Team of Suffolk County Council's Archaeological Service. A brief would be provided by the Conservation Team of Suffolk County Council's Archaeological Service and a Written Scheme of Investigation would be required from an archaeological contractor.
- 5.3.10 In the event of significant archaeological remains being encountered, a publication report (Journal Note, Article or Monograph) will be prepared for inclusion in a recognised archaeological publication (*e.g. Proceedings of the Suffolk Institute of Archaeology and History, East Anglian Archaeology, Proceedings of the Prehistoric Society*). A *draft* copy of the publication report will be provided to the Conservation Team of Suffolk County Council's Archaeological Service for comment within eighteen months of completion of the fieldwork as required.
- 5.3.11 The OASIS online form will be completed and submitted to the Conservation Team of Suffolk County Council's Archaeological Service, including an uploaded .pdf version of the report. A digital copy of the report will be submitted for inclusion on the Archaeology Data Service database (<http://ads.ahds.ac.uk/catalogue/library/greylit>) upon completion of the project.
- 5.3.12 It is expected that the landowner will deposit the full site archive, and transfer title to, the Archaeological Service or the designated Suffolk museum, and this should be agreed before the fieldwork commences. The intended archive depository will be consulted before the archive is prepared regarding the specific requirements for the archive deposition and curation (including the digital archive), and regarding any specific cost implications of deposition.

- 5.3.13 Excepting those covered by the Treasure Act of 1996, all archaeological materials will remain the property of the landowner/s. A formal agreement may be sought regarding any items of local, regional or national significance for donation of finds to an appropriate Museums Service. Any treasure will be reported immediately to the Suffolk Finds Liaison Officer who will inform the coroner within 14 days.

6.0 Timetable and Resources

6.1 Work Programme

- 6.1.1 A work programme is yet to be finalised between the Client and the Contractor in association with the main contractor. Works may begin in 2016. Depending on the quantity and nature of archaeological remains, fieldwork is likely to take 1 to 4 weeks.
- 6.1.2 The production of the *draft* site and publication reports will depend, in part, upon the completion of any finds and/or environmental analysis and reporting. The *draft* report will be completed within as short a timescale as possible following completion of the programme of archaeological fieldwork. The *draft* report is submitted only to the Conservation Team of Suffolk County Council's Archaeological Service for consideration and the time taken for the Conservation Team of Suffolk County Council's Archaeological Service to respond cannot be stated. The *final* report is prepared and distributed only when approval of the *draft* report and all outstanding payments have been received. The Contractor is not responsible for any delays to the developer's work programme.

6.2 Works and Cost Implications

- 6.2.1 Any additional works as instructed by the Conservation Team of Suffolk County Council's Archaeological Service or the Client are not included in costs or timetable. All that are outside those listed in this document will be considered as variations to the scope of archaeological works and will be subject to additional charges and timescale, to be agreed with the Client.
- 6.2.2 An amount will be included when preparing costs regarding the preparation, assessment, analysis and reporting of plant macrofossils and charcoal; beetles; vertebrates; scientific dating and treatment of Human Remains/Burials. Contingency costs for scientific techniques & methods are included and will only be made in agreement with the Conservation Team of Suffolk County Council's Archaeological Service and Historic England as required.
- 6.2.3 Details of the client including responsibility for payment of invoices must be provided through completion of the *Contract* to be sent to the contractor prior to acceptance of appointment to the project.

7.0 Staffing

7.1 Project Team

- 7.1.1 The project will be managed and co-ordinated by Chris Birks who will accept responsibilities for finance, standards, health and safety issues and liaison with the Client, the Conservation Team of Suffolk County Council's Archaeological Service, finds specialists and curators. Chris Birks is a member of the CIFA at *MCIFA* level (membership number 4762), the Council for British Archaeology, the Prehistoric Society and CITB registered. A full resume can be provided upon request.
- 7.1.2 An experienced metal detectorist will be dedicated to the project during all fieldwork stages. Suitably qualified and experienced field staff, with experience of urban archaeology in particular, will be employed if necessary.
- 7.1.3 Finds processing and cataloguing will be carried out by Chris Birks, or by an equally qualified person.
- 7.1.4 Initial finds analysis and reporting will be carried out by Chris Birks. If further detailed analysis is required upon the request of the Conservation Team of Suffolk County Council's Archaeological Service, this may be undertaken by external finds specialists.

Specialists include;

Sue Anderson <i>BA, MPhil</i>	Medieval/Post-medieval Pottery, Human remains
Sarah Bates	Lithics
Francesca Boghi <i>MSc</i>	Human remains
Julie Curl	Macro faunal remains
Richenda Goffin	Ceramics
Fran Green, <i>BSc, PhD</i>	Palynology
Val Fryer	Plant macrofossils, charcoal
Alice Lyons <i>BA MA MIFA</i>	Roman Pottery
Dr Adrian Marsden <i>BSc, PhD</i>	Numismatic finds
Norfolk Museums Service	Conservation & X-ray
Simon Parfitt <i>BSc, PhD</i> (current)	Vertebrates/small mammals
Dr David Smith <i>MA (Cambridge), MA, PhD (Sheffield), FRES</i>	Insect remains
Dr John Summers (AS)	Plant macrofossils, charcoal
Gary Taylor/Jane Cowgill (APS)	Metallurgy

AS – Archaeological Solutions
APS – Archaeological Project Services

8.0 Additional Information

8.1 Planning Conditions

8.1.1 The reason for the archaeological planning conditions 4. and 5. of the approved planning application is that the site is potentially of archaeological and historical significance and to safeguard archaeological assets within the approved development boundary from impacts relating to any groundworks associated with the development scheme and to ensure the proper and timely investigation, recording, reporting and presentation of archaeological assets affected by this development, in accordance with Policy CS 17 of Waveney District Council Core Strategy Development Plan Document (2009) and the National Planning Policy Framework (2012).

Condition 4. No development shall take place within the area indicated [the whole site] until the implementation of a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority. The scheme of investigation shall include an assessment of significance and research questions; and:

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

Condition 5. No building shall be occupied until the site investigation and post investigation assessment has been completed, submitted to and approved in writing by the Local Planning Authority, in accordance with the programme set out in the Written Scheme of Investigation approved under Condition 1 and the provision made for analysis, publication and dissemination of results and archive deposition.

8.1.2 Once a *draft* report has been submitted to and approved by the Conservation Team of Suffolk County Council's Archaeological Service subject to any required amendments or additions, a *final* report is prepared and distributed as per 5.3.6 and 5.3.7 of this Written Scheme of Investigation. The Client or agent acting on their behalf will then apply to Waveney District Council for a full discharge of the archaeological condition.

8.1.3 No further site work will be embarked upon until the evaluation results are assessed by the Conservation Team of Suffolk County Council's Archaeological Service and the need for further work is established.

8.2 General Conditions

8.2.1 A *draft* copy of the Written Scheme of Investigation was submitted to the Conservation Team of Suffolk County Council's Archaeological Service for consideration. Approval was received on 11 November 2016 prior to preparation of this *final* copy and costs in accordance with *Standard and guidance for commissioning work or providing consultancy advice on archaeology and the historic environment* by the Chartered Institute for Archaeologists (2014).

8.2.2 Work will not commence until a completed *Contract* and/or Order from the Client reflecting the costs, terms and conditions of the *Contract* is received from the Client, agreeing to all costs and conditions as detailed in this document and providing information regarding the person/organisations responsible for payment of invoices. In the event of works commencing prior to return of a completed *Contract* and/or Order from the Client, all costs, terms and conditions are accepted as agreed.

8.2.3 If Construction (Design and Management) Regulations 2009 apply, a health and safety plan will be required from the Client.

8.2.4 Details of any soil contamination and above grounds hazards must be provided by the Client prior to fieldwork commencing. The potential of the area being contaminated by toxins must also be adequately investigated by the Client. No costs for tree-surgery, removal of undergrowth or hedges or other aspects not detailed in this Written Scheme of Investigation will be accepted by the Contractor.

8.2.5 Costs and responsibility for any removal of spoil from site will remain with the Client.

8.2.6 No responsibility will be accepted for any delay or failure in meeting agreed deadlines. This includes long periods of adverse weather conditions, ground contamination, vandalism, the presence of protected flora and fauna, unexploded ordnance, severe flooding, delays in the development programme or delays in the reporting process.

8.2.7 A working day of 7.5 hours is operated by the Contractor.

8.2.8 Figures were created from drawings provided by the Client.

8.3 Quality Standards

8.3.1 The highest possible standards will be sought by the Contractor, with the application of the most advanced and appropriate techniques possible within a context of continuous improvement aimed at maximising the recovery of archaeological data and contributing to the development of a greater understanding of Suffolk's historic environment.

8.3.2 The *Code of Conduct* (2014), *Regulations for Professional Conduct* (January 2015 revision) and *Standard and Guidance for archaeological field evaluation* (2014) by the Chartered Institute of Field Archaeologists (CIFA) will be adhered to.

8.3.3 Works will be carried out according to guidelines set out in *Standards for Field Archaeology in the East of England* (Gurney 2003), *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015) and *Requirements for a Trenched Archaeological Evaluation 2011* (Suffolk County Council Archaeological Service 2011).

8.3.4 Provisions for the monitoring of archaeological works by the Conservation Team of Suffolk County Council's Archaeological Service will be made at agreed project stages.

8.4 **Health and Safety**

8.4.1 All work is carried out to standards defined in the *Health and Safety at Work Act 1974*, *The Management of Health and Safety Regulations 1992* and *Health and Safety in Field Archaeology* (SCAUM 1997). Health and safety advice will be sought from Health and Safety Officers as required.

8.4.2 A Health and Safety Policy Statement and Risk Assessments has been prepared and included in this *final* Written Scheme of Investigation (*Appendix 1*). All staff and site visitors will be required to read the Risk Assessments and copies will be held in the site accommodation. Copies will be provided for inclusion in the health and safety plan/file as required.

8.4.3 Access to the health and safety policies of all other contractors on site will be required in compliance with *The Management of Health and Safety Regulations 1999*.

8.4.4 Protective clothing and equipment will be provided as required.

8.5 **Insurance**

8.5.1 The Contractor has Public Liability Insurance (£5million cover), Personal Accident and Employers Liability Insurance (£10million cover) and Professional Indemnity (£1million cover). Full details can be provided upon request.

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*Suffolk County Council Archaeological Service

For any further information, please do not hesitate to contact Chris Birks on 01603-737804/07963-969623 or at chris@chrisbirksarchaeology.co.uk

Appendix 1 Health and Safety Policy and Risk Assessments

This is the statement of general policy and arrangements for Chris Birks, 4 Well Green Row, Frettenham, Norwich, NR12 7GL and should be read in association with the site-specific Risk Assessments and Written Scheme of Investigation for Archaeological Trenched Evaluation at ‘The Dell, 5 Nelson Way, Beccles, Suffolk’ (CB511 v. 1.2)

Site Address; ‘The Dell, 5 Nelson Way, Beccles, Suffolk’ Start Date; t.b.a Expected duration; 1 to 4 weeks

Type of project; Trenched Archaeological Evaluation

Sequence; Mechanical excavation of modern overburden deposits and manual excavation and recording of archaeological remains

Person in charge of project; Chris Birks, Dip Sc, BSc, MCIFA


Nominated First Aider; John Simmons Staffing; Suitably qualified and experienced field archaeologists

Overall and final responsibility for health and safety is that of Chris Birks

Day-to-day responsibility for ensuring this policy is put into practice is delegated to Chris Birks

Statement of general policy	Responsibility of	Action / Arrangements
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities	Chris Birks/Sole trader	Site specific risk assessments completed and actions arising out of those assessments implemented
To provide adequate training to ensure employees are competent to do their work	Chris Birks/Sole trader	Staff and subcontractors given necessary health and safety induction and provided with appropriate training (including hazard awareness) and personal protective equipment
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health	Chris Birks/Sole trader	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required
To implement emergency procedures - evacuation in case of fire or other significant incident	Chris Birks/Sole trader	Escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage / use of substances	Chris Birks/Sole trader	Toilets, washing facilities and drinking water provided System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects Staff trained in safe handling/use of substances as appropriate
Health and safety law poster is displayed:	In the site office/mobile works vehicle	
First-aid box and accident book are located:	In the site office/mobile works vehicle	
Accidents and ill health at work reported under		

RIDDOR	
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Signed: (Employer)		Date:	14 November 2016	
Subject to review, monitoring and revision by:	Chris Birks	Every:	12	months or sooner if work activity changes

General Excavation and Site Survey

The Dell, 5 Nelson Way, Beccles, Suffolk

Hazard	Who may be harmed	Existing Controls	Further Controls
Soil Contamination	<input type="checkbox"/> Employees carrying out manual excavation <input type="checkbox"/> Site Visitors	<input type="checkbox"/> Wear suitable PPE; overalls, masks, impermeable gloves, steel toe-capped boots/Wellingtons <input type="checkbox"/> No eating, drinking or smoking <input type="checkbox"/> Hand/eye washing facilities to be made available	<input type="checkbox"/> Additional washing/shower facilities <input type="checkbox"/> Provision of clean and dirty rooms
Falling into open excavated features/holes – risk of serious injury	<input type="checkbox"/> Employees carrying out excavation/survey <input type="checkbox"/> Site Visitors	<input type="checkbox"/> Fencing/bunting around any holes <input type="checkbox"/> Awareness of ground conditions <input type="checkbox"/> Staff/visitor awareness on-site	<input type="checkbox"/> Site induction
Falling over/onto grid/survey pegs – risk of serious injury	<input type="checkbox"/> Employees carrying out excavation/survey <input type="checkbox"/> Site Visitors	<input type="checkbox"/> Staff/visitor awareness <input type="checkbox"/> Pegs to be covered with high visibility covers at all times	
Carrying/lifting heavy objects	<input type="checkbox"/> Employees carrying out excavation <input type="checkbox"/> Delivery staff	<input type="checkbox"/> Correct lifting methods to be employed <input type="checkbox"/> More than one person to carry heavy objects <input type="checkbox"/> Do not exceed maximum lifting weights	<input type="checkbox"/> Site induction
Tetanus infection resulting from contact of soil and open wounds	<input type="checkbox"/> Employees <input type="checkbox"/> Site Visitors	<input type="checkbox"/> Must have up to date tetanus immunisation <input type="checkbox"/> All open wounds to be appropriately dressed	
Ingestion of contaminated soil – bacterial/viral/inorganic	<input type="checkbox"/> Employees <input type="checkbox"/> Site Visitors	<input type="checkbox"/> Provision of hand washing facilities <input type="checkbox"/> Wash hands before eating/smoking	<input type="checkbox"/> Soil testing prior to excavation

Name.....Chris Birks..... Signature..... 

Date.....14 November 2016.....

General Excavation and Site Survey

The Dell, 5 Nelson Way, Beccles, Suffolk

Hazard	Who may be harmed	Existing Controls	Further Controls
Biological contamination, e.g. from rats (leptospirosis), pigeons	<input type="checkbox"/> Employees <input type="checkbox"/> Site Visitors	<input type="checkbox"/> Care when in area subject to infestation where animal urine may be present <input type="checkbox"/> Attention to all open wounds <input type="checkbox"/> Wash hands before eating, drinking or smoking <input type="checkbox"/> Wear gloves whenever appropriate <input type="checkbox"/> Report any possible illness to doctor & take leptospirosis risk card	<input type="checkbox"/> Carry leptospirosis risk card
Use of hand tools	<input type="checkbox"/> Employees	<input type="checkbox"/> Use appropriate tools for specific task/s <input type="checkbox"/> Ensure knowledge of correct use of tools	<input type="checkbox"/> Training for use of tools

Name.....Chris Birks..... Signature..... 

Date.....14 November 2016.....

Supervising/working with heavy plant

The Dell, 5 Nelson Way, Beccles, Suffolk

Hazard	Who may be harmed	Existing Controls	Further Controls
Personal Injury	<input type="checkbox"/> Employees <input type="checkbox"/> Site Visitors	<input type="checkbox"/> Site Induction – staff/visitor awareness <input type="checkbox"/> Use of certified sub-contractors <input type="checkbox"/> Appropriate personal protective equipment to be issued <input type="checkbox"/> Avoid lone working where possible <input type="checkbox"/> Maintain safe distance from plant <input type="checkbox"/> Ensure driver is aware of your location at all times	<input type="checkbox"/> Appropriate fencing and signage <input type="checkbox"/> Exclusion of site visitors <input type="checkbox"/> Hold current CITB card <input type="checkbox"/> Clear communication with driver
Collateral damage	<input type="checkbox"/> Employees <input type="checkbox"/> Site Visitors <input type="checkbox"/> Members of the public	<input type="checkbox"/> Site awareness, hazards in particular <input type="checkbox"/> Use of appropriate machinery <input type="checkbox"/> Use of certified sub-contractors	<input type="checkbox"/> Appropriate signage and safety considerations <input type="checkbox"/> Communication between contractors & sub-contractors
Collision between personnel, plant and/or public traffic	<input type="checkbox"/> Employees <input type="checkbox"/> Site Visitors <input type="checkbox"/> Members of the public	<input type="checkbox"/> All personnel to wear high visibility vests at all times <input type="checkbox"/> Demarcate site boundary to ensure separation between site and live carriageway/works <input type="checkbox"/> Close and divert pedestrians from any footpath within site boundary	<input type="checkbox"/> Appropriate signage and safety considerations <input type="checkbox"/> Plant to have operating flashing beacons
Striking existing services	<input type="checkbox"/> Employees	<input type="checkbox"/> Area/s of work to be CAT scanned <input type="checkbox"/> All services to be located and clearly marked <input type="checkbox"/> Hand dig only in area/s local to services <input type="checkbox"/> Banksman present at all times	<input type="checkbox"/> Plans of service runs to be consulted prior to excavations

Name.....Chris Birks..... Signature..... 

Date.....14 November 2016.....



4 Well Green Row, Frettenham, Norwich, Norfolk, NR12 7GL
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 Email: info@chrisbirksarchaeology.co.uk

Additional

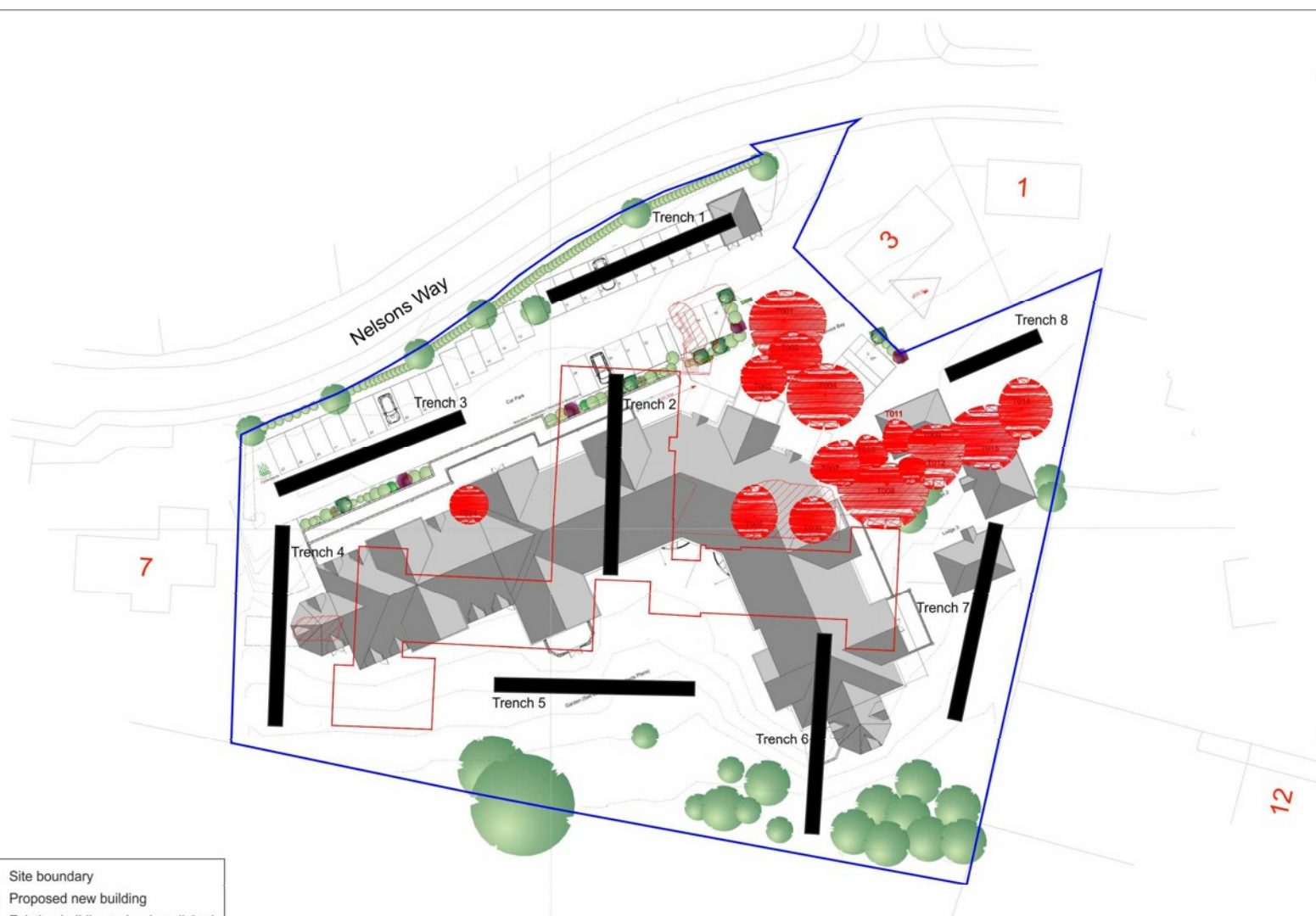
To be completed on-site as required






The Dell, 5 Nelson Way, Beccles, Suffolk

Hazard	Who may be harmed	Existing Controls	Further Controls
Asbestos Containing Materials (ACM)	<input type="checkbox"/> Employees carrying out manual excavation	<input type="checkbox"/> Report ACM findings to main contractor <input type="checkbox"/> Avoid contact with ACM <input type="checkbox"/> Follow main contractor's risk assessments	<input type="checkbox"/> No eating, drinking or smoking <input type="checkbox"/> Hand/eye washing facilities to be made available

Name.....Chris Birks..... Signature..... 

Date.....14 November 2016.....



-  Site boundary
-  Proposed new building
-  Existing building to be demolished
-  Tree/hedge to be removed
-  Archaeological trench

Based on drawings by Ground Designs and Hayden's Arboricultural Consultants



Chris Birks Archaeological Services - Urban & Rural
The Dell, 5 Nelsons Way, Beccles, Suffolk
Scale 1:500@A3 WSI CB511 v.1.2 14.11.16



- Site boundary
- Proposed new building
- Former building demolished
- Tree/hedge to be removed
- Archaeological trench

0 20m

Based on drawings by Ground Designs and Hayden's Arboricultural Consultants

Archaeological Services - Urban & Rural		
The Dell, 5 Nelson Way, Beccles, Suffolk		
Scale 1:500@A3	Report CB511R v.1.1	14.03.17