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Archaeology Report Number CB583R v.1.1

Carlton Hall Extension and Tea Room, St Peter's Road, Carlton Colville, Suffolk
Grid reference TM 5093 9023 (centred)
Waveney District Council references DC/14/2252 and DC/17/3556/FUL

Continuous Archaeological Recording at Carlton Hall Extension (CAC 094) and Tea Room (CAC 004)

26, 27 March 2018 and 16-23 April 2018

OASIS ID: chrisbir1-312259 and 312261

Prepared for

Carlton Hall Residential Care Home
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**Report on Continuous Archaeological Monitoring and Recording at
'Carlton Hall Extension and Tea Room, St Peter's Road, Carlton Colville, Suffolk'**

Project	Continuous Archaeological Recording at 'Carlton Hall Extension and Tea Room, St Peter's Road, Carlton Colville, Suffolk'
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Planning authority	Waveney District Council
Planning reference	DC/14/2252 (extension) and DC/17/3556/FUL (tea room)
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Summary

Continuous Archaeological Recording was carried out at 'Carlton Hall, Carlton Colville Suffolk' associated with the construction of an extension to the existing care home and a new tea room building in March and April 2018. The earliest activities during the prehistoric period were indicated through the recovery of two flint artefacts. The majority of the recorded archaeological remains relate to land partition and settlement activities during the medieval period. A possible trackway of Post-medieval date was also recorded.

1.0 Introduction

1.1 In 2014 and 2017 Waveney District Council granted planning permission for developments at Carlton Hall (planning references DC/14/2252/FUL and DC/17/3556/FUL; central grid reference TM 5093 9023; Fig. 1) with conditions for programmes of archaeological work. The conditions were requested by Suffolk County Council's Archaeological Service, in accordance with paragraph 141 of the *National Planning Policy Framework 2012*. They subsequently issued briefs outlining the minimum level of work necessary to meet their requirements (Antrobus 2015 and 2017 and Cutler 2017).

Figure 1 Site Location

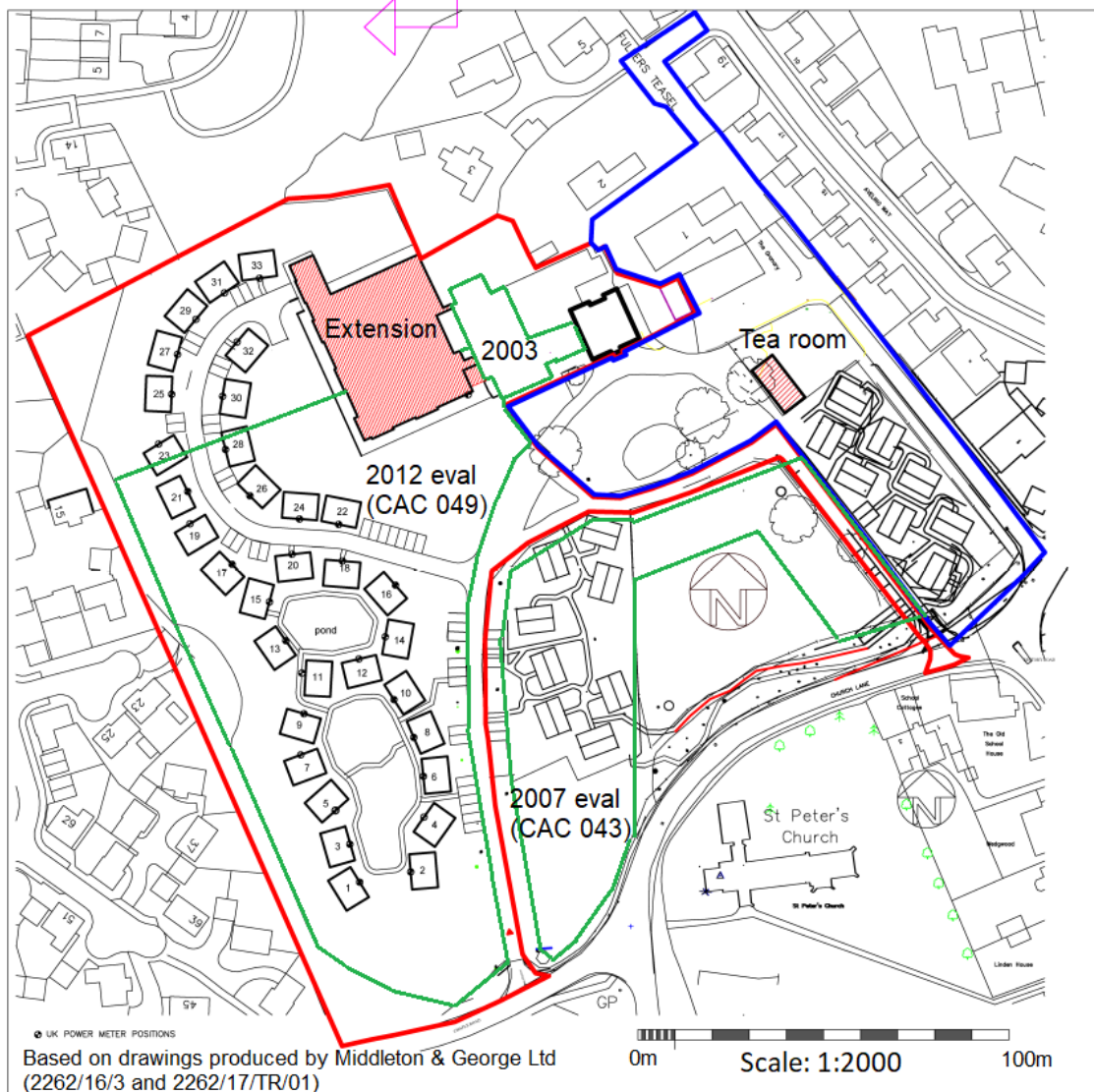
(based on Ordnance Survey data © Crown copyright and database right 2012)



1.2 Carlton Hall is an 18th, 19th and 21st-century grade II listed building used as a residential care home. The first of the two planning applications was submitted in 2014 (DC/14/2252, revised as DC/15/2544/VOC and DC/17/0109/VOC) and was for the construction of an extension to the hall and 33 detached bungalows, a private drive, car parking, communal gardens, open space and

two ponds. This included an archaeological desk-based assessment by CgMs Consulting that highlighted the potential of the development site to contain Late Saxon and medieval archaeological remains of local significance (CgMs Consulting 2014). Suffolk County Council Archaeological Service's first brief (Antrobus 2015) required archaeological evaluation of the northern part of the development site and excavation of the southern area previously evaluated by Suffolk County Council Archaeological Service Field Team and Walford (Suffolk HER monument numbers CAC 048 and 049; Everett 2012; Walford 2012). This was followed by a second brief that required continuous archaeological monitoring and recording on the site of the extension (Antrobus 2017; Fig. 2). This report describes the work undertaken in response to this second brief. The evaluation and excavation were undertaken by other archaeological contractors, the results of which are awaited (CAC 087 and CAC 088).

Figure 2 Areas of continuous archaeological monitoring and recording (red hatching) and selected areas of previous archaeological investigation (approximate areas outlined in green).



- 1.3 The second of the two planning applications was for the construction of a single storey tea room building (DC/17/3556/FUL) and submitted in 2017. Suffolk County Council Archaeological Service's advice to the District Council and a subsequent brief required continuous archaeological monitoring and recording during all groundworks associated with the development. This report also describes this phase of archaeological work.

- 1.4 Chris Birks prepared Written Schemes of Investigation (WSIs) outlining how both phases of continuous archaeological monitoring and recording would be undertaken. Both documents were produced for Malcom Dixon, on behalf of Mr Tony Prendergast and Carlton Hall Residential Care Home, Carlton Hall, Chapel Road, Carlton Colville, Lowestoft, Suffolk, NR33 8BL.
- 1.5 *Draft* copies of both WSIs were submitted to Suffolk County Council Archaeological Service 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 (2014b). Approval was received on 5 September 2017 (extension WSI) and 28 February 2018 (tea room WSI) prior to preparation of the *final* copies. The *final* copies (CB555 v1.2 and CB583 v.1.1) form Appendices 1 and 2. They were used by Malcolm Dixon to discharge conditions relation to both planning permissions (DC/17/3865/DRC and DC/18/1000/DRC). Work was undertaken in full accordance with the *Standards for Field Archaeology in the East of England* (Gurney 2003).

2.0 Topography and geology

- 2.1 The development site comprises an area of approximately 4ha centred at TM 5093 9023 (*Fig. 1*; red and blue outlined areas on *Fig. 2*). The footprint of the extension measured just over 1800m², with the footprint on the tea room around 100m².
- 2.2 The extension and tea room were located within the gardens and parkland associated with Carlton Hall. The wider area is largely residential. Housing was built to the south and southeast after World War Two, with housing on the north, east and west having been built since the 1990s. Dwellings have been built in the park in the last ten years (Old-Maps 2018; Google Earth 2018).
- 2.3 Within the development site the land was generally level with some gentle slopes and localised variations. Ground level elevations varied from 12-12.6m OD in the southwest to 13-14.5m in the northwest OD. Spot heights ranged from 13-13.74m OD within the footprint of the extension.
- 2.4 The majority of the development site, including the locations of the extension and tea room, lies on solid geology of Pleistocene Crag sands, gravels, silts and clay. 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 south-eastern England (British Geological Survey 2017a).
- 2.5 The upper boundary over the Crag is overlain by deposits of the Dunwich Group, Albion Glacigenic Group, Britannia Catchments Group or British Coastal Deposits Group. It 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). It is distinguished from the Albion Glacigenic Group by the absence of Northern British erratics in the Crag Group (British Geological Survey 2017a).
- 2.6 The sites superficial deposits are the Anglian Lowestoft Formation, which 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% (British Geological Survey 2017b).

3.0 Archaeological and Historical Background

3.1 Introduction

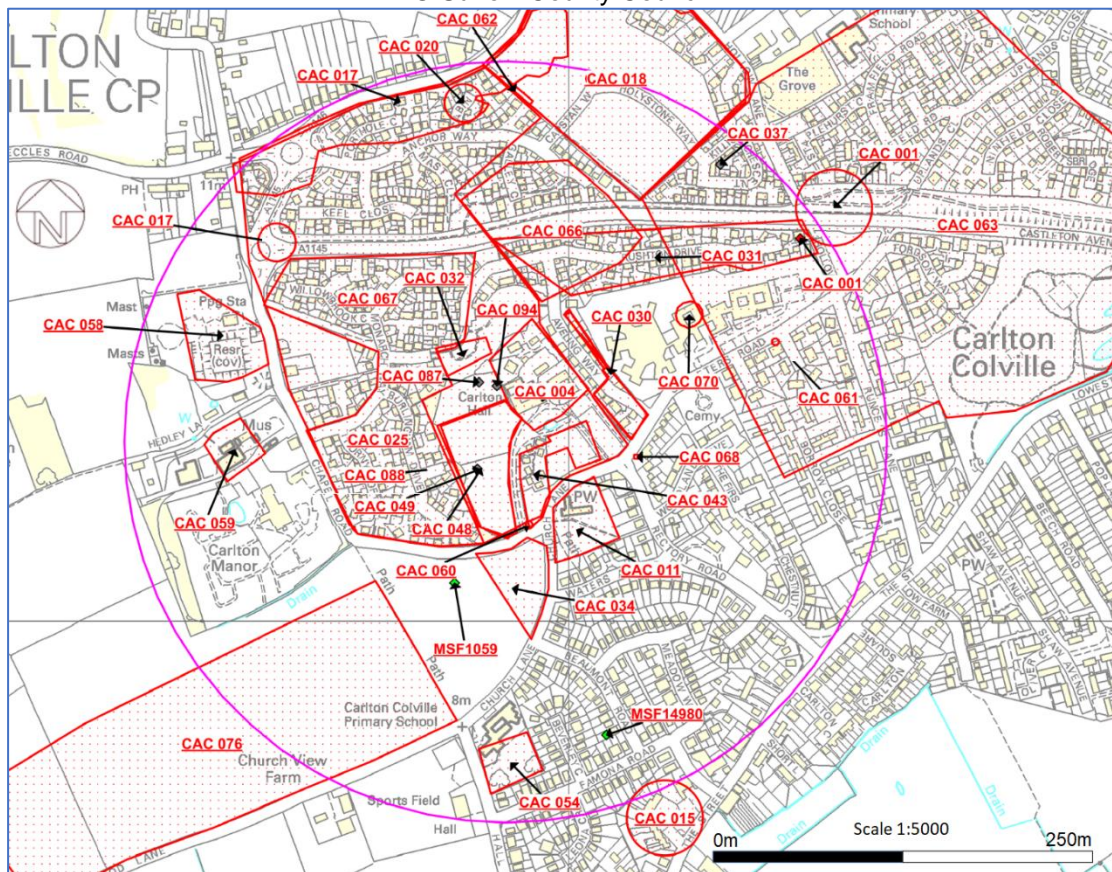
- 3.1.1 The Suffolk Historic Environment Record (SHER) currently has a total of 38 entries within a radius of 500m of the development site (hereafter 'the study area'). These comprise 15 HER events and 38 HER monument records (prefixed ESF and CAC respectively; see *Fig. 3* for monument records). There are currently no HER Portable Antiquities Scheme records within the study area). The SHER 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.

3.2 The development site

3.2.1 The current Carlton Hall is a grade II listed 18th and 19th-century building (Historic England 2018, list entry 1032070) with an early 21st-century western extension. Historic Ordnance Survey maps (such as the 1st edition 6 inch map of 1884) show farm buildings to the north and east of the hall (including a grade II listed barn dated 1736; Historic England 2018, list entry 1352579), with gardens and yards to the south and west. A small landscape park (Taylor 2014) is illustrated beyond the gardens and yards, complete with small woodland blocks and belts, individual and/or clumps of trees and a curving drive (National Library of Scotland 2018; Old-Maps 2018). The parkland was still intact in 1945, but by 1999 the northern part of the park had been planted with scattered trees (Google Earth 2018). In the last ten years dwellings have been built in the south of the park (Waveney District Council planning reference numbers including DC/07/0855/OUT and DC/14/2252).

Figure 3 Historic Environment Record monuments within 500m of the development site
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3.2.2 The Hall is believed to stand on the site of a medieval manor house, which may have been the building destroyed by fire in 1736 (Historic England 2018, list entry 1032070), and possibly the site of a Late Saxon manor (CAC 004) mentioned in the Domesday Book. Its location, about 100m to the north of the church of St Peter (CAC 011), supports this theory. The tower of St Peter's is largely 14th-century, with the remainder rebuilt in 1883-4 (Historic England 2018, list entry 1352577).

3.2.3 In 2003 monitoring of footing trenches for the Hall's existing western extension (CAC 004; Fig. 2) recorded features (including at least one ditch) containing 12th to 14th-century pottery, a pit containing a piece of probable medieval lava quern stone and undated features. These discoveries were interpreted as evidence for medieval settlement and possibly the manorial site (Suffolk County Council Archaeological Service 2003). Substantial ditches found to the

south and west of the Hall could be associated with a Late Saxon manorial complex, as could pits and post-holes recorded to the south (CAC 030 and CAC 043; Meredith 2007).

- 3.2.4 The eastern part of Trench 1 of Suffolk County Council Archaeological Service Field Team's 2012 evaluation (CAC 049) lay just outside the footprint of the new extension. This contained a ditch from which 10th-11th and 11th-12th-century pottery was recovered. A ditch containing one sherd of 13th-14th-century pottery was found in Trench 2, just to the west of the extension ((Everett 2012, 4 & 7-9). These were two of many field boundary ditches (and pits) found during trial trenching that covered a 1.7ha area to the west and south of the new extension. Elements of this field system were also revealed during the preceding geophysical survey (CAC 048; Walford 2012) and in 2007 during evaluation south of the Hall (CAC 043; Meredith 2007). Within the footprint on the extension the geophysical survey identified a possible pit, a ferrous object and magnetic noise. The latter was probably associated with previous construction works at the Hall (Walford 2012, 3 & Fig. 3).
- 3.2.5 A single piece of Early Saxon pottery (CAC 004; Suffolk County Council Archaeological Service 2003) was found during the monitoring of footings for the Hall's previous western extension.

3.3 The wider study area

- 3.3.1 Prehistoric objects have been found throughout the study area. They include Mesolithic, Neolithic and Bronze Age flint artefacts, Iron Age pottery and an Iron Age silver coin (CAC 001, CAC 017, CAC 018, CAC 020, CAC 025, CAC 030, CAC 031, CAC 032, CAC 034 and CAC Misc MNF105). A hoard of three flint axes (CAC 020) was discovered just over 200m to the north of the hall.
- 3.3.2 Prehistoric features have been excavated ahead of development in a number of locations, including along the line of the Carlton Colville bypass (CAC 001) and ahead of housing in the north, east and west of the study area (CAC 017, CAC 018, CAC 020, CAC 025, CAC 030, CAC 031 and CAC 043). Amongst the more interesting are a buried soil containing artefacts of Mesolithic to Iron Age date (CAC 030), a possible Bronze Age/Iron Age cremation (CAC 031) and substantial Late Bronze Age/early Iron Age pit (CAC 043; Meredith 2007).
- 3.3.3 There is currently little evidence for Roman activity in the study area. A ditch of possible Roman date (or medieval; CAC 025) was excavated to the west. A bronze Stag's head handle (CAC Misc – MSF14980), possibly Roman or medieval, is the only find.
- 3.3.4 As well as the Saxon discoveries on and adjacent to the development site, six sherds of Early Saxon pottery and four sherds of Thetford ware were found to the northwest (CAC 017). A pit, possibly Early Saxon or medieval, was recorded to the east (CAC 030).
- 3.3.5 Archaeological investigations throughout the study area suggest medieval occupation in a number of areas other than around Carlton Hall, including at a moated site to the south of the church (CAC 015) and a building/s in the north (CAC 017 and CAC 018). Ditches from medieval and post-medieval field systems have also been recorded across the study area, by the National Mapping Programme (CAC 059, CAC 067 and CAC 076) and during intrusive investigations (CAC 017, CAC 025 and CAC 031). Other ditches and enclosures visible on aerial photographs could be medieval or post-medieval (CAC 058 and CAC 063), but they could equally be Iron Age or Roman.
- 3.3.6 The Old Rectory (Grade II listed), to the southeast of the Hall and church, has a 16th-17th-century timber framed core with 18th and 19th century additions. A late 18th-century serpentine wall (Grade II listed) stands in its grounds. There is a K1 telephone kiosk from 1921 (Grade II listed) at the East Anglian Transport Museum; it was sited in Potter's Bar/Barnet until the mid 1970s.
- 3.3.7 Structures associated with World War Two have been recorded in a number of locations. They include a type 22 pillbox that appears to survive (CAC 060) and features that appear to have

been removed (such as possible air raid shelters CAC 054, pillbox CAC 061 and trenches CAC 062).

3.4 Historic Landscape Characterisation

- 3.4.1 Within the Suffolk Historic Landscape Characterisation Map (Martin 2008) the development site is classified as pre-18th-century enclosure - random fields (type 1.1). The area covered by this classification extends to the west, northwest, north and northeast. Much of the rest of Carlton Colville is recorded as built up area (type 10.1), except for an area to the south and southwest of the development site. This is considered post-1950 agricultural landscape – boundary loss from irregular co-axial fields (type 3.4).

4.0 Results

4.1 Introduction

- 4.1.1 Continuous archaeological recording was carried out on 26-27 March 2018 (tea room) and 16-23 April 2018 (extension). Site conditions were good and access was gained from the Carlton Hall access road (off Church Lane). The weather was hot, dry and sunny.
- 4.1.2 An arbitrary benchmark of 10m OD was used for site levels.
- 4.1.3 Context numbers were allocated during fieldwork and are summarised in *Appendix 3*. Finds are summarised in *Appendix 4*, finds by type in *Appendices 5 to 12* and environmental samples in *Appendix 13*.

4.2 CAC094 Extension (Figs. 4-6)

- 4.2.1 This section provides a summary of the archaeological remains encountered during monitoring and recording of the extension area. Full descriptions of all contexts are provided in *Appendix 3*.
- 4.2.2 *Medieval*
- 4.2.2.1 Wide linear feature [50/53] in the northwest of the monitored area was aligned northwest to southeast, up to 4.2m wide and had two slots excavated through it. Two fills ((51/54) and (52/55)) were observed in each of the slots. 11th- to 14th-century pottery, molluscs, cereal grains and charcoal came from the lower fills (52/55). Two pieces of possible early brick/heat-affected natural clay, molluscs and sheep/goat, ?pig and medium to large mammal bones were recovered from upper fill (54) in the feature's terminus.
- 4.2.2.2 Quarry pit [56] to the south of the wide linear feature contained medieval and later medieval pottery. Two pieces of mammal bone and 11th- to 14th- century pottery were recovered from lower fill (58), with a piece of fired clay, 11th- to 14th-century pottery and a piece of possible 12th- to 15th- century French whiteware from upper deposit (57). This feature may have been the possible pit identified within the footprint of the extension in the 2012 geophysical survey (Walford 2012, 3 & Fig. 3).
- 4.2.2.3 In the east of the monitored area three slots were excavated through northeast to southwest aligned ditch [27/35/37]. A single fill was recorded in two of the slots (28/36), with two fills observed in the third ((38) and (39)). Medieval and later medieval pottery (11th- to mid 16th-century), charcoal and cereal grains were collected from three of the fills ((28), upper fill (38) and lower fill (39)). Arable weed (corncockle and brome grass) seeds came from upper fill (38), with oyster shell and a cattle bone retrieved from (28).
- 4.2.2.4 In the northeast of the site two ditches formed the corner of an enclosure ([42/45] and [31/33]). Although the fill of this feature was undecipherable from those of post-medieval ditch [9/11/21/23/25], artefacts suggest it was an earlier feature and infilled during the medieval period.
- 4.2.2.5 Two slots were excavated through both ditches. Northwest to southeast aligned ditch [42/45] contained upper and lower fills (43/46) and (44/47), with medieval and later medieval pottery, a piece of fired clay, a piece of possible 13th- to 15th-century early brick or kiln bar, six oyster

shells, cereal grains, a bean seed and charcoal in one of the lower fills (44). Single fill (32/34) was present in northeast to southwest orientated ditch [31/33]. Fill (34) contained one piece of 11th to 12th-century pottery.

4.2.3 *Post-medieval*

4.2.3.1 Artefacts suggest two northwest to southeast aligned ditches were infilled late in the post-medieval period, perhaps in the 19th century. Five slots were excavated through western ditch [9/11/21/23/25], all of which revealed a single fill [10/12/22/24/26]. Early 17th- to 19th-century pottery, one worn 18th- to 19th-century floor brick, two fragments of fired clay, ten pieces from four late 18th- to 19th-century clay pipe stems, one possible post-medieval nail, two fragments of bottle glass, charcoal and molluscs were gathered from this deposit.

4.2.3.2 Eastern ditch [4/7] shared the same alignment as the western ditch. One of the slots dug through it revealed single fill (8) that contained cattle and pig bones, post-medieval brick and tile, oak charcoal and molluscs. The other had two fills (upper (5) and lower (6)), the upper of which contained 10th- to 14th-century pottery, a post-medieval nail, post-medieval tile and brick, cattle bones and bone from a possible dog.

4.2.3.3 There were three post-holes ([13], [15] and [17]) in a gap in the ditch. These probably represent several gates associated with this gap, either in use at one time or successively. All the post-holes had a single fill; fill (18) contained a piece of large mammal bone.

4.2.3.4 As they are not shown on the Ordnance Survey's 1st edition 6-inch map of 1884, the two ditches were certainly out of use by the time surveying for it took place (1882-1883; National Museum of Scotland 2018).

4.2.3.5 Pit [48] did not contain any artefacts so was undated. However, as it cut through the fill of one of the medieval enclosure ditches [31/33], it may have been post-medieval or later.

4.2.4 *Modern*

4.2.4.1 The archaeological features ditches were overlain by mid to light yellow-brown sandy silty clay subsoil (2) with a depth of 0.4m. This was beneath mid grey-brown sandy silty clay topsoil (1) that was 0.3m deep.

4.2.5 *Undated*

4.2.5.1 Four pits did not contain artefacts and therefore are undated. Possible clay extraction feature [59] was in the west of the extension area, to the west of the wide medieval feature [53]. The other three ([19], [29] and [40]) were close to one of the post-medieval ditches ([9/11/21/23/25]). A sample from one pit's fill ((30), pit [29]) contained cereal grains and charcoal fragments.

4.3 **CAC004 Tea room** (Fig. 7)

4.3.1 Three ditches and an area of tree disturbance were recorded during the foundation trenches for the new tea room. Full context descriptions are provided in *Appendix 3*.

4.3.2 *Medieval*

4.3.2.1 Two of the ditches ([4] and [6]) shared the same northwest to southeast alignment and were probably part of the same feature. The fill of one ((7), ditch [6]) contained a sherd of 11th- to 12th-century pottery and a worked flint flake.

4.3.2.2 Third ditch [8] was orientated northeast to southwest, with indications of a turn to the southeast. This turn (and the fact it did not appear in the opposite foundation trench) suggested it may join up with ditch [6] in the unexcavated area enclosed by the foundation trenches. Its fill (9) contained a sherd of 11th- to 12th-century pottery and a flint blade.

4.3.3 *Modern*

4.3.3.1 The ditches were overlain by mid yellow-brown sandy silt subsoil [2] with a depth that varied between 0.35 and 0.42m. This was beneath mid grey-brown sandy silt topsoil [1] that was 0.25m deep. The topsoil was below a lawn and raised flower bed.

5.0 The Finds

by Sue Anderson

5.1 Introduction

- 5.1.1 Table 1 shows the quantities of finds collected during the fieldwork. A full quantification by context is provided in Appendix 4, together with suggested spot dates.

Table 1. Finds quantities.

Find type	No.	Wt/g
Pottery	53	277
CBM	8	1543
Fired clay	6	194
Clay pipe	10	24
Glass	2	56
Iron	2	24
Worked flint	2	5
Animal bone	24	263
Shell	31	277

5.2 Pottery

- 5.2.1 Fifty-three sherds of pottery weighing 277g were collected from 13 contexts. Table 2 shows the quantification by fabric, and a summary quantification by context is included in Appendix 5.

Table 2. Pottery quantification by fabric.

Description	Fabric	Date range	No	Wt/g	Eve	MNV
Thetford-type ware	THET	10th-11th c.	2	2		2
Early medieval ware	EMW	11th-12th c.	12	63	0.08	9
Local medieval unglazed ware	LMU	11th-14th c.	10	44		8
Waveney Valley sandy coarsewares	WVSW	12th-14th c.	2	4		1
Waveney Valley coarseware micaceous	WVCWM	12th-14th c.	1	18	0.07	1
Waveney Valley glazed wares	WVGW	13th-14th c.?	1	2		1
French glazed whitewares	FREN	12th-15th c.	1	5		1
Late Grimston-type ware	GRIL	14th-15th c.?	4	18		3
Late medieval and transitional	LMT	15th-16th c.	2	12		2
Westerwald Stoneware	GSW5	E.17th-19th c.	2	13		2
Yellow Ware	YELW	L.18th-19th c.	16	96		1
<i>Totals</i>			53	277	0.15	31

- 5.2.2 Quantification was carried out using sherd count, weight and estimated vessel equivalent (eve). The minimum number of vessels (MNV) within each context was also recorded. All fabric codes were assigned from the author's post-Roman fabric series, and fabrics were identified using a x20 microscope and, where possible, reference sherds. Medieval and later wares were identified following Jennings (1981). Methods follow MPRG recommendations (MPRG 2001) and form terminology follows MPRG classifications (1998). The results were input directly onto an MS Access database, which forms the archive catalogue.
- 5.2.3 Two sherds of fine sandy greyware were recorded as Thetford-type ware, but both were small and abraded and could also be Roman greywares.
- 5.2.4 Twelve sherds were of early medieval date. Most were thin-walled body sherds in fine to medium sandy fabrics, and there was a simple everted jar rim fragment in ditch fill 09.

- 5.2.5 Medieval pottery comprised coarsewares comparable with Norfolk local medieval unglazed ware (LMU), together with a few medium sandy and fine micaceous wares from the Waveney Valley. One jar rim was present in the micaceous fabric, a square-beaded jar rim of 13th/14th-century date. A small fragment from the lower part of a probable glazed ware vessel had a thumb indentation close to the base.
- 5.2.6 Several glazed ware sherds were probably of later medieval date. These comprised body fragments of late Grimston-type ware, fragments of local LMT including one with internal green glaze, and a ?French whiteware sherd with copper green glaze internally and traces of brown, green and clear glaze externally.
- 5.2.7 Of more recent date were two pieces of Westerwald stoneware, including one with cobalt blue decoration, and 16 sherds of a mocha-slip yellow ware bowl.]
- 5.3 Ceramic building material**
- 5.3.1 Eight fragments (1543g) of CBM were recovered from four contexts (Appendix 6). The assemblage was quantified (count and weight) by fabric and form. Fabrics were identified on the basis of macroscopic appearance and main inclusions. The width, length and thickness of bricks and floor tiles were measured, but roof tile thicknesses were only measured when another dimension was available. Form terminology follows Drury (1993). The results were input directly into an MS Access database, which forms the archive catalogue.
- 5.3.2 Ditch fill (5) contained small pieces of a plain roof tile in a medium sandy fabric, a pantile in a fine sandy fabric and a ?machine-made brick in a fine sandy fabric, probably of 19th-century or later date.
- 5.3.3 Ditch fill (8) contained a fragment of post-medieval brick in a medium sandy fabric with mica, flint and ferrous inclusions, measuring 60mm thick and probably of later 18th or 19th-century date. Also in this context were a fragment of pantile in a fine sandy fabric with ferrous inclusions, and a 'white' abraded fragment, possibly a floor tile or brick, in a fine sandy fabric with chalk inclusions.
- 5.3.4 Ditch fill (12) contained a large fragment of a white-firing fine sandy floor brick, 116 x 35+mm, of 18th/19th-century date.
- 5.3.5 A fragment of silty clay ?brick in ditch fill (44) may be a piece of early brick of medieval date, but the possible header end had a concave impression in it, perhaps accidental. However, it may be a fired clay object such as a kiln bar. The fragment was 60mm thick.
- 5.4 Fired clay**
- 5.4.1 Six fragments (194g) of fired clay were recovered from four contexts (Appendix 7). The assemblage was quantified (count and weight) by fabric and form. Fabrics were identified on the basis of macroscopic appearance and main inclusions.
- 5.4.2 Four fragments were in fine or medium sandy fabrics with chalk inclusions, some with additional organic inclusions (straw or grass). These were probably fragments of oven dome, although none had original surfaces. They were found in ditch fills (26) and (44), and feature fill (57).
- 5.4.3 Two larger pieces were in a dense silty fabric, pinkish-orange in colour, and containing red clay pellets – these fragments could be pieces of early brick, or they may simply be heat-affected natural clay. They were recovered from ditch fill (54).
- 5.5 Clay tobacco pipe**
- 5.5.1 Ten pieces of four clay pipes were collected from two contexts (Appendix 8). Ditch fill (22) contained two stem fragments with bore diameters of 1.9–2.0mm, one of which had a maker's mark on the stem: ...MES·LIVERPOOL; these are likely to be of later 18th or 19th-century date. Eight stem fragments in ditch fill (24) could be reconstructed to form two pipe stems, with bore diameters of 1.6–1.7mm suggesting a 19th-century date.

5.6 Glass

- 5.6.1 Two pieces of glass (56g) were recovered from two contexts (Appendix 9). Both were green glass shards from the bodies of hand-blown bottles. The fragment from ditch fill (12) was thin and curving, and probably from a bottle or flask of 17th/18th-century date. The larger, thicker fragment from ditch fill (24) was from a cylindrical bottle of probable later 18th or 19th-century date.

5.7 Metalwork

- 5.7.1 Two fragments of iron (24g) were found (Appendix 10). A complete handmade nail from ditch fill (5) had a square-section shank and a sub-square sheet head and measured 87mm long. A small fragment of another possible nail was recovered from ditch fill (24). Both are likely to be post-medieval.

5.8 Worked flint

- 5.8.1 A squat sub-circular secondary flake in grey flint was recovered from ditch fill (7), and a small narrow blade fragment in brown flint was found in ditch fill (9) (Appendix 10). Both were found in association with early medieval pottery, but they may indicate prehistoric activity in this part of the site.

5.9 Animal bone

- 5.9.1 Twenty-four fragments (263g) of animal bone were recovered from six contexts (Appendix 11). The main meat-bearing mammals were all represented in the assemblage, with bones of cattle comprising distal fragments of three humeri, a left mandible fragment and four ?foetal or infant bones (pair of humeri, radius and scapula), sheep/goat comprising fragments of radius shaft and scapula, and pig comprising a canine fragment and possibly a humerus (heavily abraded). There were other unidentified medium/large mammal long bone fragments, a medium mammal rib and a small mammal rib (?cat sized). There was no evidence for butchery techniques, but several bones showed signs of gnawing by canids.

5.10 Shell

- 5.10.1 Thirty-one shells (227g) of shell were collected from three contexts (Appendix 12). All were oyster shells (*Ostrea edulis*), the majority being complete shells with one small fragment in 28 being the exception. There were 18 left valves (convex) and 13 right valves (flat), but none of these matched, providing a minimum number of individuals of 31. The shells were all relatively small, suggesting young individuals, and they probably represent late or post-medieval food waste.

6.0 Environmental samples

by Dr John Summers

6.1 Introduction

- 6.1.1 During archaeological monitoring at Carlton Hall, Suffolk, 13 bulk soil samples for environmental archaeological investigation were taken. The samples were submitted to Archaeological Solutions Ltd for processing and assessment. This report presents the results from the assessment of the bulk sample light fractions and discusses the significance and potential of any remains recovered.

6.2 Methods

- 6.2.1 Samples were processed at the Archaeological Solutions Ltd facilities in Bury St. Edmunds using standard flotation methods. The light fractions were washed onto a mesh of 500µm (microns), while the heavy fractions were sieved to 1mm. The dried light fractions were sorted under a low power stereomicroscope (x10-x30 magnification). Botanical and molluscan remains were identified and recorded using reference literature (Cappers *et al.* 2006; Jacomet 2006; Kerney and Cameron 1979; Kerney 1999) and a reference collection of modern seeds was consulted where necessary. Potential contaminants, such as modern roots, seeds and invertebrate fauna were also recorded in order to gain an insight into possible disturbance of the deposits.

6.3 Results

- 6.3.1 The data from the bulk sample light fractions are presented in Appendix 13. Of the 13 samples, six contained carbonised plant macrofossil remains. The richest deposit was ditch fill (38) which contained hulled barley grains, including some asymmetric grains characteristic of hulled, six row barley (*Hordeum vulgare* var. *vulgare*). Oat (*Avena* sp.) and rye (*Secale cereale*) were also present, with barley being most abundant, followed by rye. Overall, barley was most ubiquitous, being present in five of the six samples containing carbonised remains. Free-threshing type wheat (*Triticum aestivum/ turgidum* type) and other indeterminate wheat grains were recorded in three samples, while oat was present in two and rye was only recorded in ditch fill (38). Also present was horse bean/ broad bean (*Vicia faba* var. *minor*) in ditch fill (44), which could also have been a significant crop.
- 6.3.2 Non-cereal arable weed taxa were rare, being represented by corncockle (*Agrostemma githago*) and brome grass (*Bromus* sp.) in ditch fill (38). Both were ubiquitous arable weeds in traditional agricultural systems and provide little information about cultivation regimes. Both are large seeded taxa that are likely to have remained with the cereal crop following final sieving.
- 6.3.3 Charcoal fragments were recorded in nine of the samples, with oak (*Quercus* sp.) and diffuse porous vessel patterns identified. Heather (*Calluna vulgaris*) charcoal was also identified in ditch fill (38), indicating some input from heathland habitats.
- 6.3.4 Modern root material was abundant in the majority of samples, which may have had the effect of obscuring some archaeobotanical remains. Every effort was made to disaggregate the root masses but some specimens could have been missed.

6.4 Conclusions

- 6.4.1 The carbonised plant macrofossils from Carlton House are likely to be derived from the relatively low-level deposition of material from domestic activities. The cereal assemblage was dominated by hulled barley, which may have been most consumed at the site. However, considering the generally low density of remains, it is difficult to be certain and other crops in the form of free-threshing-type wheat, oat, rye and horse bean were all also recorded. This is likely to represent mixed arable products used at the site. No evidence of crop processing by-products was identified, suggesting that the material was from domestic sources, such as hearth rake-out material deposited with other domestic debris.

7.0 Archive

- 7.1 The content of the project archive is summarised in Table 3.

Table 3. The content of the archive.

Archive component	CAC004 Extension	CAC004 tea room	Total
Context sheets	60	9	69
Section drawings	19	5	24
Plan drawings	1 (4 sheets)	1 (1 sheet)	2 (5 sheets)
Environmental record sheets	13	0	13

8.0 Discussion and Conclusion

8.1 Introduction

- 8.1.1 Continuous monitoring and recording on the footprint of the extension and new tea room at Carlton Hall revealed archaeological remains of prehistoric, medieval and Post-medieval date (along with a few undated features).

8.2 Prehistoric

- 8.2.1 Evidence for prehistoric activity was limited to two flint artefacts. Although residual in later contexts these provide a hint of prehistoric activity in and around the location of the new

buildings. They represent an addition to previously known prehistoric activity in the wider study area which includes Mesolithic, Neolithic and Bronze Age flint artefacts, a buried soil containing artefacts of Mesolithic to Iron Age date (CAC 030), a possible Bronze Age/Iron Age cremation (CAC 031) and substantial Late Bronze Age/early Iron Age pit (CAC 043; Meredith 2007).

8.3 Medieval

- 8.3.1 An enclosure, three ditches, a wide linear feature and a quarry pit were infilled in the medieval period. The enclosure and ditches are most likely to represent boundaries in the medieval agricultural landscape, possibly of irregular fields as suggested by Historic Landscape Characterisation data, as may the wide linear feature. Although the dating evidence recovered does not currently allow phasing of these features, pottery dates and orientations do offer a few possibilities. Two of the ditches in the tea room footprint contained 11th- to 12th-century pottery only, suggesting they may have been the earliest features encountered; more sections would need to be dug along their length beyond the monitoring area to confirm they contain no later material. The wide linear feature might have been the earliest feature in the extension area; it contained 11th- to 14th-century pottery, while the other medieval ditches contained similar pottery and later medieval sherds. The different orientations of the southern enclosure ditch and the ditch to the south of it also suggest more than one phase of ditch digging and/or infilling.
- 8.3.2 The presence of cereal grains, arable weeds, coarsewares and glazed pottery, animal bones and oyster shell, suggest the disposal of domestic waste, but not in a quantity sufficient to suggest occupation within the footprints of the extension and tea room. This conclusion is supported by the lack of structural features and yard surfaces, as found at excavated medieval settlements like Grenstein and Thuxton in Norfolk (Wade-Martins 1980, 112-125; Butler & Wade-Martins 1986, 17-33).
- 8.3.3 The discovery of medieval ditches during the extension and tea room project fits with the discovery of similar features in nearby previous archaeological investigations (CAC 004, CAC 030, CAC 043 and CAC 049; Suffolk County Council Archaeological Service 2003; Meredith 2007; Everitt 2012) and in the wider study area (CAC 017, CAC 025, CAC 031, CAC 059, CAC 067 and CAC 076). Unfortunately, none of the ditches encountered clearly link up with those found in trenches 1 and 2 of the 2012 evaluation nor the ditches revealed in the 2003 monitoring. It may be possible to understand medieval features across the different projects more fully, possibly even phase them, once the results of archaeological evaluation of the northern part of the development site and excavation of the southern area are available (CAC 087 and CAC 088).
- 8.3.4 The pit suggests the extraction of clay, possibly for use in construction, ovens or kilns. It is interesting to note that four fragments of fired clay may have been from ovens and one piece of possible early brick could have been a kiln bar. A large pit of probable medieval date was also found to the east during the 2003 monitoring (CAC 004; Suffolk County Council Archaeological Service 2003, section 3).
- 8.3.5 The discovery of medieval features and artefacts adds to existing knowledge and understanding of Carlton Colville and therefore is at least of local importance. The medieval section in the current Regional Research Framework for the East of England indicates there is 'huge potential for further research into topics such as field systems, enclosures, or roads and trackways' (Medlycott 2011, 70). The results of these two projects have the potential to help this research and therefore, when combined with the results of previous phases of work (including currently unavailable results; CAC 087 and CAC 088), could be of regional importance.

8.4 Post-medieval

- 8.4.1 Two ditches were infilled in the Post-medieval period, perhaps in the early or mid 19th century. They were orientated parallel to each other and were between 2.5 and 3.2m apart. This distance was wide enough for them to have marked either side of a trackway, perhaps one

that travelled from St Peter's Church through fields to its north. Hodkinson's 1783 map does not show a track on the line of the ditches but, given its scale, it does not include details of individual fields and possibly minor trackways (Hodkinson 1783). The three post-holes in the gap in the western ditch are likely to have held gates in a field entrance.

- 8.4.2 The fact the western ditch cut through a medieval enclosure ditch suggests the parallel ditches represent a Post-medieval reorganisation of this part of Carlton's agricultural landscape. As they do not appear on the Ordnance Survey 1st edition 6-inch map of 1884 (National Library of Scotland 2018; Old-Maps 2018; Taylor 2014, Fig. 3), they had certainly been infilled by the late 19th century, a fact that indicates further landscape reorganisation. It is possible they were infilled during the development of Carlton Hall's small landscape park.

8.5 Conclusion

- 8.5.1 The primary purpose of the continuous archaeological monitoring and recording on the footprints of the extension and tea room was to recover as much information as possible on the extent, preservation, date, phasing, character, function, status and significance of archaeological remains present at the site. By recording and reporting on prehistoric artefacts, medieval and Post-medieval ditches and artefacts, a medieval pit and undated features this purpose has been achieved.
- 8.5.2 Specific aims were 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. This report present analyses of the projects' results commensurate with their local importance (as currently understood) and, through inclusion in the OASIS record, appropriate publication.

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Appendix 1 Extension Written Scheme of Investigation CB555 v. 1.3

**Written Scheme of Investigation for Continuous
Archaeological Recording at 'Carlton Hall, St Peter's
Road, Carlton Colville, Suffolk'**

Title:	Written Scheme of Investigation for Continuous Archaeological Recording at 'Carlton Hall, St Peter's Road, Carlton Colville, Suffolk'
Author(s)	Chris Birks, chris@chrisbirksarchaeology, 01603-737804/07963-969623
Derivation	CB555 v.1.0
Origination Date	24 August 2017
Grid reference	TM 50932 90232 (centred at)
Planning authority	Waveney District Council
Planning reference	DC/14/2252, DC/15/2544/VOC and DC/17/0109/VOC
Reviser(s)	Chris Birks
Date of revision	06 September 2017
Version	1.3
Status	Approved final copy
Summary of Changes	Updated client details, addition of contract
Sections revised	1.2, 1.3, 8.2.1, addition of <i>Archaeology Contract</i>
Circulation	Agent, Client
Required Action	Please complete and return page 3 of the contract
File Name/Location	C:\Users\Chris\Desktop\Chris Business\Year 14 Apr2017 to Apr2018\ProjectsAtEnquiry\Carlton Hall\WSI CB555 v.1.3 Carlton Hall
Approval	Approved
Comments	<i>Draft WSI</i> submitted to SCCAS/CT on 24 August 2017, comments received 04 September 2017. Revised draft copy prepared, resubmitted and approved on 05 September 2017. Final copy prepared and sent to SCCAS/CT and Waveney District Council on 06 September 2017. Final copy with costs sent to Client on 06 September 2017.

Prepared for

Malcolm Dixon

on behalf of

Carlton Hall Residential Care Home

Carlton Hall, Chapel Rd, Carlton Colville, Lowestoft, Suffolk, NR33 8BL

CB555 v.1.3

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Appendix 1 Health and Safety Policy Statement and Risk Assessments

Archaeology Contract

Figure 1. Site location

1.0 Introduction

- 1.1. A programme of Continuous Archaeological Recording resulting from development proposals at 'Carlton Hall, St Peter's Road, Carlton Colville, Suffolk' (grid reference TM 50932 90232 (centred at) *Fig. 1*) has been requested by the Conservation Team of Suffolk County Council's Archaeological Service (Dr Abby Antrobus 09 August 2017), Waveney District Council planning reference numbers DC/14/2252, DC/15/2544/VOC and DC/17/0109/VOC.
- 1.2. Written Scheme of Investigation, CB555 v.1.0, details how Chris Birks (hereafter 'the Contractor') would undertake these works and has been prepared for Malcom Dixon on behalf of Carlton Hall Residential Care Home, Carlton Hall, Chapel Rd, Carlton Colville, Lowestoft, Suffolk, NR33 8BL (hereafter 'the Client').
- 1.3. A *draft* copy of the Written Scheme of Investigation was submitted to the Conservation Team of Suffolk County Council's Archaeological Service on 24 August 2017 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 04 September 2017. A *revised draft* copy, CB555 v.1.1, was prepared and resubmitted to the Conservation Team of Suffolk County Council's Archaeological Service on 05 September 2017. Approval was received on 05 September 2017 prior to preparation of a *final* copy, CB555 v.1.2, that has been sent to the Conservation Team of Suffolk County Council's Archaeological Service and Waveney District Council. This client copy, CB555 v.1.3, has been prepared to include costs and a contract.

Figure 1 Site Location



2.0 Project Background

- 2.1. The proposed development is located within a wider area of known heritage assets with potential for heritage assets with archaeological interest (buried archaeological remains) to be present and that the significance of these will be adversely affected by the proposed development.
- 2.2. Continuous Archaeological Recording is required to record the presence/absence, date, extent, state of preservation and significance of any archaeological layers or subsoil archaeological features 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).

3.0 Archaeological & Historical Background

- 3.1. The Brief states that Carlton Hall as a manor has medieval and potentially Late Saxon origins (County Historic Environment Record CAC 004). It is also close to the medieval church of St Peter (CAC 011). Previous monitoring works at Carlton Hall, adjacent to which the large extension is planned, revealed features and finds from the 12th-14th centuries (CAC 004). The site therefore has particular potential for archaeological remains relating to the early core of settlement at Carlton Colville. Settlement remains were excavated to the southwest as part of the current consent (CAC 049), although there seemed to be a lessening or waning out of archaeological features towards the hall itself.

4.0 Aims and Objectives

- 4.1. Specific aims are 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) in accordance with *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015). 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. Contribute to environmental archaeology research aims (Murphy 2004).
- 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 Continuous Archaeological Recording is 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 development area will be determined. This will be achieved through the following methodology.

5.2. Continuous Archaeological Recording

- 5.2.1. Groundworks associated with the extension to Carlton Hall will be carried out under archaeological supervision and control. This will include topsoil stripping and levelling, the excavation of foundation trenches, service trenches (e.g. gas/electricity/water), and any other

excavations that may disturb archaeological features and/or deposits as appropriate to the project.

- 5.2.2. An OASIS online record will be initiated and key fields completed on Details, Location and Creators forms prior to fieldwork commencing.
- 5.2.3. The Suffolk Historic Environment Record (HER) Officer will be contacted in advance of work starting to obtain a HER number for the site. A search of entries within the HER for the site and surrounding 500m radius will be commissioned prior to works commencing.
- 5.2.4. A service plan will be consulted by the Client prior to excavations commencing and all responsibilities regarding services remain with the Client.
- 5.2.5. Topsoil, subsoil, archaeological features, deposits and spoil will be metal detected during machine and manual excavation and finds will be recovered, labelled and bagged, and retained for later analysis. If spoil arisings are to be removed from site, this will remain the responsibility of the Client who should note that these must be metal detected prior to removal.
- 5.2.6. 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. The Client should acknowledge that time will be required to carry out manual excavation and recording.

Linear features	10%
Pits, post-holes	100%
Structural remains	50% (depending upon extent of remains)
Burials	*

*See 5.2.7

- 5.2.7. 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 so a decision can be made regarding appropriate treatment of the remains. They will remain undisturbed *in situ* and any subsequent excavation, recording and removal will not be carried out until such decisions have been made. No further excavations associated with the development may continue at these locations until directed by the Conservation Team of Suffolk County Council's Archaeological Service and the MoJ. In the case of church works, the Faculty for works issued by the Diocese should include information on the treatment of burials. In most cases, disarticulated human bone remains will be collected during monitoring for subsequent reburial on site to be arranged by the vicar in charge. Modern (post-1800) burials will be subject to Diocese regulations and they and any associated memorials (headstones, ledger stones etc.) will not be excavated or removed by the archaeological contractor.
- 5.2.8. 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.
- 5.2.9. A photographic record will be made using digital and 35mm black and white film.
- 5.2.10. Appropriate registers for contexts, drawings, photographs and environmental samples will be made.
- 5.2.11. All finds of archaeological significance will be collected, bagged and labelled for processing, cataloguing and subsequent analysis by relevant finds specialists.
- 5.2.12. 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). 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.

- 5.2.13. A single-context planning methodology will be employed and a matrix of the sequence of deposits will be made on-site.
- 5.2.14. The method and form of development will also be monitored to ensure that it conforms to previously agreed locations and techniques upon which the site-specific Brief is based. In the case of inclement weather conditions during groundworks, causing deep rutting which could lead to damage of underlying archaeological remains (otherwise protected and preserved *in situ*) the archaeological strategy may need to be reviewed and revised to full excavation. In this case, the Conservation Team of Suffolk County Council's Archaeological Service will be informed immediately
- 5.2.15. 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.
- 5.2.16. Fencing to secure the site and appropriate signage remain the responsibility of the Client.

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 for 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 report's conclusions will include a clear statement of the archaeological value of the results, and their significance. The results will be related to the relevant known archaeological information held in the Suffolk Historic Environment Record, and a search of the records will be commissioned.
- 5.3.5. A copy of the Written Scheme of Investigation will be included as an appendix in the report.
- 5.3.6. 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 within six months of completion of fieldwork as required.
- 5.3.7. 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.
- 5.3.8. 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.
- 5.3.9. 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 archaeological monitoring. 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 Project Design 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.
- 5.3.12. The archive will be prepared in a form suitable for microfilming, if required. It 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 submitted to the Conservation Team of Suffolk County Council's Archaeological Service for long-term storage.
- 5.3.13. 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 project manager will consult the intended archive depository 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.

6.0 Timetable and Resources

6.1. Work Programme

- 6.2. A work programme is to be agreed between the Client and the Contractor. The Conservation Team of Suffolk County Council's Archaeological Service will be advised of appointment and relevant start dates providing a minimum 2 weeks' notice where possible.
- 6.2.1. The *draft* report will be completed within as short a timescale as possible following completion of fieldwork. Time is required for the Conservation Team of Suffolk County Council's Archaeological Service to consider the *draft* report and this may take approximately 4 to 8 weeks. The Contractor is not responsible for any delays to the Client's work programme.

6.3. Works and Cost Implications

- 6.3.1. 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. Any 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.
- 6.3.2. Contingency sums will be included when preparing costs regarding the treatment of Human Remains/Burials, scientific techniques and methods and will be made in agreement with the Client and the Conservation Team of Suffolk County Council's Archaeological Service.
- 6.3.3. Details of the client including responsibility for payment of invoices must be provided to the contractor by completing the *Archaeological Monitoring Contract* prior to acceptance of an offer of appointment.
- 6.3.4. The *final* report will not be distributed until all payments have been received in full.

7.0 Staffing

- 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, Chris Birks, will be dedicated to the project during all fieldwork stages.
- 7.1.3. Suitably qualified and experienced field staff, with experience of rural or urban archaeology depending upon the site type, will be employed if necessary.
- 7.1.4. Finds processing, cataloguing and analysis will be carried out by Chris Birks. Any further specialist analysis will be arranged as appropriate.
- 7.1.5. 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
Fran Green, <i>BSc, PhD</i>	Palynology
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 <i>PhD, MSc, BSc</i>	Plant macrofossils, charcoal
Gary Taylor/Jane Cowgill (APS)	Metallurgy (APS – Archaeological Project Services)

8.0 Additional Information

8.1. Planning Conditions

- 8.1.1. The reason for the archaeological planning condition 8. of the approved planning application is 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).
- 8.1.2. 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.
- 8.1.3. 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.
- 8.1.4. In order for work to commence on the development site, a partial discharge of the planning condition must be applied for by the Client to Waveney District Council with an accompanying copy of the Written Scheme of Investigation that has been approved by the Conservation Team of Suffolk County Council's Archaeological Service.
- 8.1.5. 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.
- 8.2. 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. Comments were received and revisions have been considered and made prior to preparation of a *revised draft* copy that was resubmitted to the Conservation Team of Suffolk County Council's Archaeological Service. Approval was received on 05 September prior to preparation of this *final* copy that has been sent to the Conservation Team of Suffolk County Council's Archaeological Service, Waveney District Council and the agent. This client copy has been prepared to include costs and a contract.
- 8.2.2. Work will not commence until a completed *Archaeological Monitoring Contract* and/or Order from the Client reflecting the costs, terms and conditions of the *Archaeological Monitoring 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 *Archaeological Monitoring 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 2015 apply, a copy of or access to the 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. The potential of the area being contaminated by toxins is to be adequately investigated by the Client.
- 8.2.5. No responsibility will be accepted for any delay or failure in meeting agreed deadlines resulting from circumstances beyond reasonable control. These include long periods of adverse weather conditions, ground contamination, vandalism, delays in the development programme, the presence of protected flora and fauna, unexploded ordnance or severe flooding.
- 8.2.6. Normal site working hours will be worked at all times. A working week is 37 hours Monday to Friday, 7.5 hours per day (0830 to 1630) Monday to Thursday and 7 hours (0830 to 1600) on Friday is operated by the Contractor and/or employees. They may be subject to revision in order to coordinate with the Client's building contractor up to a maximum 37 hours per week by written or verbal agreement with the Contractor or due to winter month daylight working hours.

- 8.2.7. Full Terms and Conditions are provided with the *Archaeological Monitoring Contract*.
- 8.2.8. Figures were created from drawings provided by the Client and scanned using HP Director.
- 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 an archaeological watching brief* by the Chartered Institute for Archaeologists (CIFA 2014) 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)*.
- 8.3.4. Provisions for the monitoring of archaeological works by the Conservation Team of Suffolk County Council's Archaeological Service will be made as appropriate.
- 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 2015)*. Health and safety advice will be sought from Suffolk County Council's Health and Safety Officers as required.
- 8.4.2. Health and Safety Policy, Risk Assessments and statutory notices are prepared for each project. All staff and site visitors will be required to read the Health and Safety Policy and Risk Assessments. Copies are provided for inclusion in the health and safety plan/file.
- 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. Personal protective clothing and equipment will be provided as required.
- 8.5. **Insurance**
- 8.5.1. The Contractor has Public Liability Insurance (£5million cover), and Personal Accident and Employers Liability Insurance (£10million cover). Full details can be provided upon request.

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

Bibliography

- Campbell, G., 2011 *Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)*. Portsmouth: English Heritage
- Moffett, L., & Straker, V., 2014 *Standard and guidance for an archaeological watching brief*
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- Gurney, D., 2003 *Standards for Field Archaeology in the East Of England*, East Anglian Archaeology Occasional Paper 14
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- MoRPHE 2015 *Management of Research Projects in the Historic Environment. The MoRPHE Project Manager's Guide* (Historic England)
- Murphy, P.L., 1994 *A guide to sampling archaeological deposits for environmental analysis*
- and Wiltshire, P.E.J.,
- SCAUM 2015 *Health and Safety at Work Act 1974, The Management of Health and Safety Regulations 1992 and Health and Safety in Field Archaeology*

*Chartered Institute for Archaeologists

Appendix 2 Tea room Written Scheme of Investigation CB583 v.1.1

**Written Scheme of Investigation for Continuous
Archaeological Recording at 'Carlton Hall Tea Room, St
Peter's Road, Carlton Colville, Suffolk'**

Title:	Written Scheme of Investigation for Continuous Archaeological Recording at 'Carlton Hall Tea Room, St Peter's Road, Carlton Colville, Suffolk'
Author(s)	Chris Birks, chris@chrisbirksarchaeology, 01603-737804/07963-969623
Derivation	CB583 v.1.0
Origination Date	25 Feb 2018
Grid reference	TM 5093 9023 (centred at)
Planning authority	Waveney District Council
Planning reference	DC/17/3556/FUL
Reviser(s)	Chris Birks
Date of revision	05 March 2018
Version	1.1
Status	Approved final copy
Summary of Changes	Confirmation of approval by SCCAS/CT, addition of Health & Safety Policy and Risk Assessments
Sections revised	1.3, 8.2.1, addition of <i>Appendix 1</i>
Circulation	SCCAS/CT, Waveney District Council, Agent
Required Action	None
File Name/Location	C:\Users\Chris\Desktop\Chris Business\Year 14 Apr2017 to Apr2018\ProjectsAtEnquiry\Carlton Hall Tea Room\WSI CB583 v.1.1 Carlton Hall Tea Room
Approval	Approved
Comments	<i>Draft WSI</i> submitted to SCCAS/CT on 27 February 2018 and approved on 28 February 2018 prior to preparation of this <i>final</i> copy.

Prepared for

Malcolm Dixon

on behalf of

Carlton Hall Residential Care Home

Carlton Hall, Chapel Rd, Carlton Colville, Lowestoft, Suffolk, NR33 8BL

CB583 v.1.1

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Bibliography

Appendix 1 Health and Safety Policy Statement and Risk Assessments

Figure 1. Site location

1.0 Introduction

- 1.1. A programme of Continuous Archaeological Recording resulting from development proposals at 'Carlton Hall Tea Room, St Peter's Road, Carlton Colville, Suffolk' (grid reference TM 5093 9023 (centred at) *Fig. 1*) has been requested by the Conservation Team of Suffolk County Council's Archaeological Service (Dr Abby Antrobus), Waveney District Council planning reference number DC/17/3556/FUL.
- 1.2. Written Scheme of Investigation, CB583 v.1.1, details how Chris Birks (hereafter 'the Contractor') would undertake these works and has been prepared for Malcom Dixon on behalf of Carlton Hall Residential Care Home, Carlton Hall, Chapel Rd, Carlton Colville, Lowestoft, Suffolk, NR33 8BL (hereafter 'the Client').
- 1.3. A *draft* copy of the Written Scheme of Investigation was submitted to the Conservation Team of Suffolk County Council's Archaeological Service on 27 February 2018 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). Approval was received on 28 February 2018 prior to preparation of this *final* copy.

Figure 1 Site Location



2.0 Project Background

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

- 2.2. Continuous Archaeological Recording is required to record the presence/absence, date, extent, state of preservation and significance of any archaeological layers or subsoil archaeological features 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).

3.0 Archaeological & Historical Background

- 3.1. Carlton Hall as a manor has medieval and potentially Late Saxon origins (County Historic Environment Record CAC 004). It is also close to the medieval church of St Peter (CAC 011). Previous monitoring works at Carlton Hall, adjacent to which the large extension is planned, revealed features and finds from the 12th-14th centuries (CAC 004). The site therefore has particular potential for archaeological remains relating to the early core of settlement at Carlton Colville. Settlement remains were excavated to the southwest as part of the current consent (CAC 049), although there seemed to be a lessening or waning out of archaeological features towards the hall itself.

4.0 Aims and Objectives

- 4.1. Specific aims are 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) in accordance with *Management of research projects in the historic environment. The MoRPHE Project Manager's Guide* (Historic England 2015). 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. Generic Aims of the project are to;
 - 4.2.1. Establish the extent, condition, nature, date, phasing, character, function, status and significance of any archaeological remains.
 - 4.2.2. Create datasets relating to the stratigraphic, artefactual and environmental information recovered during excavations for analysis.
 - 4.2.3. Prepare a report commensurate with the findings.

5.0 Method Statement

5.1. Introduction

- 5.1.1. The primary purpose of the Continuous Archaeological Recording is 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 development area will be determined. This will be achieved through the following methodology.

5.2. Continuous Archaeological Recording

- 5.2.1. Groundworks associated with the construction of the tea room at Carlton Hall will be carried out under archaeological supervision and control. This will include topsoil stripping and levelling, the excavation of foundation trenches, service trenches (e.g. gas/electricity/water), and any other excavations that may disturb archaeological features and/or deposits as appropriate to the project.
- 5.2.2. An OASIS online record will be initiated and key fields completed on Details, Location and Creators forms prior to fieldwork commencing.

- 5.2.3. The Suffolk Historic Environment Record (HER) Officer will be contacted in advance of work starting to obtain a HER number for the site. A search of entries within the HER for the site and surrounding 500m radius will be commissioned prior to works commencing.
- 5.2.4. A service plan will be consulted by the Client prior to excavations commencing and all responsibilities regarding services remain with the Client.
- 5.2.5. Topsoil, subsoil, archaeological features, deposits and spoil will be metal detected during machine and manual excavation and finds will be recovered, labelled and bagged, and retained for later analysis. If spoil arisings are to be removed from site, this will remain the responsibility of the Client who should note that these must be metal detected prior to removal.
- 5.2.6. 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. The Client should acknowledge that time will be required to carry out manual excavation and recording.

Linear features	10%
Pits, post-holes	100%
Structural remains	50% (depending upon extent of remains)
Burials	*

*See 5.2.7

- 5.2.7. 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 so a decision can be made regarding appropriate treatment of the remains. They will remain undisturbed *in situ* and any subsequent excavation, recording and removal will not be carried out until such decisions have been made. No further excavations associated with the development may continue at these locations until directed by the Conservation Team of Suffolk County Council's Archaeological Service and the MoJ. In the case of church works, the Faculty for works issued by the Diocese should include information on the treatment of burials. In most cases, disarticulated human bone remains will be collected during monitoring for subsequent reburial on site to be arranged by the vicar in charge. Modern (post-1800) burials will be subject to Diocese regulations and they and any associated memorials (headstones, ledger stones *etc.*) will not be excavated or removed by the archaeological contractor.
- 5.2.8. 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.
- 5.2.9. A photographic record will be made using digital and 35mm black and white film.
- 5.2.10. Appropriate registers for contexts, drawings, photographs and environmental samples will be made.
- 5.2.11. All finds of archaeological significance will be collected, bagged and labelled for processing, cataloguing and subsequent analysis by relevant finds specialists.
- 5.2.12. 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). 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.

- 5.2.13. A single-context planning methodology will be employed and a matrix of the sequence of deposits will be made on-site.
- 5.2.14. The method and form of development will also be monitored to ensure that it conforms to previously agreed locations and techniques upon which the site-specific Brief is based. In the case of inclement weather conditions during groundworks, causing deep rutting which could lead to damage of underlying archaeological remains (otherwise protected and preserved *in situ*) the archaeological strategy may need to be reviewed and revised to full excavation. In this case, the Conservation Team of Suffolk County Council's Archaeological Service will be informed immediately
- 5.2.15. 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.
- 5.2.16. Fencing to secure the site and appropriate signage remain the responsibility of the Client.

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 for 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).
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- 5.3.4. The report's conclusions will include a clear statement of the archaeological value of the results, and their significance. The results will be related to the relevant known archaeological information held in the Suffolk Historic Environment Record, and a search of the records will be commissioned.
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- 5.3.7. 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.
- 5.3.8. 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.
- 5.3.9. 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 archaeological monitoring. 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 Project Design 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.
- 5.3.12. The archive will be prepared in a form suitable for microfilming, if required. It 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 submitted to the Conservation Team of Suffolk County Council's Archaeological Service for long-term storage.
- 5.3.13. 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 project manager will consult the intended archive depository 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.

6.0 Timetable and Resources

6.1. Work Programme

- 6.2. A work programme is to be agreed between the Client and the Contractor. The Conservation Team of Suffolk County Council's Archaeological Service will be advised of appointment and relevant start dates providing a minimum 2 weeks' notice where possible.
- 6.2.1. The *draft* report will be completed within as short a timescale as possible following completion of fieldwork. Time is required for the Conservation Team of Suffolk County Council's Archaeological Service to consider the *draft* report and this may take approximately 4 to 8 weeks. The Contractor is not responsible for any delays to the Client's work programme.

6.3. Works and Cost Implications

- 6.3.1. 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. Any 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.
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- 6.3.3. Details of the client including responsibility for payment of invoices must be provided to the contractor by completing the *Archaeological Monitoring Contract* prior to acceptance of an offer of appointment.
- 6.3.4. The *final* report will not be distributed until all payments have been received in full.

7.0 Staffing

- 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 Prehistoric Society and CITB registered. A full resume can be provided upon request.

- 7.1.2. An experienced metal detectorist, Chris Birks, will be dedicated to the project during all fieldwork stages.
- 7.1.3. Suitably qualified and experienced field staff, with experience of urban archaeology will be employed if necessary.
- 7.1.4. Finds processing and cataloguing will be carried out by Chris Birks or John Slmmons.
- 7.1.5. Initial finds analysis and reporting will be carried out by Sue Anderson. 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
Fran Green, <i>BSc, PhD</i>	Palynology
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 <i>PhD, MSc, BSc</i>	Plant macrofossils, charcoal
Gary Taylor (APS)	Metallurgy (APS – Archaeological Project Services)

8.0 Additional Information

8.1. Planning Conditions

- 8.1.1. The reason for the archaeological planning conditions 3 and 4 of the approved planning application is 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).
- 8.1.2. Condition 3. 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.

- 8.1.3. Condition 4. No building shall be occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under part 1 and the provision made for analysis, publication and dissemination of results and archive deposition has been secured.
- 8.1.4. In order for work to commence on the development site, a partial discharge of the planning condition must be applied for by the Client to Waveney District Council with an accompanying copy of the Written Scheme of Investigation that has been approved by the Conservation Team of Suffolk County Council's Archaeological Service.
- 8.1.5. 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 5.3.7 and 5.3.8 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.

8.2. 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 on 27 February 2018. Approval was received on 28 February 2018 prior to preparation of this *final* copy. Copies have been sent to the Conservation Team of Suffolk County Council's Archaeological Service, Waveney District Council and the agent.
- 8.2.2. Work will not commence until a completed *Archaeological Monitoring Contract* and/or Order from the Client reflecting the costs, terms and conditions of the *Archaeological Monitoring 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 *Archaeological Monitoring 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 2015 apply, a copy of or access to the 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. The potential of the area being contaminated by toxins is to be adequately investigated by the Client.
- 8.2.5. No responsibility will be accepted for any delay or failure in meeting agreed deadlines resulting from circumstances beyond reasonable control. These include long periods of adverse weather conditions, ground contamination, vandalism, delays in the development programme, the presence of protected flora and fauna, unexploded ordnance or severe flooding.
- 8.2.6. Normal site working hours will be worked at all times. A working week is 37 hours Monday to Friday, 7.5 hours per day (0830 to 1630) Monday to Thursday and 7 hours (0830 to 1600) on Friday is operated by the Contractor and/or employees. They may be subject to revision in order to coordinate with the Client's building contractor up to a maximum 37 hours per week by written or verbal agreement with the Contractor or due to winter month daylight working hours.
- 8.2.7. Full Terms and Conditions are provided with the *Archaeological Monitoring Contract*.
- 8.2.8. Figures were created from drawings provided by the Client and scanned using HP Director.
- ## 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 an archaeological watching brief* by the Chartered Institute for Archaeologists (CIFA 2014) 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).
- 8.3.4. Provisions for the monitoring of archaeological works by the Conservation Team of Suffolk County Council's Archaeological Service will be made as appropriate.

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 2015). Health and safety advice will be sought from Suffolk County Council's Health and Safety Officers as required.
- 8.4.2. Health and Safety Policy, Risk Assessments and statutory notices are prepared for each project. All staff and site visitors will be required to read the Health and Safety Policy and Risk Assessments. Copies are provided for inclusion in the health and safety plan/file.
- 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. Personal 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 (£5million cover). Full details can be provided upon request.

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

Bibliography

- Campbell, G.,
Moffett, L., & Straker, V., 2011 *Environmental Archaeology. A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)*. Portsmouth: English Heritage
- CIFA* 2014 *Standard and guidance for an archaeological watching brief*
- Gurney, D., 2003 *Standards for Field Archaeology in the East Of England*, East Anglian Archaeology Occasional Paper 14
- Medlycott, M., 2011 *Research and Archaeology Revisited: A Revised Framework for the East of England*. East Anglian Archaeology Occasional Paper 24
- MoRPHE 2015 *Management of Research Projects in the Historic Environment. The MoRPHE Project Manager's Guide* (Historic England)
- SCAUM 2015 *Health and Safety at Work Act 1974, The Management of Health and Safety Regulations 1992 and Health and Safety in Field Archaeology*

*Chartered Institute for Archaeologists

Appendix 3 Context Summary

CAC004 Extension

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
1	Deposit	Topsoil	-	Mid grey-brown sandy silty clay. Rare small rounded flints. Quite firm, friable, slightly plastic.	c.0.3	-	-	-
2	Deposit	Subsoil	-	Mid to light yellow-brown sandy silty clay. Occasional small to medium rounded flints. Quite soft, friable, slightly plastic.	c.0.4	-	-	-
3	Deposit	Geology	-	Light to mid brown silty clay with occasional medium rounded flints. Very firm, quite plastic.	-	-	-	-
4	Cut	Ditch	5, 6	Linear in plan, 0.85m wide, orientated northwest to southeast. Shallow concave base, straight steep sides. Contained two fills, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [7].	0.29	-	-	-
5	Deposit	Ditch fill	4	Upper fill. Light grey-brown silty clay, firm.	0.1	Pottery, CBM, animal bone, iron	19+	-
6	Deposit	Ditch fill	4	Lower fill. Mid yellow-grey sandy clay, with occasional charcoal. Firm.	0.17	-	-	-
7	Cut	Ditch	8	Terminus of linear feature, 0.75m wide,	0.15	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				orientated northwest to southeast. Fairly flat base, slightly concave steep sides. Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [4].				
8	Deposit	Ditch fill	7	Mid grey-brown silty clay with occasional small sub-angular flints. Firm.	0.15	CBM, animal bone	18-19	2
9	Cut	Ditch	10	Linear in plan, 0.35-0.4m wide, orientated northwest to southeast. Slightly undulating base, shallow sloped side. Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [11].	0.13	-	-	-
10	Deposit	Ditch fill	9	Mid grey-brown clayey silt, occasional medium subangular flints, rare chalk flecks and rare charcoal flecks. Firm and friable.	0.13	-	-	-
11	Cut	Ditch	12	Terminus of linear feature, 0.7m wide, orientated northwest to southeast. Slightly concave base, fairly straight steep	0.29	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				sides. Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [9].				
12	Deposit	Ditch fill	11	Mid grey-brown clayey silt, occasional medium subangular flints, one large flint nodule and rare chalk flecks. Firm and friable.	0.26	Pottery, CBM, glass	18-19	3
13	Cut	Post-hole	14	Circular in plan, 0.3m maximum diameter, with flat base and straight steep sides. Contained single fill, cut through undisturbed 'natural' deposits [3]. Northern of three post-holes.	0.06	-	-	-
14	Deposit	Post-hole fill	13	Mid grey-brown clayey silt, rare chalk flecks. Firm and friable.	0.06	-	-	-
15	Cut	Post-hole	16	Circular in plan, 0.22m diameter, with undulating base and fairly straight steep sides. Contained single fill, cut through undisturbed 'natural' deposits [3]. Central of three post-holes.	0.09	-	-	-
16	Deposit	Post-hole fill	15	Mid grey-brown clayey silt, rare	0.09	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				small flints. Firm and friable.				
17	Cut	Post-hole	18	Circular in plan, 0.39m maximum diameter, with flat base and stepped sides. Contained single fill, cut through undisturbed 'natural' deposits [3]. Southern of three post-holes.	0.25	-	-	-
18	Deposit	Post-hole fill	17	Mid grey-brown clayey silt with patches of yellow clay, rare chalk flecks and rare charcoal flecks. Firm and friable.	0.25	Animal bone	-	4
19	Cut	Pit	20	Oval in plan, 0.55m maximum diameter, orientated north to south. Flat base, steep sides with some stepping. Contained single fill, cut through undisturbed 'natural' deposits [3].	0.17	-	-	-
20	Deposit	Pit fill	19	Mid grey-brown clayey silt with occasional small angular flints and rare charcoal flecks. Firm and friable.	0.17	-	-	-
21	Cut	Ditch	22	Northwest terminus of linear feature, 0.6m wide, orientated northwest to southeast. Pointed base,	0.35	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				very steep and straight sides (V-shaped profile). Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [23 and 25].				
22	Deposit	Ditch fill	21	Mid grey-brown clayey silt with occasional small angular flints, rare charcoal flecks and rare flecks of ceramic building material. Firm and friable.	0.35	Clay pipe	19	5
23	Cut	Ditch	24	Linear in plan, 0.65m wide, orientated northwest to southeast. V-shaped base and profile, with straight steep sides. Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [21 and 25]; junction with ditch [31]. Southern end masked by subsoil left at formation level in southeast corner of site.	0.25	-	-	-
24	Deposit	Ditch fill	23	Mid grey-brown clayey silt with occasional small angular flints, rare chalk flecks and rare flecks of	0.25	Glass, clay pipe, iron	19	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				ceramic building material. Firm and friable. No clear distinction between this deposit and [32], the fill of adjoining ditch [31].				
25	Cut	Ditch	26	Linear in plan, 0.65m wide, orientated northwest to southeast. Concave base, with straight steep sides. Contained single fill, cut through [28], the fill of probable ditch [27]. Same feature as ditch [21 and 23].	0.27	-	-	-
26	Deposit	Ditch fill	25	Mid grey-brown clayey silt with moderate small to medium sub-rounded flints and occasional chalk flecks. Firm and friable.	0.27	Pottery, fired clay	L18-19	-
27	Cut	Probable ditch	28	Linear in plan, 1.6m wide, orientated northeast to southwest. Concave base, with concave steep sides. Contained single fill, cut through undisturbed 'natural' deposits [3].	0.39	-	-	-
28	Deposit	Fill	27	Mid/dark grey-brown clayey silt with occasional medium sub-angular flints and occasional chalk flecks. Firm and friable.	0.39	Pottery, animal bone, shell	L14-M16	6

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				Cut by ditch [25].				
29	Cut	Pit	30	Sub-rectangular in plan, measuring up to 0.82m by 0.68m. Flat base, steep and straight sides. Contained single fill, cut through undisturbed 'natural' deposits [3]. 'Natural' at the base was slightly scorched, but not burnt.	0.07	-	-	-
30	Deposit	Pit fill	29	Mottled dark black-brown clayey-silt and mid orangy-red burn clay. Moderate charcoal and burnt clay lumps and occasional charcoal flecks. Firm and friable. Some root disturbance.	0.07	-	-	1
31	Cut	Ditch	32	Linear in plan, 0.55m wide, orientated northeast to southwest. Concave base. Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [33]; junction with ditch [23].	0.08	-	-	-
32	Deposit	Ditch fill	31	Mid grey-brown clayey silt with occasional small sub-angular flints. Firm and friable.	0.08	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				No clear distinction between this deposit and [24], the fill of adjoining ditch [23].				
33	Cut	Ditch	34	Linear in plan, up to 0.8m wide, orientated northeast to southwest. Slightly rounded base, steep northwest side with gradually sloping southeast side. Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [31].	0.25	-	-	-
34	Deposit	Ditch fill	33	Light to mid brown clayey silt with occasional sub-angular flints. Firm and tenacious.	0.25	Pottery	11-12	9
35	Cut	Ditch	36	Northeast terminus of slightly curving linear feature/ditch, 1.35m wide, orientated northeast to southwest. Pointed base, steep southeast side, gradually sloping northeast side. Contained single fill, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [37].	0.51	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
36	Deposit	Fill	35	Mid to dark grey-brown clayey silt with occasional chalk pieces and flecks and occasional charcoal flecks. Firm and friable. Probably the same deposit as [38], fill of ditch [37].	0.51	-	-	-
37	Cut	Ditch	38, 39	Slightly curving linear feature, 1.65m wide, orientated northeast to southwest. Rounded base, steep sides. Contained two fills, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [35].	0.68	-	-	-
38	Deposit	Fill	37	Upper fill. Mid grey-brown clayey silt with occasional sub-rounded flints and occasional charcoal flecks. Firm and friable. Probably the same deposit as [36], fill of ditch [35].	0.25	Pottery	11-12	7
39	Deposit	Fill	37	Lower/primary fill. Mid brown to mid yellowy-brown clayey silt with occasional sub-rounded/angular flints and occasional charcoal flecks. Firm and friable.	0.43	Pottery	14-15	8
40	Cut	Pit	41	Sub-oval in plan, measuring 0.9m by 0.65m and aligned	0.05	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				northeast to southwest. Flat base, gently sloping sides. Contained single fill, cut through undisturbed 'natural' deposits [3].				
41	Deposit	Pit fill	40	Light grey-brown clayey silt with rare sub-angular flints. Firm and friable.	0.05	-	-	-
42	Cut	Ditch	43, 44	Linear feature, 1.2m wide, orientated northwest to southeast. Concave base, steep sides with some stepping. Contained two fills, cut through undisturbed 'natural' deposits [3]. Relationship with ditch [31/33] removed by truncation by feature [48]. Same feature as ditch [45].	0.42	-	-	-
43	Deposit	Ditch fill	42	Upper fill. Light yellow-brown clayey silt with occasional small sub-angular flints and chalk lumps. Firm and friable. Cut by hollow [48].	0.25	-	-	-
44	Deposit	Ditch fill	42	Lower/primary fill. Mid grey-brown clayey silt with occasional small sub-angular flints, occasional chalk lumps and	0.17	Pottery, CBM, fired clay, shell	L14-M16	10

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				rare charcoal lumps. Firm and friable.				
45	Cut	Ditch	46, 47	Linear feature, 1.29m wide, orientated northwest to southeast. Rounded base, northeast side stepped, southwest side steep. Contained two fills, cut through undisturbed 'natural' deposits [3]. Same feature as ditch [42].	0.52	-	-	-
46	Deposit	Ditch fill	45	Upper fill. Mid grey-brown clayey silt with occasional small sub-angular flints, occasional chalk lumps and flecks, and rare charcoal flecks. Firm and friable.	0.35	-	-	-
47	Deposit	Ditch fill	45	Lower/primary fill. Mid orange-brown silty clay with lots of redeposited 'natural' and occasional large lumps of chalk. Very firm and tenacious.	0.16	-	-	-
48	Cut	Hollow	49	Sub-rectangular in plan, 3.1m long with variable width between 1.7m and 2.6m. Flat base, gently sloping sides. Contained a single fill, cut through [43] the fill of ditch [42].	0.18	-	-	-
49	Deposit	Fill	48	Pale grey-brown clayey silt	0.18	Shell	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				mottled with patches of orange clay 'natural'. Rare small sub-angular flints. Very firm with tenacious patches. There was a concentration of oyster shells towards the centre of the feature.				
50	Cut	Feature	51, 52	Large linear feature, 4.2m wide, aligned northwest to southeast. Concave base, stepped northeast side, steep southwest side. Same feature as [53].	0.8	-	-	-
51	Deposit	Fill	50	Upper fill. Mid grey-brown clayey silt with occasional medium sub-angular flints. Firm and friable.	0.41	-	-	11
52	Deposit	Fill	50	Lower fill. Mottled mid orange-brown clayey silt with patches of orange redeposited natural clay. Moderate chalk lumps and flecks. Occasional charcoal flecks. Very firm and tenacious.	0.48	Pottery	M11-14	12
53	Cut	Feature	54, 55	Terminus of large linear feature, 4.2m wide, aligned northwest to southeast. Stepped slope	0.54+	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
				at terminal end; steep slope on southwest side. Base not reached; excavation stopped at formation level. Contained two fills, cut through undisturbed 'natural' deposits [3]. Same feature as [50].				
54	Deposit	Fill	53	Upper fill. Mid grey-brown clayey silt with occasional small sub-angular flints and chalk flecks. Firm and friable.	0.54+	Fired clay, animal bone	-	-
55	Deposit	Fill	53	Lower fill; not fully excavated. Mottled mid orange-brown clayey silt with patches of orange redeposited natural clay. Moderate chalk lumps and flecks. Occasional small sub-angular flints. Very firm and tenacious.	0.2+			13
56	Cut	Feature	57, 58	Sub-oval in plan, measuring 6.5m by 5.2m. Undulating base, steep sloping sides. Contained two fills, cut through undisturbed 'natural' deposits [3]. Possible clay extraction pit.	1.1	-	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Maximum depth/ thickness (m)	Finds	Spot date	Env. Sample No.
57	Deposit	Fill	56	Upper fill. Mid grey-brown clayey silt with occasional small chalk lumps. Firm and friable.	0.63	Pottery, fired clay	13-15?	-
58	Deposit	Fill	56	Lower fill. Mottled mid grey-brown clayey silt with patches of mid orange-brown redeposited natural clay. Occasional charcoal flecks. Firm and friable.	0.52	Pottery, animal bone	13-14	-
59	Cut	Feature	60	Sub-rectangular in plan, measuring 1.4m by 0.3m to 0.5m. Flat base, steep sloping sides. Contained a single fill, cut through undisturbed 'natural' deposits [3]. Possible clay extraction pit.	0.09	-	-	-
60	Deposit	Fill	59	Mid grey-brown (mottled with orange) clayey silt. Rare small chalk fragments. Firm and friable. Contained no artefacts.	0.09	-	-	-

CAC004 Tea room

Context No.	Type	Category	Fill of/ filled by	Description	Depth/ thickness (m)	Finds	Spot date
1	Deposit	Topsoil	-	Mid grey-brown sandy silt, with rare small rounded stones. Fairly firm, friable.	0.25	-	-
2	Deposit	Subsoil	-	Mid yellow-brown sandy silt with orange	0.35-0.42	-	-

Context No.	Type	Category	Fill of/ filled by	Description	Depth/ thickness (m)	Findings	Spot date
				patches and lenses, with rare small to medium rounded flints. Soft, friable. Interfaces with topsoil [1] and natural [3] are indistinct.			
3	Deposit	Geology	-	Pale yellow-brown silty sand with very rare small rounded stones. Very soft, friable. Formation level extended c.0.2m into these undisturbed 'natural' deposits.	0.2+	-	-
4	Cut	Ditch	5	Linear in plan, 1.35m wide, orientated northwest to southeast. Rounded concave base. Contained single fill [5], cut through undisturbed 'natural' deposits [3]. Probable continuation of ditch [6].	0.42	-	-
5	Deposit	Ditch fill	4	Mid yellow-brown sandy silt with rare small rounded stones. Soft, friable.	0.21	-	-
6	Cut	Ditch	7	Linear in plan, 1.65m wide, orientated northwest to southeast. Rounded base. Contained single fill [7], cut through undisturbed 'natural' deposits [3]. Probable continuation of ditch [4], could join up with ditch [8].	0.4	-	-
7	Deposit	Ditch fill	6	Mid yellow-brown sandy silt with rare small rounded stones. Soft, friable.	0.4	Pottery, flint	11-12
8	Cut	Ditch	9	Linear in plan, 1.65m wide, orientated southwest to northeast with a possible slight curve towards the southeast. Rounded base. Contained single fill [9], cut through undisturbed	0.4	-	-

Continuous Archaeological Recording at Carlton Hall, Carlton Colville, Suffolk
 Prepared for Carlton Hall Residential Care Home
 Report number CB583R v.1.1

Context No.	Type	Category	Fill of/ filled by	Description	Depth/ thickness (m)	Finds	Spot date
				'natural' deposits [3]. Could join up with ditch [6].			
9	Deposit	Ditch fill	8	Mid yellowy grey-brown sandy silt with rare medium angular flints. Soft, friable.	0.4	Pottery, flint	11-12

ctxt	Pot		CBM		Fired clay		Glass		Clay pipe		Animal bone		Shell		Misc	Spotdate
	No	Wt	No	Wt	No	Wt	No	Wt	No	Wt	No	Wt	No	Wt		
58	4	34										2	8			13-14

CAC004 Tea room

ctxt	Pot		CBM		Fired clay		Glass		Clay pipe		Animal bone		Shell		Misc	Spotdate
	No	Wt	No	Wt	No	Wt	No	Wt	No	Wt	No	Wt	No	Wt		
7	1	2													1 flint (4g)	11-12
9	1	10													1 flint (1g)	11-12

Appendix 5 Pottery summary

CAC004 Extension

Context	Fabric	Form	Rim	No	Wt/g	Spot date	Fabric date range
5	THET			1	1		10th-11th c.
5	WVSW			2	4		12th-14th c.
5	WVGW			1	2		13th-14th c.?
12	GSW5			1	1		E.17th-19th c.
12	GSW5			1	12		E.17th-19th c.
26	THET			1	1		10th-11th c.
26	YELW	Bowl		16	96		L.18th-19th c.
28	LMU			1	4		11th-14th c.
28	LMT			1	8		15th-16th c.
28	GRIL			1	4		14th-15th c.?
34	EMW			1	5		11th-12th c.
38	EMW			1	8		11th-12th c.
39	GRIL			1	3		14th-15th c.?
39	GRIL			2	11		14th-15th c.?
44	EMW			1	1		11th-12th c.
44	EMW			2	18		11th-12th c.
44	LMU			2	5		11th-14th c.
44	LMU			4	26		11th-14th c.
44	LMT			1	4		15th-16th c.
52	LMU			2	5		11th-14th c.
57	EMW			2	3		11th-12th c.
57	LMU			1	4		11th-14th c.
57	FREN			1	5		med/lmed
58	EMW			3	16		11th-12th c.
58	WVCWM	Jar	square bead	1	18	13-14	12th-14th c.

CAC004 Tea room

Context	Fabric	Form	Rim	No	Wt/g	Spot date	Fabric date range
7	EMW			1	2		11th-12th c.
9	EMW	Jar	simple everted	1	10		11th-12th c.

Appendix 6 Ceramic building material

CAC004 Extension

context	fabric	form	no	wt/g	MNO	abr	length	width	height	mortar	comments	date
5	ms	RTP	1	6	1 +							pmed
5	fs	PAN	1	3	1 +							pmed
5	fs	LB	1	14	1						machine made?	19+
8	msmfte	LB	1	356	1 +				60			18-19?
8	wfc	FB/FT	1	211	1 ++						could be Roman??	pmed?
8	fsfe	PAN	1	65	1							pmed
12	wfs	FB	1	817	1			116	35+		worn	18-19
44	est	EB?	1	71	1 +				60		header has semi-circular impression made before firing	13-15?

Fabric: est – estuarine clay; fs/ms – fine/medium sandy; fsfe – fs with ferrous inclusions; msmfte – ms with mica, flint and ferrous inclusions; wfs – white firing fs; wfc – white-firing fs with chalk.

Form: EB – early brick; LB – later brick; RTP – post-medieval plain tile; PAN – pantile; FB – floor brick; FT – floor tile.

Appendix 7 Fired clay

CAC004 Extension

Context	Fabric	Type	No	Wt/g	Colour	Surface	Impressions	Abrasion	Notes
26	fsc0		1	3	black			+	
26	msc		1	14	red			+	dense
44	msfc		1	21	red/buff			+	dense
54	scp		2	153	pinkish orange			++	dense, no surfaces, could be EB?
57	fsc0		1	3	black			++	

Fabric – fsc0 – fine sandy with chalk and organic inclusions; msc – medium sandy with chalk; msfc – msc with flint; scp – silty with clay pellets

Appendix 8 Clay tobacco pipes

CAC004 Extension

Context	Frag	No	Wt (g)	Bore diam	Abr	Notes	Date
22	Stem	1	9	1.9			L.18-19
22	Stem	1	2	2.0		maker's mark on stem ...MES.LIVERPOOL	L.18-19
24	Stem	4	7	1.6		joining frags	19
24	Stem	4	6	1.7		joining frags	19

Appendix 9 Glass

CAC004 Extension

Context	Type	Colour	No	Wt/g	Denatured	Notes	Date
12	bottle	green	1	9	N	HM	17-18?
24	bottle	dk green	1	47	N	HM, straight-sided	L.18-19?

Appendix 10 Miscellaneous artefacts

CAC004 Extension

Context	Find type	No	Wt	Description	Dimensions	Date
5	Fe	1	20	nail, square-section shaft, sub-square head	L 87mm	pmed
24	Fe	1	4	?nail, small frag		pmed?

CAC004 Tea room

Context	Find type	No	Wt	Description	Dimensions	Date
7	Flint	1	4	secondary flake	29 x 36 x 5mm	preh
9	Flint	1	1	short narrow blade of brown flint	L 30, W 9, T 3mm	preh

Appendix 11 Animal bone

CAC004 Extension

Context	Species	Part	No	Wt (g)	MNI	Abr	Notes
5	?dog	calcaneus frag	1	5	1	+	
5	cattle	distal frags humerus R & L	2	21	1		
8	cattle	distal frag humerus L	1	77	1		
8	pig	canine	1	4	1	+	
8	cattle	infant pair humerus, R radius, scapula	4	11	1		
18	LM	unident l.b. shaft frag	1	5	1	+	
28	cattle	L mandible anterior frag, teeth lost	1	60	1	+	
54	sheep/goat	radius shaft frags	2	34	1	++	
54	?pig	humerus frags	3	17	1	++	
54	MM/LM	shaft frags	5	4	1	++	some joining frags
54	sheep/goat	scapula frag	1	16	1	+	gnawed?
58	MM	rib frag	1	7	1		tooth marks at end
58	SM	rib frag	1	1	1		cat-sized?

Key - LM – large mammal, MM – medium mammal, SM – small mammal; l.b. long bone

Appendix 12 Shell

CAC004 Extension

Context	Species	Part	No	Wt (g)	Abrasion	Apex	MNI	Notes
28	Ostrea edulis	convex (L valve)	2	36	+	2	2	
28	Ostrea edulis	convex (L valve)	1	2	++	1	1	small frag
28	Ostrea edulis	flat (R valve)	1	8	+	1	1	
44	Ostrea edulis	convex (L valve)	2	20	+	2	2	
44	Ostrea edulis	flat (R valve)	4	26		4	4	
49	Ostrea edulis	convex (L valve)	13	117		13	13	
49	Ostrea edulis	flat (R valve)	8	68		8	8	

Appendix 13 Environmental Summary

CAC004 Extension

Sample number	Context	Feature	Description	Spot date	Volume (litres)	Cereals			Non-cereal taxa		Hazelnut shell	Charcoal		Molluscs		Contaminants					Other remains
						Cereal grains	Cereal chaff	Notes	Seeds	Notes		Charcoal>2mm	Notes	Molluscs	Notes	Roots	Molluscs	Modern seeds	Insects	Earthworm capsules	
1	30	29	Fill of Pit		30	X	-	HB (2), FTW (1), NFI (5)	-	-	-	X	-	-	-	XXX	X	X	-	-	-
2	8	7	Fill of Ditch		20	-	-	-	-	-	-	X	<i>Quercus</i> sp.	X	<i>Vallonia</i> sp.	XXX	-	X	-	-	Bone (XX)
3	12	11	Fill of Ditch		10	-	-	-	-	-	-	X	Diffuse porous	X	<i>Oxychilus</i> sp., <i>Trichia hispida</i> group	XX	-	-	-	-	-
4	12	11	Fill of Ditch		10	-	-	-	-	-	-	-	-	-	-	XX	-	-	-	-	-
5	22	21	Fill of Ditch		10	-	-	-	-	-	-	X	-	X	<i>Vallonia</i> sp.	XXX	X	-	-	-	-
6	28	27	Fill of Ditch		20	X	-	HTB (1), HB (2), Hord (1), Oat	-	-	-	X	-	-	-	XXX	-	-	-	-	-

Continuous Archaeological Recording at Carlton Hall, Carlton Colville, Suffolk

Prepared for Carlton Hall Residential Care Home

Report number CB583R v.1.1

Sample number	Context	Feature	Description	Spot date	Volume (litres)	Cereals			Non-cereal taxa		Hazelnut shell	Charcoal		Molluscs		Contaminants					Other remains
						Cereal grains	Cereal chaff	Notes	Seeds	Notes		Charcoal >2mm	Notes	Molluscs	Notes	Roots	Molluscs	Modern seeds	Insects	Earthworm capsules	
10	44	42	Fill of Ditch		20	X	-	FTW (2), Trit (1), NFI (3)	X	<i>Vicia faba</i> var. <i>minor</i> (1), Large Fabaceae (2)	-	XX	Diffuse porous	-	-	XX	-	-	-	-	-
11	51	50	Fill of Feature		10	-	-	-	-	-	-	-	-	X	<i>Trichia hispida</i> group	XX	-	-	-	-	-
12	52	50	Fill of Feature		10	-	-	-	-	-	-	-	-	X	<i>Carychium</i> sp.	XX	-	-	-	-	-
13	55	53	Fill of Feature		10	X	-	Hord (1), Trit (1)	-	-	-	X	-	X	<i>Trichia hispida</i> group, <i>Vertigo</i> sp.	XX	-	-	-	-	-

Results from the assessment of bulk sample light fractions from Carlton Hall. Abbreviations: HTB = hulled, twisted barley grain (*Hordeum vulgare* var. *vulgare*); HB = hulled barley (*Hordeum* sp.); Hord = barley (*Hordeum* sp.);FTW = free threshing type wheat (*Triticum aestivum/ turgidum* type); Trit = wheat (*Triticum* sp.);Oat = *Avena* sp.; Rye = *Secale cereale*; NFI = not formally identified (indeterminate cereal grain).

Appendix 14. OASIS record – Extension CAC 094

OASIS ID: chrisbir1-312261

Project details

Project name	Continuous Archaeological Recording at Carlton Hall
Short description of the project	Continuous Archaeological Recording during groundworks associated with the construction of an extension to Carlton Hall Care Home. The results are presented with further works associated with the construction of a Tea Room on the same site. The earliest activities during the prehistoric period were indicated through the recovery of two flint artefacts. The majority of the recorded archaeological remains relate to land partition and settlement activities during the medieval period. A possible trackway of Post-medieval date was also recorded.
Project dates	Start: 16-04-2018 End: 23-04-2018
Previous/future work	Not known / Not known
Any associated project reference codes	CAC 094 - Sitecode
Type of project	Recording project
Current Land use	Other 3 - Built over
Monument type	LINEAR FEATURE Medieval
Monument type	LINEAR FEATURE Post Medieval
Monument type	PIT Medieval
Significant Finds	SHERD Medieval
Significant Finds	SHERD Post Medieval
Significant Finds	ANIMAL BONE Uncertain
Investigation type	"Watching Brief"
Prompt	National Planning Policy Framework - NPPF

Project location

Country	England
Site location	SUFFOLK WAVENEY LOWESTOFT Carlton Hall, St Peter's Road, Carlton Colville, Suffolk

Study area 1800 Square metres

Site coordinates TM 50932 90232 52.451697265544 1.693522919314 52 27 06 N 001 41 36 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

Project archives

Physical Archive recipient Suffolk County Council

Physical Archive ID CAC 094

Physical Contents "Animal Bones","Ceramics","Environmental"

Digital Archive recipient Suffolk County Council

Digital Archive ID CAC 094

Digital Contents "Animal Bones","Ceramics","Environmental"

Paper Archive recipient Suffolk County Council

Paper Archive ID CAC 094

Paper Contents "Animal Bones","Ceramics","Environmental"

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

**Project
bibliography 1**

Publication type	Grey literature (unpublished document/manuscript)
Title	Report on Continuous Archaeological Recording at 'Carlton Hall Extension and Tea Room, St Peter's Road, Carlton Colville, Suffolk'
Author(s)/Editor(s)	Robertson, D.
Other bibliographic details	Report Number CB583R
Date	2019
Issuer or publisher	Chris Birks
Place of issue or publication	Contractor's report
Description	Unbound A4 single-side printed report with text, site location figure, specialists' reports and site drawings

OASIS:

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Appendix 15. OASIS record – Tea Room CAC 004

OASIS ID: chrisbir1-312259

Project details

Project name	Continuous Archaeological Recording at Carlton Hall Tea Room
Short description of the project	Continuous Archaeological Recording during groundworks associated with the construction of a tea room at Carlton Hall Care Home. The results are presented with further works associated with the construction of an extension on the same site. The earliest activities during the prehistoric period were indicated through the recovery of two flint artefacts. The majority of the recorded archaeological remains relate to land partition and settlement activities during the medieval period. A possible trackway of Post-medieval date was also recorded.
Project dates	Start: 26-03-2018 End: 27-03-2018
Previous/future work	Not known / Not known
Any associated project reference codes	CAC 004 - Sitecode
Type of project	Recording project
Current Land use	Other 3 - Built over
Monument type	LINEAR FEATURE Medieval
Monument type	LINEAR FEATURE Uncertain
Significant Finds	SHERD Medieval
Significant Finds	FLAKE Late Prehistoric
Investigation type	""Watching Brief""
Prompt	National Planning Policy Framework - NPPF

Project location

Country	England
Site location	SUFFOLK WAVENEY LOWESTOFT Carlton Hall Tea Room, St Peter's Road, Carlton Colville, Suffolk
Study area	250 Square metres
Site coordinates	TM 5093 9023 52.451680246922 1.693492043967 52 27 06 N 001 41 36 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

Project archives

Physical Archive recipient	Suffolk County Council
Physical Archive ID	CAC 004
Physical Contents	"Ceramics","Worked stone/lithics"
Digital Archive recipient	Suffolk County Council
Digital Archive ID	CAC 004
Digital Contents	"Ceramics","Worked stone/lithics"
Paper Archive recipient	Suffolk County Council
Paper Archive ID	CAC 004
Paper Contents	"Ceramics","Worked stone/lithics"
Paper Media available	"Context sheet","Drawing","Plan","Report","Section","Unpublished Text"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Report on Continuous Archaeological Recording at 'Carlton Hall Extension and Tea Room, St Peter's Road, Carlton Colville, Suffolk'

Author(s)/Editor(s) Robertson, D.

Other bibliographic details Report Number CB583R

Date 2019

Issuer or publisher Chris Birks

Place of issue or publication Contractor's report

Description Unbound A4 single-side printed report with text, site location figure, specialists' reports and site drawings

OASIS:

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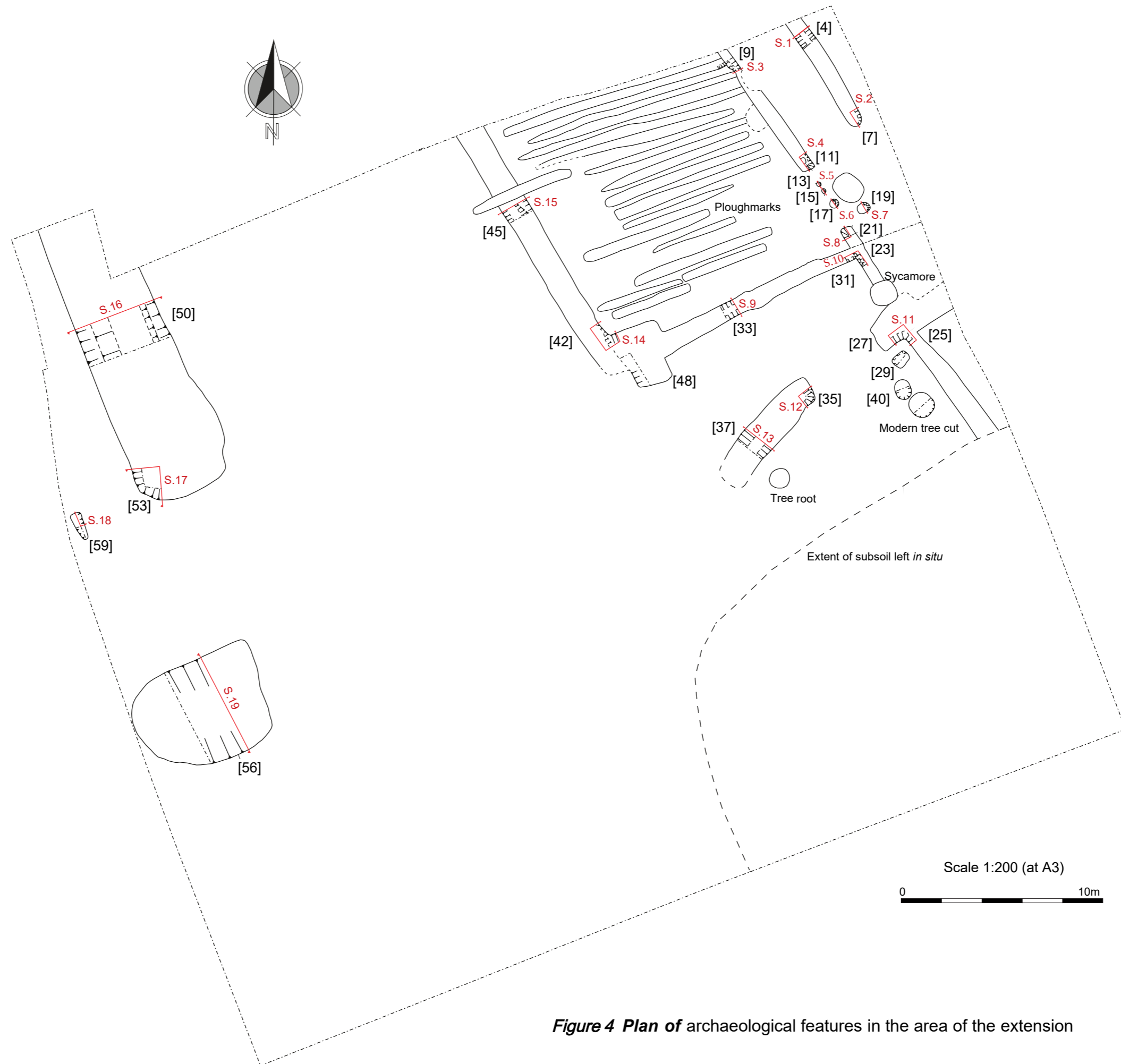


Figure 4 Plan of archaeological features in the area of the extension

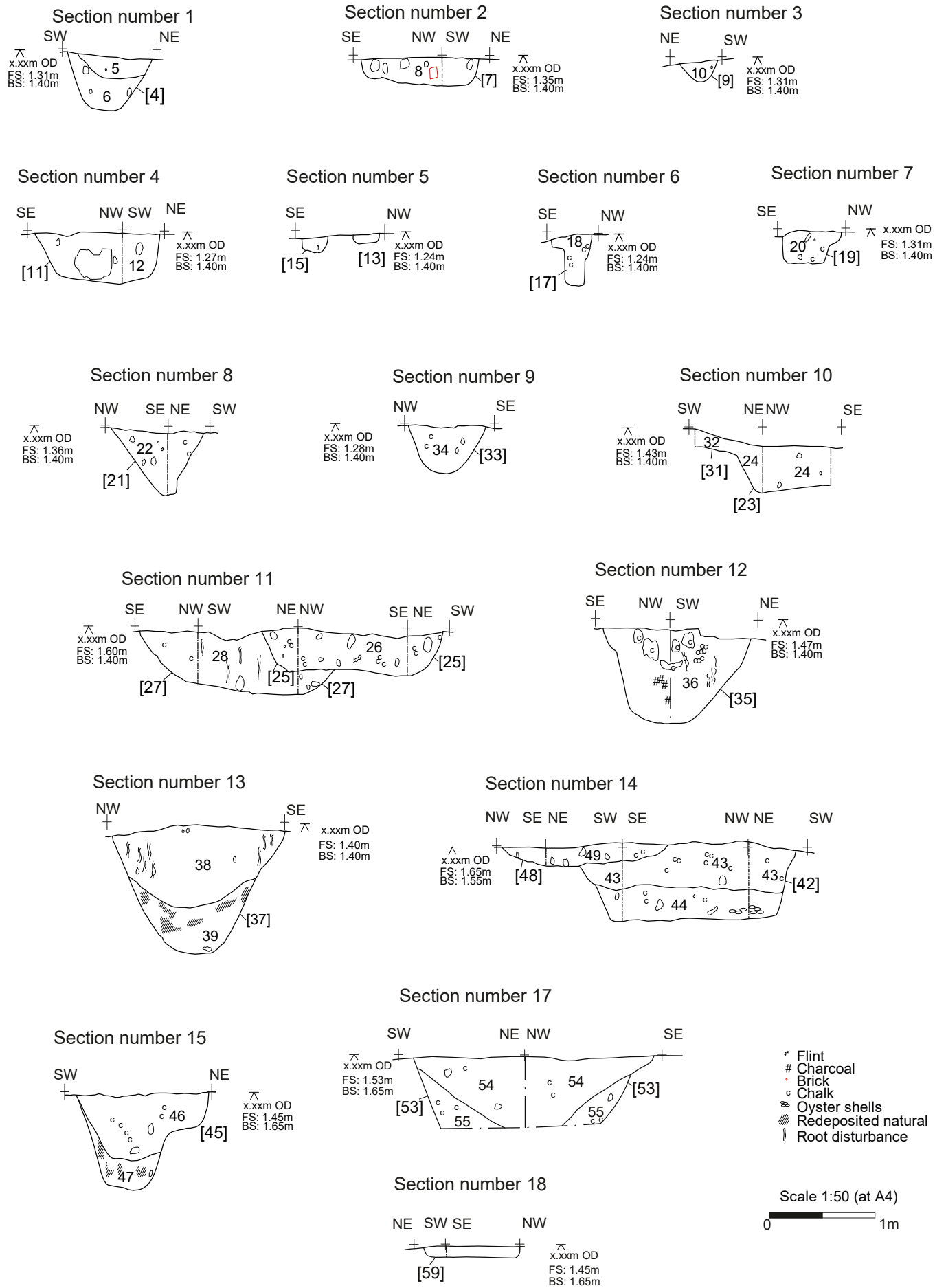


Figure 5 Sections of archaeological features in the area of the extension (part 1)

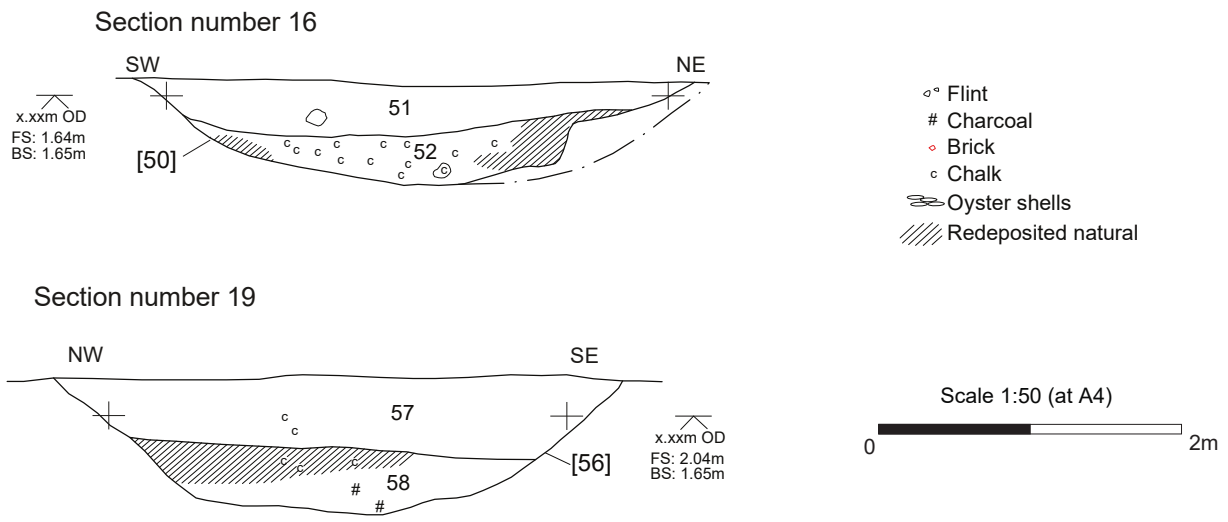


Figure 6 Sections of archaeological features in the area of the extension (part 2)

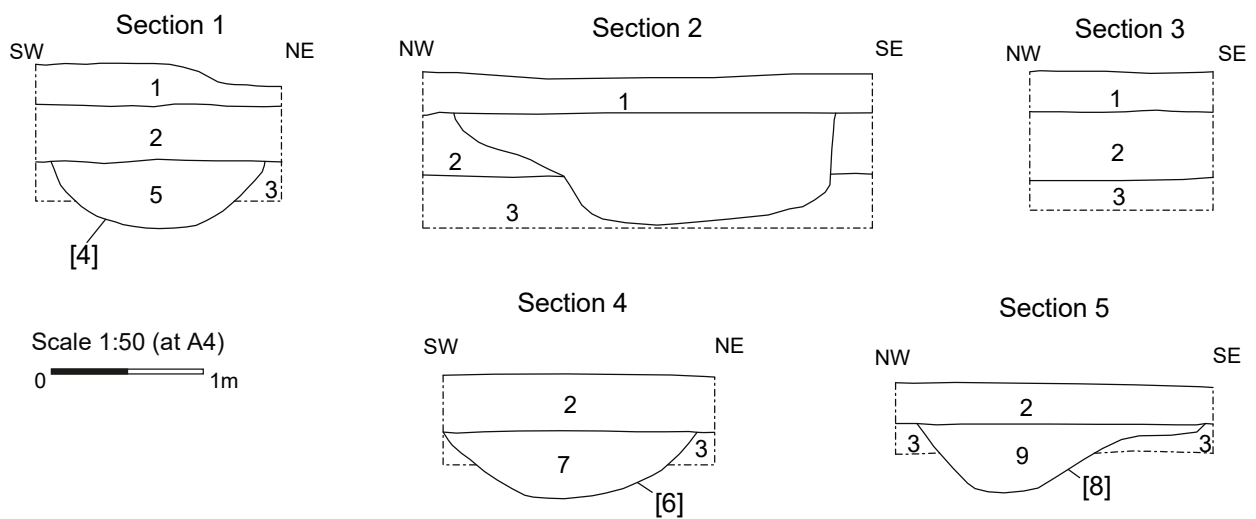
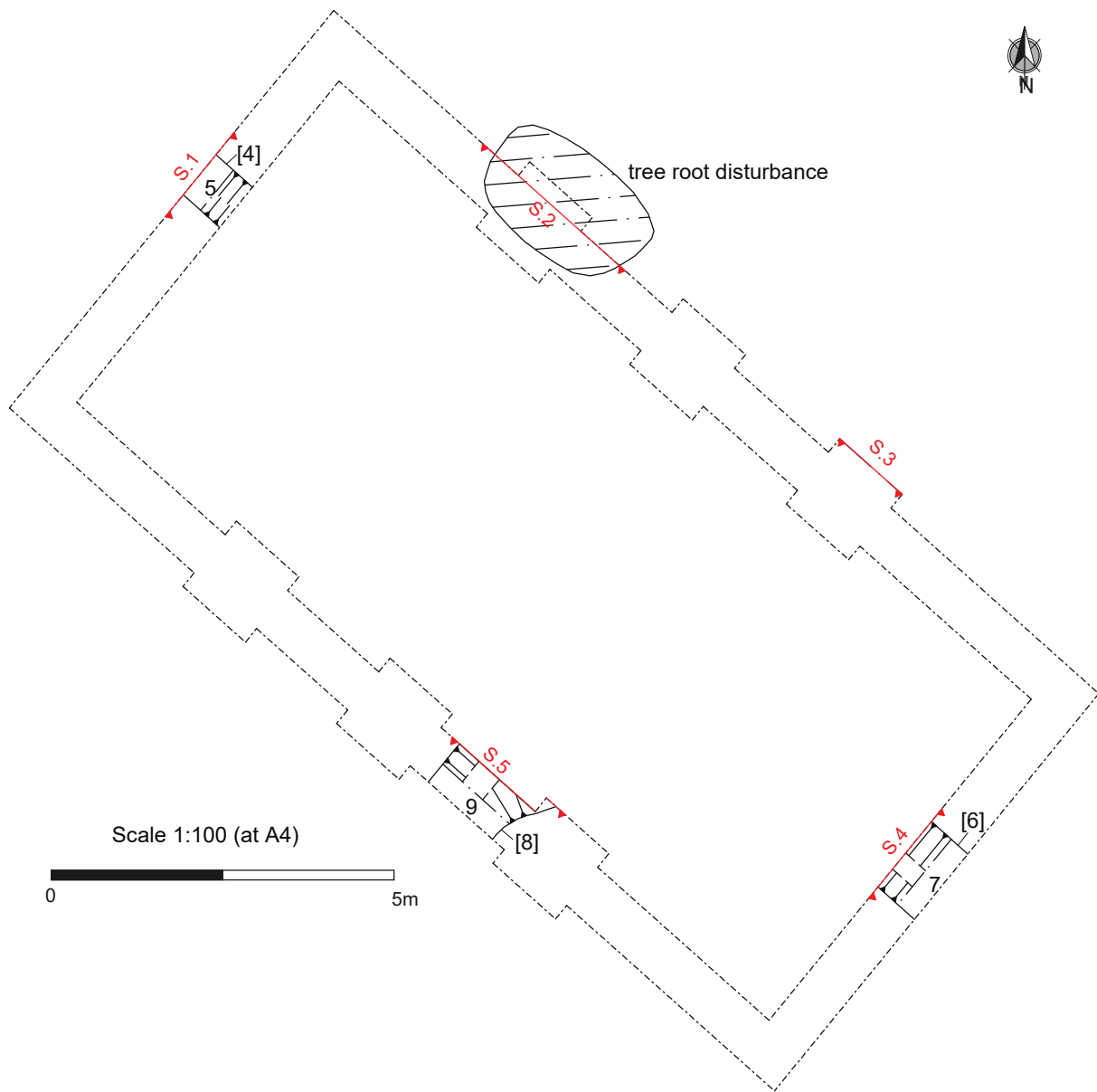


Figure 7 Plan and sections of archaeological features in the area of the tea room