



The Regal Theatre, Stowmarket, Suffolk

Archaeological Evaluation Report

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The Regal Theatre, Stowmarket, Suffolk

Archaeological Evaluation Report

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Contents

Summary	vii
Acknowledgements	viii
1 INTRODUCTION.....	1
1.1 Scope of work.....	1
1.2 Location, topography and geology.....	1
1.3 Archaeological and historical background.....	1
2 AIMS AND METHODOLOGY.....	5
2.1 Aims	5
2.2 Methodology.....	5
3 RESULTS	6
3.1 Introduction and presentation of results	6
3.2 General soils and ground conditions.....	6
3.3 Trench 1	6
4 DISCUSSION	7
4.1 Reliability of field investigation.....	7
4.2 Evaluation objectives and results.....	7
4.3 Interpretation.....	7
APPENDIX A BIBLIOGRAPHY	8
APPENDIX B WRITTEN SCHEME OF INVESTIGATION	9
APPENDIX C SITE SUMMARY DETAILS / OASIS REPORT FORM	10

List of Figures

Fig. 1 Site location showing archaeological trench (blank) in development area (red)

Fig. 2 HER entries

List of Plates

Plate 1 Working shot of Trench 1, looking north-east with the Regal Theatre on the right

Plate 2 Detail of deposit sequence in Trench 1 (south-west end), looking south-east

Plate 3 Detail of deposit sequence in Trench 1 (north-east end), looking north-west

Summary

Between 22nd and 23rd of July 2019, Oxford Archaeology East undertook an archaeological evaluation comprising a single 15m-long trench in the car park to the north of the Regal Theatre, Stowmarket. The evaluation revealed no archaeological features and no artefacts or ecofacts were recovered. Below the modern car park layers, a possible former topsoil and thick make-up deposit were revealed, which combined extended to a depth in excess of 1.2m, at which point excavation ceased. Natural geology was not reached in the trench, presumably because this part of the car park lies approximately 2m higher than the adjacent Ipswich Street. Cartographic evidence suggests that this ground levelling was related to the construction of the Regal Theatre in the 1930s.

Acknowledgements

Oxford Archaeology would like to thank Stowmarket Town Council for commissioning this project. Thanks are also extended to James Rolfe who monitored the work on behalf of Suffolk County Council Archaeological Service (SCCAS).

The project was managed for Oxford Archaeology by Nicholas Gilmour. The fieldwork was directed by the author, who was supported by Katherine Whitehouse. Survey was carried out by Katherine Whitehouse. Thanks also go to the illustrator and editor for their contributions.

1 INTRODUCTION

1.1 Scope of work

- 1.1.1 Oxford Archaeology (OA) East was commissioned by Stowmarket Town Council to undertake a trial trench evaluation in advance of the creation of two additional screens at the site of the Regal Theatre, Stowmarket (TM 05088 58344; Fig. 1).
- 1.1.2 The work was undertaken pre-application in advance of the proposed extension to the theatre. An Archaeological Brief for Investigation was set by James Rolfe (Senior Archaeological Officer, Suffolk County Council Archaeological Service (SCCAS) Conservation Team) and a Written Scheme of Investigation was produced by OA (Lord and Gilmour 2019, see App. C) detailing the Local Authority's requirements for work necessary to inform the planning process. This document outlines how OA implemented the specified requirements.

1.2 Location, topography and geology

- 1.2.1 The proposed development site is roughly rectangular in plan and measures c.0.4 ha in size. The Regal Theatre, built in 1936, occupies the southern part of the site adjacent to Temple Road, and a surfaced car park extends to the north which sits at a height of 41m OD (Fig. 1). Ipswich Street lies to the east and there are commercial buildings to the north. Along the western boundary is a footpath, beyond which are residential properties that front onto Unity Road. The car park slopes gradually to the north-east, becoming steeper towards the northern end of the site where it is level with, and gives access to, Ipswich Street. At the southern end, where the evaluation trench was located, the car park is approximately 2m higher than the level of the adjacent Ipswich Street (Bray 2019, 6; plates 2, 7 and 8).
- 1.2.2 The site is situated on bedrock geology recorded as Cragg Group Sands with superficial deposits of Lowestoft Formation (BGS 2019 <http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html>, accessed May 2019).

1.3 Archaeological and historical background

- 1.3.1 This section draws upon data from the WSI (Lord and Gilmour 2019) and Desk-Based Assessment (DBA) (Bray 2019). It is based on a 1km search area of the Suffolk Historic Environment Record (SHER) around the proposed development site, obtained under invoice number 9224231. A selection of the SHER entries is shown on Fig. 2, with full details of all the sites within a 500m radius of the site given in the DBA.

Prehistoric

- 1.3.2 Evidence of prehistoric activity dating back to the Mesolithic period has been found nearby in the form of several find spots that include a bored quartzite pebble (SKT Misc), a flint core and blade (SKT 001) and a Mesolithic pick (SKT Misc). Bronze Age artefacts include a blade or chisel (SKT 013) found 1km south-east of the site and a socketed axe (SKT Misc).

Iron Age and Roman

- 1.3.3 Iron Age activity has been recorded within the search radius, c.970m north-east of the proposed development site (SKT 037, SKT 036).
- 1.3.4 Stowmarket is situated between four known Roman towns: at Coddendam, 4km to the south-east; Long Melford, 22km to the south-west; Pakenham, 15km to the north-west and Scole, 22km to the north-east. A number of Roman settlements are known in the area: c.880m to the east (SKT 018), 1.8km to the north (HGH 055, HGH 052) and 1km to the south (SKT 011). There are also a number of Roman find spots recorded within the 1km radius and these include part of micaceous grey ware urn (SKT 010) c.370m to the north-west, and a Roman coin depicting Philip I (AD 244 – 249; SKT 007) found c.400m to the south-east of the site.

Late Saxon/early medieval

- 1.3.5 Stowmarket was the centre of the Hundred of Stow which is the first entry for Suffolk in the Domesday Survey (1086). The name derives from the Old English *stōw* which means 'a place of assembly' with the later addition referring to the important market held during the medieval period (Mills 2011). At the time of the survey the Hundred contained 20 settlements, the largest of which was Thorney. This was a royal manor or *vill* which was later known as Thorney Hall (SKT 012) and is thought to have been located in the vicinity of Stowmarket railway station (Taylor 2009).
- 1.3.6 The church of St Peter and St Mary (SKT 015), located approximately 290m north-west of the site, was originally dedicated to St Peter and St Paul. The church is recorded in the Domesday Survey and was the mother church of the royal *vill* at Thorney.
- 1.3.7 In 1546 St Mary's, which was situated to the south-east of St Peter and St Paul, was demolished and St Peter and St Paul took over the dedication and dropped St Paul, becoming the church of St Peter and St Mary.

Late medieval

- 1.3.8 The church in Stowmarket was granted to the Abbot of St Osyth (Essex) sometime before 1135 by Henry I. His grandson Henry II granted the manor to the abbey in the later 12th century and during the medieval period the fortunes of the parish and its hamlets, as a royal manor and borough, were closely bound with the monastery (Copinger 1910).
- 1.3.9 The centre of the medieval settlement was situated around the Church of St Peter and St Mary (SKT 015) and extended north-west and south-east along the main road between Ipswich and Bury St Edmunds. The area which was excluded from Tithe in the 19th century is recorded by the Suffolk HER as being the likely extent of the medieval centre (SKT 022).
- 1.3.10 Within the boundary of the medieval settlement an archaeological evaluation and excavation (SKT 032 and SKT 080) carried out to the north of the church in advance of the Stowmarket relief road identified a small number of medieval features (SKT 014).

- 1.3.11 The site lies c.370m south-east of the probable site of the historic town fair (SKT 010). Established during the reign of Edward I, the fair was held at the camping grounds opposite the Abbot's or Stow Hall.
- 1.3.12 Directly east of the site a programme of archaeological work (SKT 058) recovered a quantity of medieval pottery thought to have derived from middens at the edge of the medieval settlement. A 14th-century timber Tithe barn (SKT 062) located c. 470m to the north-west of the site, now part of the Museum of East Anglian Life, was associated with the grange of the Abbots of St Osyth.
- 1.3.13 Medieval pottery (SKT 003) has also been recorded 100m south of the site although no information is given about the context from which it was recovered.

Post-medieval

- 1.3.14 In 1793 the River Gipping was canalised and this resulted in the creation of a number of maltings along the river. The canal enabled the town's maltsters to send products to Ipswich and then onto London by sea. At the industry's height, the town had 17 maltings, mainly along the river bank. From the later 18th century through to the 20th century Stowmarket was second only to Burton-on-Trent for malt production (Dodd 2014).
- 1.3.15 The industry and prosperity of the town was further boosted with the arrival of the railway (SKT 033 and SUF 069) in 1846 but this also contributed towards the demise of the canal. The majority of maltings within the town have been demolished or converted, although the Cedars Maltings still operates within the town.
- 1.3.16 Abbot's Hall (SKT 094), an 18th-century Queen Anne country house situated within a garden (SKT 016), is located 280m west of the site and includes a contemporary straight-sided ornamental canal. It is now part of the Museum of East Anglian Life.
- 1.3.17 Within the churchyard to the north of the site is a mass grave (SKT 015) containing the bodies of 51 soldiers who died during a smallpox outbreak in the town in 1678. To the north-east of the site is the location of a former gunpowder works/ munitions factory (SKT Misc) which blew up in the 19th century, killing 28 people.
- 1.3.18 Within c.60m to the north-east of the site, archaeological works (SKT 058) identified evidence of a post-medieval orchard and later garden planting, confirming the use of this area as shown on the 1839 Tithe map (not reproduced). At this time the site remained open and unbuilt on.
- 1.3.19 The 1884 Ordnance Survey map (not reproduced) shows further expansion along the eastern side of Ipswich Road to the east of the site, with the construction of large villas and the laying out of terraces along Limetree Place. The western side remained largely undeveloped. To the west of the site was a large detached property known as The Stricklands and to the south was another large property known as Wood, which is now the council offices. By the time of the 1903 Ordnance survey map a small group of buildings is shown in the northern part of the site and there appears to be a 'drop down' to properties to the west of the site, fronting Temple Road (Bray 2019, fig. 7).

Modern

- 1.3.20 The Regal Theatre was constructed by V.E.H Cinemas Ltd in 1936. It had a capacity of 535 and had the latest sound system, British Thomson Houston Supermark1 (Double 2002). The first film to be screened in the cinema was 'First a Girl' starring Jessie Matthews. A photograph reproduced in 'Stowmarket, Then and Now' (Durrant 2003, 210) shows the cinema in 1959 with the original forecourt and parking. The 1967 Ordnance Survey map (Bray 2019, fig. 9) shows the Regal Cinema and the original forecourt area. This clearly involved significant landscaping and the area adjacent to Ipswich Road is shown as a bank or platform dropping down to the road. The group of late 19th and early 20th-century buildings in the northern part of the site were still present and were adjacent to the car park entrance.
- 1.3.21 The cinema was saved from closure in 1972 when it was purchased by the Urban District Council. By the time the 1974 Ordnance Survey map was published some of the buildings in the northern part of the site had been demolished (Bray 2019, fig. 10). A platform stage was added in front of the screen, together with a dressing room at the rear of the building and the conversion of the rear stalls seats into a bar (Grundy nd.). The Regal Cinema was transferred to Stowmarket Town Council in 1974. It was redecorated a year later and the forecourt was redesigned in 1989.
- 1.3.22 The 1990 Ordnance Survey map depicts only a few buildings in the northern part of the site. These had been demolished and the car park had been extended by the date of the publication of the 1995 Ordnance Survey map (Bray 2019, fig. 12). Ipswich Street was historically the main thoroughfare through Stowmarket, however traffic was largely removed by the construction of the A14 bypass in 1975 and then by Gipping Way (the inner ring road) which was constructed in 1992.

2 AIMS AND METHODOLOGY

2.1 Aims

2.1.1 The project aims and objectives were as follows:

- i. Establish the presence or absence of archaeological remains on the site, characterize where they are found (location, depth and extent), and establish the quality of preservation of any archaeology and environmental remains;
- ii. provide sufficient coverage to establish the character, condition, date and purpose of any archaeological deposits;
- iii. provide sufficient coverage to evaluate the likely impact of past land uses, and the possible presence of masking deposits;
- iv. set results in the local, regional, and national archaeological context – and, in particular, its wider cultural landscape and past environmental conditions; and provide – in the event that archaeological remains are found – sufficient information to construct an archaeological mitigation strategy, dealing with preservation.

2.2 Methodology

- 2.2.1 A single trench measuring 15m long by 1.7m wide was excavated. It was positioned to the north of the Regal Theatre, occupying a total of six car park spaces (Plate 1).
- 2.2.2 Service plans were checked before the beginning of the works and prior to trenching, the footprint of the trench was scanned by a qualified and experienced operator using a CAT and Genny with a valid calibration certificate. The area was fenced prior the commencement of work by Lattenbury Services Limited, who also carried out the task of cutting the tarmac for the trench.
- 2.2.3 The trench was excavated by a tracked mechanical excavator using a toothless ditching bucket and under constant supervision by an experienced and suitably qualified archaeologist. The trench was excavated to a depth of 1.2m without finding natural deposits at which point, for health and safety reasons, excavation was stopped.
- 2.2.4 Spoil was stored alongside the trench. Tarmac and hard core were kept separate from other layers during excavation, to allow for sequential backfilling of the trench, which was undertaken following approval from SCCAS.
- 2.2.5 Records comprise survey and photographic data. The photographic record comprised high resolution digital photographs including both working shots and photographs showing the detail of the deposit sequence in the trench. Scale, north arrow, site code, and trench number were included.
- 2.2.6 Survey was undertaken using a survey-grade differential GPS (Leica CS10/GS08 or Leica 1200) fitted with smartNET technology with an accuracy of 5mm horizontal and 10mm vertical. The site grid was accurately tied into the Ordnance Survey National Grid and located on the 1:2500 map of the area. Levels were tied into the Ordnance Datum using the GPS.

3 RESULTS

3.1 Introduction and presentation of results

3.1.1 The results of the evaluation are presented below, and include a stratigraphic description of the trench.

3.2 General soils and ground conditions

3.2.1 The soil sequence across the trench was fairly uniform and appeared to have been relatively recent in origin (Plates 2 and 3). No natural geology was encountered and no archaeological features or finds were identified.

3.2.2 Ground conditions throughout the evaluation were generally good, and the site remained dry throughout.

3.3 Trench 1

3.3.1 This trench measured 15m long, 1.7m wide and 1.2m deep. The lowest deposit was a very mixed layer of redeposited reddish brown sand (04) that was at least 0.84m thick. This was overlain by a very dark grey sandy soil layer with frequent medium-sized rounded stones that was 0.20m thick (03), possibly a former topsoil or levelling layer. Above this was a 0.16m-thick layer of light yellowish brown hard core (02) with abundant rounded stones, that was the bedding for the car park surface (tarmac; 01) which had a maximum thickness of 0.09m.

4 DISCUSSION

4.1 Reliability of field investigation

- 4.1.1 The base of the trench did not reach natural geology levels for Health and Safety reasons, although given the absence of any finds within the exposed layers (and nearby sites noted in the SHER) it seems unlikely that this area was a focus of activity in the past.

4.2 Evaluation objectives and results

- 4.2.1 The aims of the evaluation were to establish the presence or absence of archaeological remains on the site and provide sufficient coverage to establish the date, condition and purpose of any archaeological deposits. The single trench excavated within the site did not reveal any archaeological features, artefacts or ecofacts, with the deposit sequence appearing quite recent in origin.

4.3 Interpretation

- 4.3.1 Taking into consideration the historical maps provided in the DBA (Bray 2019, figs 6, 7, 8), the area covered by the evaluation trench is shown to be clear of buildings and other signs of human activity. The significant depth of made ground encountered within the trench is likely to be related to ground raising and levelling associated with the construction of the Regal Theatre and car park in the 1930s. As noted in the DBA, there is a notable drop in height of around 2m from the car park surface down to the level of the adjacent Ipswich Road. This suggests that if there were any archaeological remains present in the evaluated area, these would have been disturbed by the previous construction works, or would be buried beneath a significant depth of overburden.

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APPENDIX B WRITTEN SCHEME OF INVESTIGATION



The Regal Theatre, Stowmarket

Written Scheme of Investigation

Client: Client Name Here

Prepared by A. Lord and N. Gilmour
Date prepared May 2018
Version 2

Planning application no. Pre-Planning
Finance code XSFRTS19
HER No. TBC
Project number 23434
Project type Trial-Trenching Evaluation
NGR TM 05088 58344



CONTENTS

1	GENERAL BACKGROUND	1
1.2	Circumstances of the project	1
1.3	The proposed archaeological strategy	1
1.4	Changes to this method statement	1
2	THE GEOLOGY, TOPOGRAPHY AND OTHER FEATURES OF THE SITE	2
3	ARCHAEOLOGICAL BACKGROUND.....	3
3.2	Prehistoric	3
3.3	Iron Age and Roman	3
3.4	Early Medieval	3
3.5	Late medieval	4
3.6	Post-medieval	4
3.7	Modern	5
4	AIMS AND OBJECTIVES.....	6
4.1	Aims of the evaluation	6
4.2	Research frameworks	6
5	METHODS	7
5.1	Background research	7
5.2	Site code, Parish code and OASIS number	7
5.3	Trial Trenching	7
5.4	Recording of archaeological deposits and features	9
5.5	Exceptional remains, including human remains	10
5.6	Metal detecting and the Treasure Act	11
5.7	Post-excavation processing	11
5.8	Finds recovery and processing	11
5.9	Sampling for environmental remains and small artefact retrieval	12
6	REPORTING	15
6.1	Evaluation Report	15
6.2	Contents of the evaluation report	15
6.3	Draft and final reports	15
6.4	OASIS	16
7	ARCHIVING	17
8	TIMETABLE.....	19
9	STAFFING AND SUPPORT	20
9.1	Fieldwork	20
9.2	Post-excavation processing	20
10	OTHER MATTERS.....	21
10.1	Monitoring	21
10.2	Insurance	21
10.3	Chartered Institute for Archaeologists	21
10.4	Services, Public Rights of Way, Tree Preservation Orders etc.	21
10.5	Site Security	21
10.6	Access	22
10.7	Site Preparation	22

10.8	Site offices and welfare	22
10.9	Backfilling/Reinstatement	22
10.10	Health and Safety, Risk Assessments	22
11	APPENDIX: CONSULTANT SPECIALISTS	24

1 GENERAL BACKGROUND

- 1.1.1 This WSI conforms to the principles identified in Historic England's guidance documents Management of Research Projects in the Historic Environment (MoRPHE), specifically the MoRPHE Project Manager's Guide (2015) and Project Planning Note 3: Archaeological Excavation.
- 1.1.2 All work will be conducted in accordance with the Chartered Institute for Archaeologists Code of Conduct and Standard and Guidance for Archaeological Excavation (2014).
- 1.1.3 This WSI also incorporates the requirements of the EAA Standards for Field Archaeology in the East of England (Gurney 2003).
- 1.1.4 The decision on the need for any further work/mitigation will be made by Suffolk County Council Archaeology Service (SCCAS) following the results of the evaluation. The scope of any further work (if required) will be specified in a separate SCCAS brief and require the submission and approval of a separate WSI.

1.2 Circumstances of the project

- 1.2.1 Oxford Archaeology East (OA East) have been commissioned by Stowmarket Town Council, to undertake a trial trench evaluation at The Regal Theatre, Stowmarket, Suffolk where the proposal is for the creation of two additional screens at the Regal Theatre.
- 1.2.2 This Written Scheme of Investigation (WSI) has been prepared on behalf of the Client in response to an Archaeological Brief for Investigation issued by James Rolfe of SCCAS (2019).
- 1.2.3 A previous desk based assessment (DBA) has been produced (Bray 2019), outlining the

1.3 The proposed archaeological strategy

- 1.3.1 The proposed strategy is to excavate a single trench 15m long by 1.8m wide trench within the proposed northern limit of development. It is the opinion of our Health and Safety advisor that a trench cannot be excavated to the south of the theatre, as the space is too restricted and is too close to a load bearing wall.

1.4 Changes to this method statement

- 1.4.1 If changes need to be made to the methods outlined below – either before or during works on site – SCCAS will be informed and asked to consider changes before they are made. Changes will be agreed in before work on site commences, or else at the earliest available opportunity.

2 THE GEOLOGY, TOPOGRAPHY AND OTHER FEATURES OF THE SITE

- 2.1.1 The site is situated on bedrock geology recorded as Cragg Group Sands with superficial deposits of Lowestoft Formation (BGS 2019 <http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html>). (May, 2019)
- 2.1.2 The site is roughly rectangular in shape and measures c.0.4 ha in size. It currently comprises the Regal Theatre and a car park which sits at a height of 41 m AOD.
- 2.1.3 It has been noted in the Desk study and Ground Investigation Report (GEA 2019) that both asbestos and hydrocarbons are likely to be present within the development area.

3 ARCHAEOLOGICAL BACKGROUND

- 3.1.1 This section draws upon data from the DBA (Bray 2019) and from the Suffolk Historic Environment Record (SHER) for an area of 1km around the purposed development site obtained under invoice number: XXXXXX.

3.2 Prehistoric

- 3.2.1 Evidence of pre-historic activity dating back to the Mesolithic has been found nearby in the form of several find spots and include a bored quartzite pebble (SKT Misc), a flint core and blade (SKT 001) in addition to a Mesolithic pick (SKT Misc). Bronze age artefacts include a blade or chisel (SKT 013) 1km south-east of the site and a socketed Axe (SKT Misc).

3.3 Iron Age and Roman

- 3.3.1 Iron age activity has been seen within the search radius, c.970m north-east of the development site (SKT 037, SKT 036) in addition to a number of Roman settlements c.880m to the east (SKT 018) and 1.8km north (HGH 055, HGH 052) and 1km south (SKT 011).
- 3.3.2 Stowmarket is situated between four known Roman towns at Coddendam, 4 km to the south-east; Long Melford, 22 km to the south-west; Pakenham, 15 km to the north-west and Scole, 22 km to the north-east.
- 3.3.3 A number of find spots have been identified within the 1km radius and include part of micaceous grey urn (SKT 010) c.370m to the north-west, A single sestertius (SKT 007) c.600m to the south, and a Roman coin depicting Philip I (SKT 007) c.400m to the south-east of the site.

3.4 Early Medieval

- 3.4.1 Stowmarket was the centre of the Hundred of Stow which is the first entry for Suffolk in the Domesday Survey (1086). The name derives from the Old English *stōw* which means 'a place of assembly' with the later addition referring to the important market held during the medieval period (Mills 2011). At the time of the survey the Hundred contained 20 settlements the largest of which was Thorney, a royal manor or *vill* which was later known as Thorney Hall (SKT012) and is thought to have been located in the vicinity of Stowmarket railway station (Taylor, 2009).
- 3.4.2 The church of St Peter and St Mary (SKT015), located approximately 290 m north of the site, was originally dedicated to St Peter and St Paul. The church is recorded in the Domesday Survey and was the mother church of the royal *vill* at Thorney.
- 3.4.3 In 1546 St Mary's, which was situated to the south-east of St Peter and St Paul, was demolished and St Peter and St Paul took over the dedication and dropped St Paul, becoming the church of St Peter and St Mary.

3.5 Late medieval

- 3.5.1 The church in Stowmarket was granted to the Abbot of St Osyth (Essex) sometime before 1135 by Henry I. His grandson Henry II granted the manor to the abbey in the later twelfth century and during the medieval period the fortunes of the parish and its hamlets, as a royal manor and borough, were closely bound with the monastery (Copinger 1910).
- 3.5.2 The centre of the medieval settlement was situated around the Church of St Peter and St Mary (SKT 015) and extended north-west and south-east along the main road between Ipswich and Bury St Edmunds. The area excluded from Tithe in the nineteenth century is recorded by the Suffolk HER as the likely extent of medieval town centre (SKT 022).
- 3.5.3 Within the boundary of the medieval settlement an archaeological evaluation and excavation (SKT 032 and SKT 080) carried out to the north of the church in advance of the Stowmarket relief road identified a small number of medieval features (SKT014).
- 3.5.4 The site lies c.370m south-east of likely site of the historic town fair (SKT 010) established during the reign of Edward I was held at the camping grounds opposite the Abbot's or Stow Hall to the east of the town centre.
- 3.5.5 Directly east of the site a programme of archaeological work (SKT 058) recovered a quantity of medieval pottery thought to have derived from middens at the edge of the medieval settlement. A fourteenth century timber Tithe barn (SKT 062) located c. 470m to the north-west of the site, now part of the Museum of East Anglian Life, was associated with the grange of the Abbots of St Osyth.
- 3.5.6 Medieval pottery (SKT 003) has also been recorded 100 m south of the site although no information is given about the context from which it was recovered.

3.6 Post-medieval

- 3.6.1 In 1793 the River Gipping was canalised and this resulted in the creation of a number of maltings along the river. The canal enabled the towns maltsters to send products to Ipswich and then onto London by sea. At the industry's height, the town had 17 maltings, mainly along the river bank. From the later eighteenth century through to the twentieth century Stowmarket was second only to Burton-on-Trent for malt production (Dodd, 2014).
- 3.6.2 The industry and prosperity of the town was further boosted with the arrival of the railway (SKT033 and SUF 069) in 1846 but this also contributed towards the demise of the canal. The majority of maltings within the town have been demolished or converted although the Cedars Maltings still operates within the town.
- 3.6.3 Abbot's Hall (SKT 094), an eighteenth century Queen Anne country House, situated within a garden (SKT 016), located 280 m west of the site, which

includes a contemporary straight sided ornamental canal and is now part of the Museum of East Anglian Life.

- 3.6.4 Within the church yard to the north of the site is a mass grave (SKT 015) located in the church yard containing the bodies of 51 soldiers who died during a small pox outbreak in the town in 1678 and to the north-east of the site is the location of a former gunpowder works/ munitions factory (SKT Misc) which blew up in the nineteenth century killing 28 people.
- 3.6.5 Within c.60m to the east of the site, archaeological work (SKT 058) identified evidence of and a post-medieval orchard and later garden planting, confirming the use as shown on the Tithe map.
- 3.6.6 The 1884 Ordnance Survey map (not reproduced) shows further expansion along the eastern side of Ipswich Road with the construction of large villas and the laying out of terraces along Limetree Place. The western side remained largely undeveloped. To the west of the site was a large detached property known as The Stricklands and to the south was another large property known as Wood, which is known the council offices.

3.7 Modern

- 3.7.1 The Regal Theatre was constructed by V.E.H Cinemas Ltd in 1936. It had a capacity of 535 and had the latest sound system, British Thomson Houston Supermark1 (Double, 2002). The first film to be screened in the cinema was 'First a Girl' starring Jessie Matthews. A photograph reproduced in 'Stowmarket, Then and Now' (Durrant, 2003, pg 210) shows the cinema in 1959 with the original forecourt and parking. The 1967 Ordnance Survey map shows the Regal Cinema and the original forecourt area. The late nineteenth and early twentieth century buildings in the northern part of the site were still present and were adjacent to the car park entrance.
- 3.7.2 The cinema was saved from closure in 1972 when it was purchased by the Urban District Council. By the publication of the 1974 Ordnance Survey map some of the buildings in the northern part of the site had been demolished. A platform stage was added in front of the screen, together with a dressing room at the rear of the building and the conversion of the rear stalls seats into a bar (Grundy, nd.). The Regal Cinema was transferred to Stowmarket Town Council in 1974. It was redecorated a year later and the forecourt was redesigned in 1989.
- 3.7.3 The 1990 Ordnance Survey map depicts only a few buildings in the northern part of the site. These had been demolished and the car park within the southern part of the site had been extended by the date of the publication of the 1995 Ordnance Survey map (Figure 12). Ipswich Street was historically the main thoroughfare through Stowmarket however traffic was largely removed by the construction of the A14 bypass in 1975 and then by Gipping Way (the inner ring road) which was constructed in 1992.

4 AIMS AND OBJECTIVES

4.1 Aims of the evaluation

- 4.1.1 This evaluation will seek to establish the character, date and state of preservation of archaeological remains within the proposed development area. The scheme of works detailed below aims to:
- establish the presence or absence of archaeological remains on the site, characterise where they are found (location, depth and extent), and establish the quality of preservation of any archaeology and environmental remains;
 - provide sufficient coverage to establish the character, condition, date and purpose of any archaeological deposits;
 - provide sufficient coverage to evaluate the likely impact of past land uses, and the possible presence of masking deposits;
 - set results in the local, regional, and national archaeological context – and, in particular, its wider cultural landscape and past environmental conditions; and
 - provide – in the event that archaeological remains are found – sufficient information to construct an archaeological mitigation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables, and orders of cost.

4.2 Research frameworks

- 4.2.1 This excavation takes place within, and will contribute to the goals of Regional Research Frameworks relevant to this area:
- Glazebrook J. (1997). *Research and Archaeology: A Framework for the Eastern counties: 1. Resource Assessment*. East Anglian Archaeology Occasional Papers 3;
 - Brown, N. & Glazebrook, J. (2000). *Research and Archaeology: A Framework for the Eastern counties: 2. Research Agenda and Strategy*. East Anglian Archaeology Occasional Papers 8;
 - Medlycott, M. (2011). *Research and Archaeology Revisited: A Revised Framework for the East of England*. East Anglian Archaeology Occasional Papers 24;
 - Oake, M., Luke, M., Dawson, M., Edgeworth, M., & Murphy, P. (2007). *Bedfordshire Archaeology – Research and Archaeology: Resource Assessment, Research Agenda and Strategy*. Bedfordshire Archaeology Monograph 9.

5 METHODS

5.1 Background research

- 5.1.1 A suitable level of background research has previously been undertaken. This research drew on information in the Suffolk Historic Environment Record and Suffolk Records Office, and included historical sources, maps, previous archaeological finds, and past archaeological investigations in the vicinity. The results are presented separately in Bray (2019).

5.2 Site code, Parish code and OASIS number

- 5.2.1 A parish code has been requested from the SHER, and this will be added to this document as soon as it is available. OA East's unique site code for the project is XSFRTS19. An OASIS number has also been assigned for the project (oxfordar3-352403).

5.3 Trial Trenching

Excavation standards

- 5.3.1 The **proposed** archaeological evaluation and analysis will be conducted in accordance with current best archaeological practice and the appropriate national and regional standards and guidelines.
- 5.3.2 All work will be conducted in accordance with the Chartered Institute for Archaeologists' Code of Conduct and Standard and Guidance for Archaeological Field Evaluations.
- 5.3.3 All fieldwork will be undertaken in accordance with the requirements of the OA Field Manual (ed. D Wilkinson 1992), and the revised OA fieldwork manual (publication forthcoming). Further guidance is provided to all excavators in the form of the OA Fieldwork Crib Sheets – a companion guide to the Fieldwork Manual. These have been issued ahead of formal publication of the revised Fieldwork Manual.

Pre-commencement

- 5.3.4 Before work on site commences, service plans will be checked to ensure that access and groundworks can be conducted safely.
- 5.3.5 A previous ground investigation survey has identified the presence of both asbestos and hydrocarbon contamination. If this is identified within the trial trench work will be suspended and both SCCAS and the client will be informed immediately.
- 5.3.6 In order to minimise damage to the site and disruption to site users, Oxford Archaeology will agree the following with the client/landowner before work on site commences:
- the location of entrance ways
 - sites for welfare units
 - soil storage areas

- refuelling points for plant (if necessary), and the extent of any bunding required around fuel dumps
- access routes for plant and vehicles across the site

5.3.7 Prior to the trench being excavated the client will ensure the area where the trench is to be located is free of cars and secured with suitable fencing (eg. Heras-type).

Excavation methods

5.3.8 A total of 1 trench measuring 15m long by 1.8m wide will be excavated. This will be positioned to the north of the Regal Theatre, within the footprint of the proposed extension. During machine stripping, the location of trench may be altered if there are site obstructions, services, or modern disturbance.

5.3.9 Service plans will be checked before work commences on site. Before trenching, the footprint of each trench will be scanned by a qualified and experienced operator using a CAT and Genny with a valid calibration certificate.

5.3.10 All machine excavation will take place under the supervision of a suitably qualified and experienced archaeologist.

5.3.11 Trial trenches will be excavated by a mechanical excavator to the depth of geological horizons, or to the upper interface of archaeological features or deposits, whichever is encountered first. A toothless ditching bucket with a minimum bucket width of 1.8m will be used to excavate the trenches. Overburden will be excavated in spits not greater than 0.1m thick.

5.3.12 Spoil will be stored alongside trenches, unless otherwise specified by the client. Topsoil, subsoil, and archaeological deposits will be kept separate during excavation, to allow for sequential backfilling of excavations. Trench will not be backfilled without the approval from SCCAS.

5.3.13 Where the archaeological levels are particularly deep, safe excavation procedures will be followed to ensure that trenches are safe to enter. This may include shoring or stepping the sides of trenches, as appropriate to the soil and site conditions. If trenches become flooded, pumps may be used to remove excess water, and they will be assessed for stability and safety before staff enter them.

5.3.14 The depth and nature of any colluvial or other masking deposits will be established across the site. Where buried soils are identified, mechanical stripping will be suspended. Test pits measuring 1 x 1 metre will be hand excavated, in order to assess the nature and depth of the buried soils. Once assessed and recorded, the remaining soil will be machine stripped.

5.3.15 The top of the first archaeological deposit will be cleared by machine, then cleaned off by hand. Exposed surfaces will be cleaned by trowel and hoe as necessary, in order to clarify located features and deposits.

5.3.16 A representative sample of all archaeological features encountered will be investigated and recorded to adequately characterise the remains on site and allow decisions to be made with regard to future mitigation, whilst at

the same time minimising disturbance to archaeological structures, features, and deposits. All relationships between features or deposits will be investigated and recorded. Any natural subsoil surface revealed will be hand cleaned and examined for archaeological deposits and artefacts. Excavation will characterise the full archaeological sequence down to undisturbed natural deposits. Apparently natural features (such as tree throws) will be sampled sufficiently to establish their character.

- 5.3.17 All excavation of archaeological deposits will be done by hand, unless agreed with SCCAS that there will be no loss of evidence using a machine. The method of excavation will be decided by the senior project archaeologist.
- 5.3.18 There will be sufficient excavation to give clear evidence for the period, depth, and nature of any archaeological deposit. Investigation slots through all linear features will be a least 1m in width. Discrete features will be half-sectioned or excavated in quadrants where they are large or deep.
- 5.3.19 Deep features will be evaluated with hand auger or boreholes, to assess their depth and structure.

5.4 Recording of archaeological deposits and features

- 5.4.1 Records will comprise survey, drawn, written, and photographic data.

Survey

- 5.4.2 Surveying will be done using a survey-grade differential GPS (Leica CS10/GS08 or Leica 1200) fitted with "smartnet" technology with an accuracy of 5mm horizontal and 10mm vertical.
- 5.4.3 The site grid will be accurately tied into the Ordnance Survey National Grid and located on the 1:2500 or 1:1250 map of the area. Elevations will be levelled to the Ordnance Datum.

Written records

- 5.4.4 A register of all trenches, features, photographs, survey levels, small finds, and human remains will be kept.
- 5.4.5 All features, layers and deposits will be issued with unique context numbers. Each feature will be individually documented on context sheets, and hand-drawn in section and plan. Written descriptions will be recorded on pro-forma sheets comprising factual data and interpretative elements.
- 5.4.6 Where stratified deposits are encountered, a Harris Matrix will be compiled during the course of the excavation.

Plans and sections

- 5.4.7 Site plans will normally be drawn at 1:50, but on deeply-stratified sites a scale of 1:20 will be used. Detailed plans of individual features or groups will be at an appropriate scale (1:10 or 1:20).
- 5.4.8 Long sections showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20 [Lincolnshire 1:10]. All section levels will be tied in to Ordnance Datum.

- 5.4.9 All site drawings will include the following information: site name, site code, scale, plan or section number, relevant context or feature numbers, orientation, date and the name or initials of the archaeologist who prepared the drawing.

Photogrammetric recording

- 5.4.10 Plans and sections may be supplemented with photogrammetric recording of the excavation areas. Photogrammetric models will be based on high-resolution digital photographs with a minimum file size of 5 MB. Photogrammetric processing will be conducted using the Agisoft Photosoft (Professional Edition) software, and will incorporate reference points taken by GPS-based survey equipment.

Photographs

- 5.4.11 The photographic record will comprise high resolution digital photographs.
- 5.4.12 Photographs will include both general site shots and photographs of specific features. Every feature will be photographed at least once. Photographs will include a scale, north arrow, site code, and feature number (where relevant), unless they are to be used in publications. The photograph register will record these details, and photograph numbers will be listed on corresponding context sheets.

5.5 Exceptional remains, including human remains

Significant archaeological features

- 5.5.1 If exceptional or unexpected features are uncovered, SCCAS will be informed, and their advice sought on further excavation or preservation.
- 5.5.2 Significant archaeological features (e.g. solid or bonded structural remains, building slots or post-holes) will be preserved intact, even if fills are sampled. The following features will normally be cleaned, recorded and preserved for future excavation, unless directed to by SCCAS:
- layers relating to domestic, craft or industrial activity (e.g. floor, middens)
 - discrete features relating to domestic or industrial activity (e.g. kilns, ovens, hearths)
 - artefact scatters (e.g. flint, metal-working debris).
- 5.5.3 If preservation in situ is required by SCCAS, all exposed surfaces will be cleaned and prepared for reburial beneath construction materials. If appropriate, the areas will be protected with geotextile or other buffering materials.

Human remains

- 5.5.4 If human remains are encountered, the Client, County Coroner, and SCCAS will be informed immediately.
- 5.5.5 Unless directed otherwise by the County Archaeologist, human remains will be left in situ (covered and protected), until a full programme of excavation

is agreed by SCCAS and Client. No further excavation will then take place in the vicinity of the remains until removal becomes necessary. If the remains are under imminent threat, or if SCCAS requires information on date and preservation, we will excavate and remove them.

- 5.5.6 Human remains will be excavated in accordance with all appropriate legislation and Environmental Health regulations. Excavation will only take place after Oxford Archaeology has obtained a Ministry of Justice exhumation licence.

5.6 Metal detecting and the Treasure Act

- 5.6.1 Metal detector searches will take place at all stages of the excavation by an experienced metal detector user (Tom Lucking). Trench footprints will be detected immediately before mechanical stripping. Trench spoil (topsoil and subsoil) and all archaeological features and deposits will also be detected. To prevent losses from night-hawking, features will be metal detected immediately after stripping.
- 5.6.2 Metal detectors will not be set to discriminate against iron.
- 5.6.3 Artefacts will be removed and given a small find number. Labels will be placed on the location of each 'small find' and surveyed in with a GPS.
- 5.6.4 If finds are made that might constitute 'Treasure' under the definition of the Treasure Act (1996), they will, if possible, be excavated and removed to a safe place. Should it not be possible to remove the finds on the day they are found, suitable security will be arranged. Finds constituting Treasure will be immediately reported to the Suffolk Finds Liaison Officer (FLO) who will then inform the coroner within 14 days.

5.7 Post-excavation processing

- 5.7.1 Processing will take place in tandem with excavation, and advice will be sought from relevant specialists on key artefact types. The Project Manager and fieldwork project officer will be given feedback to enable them to develop excavation strategies during fieldwork.
- 5.7.2 Any finds requiring specialist treatment and conservation will be sent for appropriate treatment.
- 5.7.3 Finds will be marked with context numbers and the Parish Code, as detailed in *Archaeological Archives in Suffolk, Guidelines for preparation and deposition* (Suffolk County Council Archaeological Service 2017).

5.8 Finds recovery and processing

Standards for finds handling

- 5.8.1 Finds will be exposed, lifted, cleaned, conserved, marked, bagged, and boxed in line with the standards in:
- United Kingdom Institute for Conservators (2012) *Conservation Guidelines No. 2*
 - Watkinson & Neal (1988) *First Aid for Finds*

- Chartered Institute for Archaeologists (2014) *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*
- English Heritage (1995) *A Strategy for the Care and Investigation of Finds*.

5.8.2 Where finds require conservation, this will be done in accordance with the guidelines of the Institute for Conservation (ICON),

Procedures for finds handling

5.8.3 At the start of work, a finds supervisor will be appointed to oversee the collection, processing, cataloguing, and specialist advice on all artefacts collected.

5.8.4 Artefacts will be collected by hand, sieving, and metal detector. Excavation areas and spoil will be scanned visually and with a metal detector to aid recovery of artefacts. All finds will be bagged and labelled according to the individual deposit from which they were recovered, ready for later cleaning and analysis. 'Special/small finds' may be located more accurately by GPS if appropriate.

5.8.5 Processing will take place in tandem with excavation, and advice will be sought from relevant specialists on key artefact types. (See the Appendix for a list of specialists.)

5.8.6 All artefacts recovered from excavated features will be retained for post-excavation processing and assessment, except:

- those which are obviously modern in date
- where very large volumes are recovered (typically ceramic building material)
- where directed to discard on site by SCCAS.

5.8.7 Where artefacts are not removed from site, a strategy will be employed to ensure a sufficient sample is retained, in order to characterise the date and function of the features they were excavated from. A record will be kept of the quantity and nature of artefacts which are not removed from site.

5.9 Sampling for environmental remains and small artefact retrieval

Standard methodology – summary

5.9.1 Sampling methods will follow guidelines produced by Historic England and Oxford Archaeology. The project team will consult Historic England's Scientific Advisor on environmental sampling and dating where necessary. Where possible an environmental specialist(s) will visit the site to advise on sampling strategies which will be reviewed periodically during the length of the excavation. Specialists will be consulted where non-standard sampling is required (e.g. TL, OSL or archaeomagnetic dating) and if appropriate will be invited to visit the site and take the samples.

Standards for environmental sampling and processing

Paleoenvironmental remains will be sampled and processed in accordance to the OA Sampling Policy (2005) with reference to the relevant guidelines produced by Historic England:

- Oxford Archaeology 2005. *Environmental Sampling Guidelines*, 2nd ed.
- Historic England 2011. *Environmental Archaeology. A guide to the theory and practice of methods, from sampling and recovery to post excavation*, (2nd ed)
- Historic England 2008. *Guidelines for the Curation of Waterlogged Macroscopic Plant and Invertebrate Remains*.
- Historic England 2010. *Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of waterlogged wood*.
- Historic England 2012. *Waterlogged organic artefacts. Guidelines on their recovery, analysis and conservation*.
- Historic England 2008. *Investigative conservation. Guidance on how detailed examination of artefacts from archaeological sites can shed light on their manufacture and use*.
- Historic England 2014. *Animal Bones and Archaeology. Guidelines for Best Practice*.
- Historic England 2004. *Dendrochronology: Guidelines on Producing and Interpreting Dendrochronological Dates*.
- Historic England 2006. *Archaeomagnetic Dating. Guidelines for Producing and Interpreting Archaeomagnetic Dates*.
- Historic England 2008. *Luminescence Dating. Guidelines on Using Luminescence Dating in Archaeology*.
- Historic England 2015. *Archaeometallurgy. Guidelines for Best Practice*.
- Historic England 2015. *Geoarchaeology. Using Earth Sciences to Understand the Archaeological Record*.

Procedures for sampling and processing

- 5.9.2 Environmental samples (up to 40 litres or 100% of context if less is available) will be taken from a range of potentially datable features and well-stratified deposits to target the recovery of plant remains, fish, bird, small mammal and amphibian bone and small artefacts. Samples will be labelled with the site code, context number, and sample number and a register will be kept.
- 5.9.3 Larger soil samples (up to 100L) may be taken for the complete recovery of animal bones, marine shell and small artefacts from appropriate contexts. Smaller bulk samples (general biological samples) of 20 litres will be taken from any waterlogged deposits present for the recovery of macroscopic plant remains and insects. Series of incremental 2L samples may be taken through buried soils and deep feature fills for the recovery of snails and/or waterlogged plant remains, depending on the nature of the stratigraphy and of the soils and sediments.
- 5.9.4 Columns will be taken from buried soils, peats and waterlogged feature fills for pollen and/or phytoliths, diatoms, ostracods if appropriate. Soil samples will be taken for soil investigations (particle size, organic matter, bulk chemistry, soil micromorphology etc.) in consultation with the appropriate

- specialists. Where features containing very small artefacts such as micro-debitage and hammerscale are identified, 1L grid sampling may be employed.
- 5.9.5 Early feedback on selected samples taken during the excavation will result in a dynamic sampling strategy according to the results of rapid assessment of typically 10L sub-samples.
- 5.9.6 Typically, 20 litres of each bulk sample will be processed standard water flotation using a modified Siraf-style machine and meshes of 0.3mm (flot) and 0.5 or 1mm depending on sediment type and likely modes of preservation (residue). The remaining soil from a sample will be subsequently processed if appropriate based on the results of an initial assessment. Normally, early prehistoric samples will be fully processed and samples containing human remains will always be fully processed. Heavy residues will be wet sieved, air dried and selectively sorted. Samples taken exclusively for the recovery of bones, marine shell or artefacts will be wet sieved to 2mm. Waterlogged samples will have a sub-sample (approximately 10L) processed as above and the flot will be assessed whilst wet and again once dried. Snail samples (2L) will be processed by hand flotation with flots and residues collected to 0.5mm; these flots and residues will be sorted by the specialist.
- 5.9.7 Where practical, waterlogged wood specimens will be recorded in detail on site, in situ. When removed, they will be cleaned and photographed, and stored in wet cool conditions for assessment by a suitably qualified specialist (see the Appendix).

6 REPORTING

6.1 Evaluation Report

- 6.1.1 Post-excavation analysis and reporting will follow guidance in Historic England's *Management of Research Projects in the Historic Environment* (2006, reissued 2015).

6.2 Contents of the evaluation report

- 6.2.1 The report will include:
- a title page detailing site address, site code and accession number, NGR, author/originating body, client's name and address
 - full list of contents
 - a non-technical summary of the findings
 - the aims of the evaluation
 - a description of the geology and topography of the area
 - a description of the methodologies used
 - a description of the findings
 - tables summarising features and artefacts
 - site and trench location plans, and plans of each area excavated showing the archaeological features found
 - sections of excavated features
 - interpretation of the archaeological features found
 - specialist reports on artefacts and environmental finds
 - relevant colour photographs of features and the site
 - a predictive model of surviving archaeological remains, where affected by development proposals, and assessment of their importance at local, regional and national level.
 - a discussion of the relationship between findings on the site and other archaeological information held in the Suffolk Historic Environment Record
 - a mitigation strategy for future work
 - a bibliography of all reference material
 - the OASIS reference and summary form.

6.3 Draft and final reports

- 6.3.1 A draft digital copy of the report will be supplied to SCCAS for comment. Following approval of the draft report, a copy will be sent to the client for submission to the Local Planning Authority, and a hard copy will be supplied to the SCCAS/ for deposition with the Suffolk Historic Environment Record.
- 6.3.2 A copy of the approved report will be uploaded to the OASIS database.
- 6.3.3 Where positive results are drawn from the evaluation, a summary statement will be provided to the SCCAS suitable for inclusion in the *Proceedings of the Suffolk Institute of Archaeology and History* annual round up.

6.4 OASIS

- 6.4.1 A digital copy of the approved report will be uploaded to the OASIS database. A copy of the OASIS Data Collection Form will be included in the report.

7 ARCHIVING

Archive standards

- 7.1.1 The site archive will conform to the requirements Appendix 1 of the Historic England's (2015) *Management of Research Projects in the Historic Environment* (MoRPHE), and the requirements of Suffolk County Stores.
- 7.1.2 The preparation of the archive will follow the guidelines contained in *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (United Kingdom Institute for Conservation, 1990), *Standards in the Museum care of Archaeological Collections* (Museums and Galleries Commission 1992), and *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation* (Brown 2007).

Archive contents

- 7.1.3 The archive will be quantified, ordered, and indexed. It will include:
- artefacts
 - ecofacts
 - project documentation – including plans, section drawings, context sheets, registers, and specialist reports
 - photographs (digital photographs will be stored on CD-ROM, and colour printouts made of key features)
 - an archive-standard CD-ROM with electronic documentation (such as GIS and CAD files)
 - a printed copy of the Written Brief
 - a printed copy of the WSI
 - a printed copy of the final report
 - a printed copy of the OASIS form.
- 7.1.4 It is Oxford Archaeology Ltd's policy, in line with accepted practice, to keep site archives (paper and artefactual) together wherever possible.
- 7.1.5 Bedfordshire, Cambridgeshire, Essex, Northamptonshire, Peterborough A digital security copy of all documentary parts of the archive will also be made and retained by Oxford Archaeology.
- 7.1.6 Northamptonshire The County Store is not currently accepting new archives. Oxford Archaeology East will store the site archive in its Cambridge premises until the archive can be deposited.

Transfer of ownership

- 7.1.7 OA East will seek to transfer title of ownership of the complete project archive to Suffolk County Council or another registered local depository at the appropriate time. Until then, all artefactual and paper archive material relating to the project will be held in storage by OA East.
- 7.1.8 Where the landowner wishes to retain items recovered during excavation, all selected artefacts will be fully drawn and photographed, identified, analysed, documented and conserved in order to create a comprehensive catalogue of items to be kept by the landowner before the remainder of the archive can be deposited in the County Store.

- 7.1.9 A written transfer of ownership document will be forwarded to SCCAS before the archive is deposited.
- 7.1.10 In the unlikely event that artefacts of significant monetary value are discovered, and if they are not subject to Treasure Act legislation, separate ownership arrangements may be negotiated following the creation of a comprehensive illustrated catalogue, as described above.

8 TIMETABLE

- 8.1.1 Trial trenching is expected to take three working days to complete, based on a five-day week, working Monday to Friday. This does not allow for delays caused by bad weather, but it does include time for site set-up and final backfilling of trenches.
- 8.1.2 Post-excavation processing and assessment tasks will commence shortly after excavation commences, to inform the excavation strategy, and minimise time required to prepare the final report after excavation is completed.
- 8.1.3 Post-excavation tasks and report writing will take a maximum of four weeks following the end of fieldwork, unless there are exceptional discoveries requiring lengthier analysis.
- 8.1.4 The project archive will be deposited within 18 months of delivering the final report, unless SCCAS requires further excavation on the site.

9 STAFFING AND SUPPORT

9.1 Fieldwork

- 9.1.1 The fieldwork team will be made up of the following staff:
- 1 x Project Manager (supervisory only, not based on site)
 - 1 x Project Officer/Supervisor (full-time)
 - 1 x Site Assistants (as required)
 - 1 x Archaeological Surveyor (part-time, as required)
 - 1 x Finds Assistant (part-time, as required)
 - 1 x Environmental Assistant (part-time, as required)
- 9.1.2 The Project Manager will be [name], and the Project Officer responsible for work on site will be [name]. Site work will be directed by one of OAE's Project Officers or Supervisors.
- 9.1.3 All Site Assistants will be drawn from a pool of qualified and experienced staff. Oxford Archaeology East will not employ volunteer, amateur, or student staff, whether paid or unpaid, except as an addition to the team stated above.

9.2 Post-excavation processing

- 9.2.1 We anticipate that the site may produce later prehistoric to medieval remains. Environmental remains will also be sampled.
- 9.2.2 Pottery will be assessed by Matt Brudenell (prehistoric), Alice Lyons (Roman) and Carole Fletcher (Anglo-Saxon and medieval).
- 9.2.3 Environmental analysis will be carried out by OA East staff, in consultation with the OA Environmental Department in Oxford. The results will be reported to Historic England's Regional Scientific Advisor. Environmental analysis will be undertaken by Rachel Fosberry (charred plant macrofossils, plant macrofossils), Liz Stafford (land molluscs), and Denise Druce and Mairead Rutherford (pollen analysis).
- 9.2.4 Faunal remains will be examined by Hayley Foster.
- 9.2.5 Conservation will be undertaken by Ipswich and Colchester Museums / Karen Barker (Antiquities Conservator), and will be undertaken in accordance with guidelines issued by the Institute for Conservation (ICON).
- 9.2.6 In the event that OA's in-house specialists are unable to undertake the work within the time constraints of the project, or if other remains are found, specialists from the list in the Appendix will be approached to carry out analysis.

10 OTHER MATTERS

10.1 Monitoring

- 10.1.1 The SCCAS will be informed appropriately of dates and arrangements to allow for adequate monitoring of the works.
- 10.1.2 During the excavation, representatives of the client, Oxford Archaeology East (Nick Gilmour) and the SCCAS will meet on site to monitor the excavations, discuss progress and findings to date, and excavation strategies to be followed.

10.2 Insurance

- 10.2.1 OA East is covered by Public and Employer's Liability Insurance. The underwriting company is Lloyds Underwriters, policy number CC004337. Details of the policy can be supplied on request to the Oxford Archaeology East office.

10.3 Chartered Institute for Archaeologists

- 10.3.1 Oxford Archaeology is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA), and is bound by CIfA By-Laws, Standards, and Policy.

10.4 Services, Public Rights of Way, Tree Preservation Orders etc.

- 10.4.1 The client will inform the project manager of any live or disused cables, gas pipes, water pipes or other services that may be affected by the proposed excavations before the commencement of fieldwork. Hidden cables/services should be clearly identified and marked where necessary. If there are overhead cables on the site or in the approachways, a survey must be completed by the relevant authority before plant is taken onto site.
- 10.4.2 The client will likewise inform the project manager of any public rights of way or permissive paths on or near the land which might affect or be affected by the work.
- 10.4.3 The client will inform the Project Manager if the site is a Scheduled Ancient Monument, Site of Special Scientific Interest (SSSI), or any other type of designated site. The client will also inform the project manager of any trees subject to Tree Preservation Orders, protected hedgerows, protected wildlife, nesting birds, or areas of ecological significance within the site or on its boundaries.

10.5 Site Security

- 10.5.1 Unless previously agreed with the Project Manager in writing, this specification and any associated statement of costs is based on the assumption that the site will be sufficiently secure for archaeological work to

commence. All security requirements, including fencing, padlocks for gates etc. are the responsibility of the client.

10.6 Access

- 10.6.1 The client will secure access to the site for archaeological personnel and plant, and obtain the necessary permissions from owners and tenants to place a mobile office and portable toilet on or near to the site. Any costs incurred to secure access, or incurred as a result of withholding of access will not be Oxford Archaeology's responsibility. The costs of any delays as a result of withheld access will be passed on to the client in addition to the project costs already specified.

10.7 Site Preparation

- 10.7.1 The client is responsible for clearing the site and preparing it so as to allow archaeological work to take place without further preparatory works, and any cost statement accompanying or associated with this specification is offered on this basis. Unless previously agreed in writing, the costs of any preparatory work required, including tree felling and removal, scrub or undergrowth clearance, removal of concrete or hard standing, demolition of buildings or sheds, or removal of excessive overburden, refuse or dumped material, will be charged to the client, in addition to any costs for archaeological evaluation already agreed.

10.8 Site offices and welfare

- 10.8.1 All site facilities – including welfare facilities, tool stores, mess huts, and site offices – will be positioned to minimise disruption to other site users, and to minimise impact on the environment (including buried archaeology).

10.9 Backfilling/Reinstatement

- 10.9.1 Backfilling – but not specialist reinstatement – of trenches is included in the cost unless otherwise agreed with the client. Backfilling will only take place with the approval of the SCCAS.

10.10 Health and Safety, Risk Assessments

- 10.10.1 A risk assessment and method statement (RAMS) covering all activities to be carried out during the lifetime of the project will be prepared before work commences.
- 10.10.2 The risk assessment will conform to the requirements of health and safety legislation and regulations, and will draw on OA East's activity-specific risk assessment literature.
- 10.10.3 All aspects of the project, both in the field and in the office will be conducted according to OA East's Health and Safety Policy, Oxford Archaeology Ltd's Health and Safety Policy, and Health and Safety in Field

Archaeology (J.L. Allen and A. St John-Holt, 1997). A copy of OA East's Health and Safety Policy can be supplied on request.

11 APPENDIX: CONSULTANT SPECIALISTS

NAME	SPECIALISM	ORGANISATION
Allen, Leigh	Worked bone, CBM, medieval metalwork	Oxford Archaeology
Allen, Martin	Medieval coins	Fitzwilliam Museum
Allen, Martyn	Zooarchaeology	Oxford Archaeology
Anderson, Katie	Roman pottery	Freelance
Anderson, Sue	Medieval & post-medieval pottery (specifically from Norfolk & Suffolk), CBM and human remains	Freelance
Bamforth, Mike	Woodworking	York University
Barker, Karen	Small find conservation & X-Ray	Freelance
Bayliss, Alex	C14 advice	Historic England
Biddulph, Edward	Roman pottery	Oxford Archaeology
Billington, Lawrence	Lithics	Oxford Archaeology
Bishop, Barry	Lithics	Freelance
Blinkhorn, Paul	Iron Age, Anglo-Saxon and medieval pottery	Freelance
Booth, Paul	Roman pottery and coins	Oxford Archaeology
Boreham, Steve	Pollen and soils/ geology	Cambridge University
Broderick, Lee	Zooarchaeology	Oxford Archaeology
Brown, Lisa	Prehistoric pottery	Oxford Archaeology
Brudenell, Matt	Prehistoric pottery	Oxford Archaeology
Cane, Jon	Display & reconstruction artist	Freelance
Champness, Carl	Molluscs, geoarchaeology	Oxford Archaeology
Cotter, John	Medieval/post-medieval finds, pottery, CBM	Oxford Archaeology
Crummy, Nina	Small finds	Freelance
Cowgill, Jane	Slag/metalworking residues	Freelance
Dickson, Anthony	Worked Flint	Oxford Archaeology
Dodwell, Natasha	Osteology, including cremations	Oxford Archaeologist
Donnelly, Mike	Lithics	Oxford Archaeology
Doonan, Roger	Slags, metallurgy	Freelance
Druce, Denise	Pollen, charred plants, charcoal/wood identification, sediment coring and interpretation	Oxford Archaeology
Drury, Paul	CBM (specialised)	Freelance
Fletcher, Carole	Medieval & post-medieval pottery, glass, shell & small finds	Oxford Archaeology
Fosberry, Rachel	Charred waterlogged and mineralised plant remains	Oxford Archaeology
Foster, Hayley	Zooarchaeologist	Oxford Archaeology
Fryer, Val	Molluscs/environmental	Freelance
Mark Gibson	Osteology	Oxford Archaeology

NAME	SPECIALISM	ORGANISATION
Gleed-Owen, Chris	Herpetologist (amphibians & reptiles)	CGO Ecology Ltd
Goffin, Richenda	Post-Roman pottery, building materials, painted wall plaster	Suffolk CC
Howard-Davis, Chris	Small finds, Mesolithic flint, leather, wooden objects and wood technology	Freelance
Locker, Alison	Fish bone	Freelance
Loe, Louise	Osteology	Oxford Archaeology
Lyons, Alice	Late Iron Age/Roman pottery	Oxford Archaeology
Martin, Toby	Anglo-Saxon metalwork and artefacts	Oxford University
Masters, Pete	Geophysics	Cranfield University
McIntyre, Lauren	Osteology	Oxford Archaeology
Middleton, Paul	Phosphates/garden history	Peterborough Regional College
Mould, Quita	Ironwork, leather	freelance
Nicholson, Rebecca	Fish and small mammal and bird bones, shell	Oxford Archaeology
Palmer, Rog	Aerial photographs	Air Photo Services
Percival, Sarah	Prehistoric pottery, quern stones	Freelance
Poole, Cynthia	Multi-period finds, CBM, fired clay	Oxford Archaeology
Popescu, Adrian	Roman and later coins	Fitzwilliam Museum
Quinn, Patrick	Pottery thin section, ceramic petrology	UCL
Riddler, Ian	Worked bone objects & related artefact types	Freelance
Robinson, Mark	Insects	Oxford University
Rowland, Steve	Zooarchaeology & osteology	Oxford Archaeology
Rutherford, Mairead	Pollen, diatoms, <i>etc</i>	Oxford Archaeology
Samuels, Mark	Architectural stonework	Freelance
Scott, Ian	Roman, medieval, post-medieval finds, metalwork, glass	Oxford Archaeology
Shaffrey, Ruth	Worked stone and Roman CBM	Oxford Archaeology
Smith, David	Insects	University of Birmingham
Smith, Ian	Zooarchaeology	Oxford Archaeology
Spoerry, Paul	Medieval pottery	Oxford Archaeology
Stafford, Liz	Molluscs and geoarchaeology	Oxford Archaeology
Timberlake, Simon	Archaeometallurgy & geoarchaeology	Freelance
Tyers, Ian	Dendrochronology	Sheffield University
Ui Choileain, Zoe	Osteology & zooarchaeology	Oxford Archaeology
Vickers, Kim	Insects	Sheffield University
Wadeson, Stephen	Samian pottery, Roman glass	Oxford Archaeology
Walker, Helen	Medieval pottery (Essex)	Essex CC
Way, Twigs	Medieval landscape and garden history	Freelance

NAME	SPECIALISM	ORGANISATION
Webb, Helen	Osteology	Oxford Archaeology
Young, Jane	Medieval Pottery (Lincolnshire)	Freelance
Zant, John	Roman coins	Oxford Archaeology

Radiocarbon dating is normally undertaken for Oxford Archaeology East by SUERC and by the Oxford University Accelerator Laboratory.

Geophysical prospection is normally undertaken by Magnitude Surveys Ltd.



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APPENDIX C SITE SUMMARY DETAILS / OASIS REPORT FORM

Site name: The Regal Theatre, Stowmarket.
Site code: XSFRTS19
Grid Reference TM 05088 58344
Type: Evaluation
Date and duration: 22-23 July 2019
Area of Site Less than 0.1 ha
Location of archive: The archive is currently held at OA East (15 Trafalgar Way, Bar Hill, Cambridgeshire, CB23 8SQ), and will be deposited with Suffolk County Store in due course, under the following accession number: SKT 130.

Summary of Results: The single trench revealed no archaeological features and no artefacts or ecofacts were recovered. A thick make-up deposit was identified below the modern car park layers, which combined extended to a depth in excess of 1.2m, at which point excavation ceased. Natural geology was not reached in the trench, presumably because this part of the car park lies approximately 2m higher than the adjacent Ipswich Street. Cartographic evidence suggests that this ground levelling was related to the construction of the Regal Theatre in the 1930s.

Project Details

OASIS Number	Oxfordar3-352403		
Project Name	The Regal Theatre, Stowmarket.		
Start of Fieldwork	22/07/2019	End of Fieldwork	23/07/2019
Previous Work	NO	Future Work	UNKNOWN

Project Reference Codes

Site Code	XSFRTS19	Planning App. No.	(pre-app)
HER Number	SKT130	Related Numbers	

Prompt	
Development Type	Building extension
Place in Planning Process	Pre-application

Techniques used (tick all that apply)

- | | | |
|--|---|---|
| <input type="checkbox"/> Aerial Photography – interpretation | <input type="checkbox"/> Grab-sampling | <input type="checkbox"/> Remote Operated Vehicle Survey |
| <input type="checkbox"/> Aerial Photography - new | <input type="checkbox"/> Gravity-core | <input type="checkbox"/> Sample Trenches |
| <input type="checkbox"/> Annotated Sketch | <input type="checkbox"/> Laser Scanning | <input type="checkbox"/> Survey/Recording of Fabric/Structure |
| <input type="checkbox"/> Augering | <input checked="" type="checkbox"/> Measured Survey | <input checked="" type="checkbox"/> Targeted Trenches |
| <input type="checkbox"/> Dendrochronological Survey | <input type="checkbox"/> Metal Detectors | <input type="checkbox"/> Test Pits |
| <input type="checkbox"/> Documentary Search | <input type="checkbox"/> Phosphate Survey | <input type="checkbox"/> Topographic Survey |
| <input type="checkbox"/> Environmental Sampling | <input type="checkbox"/> Photogrammetric Survey | <input type="checkbox"/> Vibro-core |
| <input type="checkbox"/> Fieldwalking | <input type="checkbox"/> Photographic Survey | <input type="checkbox"/> Visual Inspection (Initial Site Visit) |
| <input type="checkbox"/> Geophysical Survey | <input type="checkbox"/> Rectified Photography | |

Monument	Period	Object	Period
NONE	Choose an item.	NONE	Choose an item.
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.

Insert more lines as appropriate.

Project Location

County	Suffolk	Address (including Postcode) Regal Theatre Ipswich St, Stowmarket IP14 1AY
District	Mid Suffolk	
Parish	Stowmarket	
HER office	Suffolk	
Size of Study Area	Less than 0.1 ha	
National Grid Ref	TM 05088 58344	

Project Originators

Organisation	Oxford Archaeology East
Project Brief Originator	James Rolfe (SCCAS)
Project Design Originator	Nicholas Gilmour (OA East)
Project Manager	Nicholas Gilmour (OA East)
Project Supervisor	Yerai Francisco Benet and Katherine Whitehouse (OA East)

Project Archives

	Location	ID
Physical Archive (Finds)	N/A	N/A
Digital Archive	OA East	
Paper Archive	Suffolk CC store	

Physical Contents	Present?	Digital files associated with Finds	Paperwork associated with Finds
Animal Bones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ceramics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human Remains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industrial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leather	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Metal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stratigraphic		<input type="checkbox"/>	<input type="checkbox"/>
Survey		<input type="checkbox"/>	<input type="checkbox"/>
Textiles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Worked Bone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Worked Stone/Lithic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

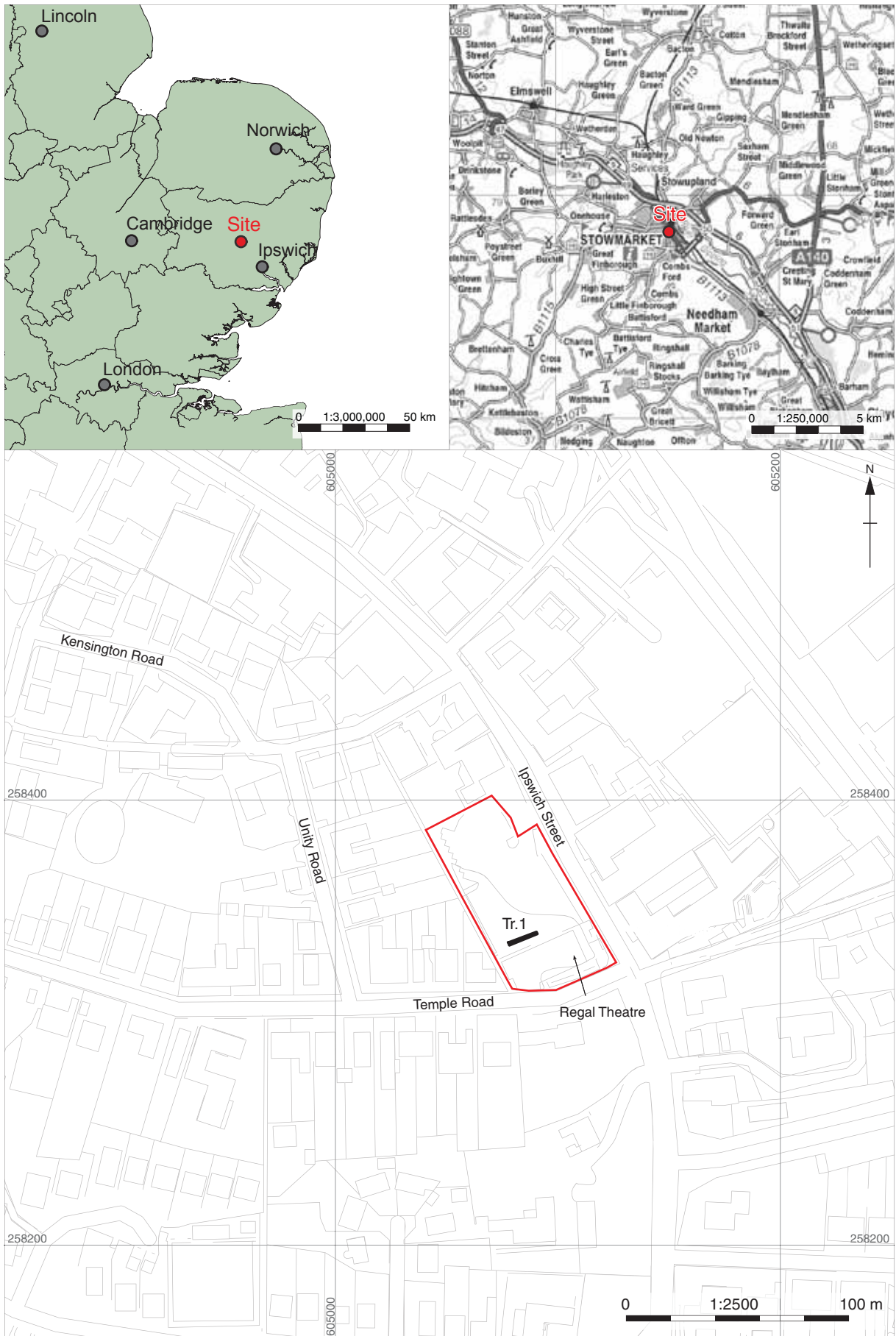
Digital Media

Database	<input type="checkbox"/>
GIS	<input type="checkbox"/>
Geophysics	<input type="checkbox"/>
Images (Digital photos)	<input checked="" type="checkbox"/>
Illustrations (Figures/Plates)	<input checked="" type="checkbox"/>
Moving Image	<input type="checkbox"/>
Spreadsheets	<input type="checkbox"/>
Survey	<input checked="" type="checkbox"/>
Text	<input checked="" type="checkbox"/>
Virtual Reality	<input type="checkbox"/>

Paper Media

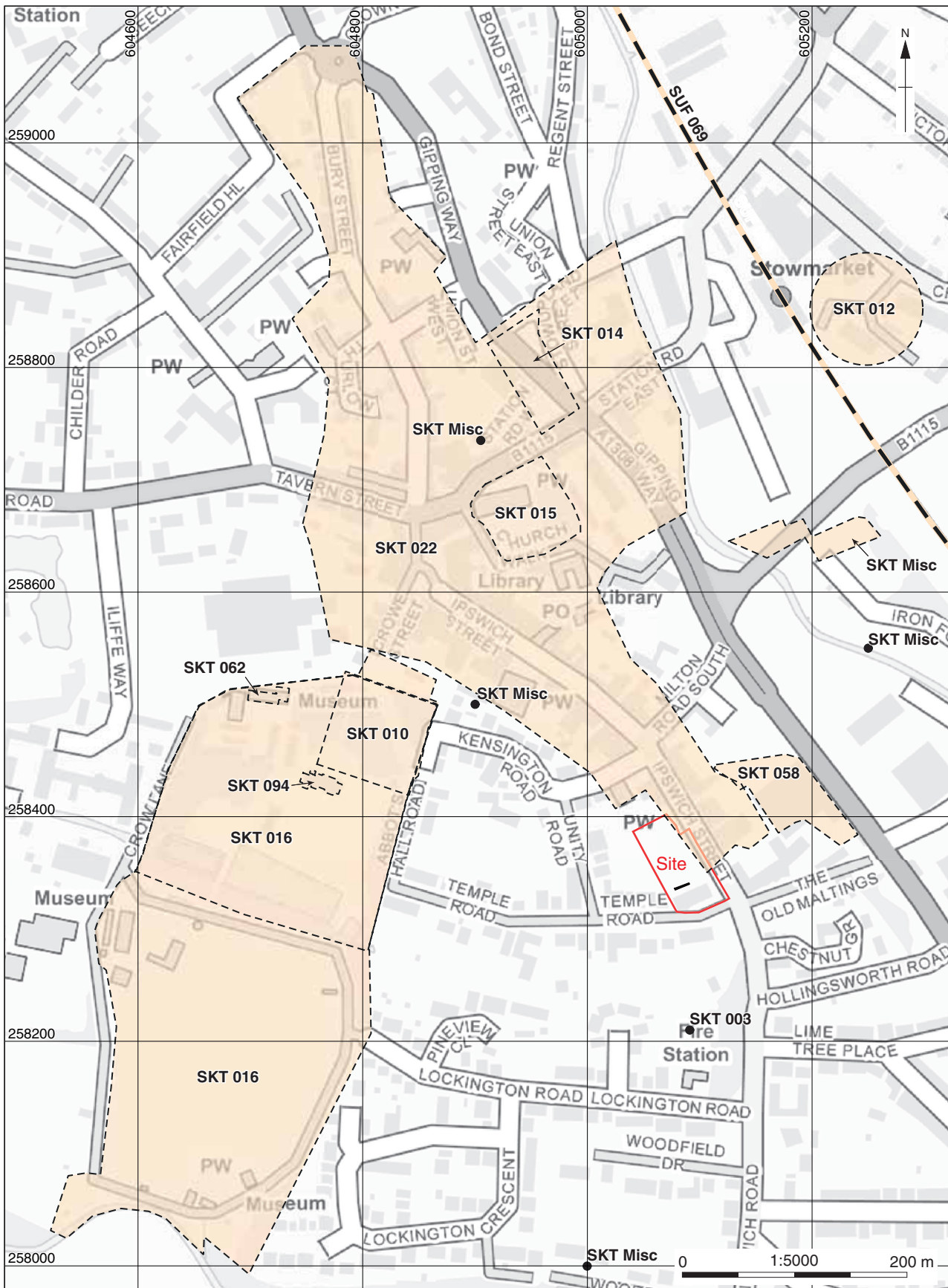
Aerial Photos	<input type="checkbox"/>
Context Sheets	<input type="checkbox"/>
Correspondence	<input type="checkbox"/>
Diary	<input type="checkbox"/>
Drawing	<input type="checkbox"/>
Manuscript	<input type="checkbox"/>
Map	<input type="checkbox"/>
Matrices	<input type="checkbox"/>
Microfiche	<input type="checkbox"/>
Miscellaneous	<input type="checkbox"/>
Research/Notes	<input type="checkbox"/>
Photos (negatives/prints/slides)	<input type="checkbox"/>
Plans	<input type="checkbox"/>
Report	<input checked="" type="checkbox"/>
Sections	<input type="checkbox"/>
Survey	<input type="checkbox"/>

Further Comments



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Figure 1: Site location showing archaeological trench (black) in development area (red)



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Figure 2: HER entries mentioned in the text



Plate 1: Working shot of Trench 1, looking north-east with the Regal Theatre on the right



Plate 2: Detail of deposit sequence in Trench 1 (south-west end), looking south-east



Plate 3: Detail of deposit sequence in Trench 1 (north-east end), looking north-west



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